

DDA and Planning Commission Meeting Minutes  
Byron Municipal Building  
March 21, 2019

Meeting called to order at 6:00 pm by Chairperson Vandemark

**Roll Call** – Present: Bowers, Baker-Murph, Murphy, Miller, and Vandemark. Absent at time of Roll Call: Bailey, Dickinson, and Prestonise. Prestonise arrived at 6:13 (after roll call). Total 6 members were present (after late arrivals), with 2 absent and 1 vacant seat. Also present, Attorney Chris Johnson of Gormley Law.

**Oath of Office**: Members needed to be sworn in for the DDA. Members (Bowers, Baker-Murph, Miller, Springer, Murphy, and Vandemark) raised right hand and repeated Marsha as she read the oath. Marsha said she would follow up with Bailey, Prestonise, and Dickinson.

**Agenda Approval**: Murphy motioned to approve agenda for 3/21/19. Seconded by Bowers. Voice Vote. Ayes-Murphy, Bowers, Baker-Murph, Miller, and Vandemark. No Nays. Motion passed.

**Minutes Approval**: Bowers motioned to approve minutes of 2/21/19 meeting. Seconded by Murphy. Voice vote. Ayes-Murphy, Bowers, Baker-Murph, Miller, and Vandemark. No Nays. Motion passed.

**Communications**: None.

**Financial Status**: Miller reported balance as of 2/28/19 as \$27,484.24 per bank statement and Village financial records. One bill was presented for payment: 1) \$44.94 to Gormley & Johnson Law for review of email with clerk and email response to clerk in regards to the requirements for the DDA Act. Bowers motioned to pay the bill as presented. Seconded by Baker- Murph. Roll Call Vote. Ayes-Murphy, Bowers, Baker-Murph, Miller, and Vandemark. No Nays. 2 absent & 1 open seat. Motion Passed.

Murphy motioned to accept financial report pending audit. Seconded by Baker-Murph. Roll call vote. Ayes: Murphy, Bowers, Baker-Murph, Miller, and Vandemark. No Nays. 2 absent & 1 open seat. Motion Passed.

**New member and new recording secretary; Recommendations for open position**: Vandemark welcomed Debra Baker-Murph as a new member and Kelsey Springer as the new recording secretary. Members discussed people that could potentially fill the open position. They clarified that the potential person would need to live in the Village or have interest in the Village. Vandemark mentioned that he would like new person to be a resident of the Village.

**Status update for requirements of Michigan DDA Act 57**: Vandemark discussed the State of Michigan Public Act 57 of 2018 which is called the Re-codified Tax Increment Financing Act of 2018. Vandemark made cover letter for Development Plan and TIF Plan and gave to Marsha. Website has been updated. Miller will work with Mary to fill out financial status report that the state requires. Miller shared that the DDA received \$550 for the January breakfast.

**DDA Development Plan to be updated**: Vandemark said members need to review and make changes to DDA Development Plan since it was last updated in 2013 (approved Dec 2014). Vandemark read the original

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project list and stated that we cannot move forward with a project unless it is listed on our DDA Development Plan. Vandemark said we have to have a public hearing and give appropriate notice to make changes to our plan. Bowers said she would like to know cost of aquatic issue in the mill pond. Prestonise and Vandemark discussed options for cleaning up the mill pond. Miller said we can't use TIF money for mill pond because of zoning. Vandemark suggested a community fundraiser to get appropriate funds for the mill pond. Bowers said she would make some calls to get a quote for the mill pond. Miller and Bowers said they would like flags/decorative items added to plan. Chris Johnson said the wording must be very specific in the plan when we want to start a project. Vandemark said landscaping the water tower hill is also not in the TIF. Miller suggested members read DDA Development Plan and provide feedback at a later meeting. Vandemark suggested removing items from the project list that can't be covered by TIF money.

**DDA Bylaws to be reviewed for possible update:** Vandemark questioned the Recording Secretary and whether it mattered if the position was filled by a resident or not. He found that the Recording Secretary has to be staff of the village, which she is, so we are in line with the bylaws. Miller has most recent copy and Vandemark asked her for an updated copy of the bylaws and the development plan.

**Master Plan status update:** Marsha mailed it out within the past few days. Vandemark said the hearing date for the Village of Byron is scheduled for July 8<sup>th</sup>, 2019. Council will do a public hearing. Vandemark read his cover letter.

**Upcoming Fundraisers and events:** Miller mentioned River Regatta. Vandemark said Byron Celebration is July 13<sup>th</sup>. Vandemark said he wants to do the duck race and building boats again. Vandemark will ask Mason's for raffle permit and ask the fire department for the hoses, ducks and volunteers. Bowers suggested making signs/posters to advertise for it. Murphy said she placed flyers in surrounding towns last year. Vandemark suggested advertising the cash prize this year. Last year the event made money but mostly from donations so members stated that we needed sponsors and donations this year. Prestonise suggested advertising on the radio. Vandemark said that the owner of the golf course said he wanted to do a joint fundraiser for the DDA or the Village. Vandemark said we received the way finding signs.

Vandemark brought up landscaping the water tower hill. Village church members are willing to help with labor. Vandemark called several places to get a quote for landscaping design. The quote he received was basic design work would be \$900, a visit in person would be \$1500, all of it would be \$3500. Vandemark shared his vision for the design. Vandemark or Miller will contact the Hall's in regards to design. Bowers suggested buying a large order of plants from the FFA.

Eric Jones event will be June 15<sup>th</sup> at the school. Vandemark shared some event ideas: raffle/giveaway, adopt-a-pet, food trucks, car show, band/dj, canoe race, and a merchandise tent. He shared that Michigan International Speedway will bring a race car and that Eric Jones will donate some flags to Byron. Members discussed that we need to redo the sign and get new flags, prior to the event. Vandemark asked Prestonise for police presence at the event. Miller confirmed that the DDA is not hosting the event, the DDA is just the local connection to help organize the event.

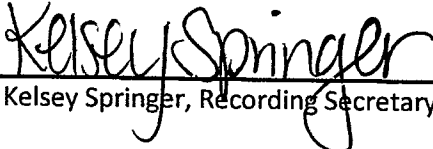
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Vandemark mentioned the next breakfast will be at the Mason's.


Any Other Business: None

Public and Board Member Comments: No public comments. Board members welcomed new member Debra Baker-Murph and new Recording Secretary Kelsey Springer.

Meeting adjournment: Miller motioned to adjourn. Seconded by Baker-Murph. Adjourned at 7:17 pm.

  
Kelsey Springer, Recording Secretary

5-16-19  
~~3/25/19~~  
Approval  
Date

  
Rob Vandemark, Chairperson