

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the August 15, 2015 Regular Board Meeting**

**APPROVED**

**Members Present:** Roscoe Smith, Cassie Blascyk, Matt Barnes, Supervisor Hamill, Mike Maher, Dale Feigley, John Hirzel

**Absent:** Jim Stevenson  
Mike Zurek

**Staff Present:** Melissa Dashevich, Director

**Visitors:** Kris Kopacki

**Mr. Smith called the meeting to order at 6:15 PM. The agenda was rearranged to allow for Mr. Hirzel to present the Treasurer's Report before he leaves.**

**Treasurer's Report**

Mr. Hirzel shared differences in what is actual and what is presented as budgeted. Differences occur for many reasons. The Township very rarely provides timely information on the HDDA because of the timings of posting, as well as audit necessities, etc. All in all, Mr. Hirzel stated, with the explanations he provided, the DDA is progressing as planned with no unexpected expenditures, etc.

With regard to the rent that the HDDA has been charged, after some research it was determined that the charge was valid for government agency to government agency. However, Supervisor Hamill has requested that all HDDA Board Members be present at the 9/9/15 Township Board Meeting to dispute this charge. This item will be on the agenda. The HDDA occupies only a very small portion of the building, yet pays 50% of many of the expenses, in addition to approximately \$6,000/month rent.

**Approve Regular Board Meeting Minutes of July 15, 2015**

**MR. FEIGLEY MOVED TO APPROVE the Regular Board Meeting minutes of July 15, 2015 as presented. SUPERVISOR HAMILL SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).**

**Director's Report**

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

**NEW BUSINESS**

**Highland Heritage Festival - September 11, 12, 13**

The event flyer was presented and briefly discussed.

**Pickle sales/staff DDA booth at festival**

A sign-up sheet was circulated at the DDA meeting.

**OLD BUSINESS**

**Follow-up with warranty claim filed for failure of the concrete (spalling)**

Supervisor Hamill spoke with Nowak & Fraus; they have not heard back from Audia Construction.

HDDA Rent Follow Up (discussed above)

Streetscape Update

Mrs. Blascyk shared that the HDDA was not awarded the grant that was applied for. While this is disappointing, the landscaping project is still moving forward with the money we have in the budget and the volunteers from Lowes. Jim & Jake Lloyd have stepped up to oversee the project in Mr. Morningstar's absence, and are very enthusiastic. The test kits have determined what amendments are needed, and the volunteers will begin weeding, amending, tilling and then scheduling the plantings.

**R. Smith adjourned the meeting at 7:10 p.m.**

Respectfully submitted,

A. Roscoe Smith

ARS/kb