

DDA and Planning Commission Meeting Minutes  
Byron Municipal Building  
December 21, 2017

Meeting called to order at 6:26 pm by Chairperson Vandemark

Roll Call – Present: Bowers, Dickinson, Murphy, Prestonise, and Vandemark. Absent: Alderman, Miller, Streeter and Bailey. No attorney present.

**Agenda Approval:** Dickinson motioned to approve agenda as written; seconded by Bowers. Voice Vote: All Ayes. No Nays, 4 absent; passed

**Minutes Approval:** Dickinson motioned to approve minutes from November 16, 2017 meeting, as written; Prestonise seconded. Voice Vote: All Ayes. No Nays, 4 absent; passed.

**Communications:** Vandemark said we received Christmas card from Gormley.

**Financial Status:** Reed reported DDA bank statement of \$18,200.41 in checking and system shows \$22,493.47. Vandemark asked about difference and Reed explained the deposits that were recently made. Dickinson motioned to accept status report pending audit; Murphy seconded. Voice Vote: All Ayes. No Nays, 4 absent; passed. Vandemark presented invoice for clerk and treasurer wages totaling \$511.50. Reed explained that it was for 2 quarters and the next one would be in March. Dickinson motioned to pay wage invoice for \$511.50; seconded by Murphy. Roll Call: All Ayes. No Nays, 4 absent; passed.

**2018/2019 Budget Discussion :** Vandemark asked when we need to have budget done and Reed said we need it before the February Council meeting. Vandemark talked of holding meeting for budget the second week of January.

**SRTS Update:** Vandemark said that he is trying to get written proposal and explained what would be looked at. He also gave approximate cost of survey \$5,800, engineer design \$10,000 and engineer oversees construction \$4,000. He went on to say that the cost was not covered under the grant. Vandemark said we need to have a meeting between all parties in order to complete application and we need to get this in.

**Wayfinding Signs Update; Designs from Edwards Signs:** Vandemark asked Dickinson if he had any contact with Edwards Signs and Dickinson said no but, his sign for his new store was \$500.00. Vandemark asked about the sign book and Reed said Prestonise wanted him to have it. He said the book shows both signs and posts. Vandemark then showed proposed pictures from Edwards and he liked the directional signs with the school colors. Discussion on which picture would look best for sign and Dickinson said maybe we should just start with wayfinding and then work on gateway signs. He also said he could go back and ask for more designs for wayfinding and that we are holding off on gateway. Discussion also took place on using Red Mill with river on the side.


**Planning Commission – Master Plan Results:** Vandemark said he sent survey results to Carlisle Wortman and has not heard from them yet. He also talked about the need for pictures and the post on face book did not yield anything. Vandemark explained that Carlisle Wortman would plug the survey results into the Master Plan. Vandemark asked if we had anything for Planning Commission from Kendell or Cole's and Reed said nothing came in.

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**Any Other Business:** None

**Public and Board Member Comments:** None

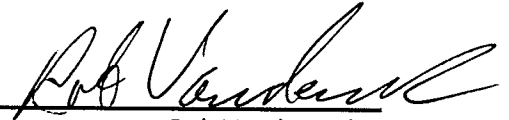
**Meeting adjournment:** At 7:00 pm Dickinson motioned for adjournment and Bowers seconded. Voice  
Vote: All Ayes. No Nays, 4 absent; passed.



Marsha Reed

1/18/18

Date



Rob Vandemark