

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the September 16, 2020 Virtual Regular Board Meeting  
(held via Zoom)**

**APPROVED**

**Members Present:** Chris Hamill, Cassie Blascyk, Roscoe Smith, Dale Feigley, Stephanie Legg, Mike Zurek, Jennifer Frederick, Matt Barnes

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

**Guests Present:** Brenda Oldham, RAM Insurance and Financial Svcs.  
Jeanie Mitchell, Earth N Soul  
Sherry Miles, President, HWLBA & HVCA  
Sioux Trujillo, HVCA

Mr. Smith called the meeting to order at 6:25.

**PRESENTATIONS**

Huron Valley Unity Project - DDA Shop Local Component

Brenda Oldham introduced Sherry from HWLBA who spoke about the business component of the project - Unity Dollars which would have the Live Highland Shop Highland logo and is a gift certificate type program. It would be a line item for the DDA and the accounting would be taken care of by the DDA as well. Sherry shared a computer presentation, introduced Jeanie from Earth N Soul who spoke about being a business owner in the district, and asked the DDA for a sponsorship. Mrs. Dashevich likened this program to the Chamber Bucks program that has been functioning for awhile now. Some discussion took place regarding the details. The HDDA thanked the members of the Unity Committee for the presentation and stated that the Board Members would make a decision and let them know as soon as possible.

HVCA Director, Sioux Trujillo - C-ART

Sioux Trujillo reviewed the progress of this year's C-ART program. Nine artists were selected and their works were presented for the HDDA Board review. These selected works will be sent to the printer tomorrow and will be installed shortly. Mrs. Dashevich proposed that any monies collected from either the sale or auctioning of these works of art (after they are taken down) be given to the HVCA, as this program would not happen without their involvement and commitment. \$2,500 has already been budgeted for this program.

**MRS. FREDERICK MOVED TO APPROVE the selected artwork presented by the HVCA, and move forward with the C-ART program. MRS. HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

Approve minutes of August 19, 2020

**MRS. FREDERICK MOVED TO APPROVE the Virtual Regular Board Meeting minutes of August 19, 2020 as presented. MR. ZUREK SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

Director's Report

Mrs. Dashevich reviewed her Director's Report.

- Spreading awareness of grants available to our businesses, answering questions, etc.
- Unity project meetings.
- Native landscaping.

- Arch project.
- Farmer's market

#### Treasurer's Report

Mrs. Hamill doesn't have any updates since last time as the township has been busy with property tax.

#### NEW BUSINESS

##### Native Landscaping

Regarding both corners at McPherson Street, Mrs. Legg showed some diagrams and suggestions of native landscaping company, i.e. removals and replantings. They propose \$4,000 to demo and prepare these beds for rework.

In trying to determine maintenance budget for next year, the amount proposed by the current native landscaping company would be \$7,000 as opposed to \$5,000 paid this year, including more specific tasks and more frequent visits, including weekly deadheading. This does not include irrigation (manual watering). Mrs. Frederick expressed her dissatisfaction with their work, and would like to revisit and have input into the redesign. Mrs. Blascyk also expressed her dissatisfaction with the current company, but reiterated that we are just trying to determine a budget amount for next year. Mrs. Legg has been reaching out to more companies to bid for next year. Mrs. Dashevich suggested that we rely on Supervisor Hamill for redesign, but also to be prepared to spend this amount of money to have the native gardens maintained, as volunteers are not knowledgeable or dependable. Mrs. Blascyk suggested that we get two more bids immediately for the rework/demo of the McPherson corners.

**MRS. LEGG MOVED TO APPROVE \$4,000 FOR REMOVAL OF PLANTINGS AND PREPARATION FOR NEW PLANTINGS AT MCPHERSON AND MILFORD (THE SOUTHWEST AND NORTHWEST CORNERS) TO BE TAKEN FROM THE DESIGN BUDGET. MRS. FREDERICK SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: C. Hamill-yes, D. Feigley-yes, S. Legg-yes, J. Frederick-yes, M. Barnes-yes, M. Zurek-yes, C. Blascyk-yes, R. Smith-yes**

Mrs. Legg also mentioned that the Design Committed has allotted \$3,700 for replantings of the above corners as well.

##### Budget 2021

Mrs. Dashevich, after discussions with Mrs. Cooper, has reduced our expected TIF amount for next year, for budgeting purposes, just to be safe. The budget was reviewed line by line with discussions and increases recommended. Mrs. Frederick suggested that the approved HDDA budget be submitted to Highland Township by the October 5th meeting.

**MRS. FREDERICK MOVED TO INCREASE MRS. DASHEVICH'S SALARY BY 2%. MR. BARNES SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

**MRS. FREDERICK MOVED TO APPROVE THE AMENDED 2021 BUDGET AS DISCUSSED FOR SUBMITTAL TO THE TOWNSHIP. MRS. HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

##### BOARD MEMBER COMMENTS

Mr. Feigley shared that the locations for the new furniture has been decided, and if they should be secured with cables and clamps (not secure) or chains with padlocks. It was decided that the furniture should be secured with locks. It was also decided that the furniture can be left out over the winter.

#### OLD BUSINESS

**PATRONICITY GRANT**

Check was received and marketing to our businesses will begin next week.

Flagstar Bank grant for historical signage was submitted on August 28 and has been awarded. They signage (about 20 in all) will show buildings 'then and now', and will be 12" X 18" and made of aluminum.

Lastly, Mrs. Dashevich asked that the Board determine if they want to support the Unity Project, and in what capacity.

**MRS. HAMILL MOVED TO APPROVE \$1,500 AS SPONSORSHIP OF THE UNITY PROJECT. MR. FEIGLEY SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: C. Hamill-yes, D. Feigley-yes, S. Legg-yes, J. Frederick-yes, M. Barnes-yes, M. Zurek-yes, C. Blascyk-yes, R. Smith-yes**

**Mr. Smith adjourned the meeting at 8:50 p.m.**

Respectfully submitted,  
Roscoe Smith

RS:kb

---

APPROVED