

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the January 18, 2017 Regular Board Meeting**

APPROVED

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

Staff Present: Missy Dashevich, Executive Director

Visitors Present: John Bry, Program Coordinator, MSOC
Alex Stankovich, MSOC
Kris Kopacki
Trevor and Jen VonBuskirk, Jeni's Ugly Pies

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

Approve Regular Board Meeting Minutes of November 16, 2016

MR. FEIGLEY MOVED TO APPROVE the Regular Board Meeting minutes of November 16, 2016 as presented. SUPERVISOR HAMILL SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).

Director's Report

Mrs. Dashevich shared a brief recap of her report. It is attached for your review.

Treasurer's Report

Mr. Hirzel shared that we only received 86% of our projected revenue for 2016. While this is disappointing, he plans to meet with Mrs. Cooper to determine why the TIF dollars are off so much. Mr. Feigley asked if it was possible that the number did not include all taxes collected yet, since the due date isn't until February 14, 2017. Mr. Hirzel felt it was a possibility, but hesitated to come to any conclusions until he collected more information. Fortunately, the DDA only spent 61% of the expense budget. Mr. Hirzel is waiting to hear what the Library portion of the TIF capture amount is, due to impending legislature threatening that amount. It could be as much as \$11,000 of the annual budget. Mr. Feigley shared that his interpretation was that the Library TIF capture amount could not be taken away until the DDA fulfills its payment obligations.

Supervisor Hamill shared that, after much research and discussion, the electricity for the streetlights on Milford Road, previously paid for by the DDA, will now be paid for by Highland Township.

NEW BUSINESS

MSOC

Mrs. Dashevich introduced John Bry, the new Program Coordinator for MSOC, and Alex Stankovich from MSOC. Mr. Bry shared his background, his vision, and some of his goals for the Main Street Communities. He spoke of some improvements to the Evaluation System, which allows for greater comparison of progress. He shared HDDA's new Evaluation format, the first to be shared with a

community. He shared that beginning with an organizational check-in, followed by the master plan, will lead to greater understanding of Strategic Planning for our community. He spoke about the importance of the four key elements: Design, Organization, Promotion, and Economic Vitality; and touched upon each. They shared some handouts and helpful pieces of information for each of our areas that can use improvement. Ms. Stankovich reviewed our DDA board member responses to a survey regarding challenges, desires, expectations, and the priorities for our DDA.

It is important for the DDA to 'keep telling its story'; sharing the accomplishments; a 'welcome' packet for new residents was discussed as well. Mr. Stankovich spoke of market data that Oakland County has access to, and can provide assistance to small businesses, as well as the DDA, for targets and demographics.

Mr. Bry spoke briefly of a new and improved 'Main Event'; awards have been streamlined, new categories added, as well as prizes for store windows that support the theme of the 'Main Event' this year, which is 'Broadway'.

They also shared the latest information on the Library opt-out . Much discussion took place regarding the realities of the library portions of the TIF, and other information. They thanked all and left the meeting at 7:55 pm.

CALL TO THE PUBLIC

Mr. Feigley shared that more banners have been found that can be tailored and installed.

Supervisor Hamill shared that Trevor VonBuskirk had approached him seeking volunteer opportunities in our community. After much discussion, he recommends Trevor and Jen VonBuskirk to the HDDA Board. This will be voted on by the current HDDA Board Members at a later time.

Mr. Feigley inquired about the status and potential benefits of the new water main coming across M-59 in the next year.

Mr. & Mrs. VonBuskirk left the meeting at 8:10 p.m.

SUPERVISOR HAMILL MOVED TO RECOMMEND Jennifer VonBuskirk and Trevor VonBuskirk as candidates for the HDDA Board. MR. MAHER SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).

Mr. Smith adjourned the meeting at 8:15 p.m.

Respectfully submitted,

A. Roscoe Smith
ARS/kb