

**CHARTER TOWNSHIP OF HIGHLAND  
DOWNTOWN DEVELOPMENT AUTHORITY  
Record of the September 18, 2013 Regular Board Meeting  
APPROVED**

**Members Present:** Roscoe Smith, John Hirzel, Matt Barnes, Gail Perrin, Dale Feigley, Mike Maher

**Members Absent:** Rick Hamill, Doug Bourgeois

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

**Visitors Present:** 6

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

**Board Meeting Minutes of August 21, 2013**

**MRS. PERRIN MOVED TO APPROVE** the minutes of the regular Board Meeting of August 21, 2013 as presented. **MR. FEIGLEY SUPPORTED** and the **MOTION CARRIED** with a unanimous voice vote (6 yes votes).

**Director's Report**

Mrs. Dashevich's report is attached and was reviewed.

**Treasurer's Report**

Mr. Hirzel shared that we are still on track, with reports as of the end of July, revenues are at 66%, and expenses at 60%. However, per Mrs. Cooper estimated revenue is down to \$129,000 from \$140,000. An area that is hard to predict are the property tax appeals that we are having to pay back, as well as changes to property tax calculations, which is still being decided. Mr. Feigley shared that much discussion took place previously of budget line items that could be trimmed; Mr. Hirzel concurred, and suggested that when putting the new budget together, it should be based on a set of assumptions; then if those change, we can adjust accordingly.

**New Business**

1. 2014 Budget

**MR. MAHER MOVED TO AUTHORIZE** the subcommittee (Mr. Hirzel, Mr. Smith, Ms. Dashevich, Mr. Feigley, Mr. Hamill, plus any others) to meet within the next two weeks (date to be determined) to prepare a 2014 preliminary budget that will be presented at the next board meeting. **MR. FEIGLEY SUPPORTED** and the **MOTION CARRIED** with a unanimous voice vote (6 yes votes).

## **Old Business**

### 1. HeyDays Update

Friday Night Square Dance was a great success, great attendance and everything ran smoothly. Thanks to DDA for their support and assistance.

Saturday and Sunday there were many vendors, large children's area, great events and entertainment. Pancake breakfast had about 350 in attendance. Areas that need improvement next year are parking, promotion, posted schedules. Mrs. Dashevich suggested bringing the wagon back to m-59 for visual appeal; Mr. Smith suggested everyone on committee have a yard sign.

### 2. C-ART Update

All of the artwork is in place. Mrs. Dashevich plans to promote at the HWLBA Business Expo opportunity, in order to grow the fund for next year. The advertising tri-folds (color printing) didn't happen in time for Heydays....only black and white.

### 3. Sidewalks

a. Brainstorm/Project name: Some catch phrases for the Highland Station Makeover were:

One Step at a time, All Aboard, On the Right Track, Shop-Walk-Connect, Making Tracks in Highland, Walk the Line

It was decided that HIGHLAND STATION RESTORATION has a great sound and should be the project main name.

## **Committee Reports**

**Organization** – One idea for a fundraiser is to produce ornaments in the likeness of historic buildings in the downtown district, beginning with the Highland Station House (first in a series). Pewter in the smaller quantities that we require would be over budget, so the committee is looking into alternative materials, such as pewter with a filler. The plan is for them to be sold at events as well as local stores.

Mr. Feigley's idea of a Fall/Spring Flea Market with food trucks was briefly discussed, as well as Mr. Barnes' idea for a calendar depicting Highland's Historical Buildings.

## **Public Comment**

None

**At 7:25 p.m., Mr. Smith adjourned the meeting.**

Respectfully submitted,

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A. Roscoe Smith

ARS/kb

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