

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the July 16, 2014 Regular Board Meeting
APPROVED**

Members Present: Roscoe Smith, Cassie Blascyk, John Hirzel, Rick Hamill, Matt Barnes, Doug Bourgeois, Mike Maher, Gail Perrin

Absent: Dale Feigley

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

Visitors: Chris Kopacki

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

Board Meeting Minutes of June 18, 2014

MR. MAHER MOVED TO APPROVE the regular board meeting minutes of June 18, 2014 as presented. MRS. PERRIN SUPPORTED and the MOTION CARRIED with a unanimous voice vote (7 yes votes).

Director's Report

Mrs. Dashevich reviewed her report and a copy is attached.

Treasurer's Report

Mr. Hirzel stated the importance of getting a detailed billing statement from the engineers so that we can see where we can stand as far as the budget and contingencies. Mr. Hamill agreed, and shared that there have been many issues that have required 'on the fly' decisions that he has made in order to save money.

NEW BUSINESS

Community Sign Discussion (Doug Bourgeois)

Mr. Bourgeois shared his request to the DDA for the last \$3000 needed to obtain a Community Sign. He shared drawings of what the sign will look like; almost an exact replica of the existing sign on M59 for the library and post office, but portable with 'rock-like' skirting. After some research into allowable signage on parcels, it will have a home-base on a concrete pad at the library property, but will be able to be moved to township locations for various events. The programming will be handled through the township, much like the website updates.

MR. BOURGEOIS MOVED to give \$3000 to the community sign project; with the money coming from the DDA Sponsored Events line item. MR. HIRZEL SUPPORTED and THE MOTION CARRIED with a roll call vote: Blascyk-yes; Hirzel-yes; Maher-yes; Hamill-yes; Bourgeois-yes; Perrin-yes; Barnes-yes; Smith-yes.

OLD BUSINESS

Sidewalk Project Update

Mr. Hamill mentioned some areas that needed additional curbing, and depending on the contingency, they may be add-ons. Also, the mailbox situation has been resolved; the post office has approved each type needed, including allowing a double set of six for Milford Road south of Livingston Road, which still need to be installed and paid for. The last house before Colasanti's required many additional discussions to allow for height, steps, wall, etc. Mr. Hamill feels he had saved the HDDA at least \$24,000 in additional costs in that area alone.

Mrs. Blasczyk asked if there should be some sort of event celebrating the new sidewalk. A few ideas were talked about, but we need to determine when the project will be completed.

CALL TO THE PUBLIC

Mr. Kopecki mentioned that Mr. Dave Woods, who lost his wife, Pat Woods (a former Highland Township treasurer) is still interested in planting a tree in memory of her. Mrs. Dashevich explained that the trees were probably not an option any longer; Mr. Kopecki suggested just calling him and letting him know he is not forgotten; details are still being worked on.

Mrs. Blasczyk also asked if selections had been made for landscaping, benches, etc. Mr. Hamill noted that the Beautification Committee had wanted to be involved in the selection of plantings. He offered to begin new design meetings, including Mr. Morningstar and perhaps one other person from the Beautification Committee after his commitments to the sidewalks are finished.

Mr. Smith adjourned the meeting at 7:40 p.m.

Respectfully submitted,

A. Roscoe Smith

ARS/kb