

DDA Meeting Minutes  
Byron Municipal Building  
December 15, 2016

Meeting called to order at 6:06 pm by Chairperson Vandemark

Roll Call – Present: Vandemark, Murphy, Miller, Bailey, Bowers, Prestonise, Streeter and Dickinson.  
Absent: Alderman.

**Agenda Approval:** Motion by Miller to approve agenda with DDA Member Appointment moved to number 2, moving the other items down one; seconded by Bailey. Voice Vote: All Ayes - No Nays - 1 absent; passed.

**DDA Member Appointment:** Vandemark explained the Village Council approving Tammy Streeter to the DDA. Murphy said let's keep everything on the same page and keep everyone informed.

**Minutes Approval:** Miller motioned to approve minutes from October 20, 2016 with changes; Murphy seconded. Voice Vote: All Ayes - No Nays - 1 absent; passed.

**Communications:** None

**Financial Status:** Miller reported DDA balance of \$19,593.13 (per bank statement) and invoices for Gormley for \$1,033.62, Village clerk & treasurer hours for \$511.50 and Rowe for \$487.50. Income: sold 3 more of EJ Flags. Bowers motioned to accept financial report pending audit and to pay bills; seconded by Streeter. Roll Call: All Ayes, No Nays, 1 Absent; Carried.

**Beckett & Raeder Informational Presentation:** Vandemark explained the grant and introduced Kristofer Enlow from Beckett & Raeder. Enlow talked about Beckett & Raeder and gave background on himself before presentation. The presentation included Safe Routes to School (SRTS) and Transportation Alternatives Program (TAP). The presentation went over the SRTS time line with May 1, 2017 as deadline for 2018 funds. He went over the Grant Strategy: Financial, Public Input, Coordination, Construction and Maintenance. He also said they look positively on extra non-grant projects. H. Miller asked how to figure the Village's part and Enlow said 20% plus engineering cost. Other questions were asked and answered.

TAP is federal dollars administered by the State and only goes to ACT 51 recipients. Has the same time line as the SRTS. 20% match and gives priority to those with higher match. Enlow said more money and strategy similar to SRTS. Vandemark asked if Beckett & Raeder would help find money and Enlow said yes.

**Public Hearing Results:** Vandemark went over the results of the public hearing and explained what was needed for the Planning Commission. The Planning Commission meets 4 times per year and everyone on the DDA is on the Planning Commission. Vandemark said a meeting with AGS, Attorney, Miller, Dickinson, Prestonise and himself will take place on December 20, 2016 at 6:00 pm.

**Set Date for Meeting with AGS, PC, Attorney & Council re: Planning Commission:** A date will be set after the December 20, 2016 meeting takes place.

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**Redevelopment Ready Community Update:** Vandemark went over the update information and said it will help even if we don't go through with it. He said it would be nice to have a meeting in January for evaluation.

**Marketing Plan:** Vandemark read email that went over the steps for a Marketing Plan. He handed out a sample letter/map asking local businesses for information. Prestonise explained the outcome of a survey that suggested what types of business were needed and did not fit area at all. Discussion took place on ideas for marketing. Vandemark said we will put a hold on it for now and contact Horvath.

**2017 Budget:** Vandemark explained the budget meeting with Gerry Terry. She suggested taking a look at previous budget and work with the top down strategy. The date for the budget meeting is January 5, 2017 at 6:00 pm.

**Set Dates for 2017 Meetings:** January 19, February 16, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16, December 21, January 18, 2018 and February 15, 2016 with meeting time of 6:00 pm.

**Fundraiser Ideas:** Miller said DDA on the books for September breakfast. The idea of a food truck war was discussed. Casino bust trip suggested. EJ racing bus trip discussed. Streeter said she was good at fundraisers and Miller will check breakfast schedule.

**Any Other Business:** None

**Public and Board Member Comments:** No public comments. Miller said Happy 5<sup>th</sup> year to Matador's. Dickinson welcomed Streeter to the DDA.


**Meeting adjournment:** At 8:05 pm Murphy motioned for adjournment and Miller seconded. Voice Vote: All Ayes - No Nays - 1 absent; passed.



Marsha Reed

11/19/17

Date



Rob Vandemark