

DDA and Planning Commission Meeting Minutes  
Byron Municipal Meeting  
May 17, 2018

Meeting called to order at 6:03 pm by Chairperson Vandemark.

Roll Call - Present: Vicky Murphy, Tammy Streeter, Julie Bowers, Tony Prestonise, Chris Dickinson, Rob Vandemark, Elizabeth Bailey. Absent: Beverly Miller, Tricia Murphy-Alderman.

**Agenda Approval:** Motion to Approve Agenda with added Section 3A - Information on Recording Secretary. Motion by Chris Dickinson, Seconded by Tammy Streeter. Voice Vote: All ayes. No Nays, 1 absent. Motion passed.

**Minutes Approval:** Village Attorney Christopher S. Johnson indicated under Planning Commission, six lines down it should read that Village Attorney indicated that the Dollar General rezoning request was an issue that would be presented to the Village Council for a final determination.

**Public Comments:** None

**Communications:** None

**Recording Secretary:** During April's Village Council meeting it was discussed not sending a recording secretary to the DDA. Council voted Marsha would no longer be going to act as recording secretary. Discussion held on DDA Bylaw Art. 4, Section 7 where Village agreed to provide DDA with a recording secretary for their meetings. Village Clerk indicated that while acting as DDA recording secretary, she felt she was being verbally abused and attacked at earlier DDA meeting. Prestonise suggested the Village Attorney, President and DDA Chairperson hold a discussion to resolve the issue.

**Financial Status Report:** Cash summary balance ending in \$22,842.20 . . Beginning balance was \$22,534.81, total debits of \$387.19, total credits of \$79.80. Bowers moved to accept financial status report pending audit. Seconded by Vicky Murphy. Roll call vote. All yeas, zero no.

**Zoning Ordinance:** John Enos of Carlisle Wortman was working on a new draft of the 2009 ordinance and tweaking it. Reminded by R. Vandemark to include six or eight items.

**Master Plan:** John Enos has sent a rough draft of a proposed Master Plan update to DDA. Changes will need to be made. Zoning Ordinance needs to be changed before Master Plan can be completed. An electronic copy of draft will be distributed to members. Enos will write a synopsis by June's DDA meeting of proposed changes. DDA can then hold a workshop meeting.

**Safe Routes To Schools Application:** There should be a budget number for application by next meeting on June 21<sup>st</sup>. Chris Dickinson's proposal is a reflection of the project's budget. Both the School and Village will be separated out. Act 51 monies would have to be updated by the Village. R. Vandemark will talk with Tricia Alderman-Murphy about this. R. Vandemark intends to meet with Tricia next week. The due date for the application is June 27<sup>th</sup>.

**Wayfinding Signs:** Chris Dickinson brought in the updated details and pictures of proposed sign(s). Option 1 would cost \$745 per sign with an additional \$150 if supports painted black. Option 2 would be \$745 per sign, and an additional \$345 each added for placement of a plastic sleeve over the support legs to eliminate need to periodically repaint.

**Proposal to Amend DDA Budget:** A motion was made by J. Bowers to submit a proposed Amended Budget to the Village Council for approval, "Other Projects" would be amended from \$2,250.00 to \$3,500.00. Seconded by C. Dickinson. Roll call vote passes 7 to 0.

Motion by C. Dickinson to approve wayfinding signs at a cost of no more than \$3,500.00, subject to Village Council approving amendment to DDA budget's Other Projects from \$2,250 to \$3,500. Seconded by T. Streeter. Roll call vote passes 7 to 0.

Ideas discussed on what to place on wayfinding signs.

Sign #1 - post at main intersection coming from South and heading North:

- Elementary
- ← High School
- ← Middle School
- ←Athletic Fields
- ←Canoe/Kayak Launch
- ← Fire/Township Hall
- ← Public Park

Sign # 2 - post at main intersection coming from North and heading South:

- Post Office
- Municipal Building
- Cemetery

Sign #3 - Post at main intersection coming from West and heading East.

**Fundraisers:** The River Regatta will have a \$250 prize for the fastest time. Other award categories will include Most Creative Boat, Titanic Award for most spectacular sinking and Cruise Ship Award for most passengers. Estimated publicity costs to spend would be \$50 for signs, \$25 for flyers to distribute and \$50 for a banner. Motion made by C. Dickinson to spend no more than \$200 for supplies needed for publicizing River Regatta. Seconded by E. Bailey. Roll call vote passes 7 to 0.

Discussion about possible Eric Jones/NASCAR picnic being held in Gaines during August.

**Public Comments:** None

**Any Other Business:** Suggestion was made to possibly change the date of DDA monthly meetings from the third to the first Thursday of each month. Will discuss further at June's meeting.

**Board Comments:** None.

**Meeting Adjournment:** Motion by C. Dickinson to adjourn. Seconded by E. Bailey. Voice vote: All yeas, no opposed. Passed. Meeting adjourned at 7:30 p.m.

*Tammy Streeter*  
TAMMY STREETER

6-21-18  
DATE

*Rob Vandemark*  
ROB VANDEMARK