

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the September 19, 2012 Regular Board Meeting
APPROVED**

Members Present: Beth Lewis, Gail Perrin, John Hirzel, Mike Maher, Dale Feigley, Roscoe Smith

Absent: Triscia Pilchowski, Matt Barnes, Doug Bourgeois

Staff Present: Karen Beardsley, Recording Secretary

Visitors Present:

Mary Pat Chynoweth

Jeff Heyn

Mr. Smith called the meeting to order at 6:12 PM.

Board Meeting Minutes of August 29, 2012

MS. FEIGLEY MOVED TO APPROVE the Board Meeting Minutes of August 29, 2012 as presented. SUPPORTED BY MS. PERRIN and the MOTION CARRIED with a unanimous voice vote (5 yes votes).

Director's Report

Mr. Smith shared Ms. Dashevich's Director's Report in her absence and a copy is attached to these minutes.

Treasurer's Report

Mr. Hirzel did not have any new reports to share, but commented that he is keeping tabs of adjustments to numbers as related to timeline changes for the sidewalk project.

NEW BUSINESS

1. 2013 MEETING DATES

The meeting dates as presented were reviewed. Added recently was a special HDDA meeting on November 7 for the Sidewalk Design Committee to present engineering adjustments to HDDA Board before a Public Hearing on Monday, November 12. However, there was discussion to change this Public Hearing to Tuesday, November 13 since 11/12 is Veteran's Day.

2. CLOCK TOWER

Mr. Smith added this item to the agenda, stating that he has had difficulty getting assistance to remove the clock in the tower on the corner to have it repaired. Although the controls are at ground level, simply changing the time does not work; it still does not keep time. Mr. Hamill and Mr. Feigley offered to see if it is a simple repair or remove the clock if necessary. The problem could possibly relate to the GPS system that is on the clock; perhaps that can be disconnected.

OLD BUSINESS

1. Highland HeyDays

Planning for the 2013 Highland HeyDays is underway; there has been an evaluation meeting already, and the first official meeting will be on October 10.

Attendance on Saturday was down considerably; Sunday was well attended. It was well-advertised in print, banners, radio and TV. Much discussion took place for identifying possible problems this year, as well as new ideas for next year, such as: changing the date so as not to conflict with neighboring events (possibly the weekend of 9/21/13); reservations at events requiring payment at time of reservation; centralize event utilizing more of John Street, and not splitting it by a major road; eliminating gaps in vendors; much more marketing efforts with bigger personality, more support, and incentives (such as price); an 'announcer' to walk the streets to announce events, start times, reminders, etc; perhaps having silent auction instead of raffle; incorporating food somehow, possibly 'taste tent'. There was also much discussion regarding successful existing area events, and how to add that to HeyDays, such as microbrewers (upcoming Baker's of Milford event).

Mr. Hamill wanted to commend Ms. Dashevich for her initiative and leadership on HeyDays; he also felt Mr. Peter Barnes did the best job he could given the circumstances, i.e. no continuous staff, past information, time constraints, etc.

2. CART Outside Art Program Update

Mr. Smith shared that most of the Outside Art was installed in time for HeyDays; brochures were created and distributed. The sculptures will be installed at Stratus and Fragments very soon. Ms. Dashevich received many positive comments about the project, including several 'likes' on Facebook since the HeyDays event. The 'raffle' has not received a huge response, but is still open. Additional signage for this project will be placed below each of the Main Street Oakland County signs.

3. Sidewalk Design Committee

Mr. Hamill said Monday's meeting with the engineers was highly successful; reviewed and verified additional changes to be made on drawings, as well as set up a series of meetings to discuss all of the components. The next meeting will be to discuss lighting and was tentatively set for October 1, but will need to be changed. An email will be sent shortly.

4. Operating Budget Amendment Discussion

Mr. Smith stated there is an urgent need to get updated budget figures to the Township Board. Mr. Hirzel stated that although the Township has already received a balanced budget from the HDDA, with the current format it will be way off due to the money spent on engineering. He needs to meet with Ms. Kiley and/or Ms. Cooper to determine what wording to use accurately reflect the situation.

Mr. Hirzel made a motion to make an adjustment to the current HDDA budget to reflect engineering costs, after speaking with township staff to determine appropriate language. Mr. Feigley supported and the motion carried with a unanimous voice vote (6 yes votes).

COMMITTEE REPORTS

None

MAIN STREET OAKLAND COUNTY

Mr. Feigley attended a portion of the Downtown "Sense of Place" workshop. He felt it was well attended, and heard many positive comments.

COMMUNITY REPORTS

None

CALL TO THE PUBLIC

Mr. Hamill brought up the issue of TIF District Downsizing. He felt it was something the HDDA should give attention to. If the HDDA does not have their current funds 'encumbered', by bonding of some amount, it leaves the HDDA open for District Downsizing, which he feels could be catastrophic in terms of revenue change. The figures for a bonding request should be re-evaluated in case the Township Board needs to be approached for bonding again. If we get partial funding from the MDOT grant, and receive partial bonding through the Township, that would show the TIF money is being spent, and render us 'encumbered' and therefore exempt from targeted TIF District Downsizing. Just fyi, bank loans do not qualify as 'encumbrment'.

Mr. Hirzel shared the latest numbers from Mrs. Kiley for 2013, and worst case scenario, we would be \$20,000 short; however, if we get the MDOT grant, that number will be lower. Also worth mentioning is the Milford DDA recently had their interest rate lowered by Huron Valley State Bank, saving \$70,000 for the balance of their term.

Mrs. Chynoweth suggested that Milford be approached to see if we could hang a HeyDays banner in town. Mr. Feigley added that the fence at Johnson Elementary is a good place for a banner as well. Mr. Hamill suggested that we make an offer to Milford to reciprocate, posting their events on our banner pole, once in place.

At 7:20 p.m., Mr. Smith adjourned the meeting.

Respectfully submitted,

A. Roscoe Smith
ARS/kb