

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the March 16, 2016 Regular Board Meeting**

APPROVED

Members Present: Roscoe Smith, Mike Maher, Matt Barnes, John Hirzel, Mike Zurek, Supervisor Hamill, Cassie Blascyk, Dale Feigley

Absent: Jim Stevenson

Staff Present: Melissa Dashevich, Director
Karen Beardsley, Recording Secretary

Visitors Present: Beth Lewis
Kris Kopacki
Government Student (1)

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

Approve Special Joint Board Meeting Minutes of February 4, 2016

MR. BARNES MOVED TO APPROVE the Special Joint Board Meeting minutes of February 4, 2016 as presented. **MR. HIRZEL SUPPORTED** and **THE MOTION CARRIED** with a unanimous voice vote (8 yes votes).

Approve Regular Board Meeting Minutes of February 17, 2016

MR. MAHER MOVED TO APPROVE the Regular Board Meeting minutes of February 17, 2016 as presented. **MR. BARNES SUPPORTED** and **THE MOTION CARRIED** with a unanimous voice vote (8 yes votes).

Approve Special Joint Board Meeting Minutes of February 19, 2016

MR. ZUREK MOVED TO APPROVE the Special Joint Board Meeting minutes of February 19, 2016 as presented. **SUPERVISOR HAMILL SUPPORTED** and **THE MOTION CARRIED** with a unanimous voice vote (8 yes votes).

Director's Report

Mrs. Dashevich reviewed her report, and is attached for board member review.

Treasurer's Report

Mr. Hirzel stated that bank account is finally at a point where we have our reserve as planned...at approx. \$120,000, the HDDA has collected 35% of budget revenue already so far: \$42,000 out of \$120,000 for the year; expenditures are at only 8% of the year. Also, finally loan and amortization numbers are up to date.

Much discussion took place regarding TIF changes stemming from a meeting that Mrs. Dashevich and Mr. Smith attended in Lansing in February. Draft 6 is in circulation now, regarding discussion on sunset

(TIF ending) dates - HDDA sunset will be 2025. Mrs. Dashevich has been in communication with Mr. Runestad; Mr. Smith suggested he be invited to join our next meeting.

Mr. Zurek asked about the progress of the website reorganization. Mrs. Dashevich is working with a consultant and progress has been made; just not published yet. Mrs. Blascyk has expressed an interest in attending these sessions.

Mr. Maher excused himself from the meeting at 7:05 PM.

NEW BUSINESS

Spinal Column - Special Edition for School Property

Supervisor Hamill spoke about the publication that will be circulated as an accompaniment to the Spinal Column, but as an information paper, sponsored by local businesses/people, to get word out about the township plans for the property that HVS requested RFPs. Supervisor Hamill spoke of his conversations with Mr. Baker, Superintendent of HVS regarding obligations to get the word out to the community of proposals received and intentions for the property. An appraisal process will begin by HVS for all of their vacant properties. Supervisor Hamill asked for business support of the publication that will get Highland Township's proposed plan for the property out to all residents of Highland. Additional discussions took place regarding proposed community support of property uses, and zoning issues that would have to be addressed as well.

Charrette projected to take place in a June timeframe

Mrs. Dashevich reiterated the plans regarding the upcoming Oakland County-led design charrette for our downtown area. Supervisor Hamill stated that the Highland informational paper, the accompaniment to the Spinal Column, would be a good promoter of the design ideas determined at this charrette.

OLD BUSINESS

HDDA Planning and Goals Meeting

Mrs. Dashevich feels the next step is to research facilitator options - perhaps MSOC resources are available? Or perhaps research private resources, such as Peter Werthmann?

TIF Handout Info Sheet ** discussed above** after Treasurer's Report

Proposed bill regarding TIF update - **discussed above** after Treasurer's Report

COMMITTEE REPORTS

Mrs. Dashevich stated that work is in process of securing sponsorships for the Summer Concert Series.

MSOC

- **Evaluation 2015 - Received Accreditation**

- **Main Event - April 28, 2016**

Nominations submitted: Sniffer Station submitted for Main Street Business of the Year;
Ice Cream Social Square Dance Fundraiser submitted for Special Event

The DDA gets one free ticket per nomination, so we will get 2 free tickets. Mrs. Dashevich asked if the DDA would be interested in purchasing a table and offering 4 (two free and two paid) to the nominees.

MR. BARNES MOVED TO APPROVE the purchase of two tickets to the Oakland County's Main Event on April 28, 2016 for the spouses of the nominees. MR. FEIGLEY SUPPORTED and THE MOTION CARRIED with a roll call vote: Barnes-yes; Hirzel-yes; Zurek-yes; Hamill-yes; Blascyk-yes; Feigley-yes; Smith-yes (7 yes votes).

COMMUNITY REPORTS

Economic Restructuring has met and is continuing discussions about a co-op ad in The Spinal Column - Highland Edition.

Discussions have begun regarding a 'Shop Local' starter kit for local businesses, with the businesses sharing in the cost.

Promotions is working on sponsorships for concerts.

DISTRICT DEVELOPMENT

Trinity Pet Parlor has moved into the District - past the high school on the right; JJ's Pet Parlor has closed.

CALL TO THE PUBLIC

Kris Kopacki asked, on behalf of the Sniffer Station, if they could or should install plantings in the beds in front of their business. He was advised to tell them not to, since the DDA plantings will begin in May.

Mr. Smith adjourned the meeting at 8:02 p.m.

Respectfully submitted,

A. Roscoe Smith

ARS/kb5