

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
APPROVED REGULAR BOARD MEETING MINUTES OF MARCH 11, 2026**

**A. ROLL CALL**

Members present: Andy West, Taylor DeHaan, Jennifer Frederick, Cassie Blascyk, Supervisor Hamill, Chris Hamill, Micheal Zeolla, Daniel Walker, and Roscoe Smith

Members Absent: Dale Feigley

Staff Present: Melissa Dashevich, Executive Director

Mr. Smith called the meeting to order at 6:16 PM

**B. APPROVE MINUTES OF REGULAR BOARD MEETING OF MONTH DAY<sup>th</sup>, 2025**

**MS. FREDERICK MOVED TO APPROVE** the regular HDDA board meeting minutes of JANUARY 14<sup>th</sup>, 2026 as amended. **MR. WEST SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Daniel Walker - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

**MS. FREDERICK MOVED TO APPROVE** the special HDDA board meeting minutes of FEBRUARY 3<sup>rd</sup>, 2026 as presented. **MR. WEST SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Daniel Walker - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

**C. DIRECTOR'S REPORT**

Mrs. Dashevich provided the board with a written report in advance of the meeting. She also reported that Micheal Zurek has resigned from the HDDA Board.

In addition to her written report Mrs. Dashevich informed the board that she attended two festival meetings and began reserving the kids' activities for the upcoming festivals. She reported that Wixom won the overall Pour Wars with Dukes being the winner of the Highland competitors. She continues to work on finding sponsors for some of the bigger upcoming events.

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**D. TREASURER'S REPORT**

Mrs. Hamill presented her financial report through February 28th, 2026 in detail. We are 17% of the way through the year, and the total TIFF to date is around \$600,000. Interest Income is \$2,900. Currently expenses are low this early in the year. Current cash on hand is \$586,000 of which \$205,000 is in CDs.

**E. NEW BUSINESS**

*1. Thank you Letter from the HWLBA*

The HWLBA sent the HDDA a letter thanking them for their sponsorship as well as their continued support and collaboration.

*2. Review Genesis Credit Union Sponsorship*

Genesis Credit Union proposed an alternative structure to their usual sponsorship of the summer concert series.

**MS. FREDERICK MOVED TO ALLOW** chairperson Roscoe Smith so sign the sponsorship agreement with Genesis Credit Union. **MR. WALKER SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Daniel Walker - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

*3. Briens Services Proposal*

Mrs. Blascyk presented a proposal from Briens Services for the 2026 season to care for the HDDA gardens. The proposal is for \$6066 total to care for the same gardens for the 2026 season. The HDDA requested the contract be amended to include the starting month of June.

**MS. FREDERICK MOVED TO ALLOW** chairperson Roscoe Smith so sign the agreement with Brien's Services for monthly maintenance from June to September of 2026 and fall annual maintenance, not to exceed \$6066 total for the year. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Micheal Zeolla - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Daniel Walker - yes; Roscoe Smith - yes. (9 yes votes).

*4. 2026 Tech Visit: Motion to allocate Master Plan for the \$10,000 Benefit*

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**MR. HAMILL MOVED TO ALLOCATE** the 2026 MSOC Tech Visit Funds of \$10,000 to the master plan update initiative to prepare for the TIFF expiration of 2029. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Micheal Zeolla - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Daniel Walker - yes; Roscoe Smith - yes. (9 yes votes).

*5. America in Bloom Discussion*

Mrs. Blascyk informed the board of a nationwide program that teaches and supports communities on how to use their landscaping and urban forestry to improve communities. The deadline to join is February 28th. Mrs. Blascyk is planning to look into the program further and determine the potential benefits.

*6. Possible Purchase of Laptop for Seasonal Employee's use*

Mrs. Dashevich suggested Jamie Globerson needs a new laptop in order to perform her duties as a seasonal employee. A listing for a \$599 MacBook Neo was provided by Mrs. Dashevich however Mr. Hamill suggested a tablet may be the better solution for her needs.

**MR. HAMILL MOVED TO APPROVE** the purchase of an Ipad and keyboard for seasonal employee use. **MS. FREDERICK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Micheal Zeolla - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Daniel Walker - yes; Roscoe Smith - yes. (9 yes votes).

*7. Business Round Table/Sign Ordinance Meeting Update*

Mrs. Dashevich reported about 10 businesses attended and many of those businesses are impacted by the current sign ordinance. On April 14th at 6PM there will be a committee meeting to discuss potential changes.

*8. MSOC Main invitation to Street Summit on March 19th*

Mrs. Dashevich, Mrs. Blascyk, Mr. Walker, and Ms. Frederick will be attending the MSOC Summit on March 19th at 8:30pm.

*9. The Main Event on June 11th 2026*

The Main Event will be at the Roxy on June 11th from 6pm to 9pm. Mrs. Blascyk suggests the HDDA submit for "outstanding partnership" - for the partnership with the township for the boardwalk, "Place Making and Street Scapes" - for the boardwalk, "Small Business Retention and Attraction" - the property showcase and a "Spirit of Main Street" video.

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**F. OLD BUSINESS**

*1. MetroMode Collaboration*

Mrs. Dashevich provided the board with a memo detailing the potential MetroMode collaboration. The total cost would be \$3200 for 1 year. Mrs. Hamill expressed that the program seemed too Detroit-centric and that she does not believe it fits the needs of the Highland community. Other board members agreed that while her concerns were valid it was still worth testing the collaboration for a year to see if it is worthwhile.

**MS. FREDERICK MOVED TO SIGN** any contracts needed to participate in the MetroMode advertising collaboration presented by MSOC for 2026 with \$3,200 to be allocated from the organization budget line item. **MS. DEHAAN SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Micheal Zeolla - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - no; Daniel Walker - yes; Roscoe Smith - yes. (8 yes votes, 1 no vote).

*2. Update Master Plan Presentation and Contract Discussion Schedule for April 8, 2026*

The Master Plan Presentation is now scheduled for the April 8th, 2026 HDDA Board Meeting.

Mrs. Dashevich also informed the board that it has come to light that an official contract with Giffels Webster was never signed.

**MS. FREDERICK MOVED TO SIGN** the contract with Giffels Webster to create the HDDA Master Plan. **MS. DEHAAN SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Micheal Zeolla - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Chris Hamill - yes; Daniel Walker - yes; Roscoe Smith - yes. (9 yes votes).

**G. BOARD MEMBER COMMENTS**

Mr. West reported that Oakland Thrive took the feedback they received from the community seriously and they will be coming to Highland April 21, May 5th, May 19, June 2nd, June 16th, and June 30th. On those dates they will be providing multiple business to business consultants at Mica Healing.

Mr. West also reported that Christina from The Lift is strongly considering applying to join the HDDA Board.

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HWLBA Scholarship Luncheon is on June 3rd at The Red Poppy

Ms. Fredericks asked what the plan for board member training is. Mrs. Dashevich reported that she plans to have a DDA 101 presentation in July. Mrs. Blascyk also informed the board that there will be additional training opportunities through the county.

Ms. Dashevich reported that the MSOC report will be in May or April.

**H. COMMITTEE REPORTS**

**Design**

**1. *Need Garden Volunteers***

Volunteers are needed on May 14th, 18th, 20th, and 21st. The Oakland County Community Service Workers will be coming to help on the 20th.

**Economic Revitalization**

**2. *Ladies Day Out***

Ladies Day out is April 25th and the theme is "Pickles"

**3. *Push on Shop OC Main Street***

A representative from MSOC will be coming the week of March 23rd and he along with Kaiden will be going around to local businesses to spread the word about Shop OC and

**Organization**

**4. *Volunteer Fair March 18th, 2026***

Mrs. Dashevich informed the board that 10 organizations will be attending.

**Promotions**

**5. *Festival Committee has begun meeting***

Mrs. Dashevich reported that Feldman is not going to sponsor founders day this year, without a new sponsor a budget increase may be necessary. Mrs. Blascyk has been in contact with the Oakland County Commissioner about a potential sponsorship.

**I. MSOC**

Discussed above.

**J. DISTRICT DEVELOPMENT**

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Activity has been seen at the location of the old dry cleaners next to what was previously Brush salon. Sheetz has begun their abatement process. Building will start any day. An herbal apothecary tea shop is moving into the previous location of Earth and Soul. The owner is an herbalist and they just received their land use permits. They are interested in the rental subsidy and signage grants.

**K. ACTIVITY CENTER PARTNERSHIP DISCUSSION**

Heidi from the activity center has inquired about a potential partnership with the HDDA and Friends of Downtown Highland similar to what has previously been done for Chill at the Mill. The Friends of Downtown Highland Board will meet to discuss the potential partnership.

**L. CALL TO THE PUBLIC**

Nothing to report.

**M. MEETING ADJOURN**

The meeting was adjourned at 8:12 pm. - TD

APPROVED