

DDA and Planning Commission Meeting Minutes – REVISED
Byron Municipal Building
December 19, 2019

Meeting called to order at 6:01pm by Chairperson Vandemark

Roll Call – Present: Bowers, Baker-Murph, Dickinson, Bailey, Prestonise, Miller and Vandemark. Absent at time of Roll Call: Murphy. Total 7 members were present, with 1 absent and 1 vacant seat. Also present, Attorney Chris Johnson of Gormley Law.

Agenda Approval: Bowers motioned to approve agenda for 12/19/19. Seconded by Bailey. Voice Vote. Ayes- Bowers, Baker-Murph, Dickinson, Bailey, Prestonise, Miller and Vandemark. No Nays. Motion passed.

Minutes Approval: Baker-Murph motioned to approve minutes of 11/21/19 meeting. Seconded by Bowers. Voice vote. Ayes-Bowers, Dickinson, Baker-Murph, Bailey, Prestonise, Miller and Vandemark. No Nays. Motion passed.

Communications: none.

Financial Status: Miller reported balance as of 11/29/19 as \$29,198.08 per bank statement and Village financial records. No bills were presented for payment.

Dickinson motioned to accept financial report pending audit. Seconded by Bailey. Voice vote. Ayes: Baker-Murph, Bowers, Miller, Bailey, Prestonise, Dickinson, and Vandemark. No Nays. 1 absent & 1 open seat. Motion Passed.

2020/2021 Budget: Miller handed out copies of the 2019-2020 budget. Discussion held on current budget. Miller claimed DDA will be receiving more TIF tax capture than amount indicated in current budget.

Discussion held on 2020 – 2021 proposed budget. Baker-Murph distributed a packet of potential projects and estimated costs. Discussion held on possible future projects including:

Purchase trash cans: \$4,000

Construct ADA compliant crosswalk/curb at corner of Maple/N. Saginaw streets: \$6,000

Signage: \$2,000

Proposed 2020-2021 budget expenses:

Grant/Donated Monies \$200

Village/Other Projects \$16,000

Wages-Governing Body Expense \$2500

FICA Expense \$0

DDA Supplies Expense \$125

Professional Services Expense \$750

DDA Attorney Expense \$500

DDA Audit Expense \$700

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DDA Other/Misc \$0

DDA Publishing Expense \$150

Fund Raising Expenses \$2000

Total: \$22925 (expenses)- \$10450 (revenues)= \$-12475.00

Treasurer will provide a copy of proposed 2020-2021 budget to Village Clerk for submission to Village Council.

Dickinson moved to forward the proposed 2020-2021 DDA budget to Village Council for approval. Seconded by Baker-Murph. Roll call vote. Ayes: Baker-Murph, Bowers, Miller, Bailey, Prestonise, Dickinson, and Vandemark. No Nays. 1 absent & 1 open seat. Motion Passed.

DDA Member term expirations – Murphy & Bowers: Bowers indicated that she would be willing to serve another term. Vandemark stated he received a message from Murphy (not present at this meeting) saying she would not be seeking another term on the DDA. Miller said once Murphy confirms this, she would like to acknowledge Murphy's dedication to the DDA and show her appreciation. Vandemark mentioned that if Murphy leaves, the DDA will have 2 absent seats so he asked members to recommend other people for the DDA. Dickinson moved to recommend President nominate Bowers to another four year term on the DDA to be approved by Village Council. Seconded by Miller. Voice Vote. Ayes-Bowers, Dickinson, Baker-Murph, Bailey, Prestonise, Miller and Vandemark. No Nays. Motion passed.

DDA Development Plan update: Vandemark discussed a quote he received for the concrete project. After the holidays, Miller will post on Facebook asking residents if they have any ideas for projects and ask if anyone wants to join the DDA. Prestonise discussed what the Village is planning on doing.

Any other business: Attorney Johnson asked about the DDA's semi-annual information meeting. Miller said that the last one was mid-summer and that the DDA plans to hold semi-annual information meetings once in January and once in July of each year. Johnson said that notice of the semi-annual informational meeting needs to be posted, as well as mailed out to the various taxing jurisdictions fourteen days prior to the meeting.

Public and Board Member Comments: No public comments. No board member comments.

Meeting adjournment: Bowers motioned to adjourn. Seconded by Prestonise. Adjourned at 6:59pm.


Kelsey Springer, Recording Secretary

1/22/2020


Rob Vandemark, Chairperson