

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the March 17, 2021 Virtual Regular Board Meeting
(held via Zoom)**

APPROVED

Members Present: Supervisor Hamill, Chris Hamill, Roscoe Smith, Mike Zurek, Jennifer Frederick, Dale Feigley, Cassie Blascyk (arrived 6:50pm)

Members Absent: Matt Barnes

Staff Present: Melissa Dashevich, Executive Director

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

Roll Call

All members listed as present (above) are located in Highland Township.

Approve minutes of Virtual Regular Board Meeting Minutes of February 17, 2021

MRS. FREDERICK MOVED TO APPROVE the Virtual Regular Board Meeting minutes of February 17, 2021 as presented. MR. ZUREK SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (6 yes votes).

Director's Report

- Unity Project Update - Attended a meeting; presented an entry for Walk a Mile in my Shoes;
- Received social distance stickers and other things from Oakland County.
- There was some discussion for having a version of our Founder's Festival. However, there are many uncertainties still.
- Regarding Red White and Blues Festival, HVCA would like to participate in some multicultural way.
- Regarding Design committee, Mrs. Blascyk has held a couple of meetings already; has garden clean-up scheduled.
- Mrs. Frederick is now co-chair of ER, they have met to familiarize her with ongoing and upcoming tasks.
- Farmers' Market has met already.
- Mrs. Dashevich is working to get reports back from recipients of the Patronicity grants.
- Attended Manager's meeting; Sean Carlson spoke of more upcoming grants. Mrs. Dashevich prepared a lengthy report on what projects we were able to do.
- Working on restaurant relief; having difficulty obtaining tents for outside; looking at alternatives.

Treasurer's Report

Mrs. Hamill shared that there is \$271,236 in bank through February; note payable is \$151,533. Revenue over expenses YTD is \$37,449. There was discussion regarding paying off debt early versus having money to proceed with arch. Supervisor Hamill and Mrs. Hamill will look into the pros and cons of this.

A discussion took place regarding the Township loan of \$151,533.00. Mr. Hamill brought to the Board's attention that it may be advantageous to pay the loan off. Approximately \$4,000 a year and \$3,800 debit service would be saved. There would still be money left over and of course the upcoming Tif that is expected. It was decided that an outline would be created to assist with discussion. It was also decided this subject would become an Agenda Item.

Mrs. Blascyk joined the zoom meeting at 6:50pm

NEW BUSINESS

None.

OLD BUSINESS

Tim Colbeck was unable to join us at this meeting; his mother passed away. Mrs. Dashevich will send a sympathy card from the HDDA.

Arch Update

Steve Sutton said that DEF (Scott Berols) authorized construction documents to proceed. They feel that the road commission will require four posts for the arch, instead of two posts in present design proposed. Also Scott Berols will require clarification of electrical needs and desires.

At this point Supervisor Hamill took this opportunity to speak of another light pole that has been downed and the new higher cost to replace.

HDDA Business Assistance Grant closed on February 28

Per Mrs. Blascyk, 15 businesses applied, 13 were awarded (the other two were not in the district). She will announce who got them when all businesses have been notified. Mrs. Frederick spoke about the finalized agreement.

Unity Dollars

Received \$2,440 worth of request for reimbursement from local businesses. According to the reports, that leveraged \$5,761.54 for businesses that participated, with Colasantis and Snooks being the top recipients. There is still \$560 out there to be reimbursed. Mr. Smith asked about deadlines. There is a printed expiration on the Dollars, but Mrs. Dashevich said that there is no date by which the businesses have to turn them in for reimbursement. Mrs. Frederick said that at least a 'suggested' deadline be given so this program can be concluded. Mrs. Dashevich asked Mrs. Blascyk to put something out on social media for recipients to use them ASAP.

Weatherization Program update

Mrs. Dashevich reiterated that since tents were nowhere to be found, this program will try to help businesses by reimbursing them for purchases already made or to be put towards some type of outdoor dining.

BOARD MEMBER COMMENTS

Mr. Feigley asked if Sounds Like Summer concerts will be happening. Mrs. Dashevich shared that guidelines allow for 300 to gather outside, with social distancing in place, but still need to hear insurance company recommendations.

Mr. Feigley shared some information about how events in Milford will be decided in the near future. If allowed, COVID plans must be submitted and all proper signage and guidelines must be followed.

COMMITTEE REPORTS

Design

Mrs. Blascyk reported that she held two Design-Garden Committee meetings: The group evaluated the gardens to determine what needs to be accomplished. The outcome was to Adopt a Garden program to launch in a week or two; Work Bee scheduled for the 3/28 to demo bed at McPherson and move native plants to the Milkweed Mile; seeking quotes for landscape maintenance for season.

Economic Vitality

Mrs. Frederick reiterated what was discussed previously with the Business Assistance Grant.

Promotion

Per Mrs. Dashevich, same docket for concerts as last year, will make determination after insurance recommendations.

Organization

No chair for this committee; combined with Promotions right now and concentrating on Fundraising and Volunteers.

OAKLAND COUNTY / MSOC - April 12 - 14

- Main Street Now Conference (virtual)
So far, three are able to attend (Cassie, Karen & Missy). Registration is \$99 per person, and any board member could attend; just be sure to get registration info from Mrs. Dashevich.

Mrs. Frederick mentioned that she has a brochure from Michigan Historic Preservation Network for the 41st annual Historic Preservation Conference, 5-1 thru 5-15 if anyone is interested.

Mr. Smith wanted to recognize Mrs. Dashevich for all her work putting together a report for Deputy Oakland County Exec Sean Carlson. A lot of projects happened during COVID.

Also, because of additional stimulus money, we may be able to expect more dollars in grants coming soon.

COMMUNITY REPORTS

HVCA Gallery -micro photography - insects.

Dusty Rhodes - virtual program for St. Patrick's Day on the weekend.

Historical Society - Pickle history presented by Eugene Beach.

Mr. Smith thanked all who sent birthday greetings to him.

Mr. Smith adjourned the meeting at 7:25pm

Respectfully submitted,

Roscoe Smith

RS:kb
