

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the August 15, 2018 Regular Board Meeting**

APPROVED

Members Present: Chris Hamill, Supervisor Hamill, Dale Feigley, Mike Zurek, Cassie Blascyk (arrived 7 minutes after order), Roscoe Smith

Members Absent: Matt Barnes, Trevor VonBuskirk

Staff Present: Melissa Dashevich, Executive Director

Mr. Smith called the meeting to order at 6:21 p.m.

Approve Regular Board Meeting Minutes of July 18, 2018.

Mr. Feigley MOVED TO APPROVE the Regular Board Meeting minutes of July 18, 2018, as corrected. Visitor present was Mark Hamlin, not Mark Hamill. Mrs. Hamill SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (5 yes votes).

Director's Report

Mrs. Dashevich gave a verbal Director's Report. Will provide written director's report of this month at a later date.

Treasurer's Report

Mrs. Hamill reviewed the Treasurer's Report and based on the year to date figures, we should anticipate a favorable 2018 financial outlook. Currently \$109,806 in cash, with almost \$52,000 more anticipated from additional tax dollars. No budget shortfall is anticipated for 2018.

A discussion took place regarding the recent Township Board approval of a tax abatement district. HDDA and public probably would like to be informed of businesses taking advantage of these incentives but wondered what mechanism was in place to inform them of pending approvals.

Mrs. Hamill stated that even those businesses that locate in the specific industrial zones, designated for abatements, are pre-approved by the Township Board for property tax abatement, the business must still require application to the State for approval.

NEW BUSINESS

Grant writing has begun for the Chill at the Mill (A playground and replication of the Spring Mill Grist building) slated for construction on the Township property adjacent to the Township Library, within the DDA district. A scale model of this project is being displayed at the Library currently.

Supervisor Hamill, as a member of the original founding committee for this project, is asking the Highland DDA and the Friends of Downtown Highland to consider becoming a part of this committee/project, joining forces with the HWLBA and the Library committee members to launch a fundraising campaign supporting this project. There was a recent 4-page insert in the Spinal Column explaining this project in further detail.

Supervisor Hamill pointed out that the Highland DDA, would satisfy one of the TIF goals by supporting the completion of the amphitheater project.

A VIP event at the site (possibly to be held next April) has been discussed. This event would kick off the fundraising and be the first opportunity to explain how much money needs to be raised along with setting forth the various sponsorship levels contemplated. Invited key dignitaries and interested constituents would be asked to help support the project with a financial donation.

Mr. Hamill expressed his opinion that Friends of Downtown Highland would be the logical organization to spearhead the collection of donations and oversee the expenditures as they transpire over the life of the project.

OLD BUSINESS

~ Two Flagstar Grants submitted by the HDDA:

- Interpretive signage regarding the historical evolution, business & commerce of Highland Station. The grant is 50/50, and cost is \$2,036. The grant would be for \$1,018.
- Tweaking, redesign & education regarding native landscaping. To local businesses, the biggest area of concern is the height of the plantings. After walking through with the consultant it was determined that the cost would be \$2,160 to tweak, clean, weed, cluster, and remove (\$2,300 includes expert to come and speak to public). The total amount required for this project would be approximately \$3,831. Since the grant is 50/50 (or about \$1,900) we would have to show that we have the matching amount (which we do in areas that were fundraised for these purposes). This would require a request to the board.

Supervisor Hamill felt that communication with our community is essential. He suggested getting a regular space/ad in the Spinal Column highlighting Highland. The Township might be interested in contributing to the cost, depending on the content and benefit to the community. This should be a way to draw attention to projects, highlight areas of interest, include images.

~ Tech Visit – As a Board, The Arch has been chosen as our project to work on. Mrs. Dashevich stated that Oakland County suggested that a monument be discussed instead of an arch? When suggested to the HDDA Board, there was generally not much acceptance for the monument; an arch was what was desired. Placement should be discussed.

~ Real Estate Purchase Update:

- Hiring of Twp. Attorney for paperwork.
- Formal Resolution on disposition.
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Supervisor Hamill read the Resolution that was developed with the township attorney for the acquisition, use guidelines, and disposition of the properties. Some discussion followed regarding the properties and possibilities for disposition and/or sale.

Mr. Feigley MOVED TO APPROVE the Resolution of the tax foreclosed properties with correction (correction of 3rd parcel number to 022) The third parcel is part of the purchase price, but whose disposition will be determined and resolved separately, after attorney review). This Resolution covers the details of two of the properties. Mr. Zurek SUPPORTED THE MOTION and THE MOTION CARRIED

with a roll call vote: Supervisor Hamill-yes; C. Hamill-yes; Feigley-yes; Blascyk-yes; Zurek-yes; Smith-yes.

The third property has also become an issue of a property accidentally going back to the county due to overlooking tax bills in an estate situation. The township has been approached, along with the original property owner's attorney, to see if some agreement can be reach to buy property back. Supervisor Hamill's recommendation is to hire the township attorney at \$145 per hour, unknown number of hours, to handle the negotiations for this as well. This expense will not be borne by the DDA; it will become part of the purchase price.

Mr. Feigley MOVED TO APPROVE the hiring of the Township Attorney to represent the HDDA in negotiations for all three real estate properties. Mrs. Hamill SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: Supervisor Hamill-yes; C. Hamill-yes; Feigley-yes; Blascyk-yes; Zurek-yes; Smith-yes

DISTRICT DEVELOPMENT / NEW BUSINESS

Mrs. Dashevich has been unable to speak to Rainbow, so no further information is known.

COMMUNITY REPORTS

None.

CALL TO THE PUBLIC

None.

Mr. Smith adjourned the meeting at 7:56 p.m.

Respectfully submitted,

Roscoe Smith
RS:kb