

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the December 16, 2009 Meeting
APPROVED**

Members Present: Sharon Greene; Doreen Kosieracki; Beth Lewis; Mike Maher; Paul Mecklenborg; Jan Nastovski; Gail Perrin; Triscia Pilchowski; Roscoe Smith; Laura Trombetta

Members Absent: None

Staff Present: Tim Colbeck
Melissa Dashevich

Visitors Present: 8 High School Students

Rosco Smith called the meeting to order at 5:35 p.m.

Approve Regular Board Meeting Minutes of November 18, 2009

Motion was made by Pilchowski to approve the minutes of November 18, 2009 as corrected. Supported by Perrin and the motion carried with a unanimous voice vote. (10 - 0)

Director's Report

Colbeck reviewed the November/December 2009 Director's Report and his Community Outreach Report. The Board asked Colbeck what kind of feedback he is receiving during his visits to the DDA businesses. Colbeck replied there has been some negative feedback on the Township's signage ordinance. He also stated what stands out to him the most is the number of vacancies that the district has. He estimates that there are currently 20 to 30 percent of the storefronts vacant.

OLD BUSINESS

2010 Work Plans

Colbeck stated the Work Plans are due early January 2010. Gerry Detloff met with Design and Economic Restructuring and plans to meet with the Promotions and the Organization Committees on January 4, 2010. Work Plans need to be completed in preparation for the Main Street Oakland County Evaluation that is taking place on January 28, 2010. Incomplete Work Plans was the main issue that prevented Highland from receiving Main Street accreditation in 2009.

DDA Board Terms, New Members, and Officers

Smith reported there are two Board members whose terms are up in December, Kosieracki and Trombetta. Pilchowski asked that those Board members submit letters to her if they intend on renewing their board appointments.

Waste Water Plan Update

Colbeck referenced a memo that was sent from ECT, the environmental consulting firm being used by the Water Resource Commissioner for this proposed project. The memo included a proposed budget for two different options being looked at. Perrin asked

Colbeck's opinion on the budgets proposed. The group discussed the details. Colbeck and Beth Corwin, Planning and Development Director, have met to discuss this proposal and plan to meet with Kevin Larsen from the WRC Office tentatively in January 2010. This meeting will take place to discuss next steps, possible locations, and grant opportunities. Both Corwin and Colbeck would also like to discuss other options available from the County including conventional sewer systems.

Colbeck reported that Oakland County is predicting an 11% to 13% percent decrease in property tax revenue over the next three years. Colbeck prepared a revenue projection for the board to review of expected income levels for the next several years based on a 10% and a 15% decrease thru 2013. He explained that the Township's concerns with bonding out any significant portion of this or similar projects. They need to see that the DDA will have the ability to pay back any bonds and not leave the Township responsible if we can't meet revenue requirements.

Pilchowski reported that Judy Kiley the Township Treasurer and Mary McDonell the Township Clerk attended a meeting at Oakland County. At this meeting it was projected that Oakland County will not be back to 2007 figures until 2020 or 2025. She stated that it is important the DDA to not to limit what they want to do but it is important know how to budget accordingly.

Colbeck stated that if the DDA decided to proceed with the Waste Water Treatment, the TIFA will need to be amended. He reminded the board that the DDA does have authority to rewrite its TIFA according to the original agreement with the County. Colbeck will consult with Bob Donahue on the likelihood that the County would allow the use of TIF funds for a wastewater project. The TIFA as it was written does not allow the funds to be dedicated for this type of use, however it has been stated on a number of occasions that there has been a reconsideration of these types of projects as qualifying as economic development.

NEW BUSINESS

Committee Reports

Design

Mecklenborg reported that this committee met with Mr. Gerry Detloff and the Work Plans were discussed.

Economic Restructuring

Trumbetta reported this committee did not meet this month.

Organization

Lewis reported this committee assisted Promotions on the Tree Lighting.

Promotions

Kosieracki reviewed the Tree Lighting Event and thanked everyone involved for their support and assistance. The Board was very complimentary. This Committee as well as Organization will be meeting on January 4, 2010 to discuss Work Plans with Gerry Detloff.

Treasurer's Report

The financial reports were reviewed by Kosieracki, Treasurer, and discussed with the Board. There were no concerns and the report was accepted.

Main Street Oakland County Updates

Colbeck reported that the Main Street Annual Evaluation is scheduled for January 28th, 2010. He asked that Board Members make themselves available for this day if at all possible.

Call to the Public – Pilchowski reported that multiple break-ins occurred at the Axford Acres subdivision off of Harvey Lake Road. This prompted a conversation with Lieutenant Pement and he informed Pilchowski that Oakland County Sheriffs had a meeting regarding a crime alert that will be offered. Citizens provide email or cell phone information and alerts will be sent to those who participate. Not all details are known yet. Corwin and Pilchowski have discussed having crime alerts incorporated in the Township e-mail blast. This may help expand the public's interest in the e-blast.

ADJOURNMENT - At 7:55 pm Smith adjourned the meeting.