

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the September 16, 2015 Regular Board Meeting**

APPROVED

Members Present: Roscoe Smith, Cassie Blascyk, Supervisor Hamill, Mike Maher, Dale Feigley

Absent: Jim Stevenson
Mike Zurek
Matt Barnes
John Hirzel

Staff Present: Melissa Dashevich, Director

Visitors: Kris Kopacki

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

Approve Regular Board Meeting Minutes of August 15, 2015

MR. MAHER MOVED TO APPROVE the Regular Board Meeting minutes of August 15, 2015 as presented. MR. FEIGLEY SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (5 yes votes).

Director's Report

Mrs. Dashevich reviewed her report, and is attached for board member review. Much discussion took place regarding the successes and shortcomings of the Heritage Festival. Also, Main Street Oakland County met with Supervisor Hamill, Mr. Smith, Mrs. Dashevich and Mr. & Mrs. Maher from Highland Feed and offered various assistance with the rebuild of Highland Feed in the form of low interest loans and design assistance. They also offered a design charrette encouraging a comprehensive design of E. Livingston Road, incorporating Meck Building and Motors and More, and the space next to Meck; possibly open up to district.

Treasurer's Report

Preliminary reports were presented, but Mr. Hirzel was not in attendance to review. Supervisor Hamill noted that a refund of rent should show up next month, and noticed an upswing in capture amount.

NEW BUSINESS

Highland Elementary Request for Fun Run Sponsorship

They have requested a \$100 donation in exchange for having the HDDA logo on the Fun Run shirts, as well as advertising on the school sign. MR. MAHER MOVED TO APPROVE the \$100 donation (from the Advertising Budget) to Highland Elementary in exchange for the HDDA

logo on their shirts, as well as future advertising on their school sign. **MR. FEIGLEY SUPPORTED and THE MOTION CARRIED with a roll call vote: Blascyk-yes; Hamill-yes; Maher-yes; Feigley-yes; Smith-yes.**

OLD BUSINESS

Rent Follow-up

A refund of the rent charged to the HDDA will be refunded next month, as well as telephone expenses will be reduced.

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

Supervisor Hamill met with Nowak & Fraus and Audia Construction, and still do not have a definitive cause for the spalling. Superior (manufacturer) has been contacted. Nowak & Fraus will have a colleague photograph and try to determine if core samples should be taken to determine the root and longevity of the problem, as well as pursue who will ultimately be responsible.

Streetscape Update - Landscaping

Mr. Lloyd was very helpful with getting all landscaping areas readied for planting. The DDA has a budget of approximately \$5,100 for plantings. The Lloyd's have made some recommendations/revisions to the landscape plan, and will be securing plants at better pricing. Mrs. Blascyk will email all members once the Lloyd's are back in town and a plan has been formulated for the planting.

MSOC Oakland County Heritage Conference

Mrs. Dashevich shared this conference is Friday, September 18, from 8:30 AM until 4:00 PM in Ferndale.

Mr. Smith adjourned the meeting at 7:30 p.m.

Respectfully submitted,

A. Roscoe Smith

ARS/kb