

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the August 18, 2021 Regular Board Meeting**

**APPROVED**

**Members Present:** Supervisor Hamill, Chris Hamill, Roscoe Smith, Michael Zurek, Jennifer Frederick, Dale Feigley, Cassie Blascyk

**Members Absent:** Matt Barnes

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

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

Mrs. Dashevich did roll call.

Approve Minutes of Virtual Regular Board Meeting of July 21, 2021

**MRS. FREDERICK MOVED TO APPROVE the Virtual Regular Board Meeting minutes of July 21, 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 talked about the flooding that has occurred in the Station House basement and shared that she will be looking into offsite storage (temporary and possibly permanent) and is hoping for input in purging some of the contents.

Treasurer's Report

Will be combined with 2022 Budget discussion.

NEW BUSINESS

Red, White & Blues Fireworks Festival. Will be combined with craft show and food trucks in Sav-A-lot parking lot. Viewing can take place from Salvation Army parking, and any available business spaces north of M-59, as well as some available viewing from elementary school (parking lot excluded).

Budget Discussion

2021 Budget -

It was discussed the current budget was based on an over projection of the TIF given to the Highland DDA. In result Mrs. Dashevich created a draft spreadsheet of what funds are needed by the end of the year. Mrs. Hamill presented her financial report that included annualization to the end of the year.

2022 Budget

This will be presented at the next board meeting.

Mrs. Hamill and Mrs. Dashevich will meet and prepare the proposed Budget

## OLD BUSINESS

Archway Update. Scott Berels does not have an update as he is in the process of trying to find a new structural engineer. Mrs. Dashevich shared that he felt the project was too small for the structural engineers to warrant their expenses. Supervisor Hamill added that he felt that there will be ongoing issues with the location itself. Discussion took place regarding other possible solutions to add 'gateway' imagery or signage to Highland such as murals, and that the 'archway project' should be discontinued. Mrs. Dashevich will check into payments made to Mr. Berels to date. It was decided to wait until Mr. Barnes was in attendance before a formal vote was made regarding discontinuing this project.

## BOARD MEMBER COMMENTS

Mr. Smith shared that it was brought to his attention about the disrepair of the ticket station and backgrounds in the area. He proposed that we be proactive in getting necessary repairs done, repainting, and relocating and perhaps new design of the donor signage that is now hidden in the growth behind the ticket station. Design committee to discuss getting bids and timeframe, including landscaping issues as well as possible tree removal. Supervisor Hamill suggested calling Precision for a bid.

Mrs. Blascyk raised some concerns and asked who is responsible for maintaining trees on private property with low hanging branches over public sidewalks. Mrs. Frederick said it would be the responsibility of the property owner and that Mrs. Blascyk should contact the Township ordinance officer.

## COMMITTEE REPORTS

### Promotion

- i. Concert season complete and was a great success. The Farmers' Market pop-up was not as successful as hoped. Mrs. Blascyk has been looking at another location such as former Napa location. Also consider more concerts and beginning earlier in the season.
- ii. Highland Book Hunt. Painted paver stones to look like book covers in place of scarecrow contest. Mrs. Blascyk suggested a scavenger hunt throughout town to find the paver stones, and possibly donate to Chill at the Mill for inclusion throughout the park, since it is near the library.

### Organization

Mrs. Dashevich will be working on a newsletter publication.

## OAKLAND COUNTY / MSOC

- Spirit of Main Street Micro Business Start-up Grant Program, \$2,500 matching.
  - o Businesses can apply through the HDDA
  - o Two applied - The Lift and Earth N Soul

## DISTRICT DEVELOPMENT / NEW BUSINESS

Per Supervisor Hamill, Leo's Coney Island will be opening soon after resolving fire suppression issues.

Mr. Smith inquired about the retail boat location where the old Chevy dealership was (across from Citgo, next to Tuffy). Supervisor Hamill shared that it started as boat repair and buy/sell; however, since COVID he has sold all available inventory.

COMMUNITY REPORTS

None.

CALL TO THE PUBLIC

None.

Mr. Smith adjourned the meeting at 8:00 p.m.

Respectfully submitted,  
Roscoe Smith

RS:kb

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APPROVED