

DDA and Planning Commission Meeting Minutes
Byron Municipal Building
July 18, 2019

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

Roll Call – Present: Bowers, Murphy, Bailey, Prestonise, Miller, and Vandemark. Absent at time of Roll Call: Dickinson and Baker-Murph. Dickinson arrived at 6:01 (after roll call) and Baker-Murph arrived at 6:26 (after roll call). Total 8 members were present (after late arrivals), with 0 absent and 1 vacant seat. Also present, Attorney Chris Johnson of Gormley Law.

Agenda Approval: Bowers motioned to approve agenda for 7/18/19. Seconded by Murphy. Voice Vote. Ayes-Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. Motion passed.

Minutes Approval: Dickinson motioned to approve minutes of 6/20/19 meeting. Seconded by Miller. Voice vote. Ayes- Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. Motion passed.

Communications: Vandemark read a letter (attached) from Lynn D. Bowne that was sent to Gormley Law. Chris from Gormley Law explained the letter and said AGS would be working with Mr. Bowne and the letter was just for our information. No action needed at this time. If zoning needs changed, AGS will petition us at that point.

Financial Status: Miller reported balance as of 6/28/19 as \$27,563.38 per bank statement and Village financial records. Four bills were presented for payment: 1) \$85.60 to Gormley & Johnson Law for monthly meeting. Miller questioned it because the DDA had never received a monthly meeting bill before. Chris from Gormley Law said it was an error and should be \$0.00. No vote. 2) \$125.25 to the Village of Byron for clerk and recording secretary wages for the month of June. 3) \$1000.00 to the Village of Byron for an audit fee. Before payment, Miller wants to see the actual bill from the auditor because it was previously \$25. No vote. 4) \$29.60 to reimburse Vandemark for supplies he purchased at Hobby Lobby for the River Regatta and \$40.00 reimbursed to Vandemark for trophies for the River Regatta. Dickinson motioned to pay the bills (\$125.25, \$29.60, and \$40) as presented. Seconded by Bowers. Roll Call Vote. Ayes- Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. 1 absent & 1 open seat. Motion Passed. Dickinson motioned to accept financial report pending audit. Seconded by Bowers. Roll call vote. Ayes: Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. 1 absent & 1 open seat. Motion Passed.

Open Public Hearing on proposed update to Village of Byron Master Plan: Dickinson motioned to open public hearing. Seconded by Bowers. Voice Vote. Ayes-Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. Motion passed. No one from the public was present. Prestonise motioned to close public hearing. Seconded by Miller. Voice Vote. Ayes- Bowers, Murphy, Bailey, Prestonise, Miller, Dickinson, and Vandemark. No Nays. Motion passed.

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Adopt: Planning Commission recommendation for Village Council to approve 2019 Village of Byron

Master Plan updates: Chris from Gormley Law said he couldn't find the Master Plan on our website. Miller said Marsha takes care of our website. He also couldn't find proof of service that we served the Master Plan to the required entities. He needs proof of service. He also needs to know when the Master Plan was published. Miller said she would contact Marsha. Chris read the rules and found out that we do not have to have the Master Plan on our website. He said he can't do the resolution/recommendation until he has answers to the above questions. Tabled the debate. Names in the Master Plan also need to be updated.

DDA Semi-Annual Meeting Report: Miller said we need to report TIF funds. This fiscal year we have received \$847.56 and have spent none. Since we started collecting (approx. 2-3 years) we have received \$10,172.30 and have spent none. Miller asked Chris from Gormley Law if the verbal announcement of TIF funds was all that was needed. Vandemark commented that no TIF funds are scheduled to be spent in the upcoming year. Chris from Gormley Law said we need to have a synopsis of this information on our website, separate from the minutes.

DDA Development Plan update: Vandemark asked if everyone has been checking their email and if they received the Development Plan. Baker-Murph said she needed Miller to resend the set up instructions, no one else responded. He asked members to read the Development Plan and give suggestions for changes.


Update on Fundraisers (Regatta and Duck Race): Please see attached financial report. The finances for the River Regatta don't include the costs of the sign because we haven't received the invoice yet. Prestonise suggested that next year we should get rid of the poison ivy and possibly sell water. Vandemark suggested moving finish line because the Duck Race may have taken too long; members discussed their feelings on it and most felt it was the right amount of time. Vandemark asked members for suggestions and said he needs more help next year.

Future fundraiser: Sept 21, we are hosting a breakfast at the Mason's from 7-11 a.m. Miller and Vandemark asked for people to help.

Any other business: none.

Public and Board Member Comments: No public comments. Prestonise said the Village was getting estimates for asphalt covering on streets. Members discussed what streets were in our zone and said we can pledge funds towards the improvements. Vandemark mentioned updating signs around the Village.

Meeting adjournment: Miller motioned to adjourn. Seconded by Bowers. Adjourned at 7:05 pm.


Kelsey Springer, Recording Secretary

7/22/19


Rob Vandemark, Chairperson