

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the August 16, 2023, Regular Board Meeting

APPROVED

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

Members Absent: Michael Zurek, Supervisor Hamill

Staff Present: Melissa Dashevich, Executive Director

Mr. Smith called the meeting to order at 6:21 pm

Approve Minutes of the Regular Board Meeting dated July 19, 2023

MR. BARNES MOVED TO APPROVE the Regular Board Meeting Minutes of July 19, 2023. MRS. HAMILL SUPPORTED THE MOTION and the MOTION CARRIED with a unanimous voice vote (6 yes votes).

DIRECTOR'S REPORT

Mrs. Dashevich stated that they would be on a timeline and will conduct the regular board meeting but at 7:20 pm switch to the board retreat working session.

TREASURER'S REPORT

Mrs. Hamill referred to the Township financial reports and reviewed them with the Board. She noted that the DDA has \$494,905 in the Bank and our Township, Long Term liability is less than \$52,000. The revenue over expense year-to-date is just shy of \$42,000. The mortgage Loan is now just shy of \$52,000. We've continued to spend money on promotions, mostly on bands. Mrs. Blascyk stated that the August report will show payments Mrs. Dashevich approved for all the park improvements and the way-finding signage along with the skeletons (October Halloween decorations, skeletons throughout Highland).

MS. FREDERICK MOVED TO ACCEPT the Treasurer report as presented. Mr. BARNES SUPPORTED THE MOTION and the MOTION CARRIED with a voice vote: Frederick-yes; Smith-yes; Blascyk-yes, C. Hamill-yes; Barnes-yes, Feigley-yes (6 yes votes).

NEW BUSINESS

Sponsorship Sign Replacement- Mrs. Blascyk stated Performance Creative Resources provided the estimate for the Way Finding Signage for the DDA/Township and has done some signage for our other projects for the Township. The Sponsorship sign description is 28" wide and 34" tall one-sided, single border, installed on the Train Station and has been approved by the zoning department. This is the last part of the Gateway Park Improvement which has been painted, landscaped, mulched and sprinklers installed. Lastly, lamp post painting is now approved. Mrs. Dashevich asked if Anne Hyne's (bronze sponsor) first name spelling is correct with or without an "e". Mr. Smith stated in the yearbook was with an "e". Mrs. Blascyk will have it corrected. Mrs. Hamill stated a budget amendment of \$3,000 from the General Fund to Design for the signage for the Highland Station is needed.

MS. FREDERICK MOVED TO APPROVE the signage update and to approve the budget amendment of \$3,000 from the General Fund to Design Committee. SUPPORTED BY MR. SMITH AND THE MOTION CARRIED with a roll vote: Frederick-yes; Smith-yes; Blascyk-yes, C. Hamill-yes; Barnes-yes, Feigley-yes (6 yes votes).

Colasanti's Boardwalk Bridge - Mr. Jeff Kalib is the new owner of Colasanti's and has done improvements to the landscaping Mrs. Blasyck stated Mr. Hamill wanted us to discuss the boardwalk at this location; this was part of a work plan for 2014-2015 when they did the street scape improvements. However, the funding was cut from the budget and Mr. Hamill has asked the board to revisit this and get approvals from the board to open it for discussion and to have Nowak and Fraus, the engineers, provide a new estimated cost. Originally the boardwalk was installed in the 1980's as part of the Colasanti's site plan. Engineers proposed a method like Oakland County parks with a Helical Pier, sunk 30' into the ground and decking across. The decking is a minimum of eight feet wide, sidewalk tops are approximately six feet. Mrs. Blascyk asked if the board would be willing to get current cost estimates. Ms. Frederick and Mr. Barnes agreed.

Mr. Smith stated that when this was visited in the past, the DDA Board was advised not to connect sidewalks at that location because of the liability. It would be very expensive, liability on wetlands would be very high and we can't spend money on private property. It was suggested we look back as to what was proposed years prior.

Mrs. Blascyk stated that we would have to get easements.

Mrs. Blascyk stated that in 2015 it was quoted to Highland at \$115,000. She continue to say, Mr. Hamill also would like to investigate putting a boardwalk south of the Preswick Condos, where there is a wetland area as well. Without this connection point we wouldn't be able to connect to the south side. In the Highland Township Pathways Plan, Mr. Hamill would potentially like to use The Safe Routes to School Program, where we could potentially get up to \$600,000 in a grant. Using the grant program, the sidewalks would have to be installed on both the north and south sides of the lane possibly.

Mr. Barnes asked, "can we do the arch at the same time?" Mrs. Frederick said arch money was spent. Mr. Smith said the County would not approve any of the suggested locations for the arch in the past.

MRS. BLASCYK MADE A MOTION to approve investigating the Colasanti's Board Walk Bridge. MR. SMITH MOVED to support the initial investigation. MOTION CARRIED with a unanimous vote: Frederick-yes; Smith-yes; Blascyk-yes, C. Hamill-yes; Barnes-yes, Feigley-yes (6 yes votes).

OLD BUSINESS

Way Finding - Nothing to add on way finding on manufacturing.

Train Viaduct Mural - Mrs. Blascyk stated it has been submitted for CSX for approval.

BOARD MEMBER COMMENTS:

None

COMMITTEE REPORTS

Design-
None.

Economic Vitality-

Mrs. Blascyk stated we are working on a new event called Downtown Days September 23rd
This is a Food Festival recognizing our local restaurants.

Promotions-

Mrs. Dashevich stated the Concert in the auditorium went well. The sound crew adjusted wonderfully.

OAKLAND COUNTY/MSOC

Mrs. Dashevich stated the Grow with Google using on-line e-commerce is on September 7, 2023, it will be across from Water Oaks Activity Center. This will go hand in hand with this e-commerce site.

PARKING LOT

Tif Review - Nothing

Asphalt Grant - Nothing

DISTRICT DEVELOPMENT

Mrs. Dashevich - New landscaping business DeFores, which is in the Old Spinal Column site.

Mrs. Frederick the new business, Clockwork came in to pull electrical permit.

Regular Board meeting adjourned at 7:15pm

BOARD RETREAT

Went into session

HDDA Minutes - Regular Board Meeting of August 16, 2023