

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the November 16, 2011 Meeting
APPROVED**

Members Present: Gail Perrin, Triscia Pilchowski, Dale Feigley, John Hirzel, Roscoe Smith, John Dowson, Beth Lewis

Members Absent: Matt Barnes, Mike Maher, Doug Bourgeois

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

Visitors Present: Rick Hamill, HDDA Design Committee

Mr. Roscoe Smith called the meeting to order at 6:15 PM.

Approve Regular Board Meeting Minutes of October 19, 2011

MS. PILCHOWSKI MOVED to approve the Regular Board Meeting Minutes of OCTOBER 19, 2011 as presented. SUPPORTED BY MS. LEWIS and the motion carried with a unanimous yes vote (7 yes votes)

Director's Report

Ms. Dashevich stated that her Director's report is attached to these minutes.

NEW BUSINESS

Stratus Financial Façade and Sign Grant

Ms. Dashevich orally presented this item. Stratus Financial spent \$7,334 for new awnings and \$7,368 for new windows for a total of \$ \$14,702 for façade improvements. They also spent \$3,353 for a new sign. They applied for the grant in advance, have met all of the requirements, complied with our standards, and have the paid invoices relating to these projects. The grant money for the façade matches their expenses up to a maximum of \$5,000. The grant money for the signage matches their expenses up to a maximum of \$1,500. We're contributing the maximum matching amount for both of these, which is a total of \$6,500.

MS. PERRIN MOTIONED to accept the Façade and Sign Grant of \$6,500 (\$5,000 towards the façade and \$1,500 towards the signage) for Stratus Financial. SUPPORTED BY MR. FEIGLEY and the motion carried with a roll call vote: Dowson-yes; Perrin-yes, Lewis-yes, Feigley-yes, Pilchowski-yes, Smith-yes; Hirzel abstained. (6 yes votes)

Mr. Smith presented everyone on the DDA board with t-shirts.

Mr. Feigley introduced a calendar that is being sold this year by the Civil War Commemorative Commission (who we supported last year). It is a fundraising effort by them, and is a joint Highland Township/Milford effort. It shows all township meetings, local events and contains local pictures, important phone numbers and small quips of historical data from each month of 1862. They are available at both township offices for a donation of \$5 each

At 6:25 p.m., Mr. Smith adjourned the meeting.

Respectfully submitted,

A. Roscoe Smith

ARS/kb

Approved