

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF May 13th, 2026**

A. ROLL CALL

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

Members Absent: Supervisor Hamill

Staff Present: Melissa Dashevich, Executive Director

Guests: Christina Welsh

Mr. Smith called the meeting to order at 6:20 PM

B. APPROVE MINUTES OF REGULAR BOARD MEETING OF APRIL 8th, 2026

MR. WEST MOVED TO APPROVE the regular HDDA board meeting minutes of April 8th, 2026 as amended. **MS. DEHAAN SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

C. DIRECTOR'S REPORT

Mrs. Dashevich provided her report in advance. She also informed the Board that the new owners of Press and Scoop will be renaming it "The Highland Cow" and they are expected to open this month.

D. TREASURER'S REPORT

Mrs. Hamill presented her financial report through April 1st, 2026 in detail. We have a total revenue of \$121,299. HDDA has spent just under \$52,170 on programs. Currently revenue exceeds expenses by roughly \$69,129. HDDA is currently on target with their budget for 2026. Current cash on hand is \$614,207.

DR. WALKER MOVED TO ACCEPT and file the Treasurer's Report. **MR. WEST SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes;

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF May 13th, 2026**

Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

E. NEW BUSINESS

1. Engineering Study to Extend Sidewalks to Milford Highschool

Mrs. Blascyk presented the board with the 2 step engineering study cost analysis. This covered both the study and drawing. Phase 1 came to \$17,618 and phase 2 came to a cost of \$16,936.

2. SEMCOG Planning Assistance Grant for a Milford Road Safety Path Extension Project during 2026-2027

Mrs. Blascyk has asked for the board's approval to apply for a grant from SEMCOG to cover 81.85% of the cost of the engineering study.

MR. WEST MOVED TO APPROVE the design committee's request for the Highland DDA board to authorize the DDA to apply for the SEMCOG planning assistance grant and **APPROVE** the commitment of 18.15% of the required support for the application. **MS. FREDERICK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

3. 250th Anniversary Flag Program

Mrs. Blascyk presented a proposal for a program to line the street from M59 to the highland station boardwalk with American flags for the memorial day and 4th of July holidays.

MRS. BLASCYK MOVED TO APPROVE the creation of a Summer Holiday Flag Program along S. Milford Road, from M-59 to the beginning of the Highland Station Boardwalk, with an estimated project cost of \$2,200 for flags and hardware, to be funded from budget line 494-729-880.003 (DDA: Design), and to request that the Highland Township Maintenance Team complete the installation, removal and storage of flags. **MS. FREDERICK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

4. New Board Member Application

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF May 13th, 2026**

Christina Welsh, co-owner of The Lift has applied to become a member of the Highland DDA Board.

MS. FREDERICK MOVED TO RECOMMEND to Supervisor Rick Hamill that Christina Welsh be appointed to the Highland DDA Board. **MR. FEIGLEY SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

F. OLD BUSINESS

1. *Vice Chair Nomination*

MS. FREDERICK MOVED TO RECOMMEND Andy West for Vice Chair of the Highland DDA Board. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Daniel Walker - yes; Chris Hamill - yes; Michael Zeolla - yes; Roscoe Smith - yes. (9 yes votes).

2. *IMG/Metromode Update*

Mrs. Dashevich informed the board that the contract has been completed and finalized.

3. *Review Main Street America Board Member Handbook*

Ms. Frederick asked all board members to review the handbook in their own time before the next meeting.

4. *Review Accreditation Final Report (Potential)*

Moved to a later meeting.

5. *MDA Conference in South Haven*

Mrs. Blascyk will be speaking and all board members are invited to register to attend.

6. *HWLBA Scholarship Luncheon - Red Poppy 4 Free Tickets*

The Luncheon will take place on June 3rd at noon.

G. BOARD MEMBER COMMENTS

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF May 13th, 2026**

Mrs. Blascyk expressed her thanks and pride toward the teams who have worked incredibly hard on Founders Day, the banners, the parade, and the 5K race. She asked for volunteers to help with the 5K on Founders Day.

Mr. West informed the board that there will be 26 individual participants in the parade, one of which includes 20 classic cars. This is going to be the largest parade so far.

Ms. Frederick asked the board to work on a “Brag Board” and provided some examples.

The Utility pole on Milford Road has officially been fixed and is no longer a safety concern.

Mr. Zeolla informed the board that he will be stepping down from the Highland DDA Board in order to prioritize his family with the intention to rejoin when his child is older.

H. COMMITTEE REPORTS

Design

Mrs. Blascyk reminded the board of the upcoming garden planting days and volunteer needs.

Economic Revitalization

Mrs. Dashevich reported that this was the best Ladies Day Out yet with the highest turnout. Feedback from the businesses has been positive.

Wildling - Herbal Apothecary & Tea Shoppe has received the Rental Subsidy Grant.

Organization

Mrs. Dashevich reported that Giffels & Webster have sponsored the Sounds Like Summer Concert Series for \$500 and Tony Sierra has sponsored the Red White and Blues Festival for \$2000.

Promotions

Mrs. Dashevich is continuing the contract preparations for the upcoming concert series.

I. MSOC

Mrs. Dashevich is working on finalizing attendance for The Main Event in June.

J. DISTRICT DEVELOPMENT

Sheetz will be starting demolition any day, water and power have both been cut.

K. CALL TO THE PUBLIC

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF May 13th, 2026**

Nothing to report.

L. MEETING ADJOURN

The meeting was adjourned at 7:32 pm. - TD

APPROVED