

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the May 20, 2015 Regular Board Meeting
APPROVED**

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

Absent: Dale Feigley

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

Visitors: Kris Kopacki

Mr. Smith called the meeting to order at 6:20 PM.

Approve Special Joint Board Meeting Minutes of March 25, 2015

SUPERVISOR HAMILL MOVED TO APPROVE the Special Joint Board Meeting Minutes of March 25, 2015 as presented. MR. BARNES SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

Approve Regular Board Meeting Minutes of April 13, 2015

MR. MAHER MOVED TO APPROVE the Regular Board Meeting minutes of April 13, 2015 as corrected (with Mr. Hirzel arriving late). MR. BARNES SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

***Agenda order changed**

Treasurer's Report

Mr. Hirzel stated that changes show the amortization of the loan and expense, with a new line item showing interest expense. He also noted that an additional \$20,000 income has been realized in May, bringing the total to \$83,000 to date. On the budget side, revenues are down to date, but lingering tax bills are still out.

NEW BUSINESS

Supervisor Hamill distributed a letter of interest and resume from Michael Zurek, a new property owner in Highland, whose uncle is on the Milford DDA, and has an interest in becoming a new HDDA board member. Supervisor Hamill recommends him and has asked the HDDA for their input.

MR. SMITH MOVED TO RECOMMEND to the Highland Township Board that Michael Zurek be appointed to the Highland DDA. MRS. BLASZYK SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

Supervisor Hamill, in response to questions about the sidewalk spalling, stated that Audia has already assessed the problems and has called in the warranty people to begin their investigation.

Director's Report *

Mrs. Dashevich reviewed her report, and is attached for board member review.

OLD BUSINESS

Landscape grant follow-up

Mrs. Blascyk stated that the deadline to submit the grant is May 30. They then have 90 days to decide, which bring the date of installation to August. The total amount of the grant as submitted will be about \$15,300.00. Lowe's has committed to providing the labor needed, which is about \$5,000. The HDDA has pledged to contribute \$4,000, which leaves approximately \$6,300 needed to complete the landscape plan as developed by Glen Morningstar. If the cost of signage (as proposed) is removed (about \$3,200), that brings the total we need to fundraise for to about \$3,100.

Totals for the square dance:

Expenses: \$1163

Income: \$2573

Profit: \$1410

This amount is to be put towards landscape fundraising efforts (per previous meeting motion), leaving a total of \$1690 needed. (\$3100 less \$1410)

Mr. Maher spoke of the possibility of advertising sponsorships for particular gardens.

Mr. Smith noted an increase in kids attendance at the square dance this year, and commended Glen Morningstar for his donations.

Mrs. Blascyk asked Mr. Maher about obtaining test kits and soil amendments through Highland Feed, and also inquired about testing the soil and adding amendments before the grant is awarded, since it will have to be done either way. Mr. Maher will obtain the kits, and amendments will be spoken of after results of the soil testing.

COMMITTEE REPORTS

Concerts scheduled; sponsorships being sought. Huron Valley Chamber is possibly sponsoring, and Missy has spoken with ITC.

Congratulations to John Hirzel for receiving Board Member of the Year Award and HDDA for receiving the Outstanding Community Support Award at the Main Street Oakland County Main Event in Royal Oak.

COMMUNITY REPORTS

Mr. Kopacki asked whether C-ART would be happening; if so, he is interested in providing the installations again.

Mr. Maher offered the dance hall for the concerts in the park in case of rain.

Mr. Barnes asked about the status of the cost of street lights; Supervisor Hamill will have to answer that. Also, he reiterated his interest in a gateway sign for Highland; he will investigate costs.

Mrs. Blascyk inquired about the banners for lampposts as well; the bottom poles were in question. Discussions took place about sponsorships and designs.

Mr. Smith adjourned the meeting at 8:35 p.m.

Respectfully submitted,

A. Roscoe Smith

ARS/kb

Approved