

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the May 17, 2017 Regular Board Meeting**

APPROVED

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

Members Absent: Mike Maher

Staff Present: Missy Dashevich, Executive Director
Karen Beardsley, Recording Secretary

Visitors Present: Matt Lavere

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

Approve Regular Board Meeting Minutes of April 19, 2017

SUPERVISOR HAMILL MOVED TO APPROVE the Regular Board Meeting minutes of April 19, 2017 as presented. MRS. BLASCYK SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).

Treasurer's Report

Mr. Hirzel pointed out an error on the dates on the financial statements. Our income is at 41% of annual budget, with our expenditures being only at 16% of annual projected amount. We still have reserves of just over \$100,000. He will confirm some of other 'accounting type' numbers with Mrs. Cooper. Mrs. Dashevich noted a few discrepancies in the account names, and will check with Mrs. Cooper as well.

Mr. Hirzel shared that he will be unable to continue his position as Treasurer on the Board, as well as his position as Board Member. He finds that he will have many other commitments that will prevent him from attending meetings, and doesn't feel it would be fair to continue. He does not have a specific date to leave, and will help transition the next person, but wanted to notify the Board of his intentions. He hopes to find some extra time in the future to volunteer, particularly in the area of exploring fundraising outside of the TIF. The Board thanked Mr. Hirzel for his services, and expressed appreciation for all he has done, particularly in bringing the streetscape to fruition.

Mrs. Dashevich suggested a change to the Agenda to allow for a guest presentation. The change was agreed to by all board members.

Mr. Zurek shared the progress and direction of the new website design. Traverse City's website was selected as a good 'template' for the type of design and content. Mr. Zurek introduced Matt Lavere, a longtime friend and photographer, who is interested in providing a quote for website photography, and gave a presentation. He left two quotes, one for around \$2,000; one for around \$16,000, with descriptions and information.

Director's Report

Mrs. Dashevich did not prepare a hard copy of her Director's Report. Instead, she gave a recap of how most of her time was spent this past month:

- Heart and Soul Webinar - Orion
- Main Street Conference 5/1-5/3
- Community Prayer Breakfast
- Concert Series
- Banner Program

NEW BUSINESS

Request from Heidi Bey, Highland Activity Center

Heidi is looking for a contribution towards defibrillator equipment to be kept and used at the Highland Station House. The amount is \$3,225. Discussion took place including proximity to fire department. Supervisor Hamill recommended that Heidi come speak with him.

Mrs. Dashevich asked that the Founders Day Festival be discussed next.

Bonadeo Farms is providing a wagon for the parade, insurance for that is being taken care of by the DDA. Mr. Maher is picking up and delivering ice cream and cart and returning. Silent auction items are needed as well. Anyone willing to help would be appreciated.

Also, this was not on the agenda, but Mrs. Dashevich wanted to mention:

The Mainstreet Oakland County Accreditation Press Conference is June 8 at the Rochester Royal Park Hotel from 9:30 - 11:30 a.m. for any who want to attend.

Logo Discussion

Much discussion took place regarding the wording for the logo, so that cohesive changes can begin to take place to easily identify and locate the DDA online. It was decided that as a start, the website will be changed to "downtownhighland.com" and the facebook page changed to "downtownhighland"

MR. FEIGLEY MOVED TO APPROVE the name of the website be changed, as soon as practical, to 'DOWNTOWNHIGHLAND.COM' and the facebook page to 'DOWNTOWNHIGHLAND'. MR. BARNES SUPPORTED and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).

Place-Making Ideas

Mrs. Blascyk was introduced to this idea during the conference that she and Mrs. Dashevich attended. She shared the concepts with the Board with a slideshow. Discussion followed regarding ideas for our downtown area. Supervisor Hamill reminded the Board of the trash receptacles he acquired last year. He suggested painting them, and perhaps adding a large metal flower to make them look like giant 'flowerpots'.

MR. FEIGLEY MOVED TO APPROVE the initiation of getting the garbage cans painted and out on the streets. Supervisor Hamill felt that it would be at a cost of no more than \$200. MR. ZUREK SUPPORTED and THE MOTION CARRIED with a roll call vote: Hamill-yes; Feigley-yes; Hirzel-yes; Zurek-yes; Blascyk-yes; Barnes-yes; Smith-yes. unanimous voice vote (7 yes votes).

COMMITTEE REPORTS

In Mrs. Dashevich's absence, Mr. Smith reiterated the need for Board Member volunteers to step up and participate in projects!

MSOC

Congratulations to Cassie Blascyk for receiving the MSOC Board Member of the Year Award for 2016!

DISTRICT DEVELOPMENT / NEW BUSINESS

Supervisor Hamill shared that NAPA Auto Parts will be opening in the plaza on M59 where CVS and Sav-A-Lot are. They will be opening soon.

The Township Board sold the 23-acre parcel in front of MHS to Ben DiPonio. The Township has the option to hold onto 5 acres for possible future septic use. An intent for the property is an indoor soccer facility.

Supervisor Hamill also mentioned that behind 59 West, there is about 9 acres owned by Grant Charlick and partner and are proposed buildings being built and leased for industrial use.

Supervisor Hamill spoke of the upcoming plans to make new sidewalk repairs.

Mr. Smith adjourned the meeting at 8:45 p.m.

Respectfully submitted,

A. Roscoe Smith
ARS/kb