

DDA Meeting Minutes  
Byron Municipal Building  
December 3, 2015

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

Roll Call – Present: Vandemark, Dickinson (came in at 6:13 pm), Murphy, Miller, Bowers, Murphy-Alderman, Ayotte and Brunell. Absent: Rauch.

**Agenda Approval:** Miller motioned to approve agenda as written; Brunell seconded. Voice Vote: All Ayes; Carried.

**Minutes Review:** Murphy-Alderman motioned to approve minutes from November meeting, Miller seconded. Voice Vote: All Ayes; Carried.

**Communications:** None

**Financial Status:** Miller reported DDA starting balance of \$21,139.47. Miller explained invoice; Clerk Services for \$315.00. Roll Call: All Ayes; passed. Brunell motioned to accept financial report pending audit and to pay \$315.00 for clerk services; Bowers seconded. Roll Call- All Ayes, 1 absent: passed. Vandemark and Miller discussed 2014 Ordinance and what steps are needed to complete. Reed will look into it and take care of it. More discussion in regards to ordinance and adding projects, in detail, to master plan. Brunell said if no response from accessor on Monday, Reed is to close office and go to get it taken care of.

**Wayfinding Signs Committee report/Eric Jones Hometown Update:** Vandemark explained Eric Jones Hometown sign and what materials were donated and that they need to get with council for approval. Ayotte said Masons will help as long as Mason emblem on sign. Vandemark said we would like to do a meet and greet at breakfast, no confirmation as yet. Murphy-Alderman will call Grant on Friday.

**Wayfinding:** Vandemark had some concerns about the Red Mill on the signs and referred back to designs by Bowers and Dickinson. Feels we need to look at other designs.

**Canoe Launch Update - Signs:** Dickinson said Hathaway was sent signs and submitted revised rendering to Edwards Sign, just waiting on a reply. Dickinson also said Hathaway said directional wayfinding sign by road must say: Access site Shiawassee river Heritage Water Trail.

**Josh Russell Sign:** Vandemark said we need to move forward with Russell and explained locations of the play scape, block 15 area and outside of town. Miller said that Russell will take care of all permits. Vandemark asked Murphy-Alderman if he should talk to her about play scape in the park and Murphy-Alderman said yes. He also asked what Village needs to do for easement. Vandemark talked about a portage and location of it. Both Miller and Vandemark asked how to obtain easement for it and Attorney Johnson said it would have to be a public easement and would need to be done by Village because portage outside DDA zone. Vandemark said Russell needs ideas and that DDA needs to contact him within a month and asked members for ideas.

**Christmas in the Village parade December 4, 2015:** Miller said everything is set for parade and inquired about on duty officer and barricades. Brunell said not sure of officer but will check into it. Vandemark asked about fire truck and Miller will call Township Fire Chief. Murphy-Alderman said she can get county

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if no officer. Vandemark reminded everyone December 5, 2015 Breakfast with Santa at the Masonic Lodge.

**Future projects for Development Plan – Josh Russell:** Vandemark went over project list and Miller said they need to be more specific in order to use TIF funds. Miller explained how the DDA can assist the Village with project and gave line painting as example. Vandemark talked about the DDA zone and that we have to have a budget ready for January 2016. It was decided to hold a budget committee meeting on Thursday January 7, 2016 at 6 pm. Projects and approximate cost will be included.

**Determine Date For Next Meeting:** Next regular meeting will be held on January 21, 2016 at 6:00 pm.

**Any Other Business:** Bowers brought up the unfinished line painting and Brunell asked her to send pictures.

**Public and Board Member Comments:** Miller thanked the persons responsible for hanging Christmas decorations on the street post.

**Meeting adjournment:** At 7:04 pm Brunell motioned for adjournment and Miller seconded. All Ayes-passed.



Marsha Reed

11/25/16

Date



Rob Vandemark