



**Joint Board Meeting
Board of Trustees, Planning Commission,
Zoning Board of Appeals & Highland Downtown Development Authority**

**February 11th, 2026 at 7:30p.m.
Highland Township Auditorium
205 N. John Street, Highland, MI 48357**

1. Open Meetings Act – Refresher
Tami Flowers-Township Clerk
2. Highland Downtown Development Authority - Highland Station Master Plan - Discussion
Missy Dashevich-HDDA Executive Director
3. Highland Downtown Development Authority - Sidewalk Connections - Discussion
Cassie Blascyk, HDDA Design Committee Chairperson
4. Planning Commission - Zoning Topics / Accessory Dwelling Units- Discussion
Kevin Curtis, Planning Commission Chairperson
5. Physical Improvements - Parks, Pathways, etc. - Discussion
Rick Hamill, Highland Township Supervisor
6. Capital Improvement Plan – Introduction
Beth Corwin-Planning Director, Highland Township
7. Public Comment

Any member of the audience wishing to address the board will be asked to state his/her name and address. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk's office at (248) 887-3791 prior to the meeting. Our staff will be pleased to make the necessary arrangements.

Open Meetings Act (OMA)

All meetings of a township board and other township public bodies must be open to the public according to Michigan's **Open Meetings Act** (OMA), Public Act 267 of 1976, MCL 15.261, *et seq.*

Any time a quorum of the members of a public body gather to discuss the business of that public body (matters that will come before that body), they are considered to be officially participating in a "meeting," and must comply with the OMA.

To comply with the OMA, a public body must:

- Properly notice ALL public meetings
- Keep minutes of each public meeting and make them available to the public
- Provide an opportunity for public comment
- Do ALL business in open session
- Go into closed session ONLY for reasons permitted by the OMA
- Vote ONLY in open session

The public is allowed to participate in a public meeting in the following ways:

- All meetings must be held in a place available to the general public.
- All decisions of a public body must be made at a meeting open to the public.
- All persons must be permitted to attend any meeting, except as otherwise provided by the OMA.
- A person attending an open meeting has the right to tape record, video tape or broadcast live the proceedings of the meeting.
- At least one opportunity for public comment must be included in each public meeting.

The OMA provides for injunctive relief and penalties for noncompliance and intentional violation. However, the purpose of the Act is to ensure the decisions of a public body are made in public, so the primary remedy for a violation of the Act is to reenact the actions taken in compliance with the Act.

Other Resources

What You Need to Know About the Open Meetings Act *Michigan Township Focus*, March 2017

Open Meetings Act Handbook, Michigan Attorney General

Introduction to Township Board Meetings *Purchase MTA publication*

Board and Public Participation at Board Meetings

August, 2017 Township Focus

Come to Order! Parliamentary Procedure and the Township Board

May, 2006 Michigan Township News

This information was taken from the Michigan Townships Association website (Answer Center/Open Meetings Act): MichiganTownships.org

Township employees (including board and commission members) have access to the site and the training materials including articles and webinars. Many of the resources are free, and some have a cost. If you are interested in a resource that has a cost or if you are having trouble logging into the site, contact the Clerk for assistance:

Tami Flowers

Flowers.T@Highlandtwp.org

248-887-3791 x 124