

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF APRIL 9th, 2025**

A. ROLL CALL

Members present: Andy West, Taylor DeHaan, Jennifer Frederick, Cassie Blascyk, Supervisor Hamill, Micheal Zeolla, Dale Feigley, and Roscoe Smith

Members Absent: Michael Zurek, and Chris Hamill.

Staff Present: Jamie Globerson, and Melissa Dashevich, Executive Director

Mr. Smith called the meeting to order at 6:23 PM

B. APPROVE MINUTES OF REGULAR BOARD MEETING OF MARCH 12th, 2025

MS. FREDERICK MOVED TO APPROVE the regular HDDA board meeting minutes of March 12th, 2025 as presented. **SUPERVISOR HAMILL SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

C. DIRECTOR'S REPORT

Mrs. Dashevich reported that the HDDA hosted the business roundtable, and 3 new businesses attended and it was very successful. Revelation Wellness is applying for the rental subsidy grant. Some board members also attended a MSOC luncheon on March 20th. Mrs. Dashevich attended a lunch and learn about how to better recognise military veterans in our downtowns and a virtual loan class for businesses. MSOC is holding a tourism initiative that Supervisor Hamill and Mrs. Blascyk are involved in. Mrs. Dashevich also attended two focus groups, one for small business and one for parks and trails.

D. TREASURER'S REPORT

Ms. Frederick presented her financial report for through March 31st 2025 in detail. We are 25% of the way through 2025. Our total revenue is \$82,361.36. Expenses exceed Revenue by \$319,426.30 due to the \$375,000 taken from Capital Improvement Projects to build the boardwalk. This report does not account for the \$250,000 supplied by the

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township which will greatly offset this overage. We have \$311,941.41 cash on hand and there is no long term debt. The total Fund Balance going into April is \$248,021.17.

SUPERVISOR HAMILL MOVED TO ACCEPT the Treasurer's Report. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

E. NEW BUSINESS

1. 2025 MSOC Technical Assistance benefit

Mrs. Dashevich provided a memo to the board regarding the MSOC Technical Assistance application and made a request for a Motion for the 2025 MSOC Technical Assistance benefit to be applied to the Master Plan with 2nd choice of Outdoor Art Gallery.

MS. FREDERICK MOVED TO ALLOCATE the 2025 technical assistant funding of \$10,000 to the master plan renewal expenses, with the secondary choice of the outdoor gallery. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

2. Highland White Lake Business Association sponsorship discussion

Mrs. Dashevich proposed a possible Motion for Highland White Lake Business Association Gold Membership of \$500

MR. FEIGLEY MOVED TO SUPPORT the Highland White Lake Business Association with a gold sponsorship of \$500. **MS. FREDERICK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

3. CD Renewals

Ms. Frederick presented a memo to the board regarding the CDs. Currently 2 and 3 month renewals have the best interest rate at 4.25%.

SUPERVISOR HAMILL MOVED TO APPROVE treasurer Frederick to renew both April CD's for \$100,000 each for the best rate at the time not to exceed 6 months. Currently

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DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF APRIL 9th, 2025**

the best rate is for 3-month terms each. **MRS. BLASCYK SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

4. Downtown Days in September

Mrs. Dashevich presented the board with a memo regarding the Kindness Matters initiatives request for the HDDA to spearhead an initiative. Mrs. Dashevich proposes that instead of downtown days the funds be used towards the Kindness Matters “Lunch on us!” project.

MS. FREDERICK MOVED TO REALLOCATE \$1000 from Highland Downtown days to the “Lunch on us!” initiative in partnership with the Kindness Project. **MR. FEIGLEY SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a roll call vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk- yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

F. OLD BUSINESS

1. Table Purchasing Policy

Due to this topic having already been tabled at the previous meeting it was determined that until the board voted to take it off the table it would remain and a vote was not necessary.

2. Postpone Conflict of Interest now called the Code of conduct

Due to this topic having already been tabled at the previous meeting it was determined that until the board voted to take it off the table it would remain and a vote was not necessary.

3. DDA Office Update

Nothing to report.

G. BOARD MEMBER COMMENTS

A number of board members attended the MSOC summit where MSOC celebrated their 25 year anniversary. MSOC would like to see more downtowns promoting MSOC on their website and promotional materials. Mrs. Blascyk spoke with MSOC about the lack of grants for towns between urban and rural like Highland. Mrs. Blascyk stated that it may be a good idea for the HDDA to focus in on potential grant opportunities in the future.

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED REGULAR BOARD MEETING MINUTES OF APRIL 9th, 2025**

Mrs. Blascyk informed the board that Mr. John Welch asked her about the banner on the corner of Milford Rd. and Livingston Rd. regarding if it will be taken down soon as it has been up for some time.

H. COMMITTEE REPORTS

Design

1. *Boardwalk Update*

Mrs. Blascyk reported that the design committee will be meeting soon regarding the artwork on the bridge. She expects the concrete to arrive by the end of the month to be installed in early May. The sign was a success and feedback from the community has been very positive.

Economic Revitalization

2. Business Roundtable/Mixer

See Directors Report.

3. Burger Battle Update

The winner was The Big Johnny Backyard Coney Island in Wixom. Overall the event was a success and a great collaborative effort between the four towns. The HDDA would like to find more ways to encourage the restaurant's staff to promote the event. There were reports that many patrons were unaware of the event after dining at participating restaurants. The table top triangle stands the HDDA provided helped significantly to spread the word.

Organization

4. Volunteer Appreciation Event dates discussion

Mrs. Dashevich announced the volunteer appreciation event will be on Wednesday June 18th from 6-9pm.

Promotions

5. Concerts Scheduled

Concert dates have been finalized. Starting July 8th there will be 7 concerts in the 2025 season.

6. Farmers' Market Discussion (Jamie Globerson, Farmers' Market Manager)

Jamie Globerson asked the board to consider the option of closing the street in front of the Farmers' Market between the activity center and the sheriff's station for safety

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
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reasons. Concerns have been raised by both staff and visitors of the Farmers' Market. An emergency lane would be incorporated to allow the homeowners on the other side of the street to still access their driveways.

MS. FREDERICK MOVED TO CLOSE John street south of the activity center and north of the substation driveway from 9am to 3 pm on Saturdays for the duration of the Farmers' Market season. **MR. WEST SUPPORTED THE MOTION**, and the **MOTION CARRIED** with a unanimous voice vote: Andy West - yes; Taylor DeHaan - yes; Dale Feigley - yes; Cassie Blascyk - yes; Jennifer Frederick - yes; Supervisor Hamill - yes; Micheal Zeolla - yes; Roscoe Smith - yes. (8 yes votes).

I. MSOC

See Directors Report.

J. DISTRICT DEVELOPMENT

A New Mexican restaurant is going into the strip mall by Dairy Queen and Hungry Howies on Milford Rd. They expect to open soon.

Jimmy Johns and Dunkin Donuts has been approved for a special use permit for a drive through.

K. CALL TO THE PUBLIC

Nothing to report.

L. MEETING ADJOURN

The meeting was Adjourned at 7:53 pm. - TD