

**DDA and Planning Commission Meeting Minutes**  
**Byron Municipal Building**  
**August 15, 2019**

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

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

**Agenda Approval:** Baker-Murph motioned to approve agenda for 8/15/19. Seconded by Dickinson. Voice Vote. Ayes- Murphy, Bowers, Dickinson, Miller, Baker-Murph, and Vandemark. No Nays. Motion passed.

**Minutes Approval:** Dickinson motioned to approve minutes (with amendment of adding “yard signs”) of 7/18/19 meeting. Seconded by Baker-Murph. Voice vote. Ayes- Murphy, Bowers, Dickinson, Miller, Baker-Murph, and Vandemark. No Nays. Motion passed.

**Communications:** none.

**Financial Status:** Miller reported balance as of 7/31/19 as \$29,077.21 per bank statement and Village financial records. Three bills were presented for payment: 1) Donation of \$100 to Burns Township Fire Department for lending us the ducks for the River Regatta duck race. This bill will be paid from money raised at the River Regatta, not TIF funds. Dickinson motioned to pay the bill as presented. Seconded by Murphy. Roll Call Vote. Ayes-Bowers, Baker-Murph, Dickinson, Miller, Murphy, and Vandemark. No Nays. 2 absent & 1 open seat. Motion passed. 2) \$45.00 for recording secretary wages. Dickinson motioned to pay the bill as presented. Seconded by Murphy. Roll Call Vote. Ayes-Bowers, Baker-Murph, Dickinson, Miller, Murphy, and Vandemark. No Nays. 2 absent & 1 open seat. Motion passed. 3) \$630.00 audit fee from the Village. Miller explained the breakdown of the fee and said that more hours were needed because the DDA has a TIF fund. Dickinson motioned to pay the bill as presented. Seconded by Bowers. Roll Call Vote. Ayes-Bowers, Baker-Murph, Dickinson, Miller, Murphy, and Vandemark. No Nays. 2 absent & 1 open seat. Motion passed.

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

**Planning Commission recommendation for Village Council to approve 2019 Village of Byron Master Plan updates:** Chris from Gormley Law said SATA (Shiawassee Area Transportation Authority) was not notified of Master Plan amendment. They are a public transportation agency in Shiawassee County, which would suggest they should be notified or consulted. However, neither Byron nor Burns Township are participating agencies and SATA does not maintain any set routes nor facilities in the Village. They sometimes are asked to comment on drafting or amending Master Plans but have only done so in Perry and Durand, both of which are participating agencies with SATA.

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Chris from Gormley Law also said our distribution of the Master Plan met guidelines and that we can move ahead. For motion to pass, two thirds of the board of the planning commission must approve. Enough members of the planning commission were present to proceed. Miller asked if the Master Plan was updated with current member names. Vandemark said yes and that he had an electric copy that he would be sending to the Village. Dickinson motioned for Village Council to approve 2019 Village of Byron Master Plan updates. Seconded by Miller. Roll call vote. Ayes-Murphy, Baker-Murph, Bowers, Dickinson, Miller, and Vandemark. No nays. 2 absent & 1 open seat. Motion Passed.

**DDA Development Plan update, including discussion on future crosswalk or sidewalk project:** Vandemark would like to develop/construct a crosswalk downtown. Requested a quote. Lawyer said that new acts require more notification to public of plans/projects. Vandemark discussed what he would like for the crosswalk, he would like it ADA approved.

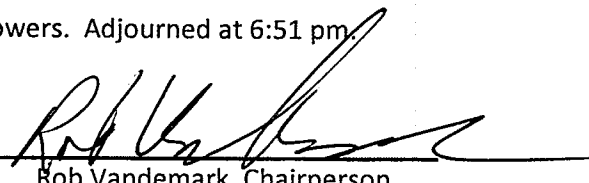
**Upcoming Fundraisers – Sept 21 Breakfast; possible food truck event:** Miller said Chamber of Commerce may take over fall festival and suggested that we may want to do something with that. Members discussed food trucks and potential locations. Bowers volunteered to contact food trucks. Miller will let Bowers know the date of the fall festival. Members discussed potentially having a live band. Vandemark mentioned possibly doing another fundraiser with Erik Jones.

**Any Other Business:** None.

**Public and Board Member Comments:** No public comments. Miller mentioned the new announcement board. Vandemark commented on not wanting his personal cell on the DDA website and then asked other members how they felt, they agreed with taking personal cell phone numbers off. He is going to ask Marsha to remove personal cell phone numbers and just have the Village phone number and our email addresses listed.

**Meeting adjournment:** Dickinson motioned to adjourn. Seconded by Bowers. Adjourned at 6:51 pm.

 9.19.19  
Kelsey Springer, Recording Secretary 08/16/19

  
Rob Vandemark, Chairperson