

Filer Township DDA Regular Meeting

Proposed Minutes

January 3, 2018 4:30pm

Filer Township Hall

2505 Filer City Road, Manistee, MI 49660

231-723-3138

2021	Chair 2018	Treasurer 2019	Supervisor 11/20/20	Member 2018	Member 2021	Member 2021	Member 2021	Member 2018	Director
Vacant Business	Robert Yates Business	Patty Preuss Business	Terry Walker	Tom Chycinski Resident in district	Robert Henry Business	Al Frye Citizen At Large	Todd Newenhouse Business	Larry Bielski Property owner in district	Tamara Buswinka

Call to Order/Pledge of Allegiance

The meeting was called to order by Vice- Chairperson Robert Yates at 4:30 p.m.

Roll Call

Members Present: Yates, Walker, Bielski, Frye, Henry, Newenhouse, Preuss, Chycinski

Members Excused Absent:

Members Un-Excused Absent:

Others Present: Tamara Buswinka, Director

Consideration of Minutes

Bielski moved, supported by Frye, to approve the December 5, 2017 minutes. Motion passed unanimously.

Treasurer's Report

Preuss reviewed the Treasurer's Report as well as the 2018 DDA Budget.

Walker moved, supported by Chycinski, to accept the Treasurer's Report. Motion passed unanimously.

Walker moved, supported by Chycinski, to approve the 2018 Budget. Motion passed unanimously.

Chycinski moved, supported by Walker, to pay Latitude 44 Consulting one yearly payment of \$25,000.00 for the 2018 DDA Director compensation. Motion passed unanimously.

Chairman's Report

Yates called for the nomination of officers.

Chycinski moved, supported by Bielski, to nominate Yates Chair of the 2018 DDA Board. Yates accepted nomination. Motion passed unanimously.

Bielski moved, supported by Frye, to nominate Chycinski Vice Chair of the 2018 DDA Board. Chycinski accepted. Motion passed unanimously.

Walker moved, supported by Bielski, to nominate Preuss Treasurer. Preuss accepted. Motion passed unanimously.

Bielski moved, supported by Frye, to place Preuss, Yates, and Chycinski on all bank accounts. Motion passed unanimously.

Yates moved, supported by Bielski, to direct Buswinka to write a letter to AES informing them that the DDA will no longer contract for DDA services through AES. Motion passed unanimously.

Yates reviewed the proposal from Tim Ervin to provide fund development services to implement the US31 Corridor Opportunities Plan, specifically the streetscape elements, and TIF Plan preparation.

Henry stated that he is familiar with Rob Bacigalup, Mission North, and understands that he does really good work and would feel confident that the TIF Plan would be well prepared.

The Board discussed timing and scope of work and collectively decided to take the first step to seek funding for the US31 streetscape improvements, and then seek other bids for the TIF Plan for comparison of qualifications and pricing later this year.

Bielski moved, supported by Henry, to approve spending \$2000.00 for Tim Ervin's proposal to Identify and Pre-qualify for Funding Sources for implementation of the streetscape elements of the US31 Corridor Opportunities Plan. Motion passed unanimously.

Buswinka will notify and coordinate with Mr. Ervin.

Yates, and Board, directed Buswinka to write a RFP in preparation of seeking out bids for the preparation of a new TIF Plan.

Supervisor's Report

No report.

Director's Report

Buswinka gave an update on the status of the work that the Planning Commission is doing to update the commercial zoning district regulations. Buswinka also spoke on the progress of the Planning Commission in approving the new shooting range at the old motel site.

Adjournment

Walker moved, supported by Frye, to adjourn the meeting at 5:40pm. Motion passed unanimously.

Next Scheduled Meeting Tuesday, Feb. 6, 2018 at 4:30pm. This regularly scheduled meeting will be rescheduled due to a scheduling conflict.

A meeting informational packet is available for public inspection at the Filer Township office, 2505 Filer City Road. The Filer Township DDA does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. The DDA Chairperson has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disability Act, and the rights provided thereunder, are available from the DDA