

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF JANUARY 14, 2026**

A. ROLL CALL

Members present: Andy West,, Dale Feigley, Jennifer Frederick, Cassie Blascyk, Supervisor Hamill, Chris Hamill and Roscoe Smith

Members Absent: Taylor DeHaan, Michael Zeolla, Michael Zurek

Staff Present: Melissa Dashevich, Executive Director

Guests: None

Mr. Smith called the meeting to order at 6:15 PM

B. APPROVE MINUTES OF REGULAR BOARD MEETING OF December 10th, 2025

MRS HAMILL MOVED TO APPROVE the regular HDDA board meeting minutes of December 10th 2025 as presented. **MR. WEST SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes).

C. DIRECTOR'S REPORT

Mrs. Dashevich submitted her director's report ahead of time, noting that the evaluation will take place on February 3rd. The board will be notified once the agenda is finalized.

D. TREASURER'S REPORT

Mrs. Hamill stated the Highland DDA finished 2025 with total revenue over expense of \$134,180 and that is without the impact of the Boardwalk. Current cash in the bank is \$ 516,655.

MR. SMITH MOVED TO ACCEPT the Treasurer's Report. **SUPERVISOR HAMILL SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

E. NEW BUSINESS

A question was presented to the Board regarding whether the **election of officers** could be added to the agenda

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1. Election of Officers

MRS. HAMILL MOVED TO CONTINUE with the current Slate of Officers. **MR. FEIGLEY SUPPORTED THE MOTION** and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

2. C D Renewal

Ms. Frederick stated the Highland DDA is up for renewal and would like to renew for the best rate either 3 or 6 months.

MRS. HAMILL MOVED TO REQUEST that Ms. Frederick renew the Highland DDA CD (\$101,405) at CIBC Bank for a term of either three or six months, whichever offers the more favorable rate. **MRS. BLASCYK SUPPORTED**, and the **MOTION CARRIED** by a roll call vote; Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

3. Joint Board Meeting on February 11th at 7:30 at the Highland Township Auditorium

The DDA outlined discussions to take place at the joint meeting including the Master Plan and the Boardwalk Connectivity Project. Other key priorities include extending sidewalks to the south and exploring trail expansions through the Core. As well as other HDDA 2026 projects that are listed in our work plans.

4. Application from Dr. Daniel Walker to join the Highland DDA Board

MS. FREDERICK MOVED TO RECOMMEND to Township Supervisor Rick Hamill that Dr. Daniel Walker be presented to the Charter Township Board of Trustees for appointment to the Highland DDA Board. **MR. FEIGLEY SUPPORTED** and the **MOTION CARRIED** by a unanimous voice vote: Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

5. Possible approval of HWLBA Sponsorship

MR. FEIGLEY MOVED TO SPONSOR the Highland White Lake Business Association in the form of \$500, the Gold Sponsorship, for the year of 2026 with funds being allocated from the DDA Sponsorships Line Item 967-002. **MRS. BLASCYK SUPPORTED** and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Dale

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Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

6. 2026 Proposal for Metromode - In Partnership with MSOC

Mrs. Dashevich presented the 2026 Metromode Proposal to the Board, a joint initiative in partnership with MSOC and five neighboring communities. The collaboration includes Highland, Lyon Township, South Lyon, Milford, and Wixom, with a participation cost of \$3,200 per community. Oakland County is paying \$16,000. Metromode will dedicate resources from this partnership to publish 10 local guides highland individual communities' downtown or heritage corridors.

The Board expressed reservations regarding Metromode's audience, noting that its reach remains heavily Detroit-centric. Also how much information do we have to feed to the publication as it may require time that no one has right now. Members indicated a stronger interest in supporting the Oakland County Times with Crystal Proxmire. The Board is currently requesting more detailed information before making a final decision.

F. OLD BUSINESS

Nothing to report.

G. BOARD MEMBER COMMENTS

Mr. Feigley inquired about the current status of the Tunnel of Lights removal.

Also it was discussed there is a Township Joint Board Meeting on February 11, 2026. Cassie has sent out information regarding this.

The Highland DDA Business Round Table information will follow soon.

H. COMMITTEE REPORTS

Design

The mural project cannot proceed under the DIA Grant due to public building requirements. While this specific grant is off the table, the project remains a priority, and we are developing a new plan of attack. There has been interest expressed to put a mural on Sniffer Station.

Economic Revitalization

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Nothing was reported.

Organization

The Code of Conduct Policy had been reviewed and approved at a previous meeting. This evening the Code of Conducts Signatures were collected from all present. This will be an annual requirement.

Ms. Frederick presented the Purchasing Policy to the Board, highlighting the updates in red; a discussion regarding the policy followed.

MS. FREDERICK MOVED TO APPROVE the updated Purchasing Policy as presented. **SUPERVISOR HAMILL SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Roscoe Smith - yes. (7 yes votes)

Promotions

Mrs. Dashevich reported that scheduled for the month of February is Food Fight on Main: Pour Wars. A collaborative beverage competition between the Highland, Lyon Township, South Lyon, and Wixom Main Street districts. Interested local establishments currently include Chapala's, Dukes, and The Lift @ STS. Food Fight on Main Burger Battle won an award at the Main Event in 2025.

I. MSOC

The Highland Main Street Evaluation is scheduled for February 3, 2026. An agenda for the evaluation, including details for the Board Meeting, will follow shortly.

J. DISTRICT DEVELOPMENT

Grannies Attic is hoping to open any day. Three Bags Full has officially received their certificate of occupancy.

Mr. Hamill reported that a local business owner raised concerns regarding the fairness of the sign ordinance, specifically citing the advantage held by "grandfathered" nonconforming signs. In response, a couple of the HDDA Board Members noted that the existing ordinance was developed through a collaborative workshop involving the business community. Mr. Hamill suggested another Business Round Table giving the businesses opportunity to have a discussion on the subject.

K. CALL TO THE PUBLIC

Nothing to report.

L. MEETING ADJOURN

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The meeting was adjourned at 8:24 pm. MKD

APPROVED