

# Filer Township DDA Regular Meeting Proposed Minutes

August 8, 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 Property Owner	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	Tamara Buswinka

## Call to Order/Pledge of Allegiance

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

## Roll Call

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

Members Excused Absence: Bielski, Newenhouse

Members Unexcused Absence:

Others Present: Tamara Buswinka (Director)

## Consideration of the Minutes

Chycinski moved, supported by Walker, to approve the August 6, 2018 special meeting minutes.  
Motion passed unanimously.

## Treasurer's Report

Preuss presented the bills that are in need of payment. The Report is attached to the minutes.

Frye moved, supported by Henry, to approve the Treasurer's Report and pay the bills as presented.  
Motion passed unanimously.

## Chairman's Report

Chairman Yates requested updates on the following:

1. **Development Plan Update:** Buswinka reported that Mission North and Tim Ervin facilitated a joint Township Board and DDA Board meeting on Aug. 6th to discuss the Development Plan. Please refer to the Aug. 6th DDA minutes for a full accounting of that meeting. Rob Bacigalupi submitted a revised Scope of Work for the Board's consideration. The revised Scope of Work eliminates the TIF Plan amendment as per Richard Wilson's advise.
2. **Filer Event Update:** Buswinka read into the Board the Aug. 8th email transmitted by Tracy Helder. The Board discussed the original intent of the "Signature Filer Event" and agreed that Helder's suggestions for a 2018 event does not meet their criteria for a "Signature" event and

therefore would prefer to wait until 2019 so that a better themed and planned event may occur. Buswinka will speak to Helder so that planning may begin for a 2019 event.  
*Good morning! I apologize that I won't be at the meeting this afternoon. I have the following to report:*

*Shipsie on the Road is Not available for September 🙄 they are adding us to schedule for 2019, the VFW Hall is too small so we would be holding it at Manistee Catholic if the board agrees. I have already sent building layout to them and it will work.*

*I would still like to hold an event in September at the VFW. I am thinking a chili cook off/food truck /community picnic event as an intro. Some of the board members asked me to look into beer tent-still waiting on word from township on that.*

*Please let me know your thoughts- I am disappointed about Shipsie on the Road but it will be an amazing event for next year!*

*I'll be back in town tomorrow night, please let me know how to proceed and an estimated budget for this event.*

*Tracy Helder  
Love Your Event LLC  
616.215.8971*

*Sent from my iPhone*

3. **Grant Writing Update:** Buswinka spoke about the work completed by Tim Ervin to identify possible sources of grants that may be used to pay for the entrance/exit sign (which Amor quoted as nearly \$45,000.00) and to install amenities along the US31 corridor that achieves walkability. Buswinka will inquire from Ervin how much his services will cost to have him and his associates submit grants. General discussion by the Board supported work by Ervin to seek grants.
4. **Commercial Corridor Zoning Ordinance Amendment Update:** Buswinka informed the Board that the Planning Commission will take up this project at a special work session on Aug. 14. Buswinka and Richard Wilson are working to tweak the language that was crafted by McKenna to ensure that Wilson, who is the Township attorney, is comfortable with the language and feels it is defensible if challenged in a court of law. Chycinski stated that he didn't understand why Wilson didn't just write the ordinance and wondered if there was a duplication of efforts. Buswinka explained that zoning work is very expensive work and that you need different types of expertise from professionals to do the work. For example, Buswinka explained that a Planner understands how to take the vision created by the public and craft zoning language that will actualize that vision. An attorney is essential to ensure that the language is defensible in a court of law if it is ever challenged. Two different roles and expertise is needed to craft the language. Buswinka noted for the Board that the process of updating the Commercial District in the Zoning Ordinance is unfortunately taking a long time but that is because the Planning Commission has had a lot of work to do and agendas that are very, very full every month. Buswinka hoped that significant work will get done on Aug. 14 to wrap up the project.

## Supervisor's Report

No report.

## Director's Report

No additional report.

## Adjournment

Chycinski moved, supported by Preuss, to adjourn the meeting at 5:45 p.m. Motion passed unanimously.

## **Next Scheduled Meeting Tuesday, September 4, 2018 at 4:30pm.**

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



