

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the April 21, 2021 Virtual Regular Board Meeting
(held via Zoom)**

APPROVED

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

Members Absent: Chris Hamill

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

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

Roll Call

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

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

MR. FEIGLEY MOVED TO APPROVE the Virtual Regular Board Meeting minutes of March 17, 2021 as presented. SUPERVISOR HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (7 yes votes).

Director's Report

Mrs. Dashevich shared Main Street's various accomplishments (which Mrs. Dashevich contributed to with our list of 2020 accomplishments); also shared a list she compiled of Highland 2020 statistics.

Helpful to see what others have done as well.

Business Assistance Grants distributed by Mrs. Blascyk and Mrs. Dashevich.

Founder's Day was cancelled for 2021.

Treasurer's Report

Mrs. Hamill was not present to give a report, but Mrs. Dashevich had distributed all of the most current financials to the board members.

NEW BUSINESS

- Farmers' Market - first ad in Spinal Column published; 6 vendors already signed up; library will be doing storytime and craft 4X throughout the season; also collaborating on milkweed mile and native gardens programs.
- Township Loan Discussion - move to next agenda.

OLD BUSINESS

- Tim Colbeck plans to discuss TIF renewal at next board meeting on 5/19/21.
- Archway Update. Artist has communicated with Nowak and Fraus and is now working with the structural engineer. Should have preliminary drawings in a few weeks. Next up will be for structural, civil and artist and HDDA committee to discuss details/changes. Possibly adding additional poles.
- Unity Dollars Update. Dukes of Highland submitted a large amount to be reimbursed. We are getting close to the end and most will have been submitted for reimbursement.
- Weatherization Program - Phase II Update
Since providing tents was not a feasible option for assistance to our community restaurants, they will be given a pallet of PPE supplies containing a sprayer for

antibiotic cleaner; gloves, wipes, scrubbers, trash cans, brooms, floor cleaning misc.; steel stand for hand sanitizer and more. Each package was worth about \$2,400 and was provided through Highland Supply.

Mrs. Blascyk requested that someone provide her with photographs of the goods and distribution for inclusion on social media and upcoming news articles.

BOARD MEMBER COMMENTS

Mr. Feigley shared the availability of a new property he will be listing soon; new construction home behind Fragments listing for \$325,000.

COMMITTEE REPORTS

Design

- Garden Team Update. Mrs. Blascyk shared the relocation of native materials from McPherson Street to M59 median. Also, all tulips blooming and receiving compliments.
- Flagstar Historical Sign Update. She is working with Lisa at the township offices for pole placement for historical plaque placement. This is made possible through a grant. (Supervisor Hamill shared that he was able to have one of the damaged light poles repaired.)
- Garden contract with Brien's finalized. Mrs. Blascyk met with them and will be moving forward with them doing all monthly garden maintenance beginning on May 24th through September 21st, as well as clean-up in the fall. Adopt-a-Garden will begin with over half of the gardens adopted so far. This will provide overseeing volunteers and additional coverage for installing annuals and mulching. Also, one more clean-up at McPherson happening Sat., 4/24 at 10 a.m.

Economic Vitality

Grants were distributed, some using a large whiteboard check and photo.

Promotion

Per Mrs. Dashevich, planning to move forward with same docket for concerts as last year. (See survey from OCPR regarding events plans by other communities.) Will need to discuss CDC guidelines to follow, etc.

Organization

Per Mrs. Dashevich we need to recruit more board members as well as volunteers. Also needs to focus on getting a leader for the Organization Committee.

OAKLAND COUNTY / MSOC - April 12 - 14

- Main Street Now Conference (virtual) was attended by Cassie, Karen & Missy and all felt it was worthwhile.

DISTRICT DEVELOPMENT / NEW BUSINESS

New dental office in Furama plaza?

CALL TO THE PUBLIC

None.

Mr. Smith adjourned the meeting at 7:36 p.m.

Respectfully submitted,

UNAPPROVED