

Charter Township of Filer DDA Rescheduled Regular Meeting Proposed Minutes

August 6, 2020

4:30pm

Filer Township Hall
2505 Filer City Road, Manistee, MI 49660
231-723-3138

Chair 2022	Vice-Chair 2022	Treasurer 2022	Member 2020	Supervisor 11/20/20	2019	Member 2020	Member 2021	Member 2021	Director
Robert Yates <i>Business</i>	Tom Chycinski <i>Resident in district</i>	Kathy Gutowski <i>Citizen at Large</i>	Mathew Johnson <i>Business</i>	Terry Walker <i>Supervisor</i>	Vacant <i>Business</i>	Robert Henry <i>Business</i>	Al Frye <i>Citizen At Large</i>	Todd Newenhouse <i>Business</i>	Tamara Buswinka

Call to Order/Pledge of Allegiance

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

Roll Call

Members Present: Newenhouse, Walker, Johnson, Gutowski, Yates, Frye

Members Excused Absence: Chycinski

Members Unexcused Absence: Henry

Others Present: Tamara Buswinka, DDA Director

Consideration of the Minutes

Gutowski moved, supported by Newenhouse, to approve the July 7, 2020 minutes. Motion passed unanimously.

Treasurer's Report

Gutowski reviewed the Treasurer Report, including the bills to be paid, with the Board.

Gutowski stated that the Audit is complete, she has reviewed the results and found no issues that need to be addressed. She noted that the expenses exceeded the income as the fiscal year income did not materialize as anticipated.

Frye moved, supported by Johnson, to accept the Treasurer's report and pay the bills as presented. Motion passed unanimously.

Chairman's Report

Yates stated that he and Gutowski agreed to revise the financial reporting to allow for more prudent financial decision making.

Yates welcomed Xavier, Executive Director of the Ramsdell, who gave a presentation about the Ramsdell's desire to host a drive-in concert in the parking lot of the old Kmart building on September 5, 2020 (Labor Day weekend). Xavier asked the DDA if they would sponsor the event with a \$10,000.00 donation. Xavier mentioned that for every person who attends the event, \$20.00 is brought back into the district; he calculates that \$5000.00 will be pumped back into the local economy as a result of the event.

The Board discussed the project recalling their past desire to host a signature event in the district in order to support businesses and bring awareness to the district. Board members pointed out that businesses, including hotels, are already busy during Labor Day weekend just by the nature of it being a holiday weekend and therefore an event during that weekend wouldn't have the type of impact they were hoping for, they also discussed that they have earmarked funds for other projects.

Frye moved, supported by Johnson, to collaborate with the Ramsdell Theatre to bring a drive-in concert on a day yet to be determined with the stipulation that a written agreement be executed that would reimburse the DDA the \$10,000.00 donation if the event is cancelled.

During discussion, Board members stated that they are concerned about Covid 19 safety and ensuring that they are getting the greatest impact for the district for the \$10,000.00 investment. With the goal to ensure the greatest financial impact to merchants in the district, they would like to see the event held on another weekend in September (rather than Labor Day weekend). The Board also reviewed their 2020-21 Budget and examined specifically the funds they set aside for Marketing & Promotion. Recalling that the Board is obligated by State law to hold two public meetings a year, members discussed how those events will be paid for and what the revised budget for them will be if they use all the funds earmarked for Marketing & Promotion. The Board discussed the decreasing revenue from decreasing TIF capture due to the impact on businesses from the Covid 19 pandemic and the lasting implications to the DDA's finances and budgets as a result. All Board members agreed that because their expenses are edging toward exceeding their income they need to be very conscientious about how they budget knowing that additional expenses are spent from their fund balance.

Roll Call Vote:

Yays: Yates, Gutowski, Johnson, Walker, Frye, Newenhouse

Nos: None

Motion Passed by Roll Call Vote.

Supervisor's Report

No report.

Director's Report

Buswinka discussed the Sign Project and reviewed the revised estimate from Amor Signs. The Board decided to discuss the project at the September meeting.

Board Member Comments

No comments.

Adjournment

Gutowski moved, supported by Newenhouse, to adjourn the meeting at 5:50 p.m. Motion passed unanimously.

Next Board meeting is Tuesday, September 1, 2020 at 4:30 pm.

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