

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the June 15, 2011 Meeting
APPROVED**

Members Present: Doug Bourgeois; John Dowson; Dale Feigley; John Hirzel; Beth Lewis; Mike Maher; Paul Mecklenborg; Gail Perrin; Triscia Pilchowski; Roscoe Smith

Members Absent: Matt Barnes

Staff Present: Melissa Dashevich

Visitors Present: Tonda Olds

Mr. Roscoe Smith called the meeting to order at 6:35 p.m.

Approve Regular Board Minutes of May 18, 2011

MR. FEIGLEY MOVED to approve the Regular Board Meeting Minutes of MAY 18, 2011 as corrected. SUPPORTED BY MR. DOWSON and the motion carried with a roll call vote (9 yes votes).

Director's Report

Ms. Dashevich reviewed her Director's report and the report is attached to these minutes.

Sidewalks

Mr. Hirzel stated a sub-committee has been formed who has researched the possibility of bonding and borrowing money. This committee has also evaluated the legalities involved. He stated there are options that were presented to the Board pertaining to the scope of the project that need to be decided upon.

Below is an outline of this discussion:

Mr. Smith reviewed that at the last meeting there was a clear consensus that the Board wanted to do as much of the project as possible. The first and primary goal was to go from M-59 to Colasanti's.

Bicycle Path - There was discussion if there should be a 5 ft. wide sidewalk on the west side and an 8 ft. wide sidewalk on the east side for a dedicated bicycle lane. This is with hopes to connect to a trail from East Livingston to the Milford/Highland Oakland County Trail. The question is, do we want to include this in the budget? The Board was in agreement with the 8 ft. wide sidewalks on the east side of Milford Road.

Street Lights - It has been discussed several times that densely placed lights is not desired. It was discussed there is an estimate of 55 lights which was felt to be too many. There is a desire to define the downtown area with occasional lighting. It was decided that those who can make it are to meet at Highland Feed at 7:00am on Friday, June 17, 2011 to walk the sidewalk route to determine placement of lights. We may need to find lighting that is very similar to what we have, for the manufacturer of our current lighting is no longer available.

- It was discussed lights would be desired at every intersection.
- It was discussed the desired amount of lighting on Milford Road would be 20 lights.
- It was discussed the conduit would be laid along M-59 all at once. It was suggested that three or four boxes for lights be placed in-between intersections.

Banner - On the plan there is a location for a banner across Milford Road near Crapo. This would entail two poles and would cost about \$5000 (five-thousand dollars) to \$6000 (six-thousand dollars). The consensus was to include this in the project budget. Process of maintaining the use of the banner was briefly discussed.

Retainer for Tad Krear of Land Design Studio - We need more of Tad Krear's time for this project.

HIRZEL MOVED to retain Mr. Krear of Land Design Studio for \$2,000 (two-thousand dollars). SUPPORTED BY MAHER and the motion carried with a roll call vote: Pilchowski – no; Maher – yes; Mecklenborg – yes; Perrin – yes; Bourgeois – yes; Dowson – no; Feigley – yes; Hirzel – yes; Lewis – yes and Smith – yes (2 – no and 8 – yes)

Colasanti's – raised walk or sidewalk through the parking lot

It was discussed Mr. Snook, the owner of Colasanti's would prefer the sidewalk going across the front versus going through the parking lot. There is hopes the water issue will be taken care of because of the railroad is putting in a new culvert. It was discussed that whatever walk-way in the front will need some foundation. To put the boardwalk in at this location will cost about \$46,000 (forty-six thousand dollars).

It was also discussed research needs to take place regarding the legality of putting sidewalk through private property.

There was an informal voice vote taken on the desire of having a board walk in front of this location. The majority was that a boardwalk was desired.

East Livingston

There is a new plan that has been scaled down from the original East Livingston plan. It is an assumption that the quote provided is for sidewalks on both sides of Livingston Road. Roscoe asked if the Board wants to include this in the project. This was decided at the last meeting that the Board would like to include East Livingston in the project.

Mr. Hirzel shared some budgetary numbers regarding the project. He inflated the numbers for additional contingencies that may arise. This is for budgetary only, quotes have not been obtained or anything. However, the project total came out to be approximately 1.1 million, before the amount of lights are reduced.

The Tif was discussed.

Horsin' Around Festival – Horsin Around will be part of the Highland HeyDays Festival. Horsin Around will take place on the Saturday, September 10th with the traditional square dance and the beer tent. Food will be available as well as a chili cook-off with the Fire Department. Pet-A-Palooza will take place on Sunday, September 11th starting with a memorial for 9-11, then a pancake breakfast and then the street fair activities.

Highland White Lake Business Association Luncheon –On June 23, 2011 HDDA is hosting this meeting and MSOC will be presenting to the business owners. Mr. Donahue and possibly Mr. Campbell will be talking about Main Street Oakland County and the four committees. They will touch on BAT and some other resources that Oakland County offers. Anyone can attend the meeting. The charge is \$15.00 at the Come Back Inn.

BAT - Missy has contacted Lola Are of Oakland County informing her that we are ready to begin the process. She suggested that we start the process of BAT in the Fall.

Home & Garden Show – Curb Appeal

A resident would like to inquire with Home and Garden TV about having a home or homes on their show along Milford Road. The resident would like the Board's thoughts first. The Board would like to invite this individual to the next Board meeting.

TREASURER'S REPORT

Mr. Hirzel reviewed the Treasurer's report. There were no concerns expressed.

PILCHOWSKI MOVED to accept the Treasurer's Report as presented. SUPPORTED BY BOURGIOUS and the motion carried with a unanimous voice vote (10 yes votes)

Committee Reports:

Design: Sidewalks discussed earlier in the minutes.

Economic Restructuring – Mr. Smith reported this committee is working on a shop local campaign. At the moment we are working on logo. This is a joint effort between Highland and the Highland White Lake Business Association.

Organization Meeting – This Committee has not met, however, we are in the process of setting up a Business list in a program that we can manipulate and post on the website.

There is also an ad in the Milford Times for our Concerts and will run throughout the concert series.

Promotions – Discussed earlier in the minutes.

District Review

Salvation Army has begun to move into their building. It will be open to the public on July 30th.
Beading Friendlyzy

Mr. Smith stated the Beading Friendlyzy will be moving out of the district.

Community Reports

Colasanti's received an award from Oakland County. They obtained an Oakland County's small business loan. A stipulation of that loan is that they would create and retain jobs. Colasanti's has 75 employees. Because they did what they were supposed to do, they were presented with an award. Melissa Dashevich called and congratulated Mr. Snooks on this award.

Joplin Relief Effort – Thanks to the Highland Fire Department for assisting with this effort. People of Highland were very generous with their donations.

Upcoming Meetings/Events - None Offered

Call to the Public – None

At 7:40 pm Mr. Smith adjourned to the Executive Session.