

Charter Township of Filer DDA

Regular Meeting

Proposed Minutes

July 6, 2023
4:30pm

Filer Township Offices
2111 Nelson Street, Manistee, MI 49660
231-723-3138

<i>Chair</i>	<i>Vice-Chair</i>	<i>Treasurer</i>	<i>Supervisor</i>	<i>Member</i>	<i>Member</i>	<i>Member</i>	<i>Member</i>	<i>Member</i>	<i>Director</i>
<i>Robert Yates</i>	<i>Tom Chycinski</i>	<i>Kathy Gutowski</i>	<i>Terry Walker</i>	<i>Kyle Gurzynski</i>	<i>Al Frye</i>	<i>Mathew Johnson</i>	<i>Bhavik Patell</i>	<i>Vacant</i>	<i>Tamara Buswinka</i>

Call to Order/Pledge of Allegiance

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

Roll Call

Members Present: Yates, Chycinski, Gutowski, Walker, Gurzynski, Frye, Johnson, Patell

Members Excused Absence:

Members Unexcused Absence:

Others Present: Buswinka

Consent Agenda

Motion made by Gurzynski, supported by Chycinski, to approve the consent agenda and pay the following bills: Olson, Bzdok & Howard \$142.50. Motion passed unanimously.

Consideration of the Minutes

Frye moved, supported by Gutowski, to approve the June 6, 2023 minutes.

Motion passed unanimously.

Treasurer's Report

Gurzynski moved, supported by Walker, to approve the Treasurer's Report and pay the bills. Motion passed unanimously.

Chairman's Report

No report.

Supervisor's Report

Walker gave updates on park and road improvement projects.

Director's Report

See attached report.

Gurzynski moved, supported by Frye, to approve the DDA Rules of Procedures as edited. Roll Call Vote: Yay: Yates, Yay: Chycinski, Yay:Gutowski, Yay:Walker, Yay:Gurzynski, Yay:Frye, Yay:Johnson, Yay:Patell Motion passes unanimously.

Gurzynski moved, supported by Frye, to authorize the spending of \$1250.00 to pay for consulting services for the Hamlet project provided by Fishbeck as per their June 30, 2023 Proposal for Professional Services. Roll Call Vote: Yay: Yates, Yay: Chycinski, Yay:Gutowski, Yay:Walker, Yay:Gurzynski, Yay:Frye, Yay:Johnson, Yay:Patell Motion passes unanimously.

Board Member Comments

Public Comment

Adjournment

Gutowski moved, supported by Chycinski, to adjourn the meeting at 5:29p.m. Motion passed unanimously.

Next regularly scheduled Board meeting is Tuesday, August 1, 2023 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

DDA Director Report

July 2023

Food Truck Project:

We are looking to host the food truck event in August, however, that will be contingent on several factors such as availability of food truck vendors and musicians. Stay tuned.

Hamlet:

During discussions with Susan Wenzlick, consultant with Fishbeck, about various financial development scenarios, I have invited her to provide a proposal to lend consultant services to the Township. The type of consulting services that she can provide is the ability to help the Township understand and select a package of incentives that can be offered to Geerlings Development. Wenzlick also has the expertise to assist Township attorney's in crafting the development agreement that will be put together. Wenzlick's proposal will be available for both the Township and DDA boards to review at the July meeting.

DDA Operating Agreement and Chapter 7 of the Township Code of Ordinance

The DDA Operating Agreement is edited and ready for adoption. I have edited Chapter 7 of the Code of Ordinances with the review of DDA attorney Chris Bzdok and is ready for review by the DDA. Upon the DDA review, the Ordinance will be forwarded to the Township Board for their work.

Submitted by:
Tamara Buswinka, DDA Director