

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the January 19, 2022 Regular Board Meeting**

**APPROVED**

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

**Staff Present:** Melissa Dashevich, Executive Director

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

Approve Minutes of Regular Board Meeting of December 15, 2021

**MRS. HAMILL MOVED TO APPROVE** the Regular Board Meeting minutes of December 17, 2021 as corrected (typo; add 'C' to 'CHARTER' at top). **MR. FEIGLEY SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

Director's Report

Mrs. Dashevich working on evaluation procedures and data for Main Street Evaluation meeting coming up on February 1; criteria has changed quite a bit. Also work on website is ongoing.

Treasurer's Report

Mrs. Hamill shared statements showing \$250,119 in revenue. TIF is at \$199,775 and since we budgeted \$173,900, it is exceeded by \$26,000. \$69,539 has been spent on program services (such as Farmers' Market promo, Economic Structure, Design, maintenance of Four Corners). Administrative costs (such as salaries, advertising, interest) are at \$69,669. So revenue exceeded expenses by \$107,525. Ending year with \$402,425 in bank.

Supervisor Hamill asked if the HDDA would be interested in partnering with the township to acquire the property behind the station house. The Township could purchase; DDA might lease and possibly sublet but also be able to use for much needed parking. Discussion took place regarding general availability of properties in Downtown Highland and any current opportunities available, and sewer possibilities.

**MR. FEIGLEY MOVED TO APPROVE** the HDDA support of the Township investigating and possibly acquiring the home behind the Station House for the DDA to then possibly lease for additional activities and/or much needed parking. **MRS. HAMILL SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

NEW BUSINESS

Election of Officers

**MR. FEIGLEY MOVED** that the current slate of HDDA Board Members continue for 2022. **MS. FREDERICK SUPPORTED THE MOTION and THE MOTION CARRIED with a unanimous voice vote (8 yes votes).**

The Main Event Award Ceremony - May 5, 2022 - Flagstar Strand Pontiac

Award submissions are due no later than 5 p.m. on March 31, 2022.

Highland White Lake Association - possible sponsorship

SUPERVISOR HAMILL MOVED TO APPROVE a \$500 sponsorship for Highland White Lake Business Association. MR. ZUREK SUPPORTED THE MOTION and THE MOTION CARRIED with a roll call vote: M. Barnes-yes; R. Hamill-yes; C. Hamill-yes; M. Zurek-yes; R. Smith-yes; J. Frederick-yes; D. Feigley-yes; C. Blascyk-yes.

## OLD BUSINESS

### TIF Renewal - Business Plan/Previous Application

Mrs. Dashevich has located the HDDA original TIF documents and retrieved them from storage, and will share with Mr. Fiegley.

### Oakland County Business Navigator Program Update

Supervisor Hamill shared the following:

- This program is paid for by the Economic Development through Oakland County.
- We will have a consultant from Oakland County on site for a period of at least three years.
- He will be located in the Township offices.
- His job will be to work with local businesses to educate and help develop their plans, not just in DDA district, but in Highland Township.
- He will be here on January 28<sup>th</sup> to meet with Supervisor Hamill and Mrs. Dashevich and others and will start in his position on February 7<sup>th</sup>.

Supervisor Hamill met with about 8 of the Navigators that have been hired by Oakland County and shared with them information about Highland. Each has a different area of expertise. One has been selected for Highland and has a strong background in Marketing. He won't be in the office every day and will also be covering Holly and other local areas.

### Gateway discussion/photo examples/discussion

Mrs. Blascyk has gathered input from others on the Board and was planning to forward it to Scott Berols (artist) for his perusal. Mr. Smith felt this was a great opportunity to build Highland's image. Supervisor Hamill questioned whether we should still retain the same artist since our scope and direction has changed so drastically. Mrs. Blascyk will keep the examples and board member input until the Board can discuss further.

## BOARD MEMBER COMMENTS

Mr. Zurek mentioned that 250 N. Milford Road will be going to auction.

Mrs. Dashevich thanked all the Board Members for the gift card.

## COMMITTEE REPORTS

### Design

Mrs. Blascyk shared that many projects and plans have been moving along, and after the Main Street Evaluation, things will begin to progress.

Mrs. Blascyk wanted to discuss the possible relocation of the Farmers Market to the former Napa property. She has researched and found it would provide more room for the expanding market. All agreed, and Mrs. Blascyk will reach out to property owner.

### Economic Vitality

Rental subsidy grant will be coming up soon.

### Organization

Volunteer Fair is being planned for March 23, 2022.

DISTRICT DEVELOPMENT / NEW BUSINESS

None.

COMMUNITY REPORTS

Event at HVCA, Boogie Woogie playing on Saturday, 1/22 at 7 p.m., Tickets \$15 in advance; \$20 at door.

CALL TO THE PUBLIC

Mrs. Blascyk wanted to be sure that residents were made aware it is their responsibility to remove snow from sidewalks, as well as the township maintaining sidewalks and crosswalks at Ticket Station Park and M59 crosswalks.

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

Respectfully submitted,  
Roscoe Smith

RS:kb

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UNAPPROVED