

DDA Budget Committee Minutes  
Byron Municipal Building  
January 7, 2016

**Meeting called to order:** at 6:00 pm by Chairperson Vandemark  
Present: Vandemark, Dickinson, Miller, Bowers, and Brunell.

**Budget 2015/2016:** There was discussion about the 15/16 Budget. We reviewed the 2015 YTD figures, and determined that the printout we had from Village software was not reflecting YTD Grand \$ Revenues correctly. We corrected it to be \$6,444 actual received, an revised Net of Revenues vs Expenditures for 2015/2016 budget to date should be \$2,895

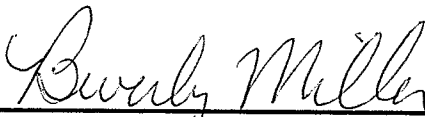
**Budget 2016/2017:** PROPOSED REVENUES: Discussed budget item of 248-000-400-000 Grand/Donated Monies. Since we do not know of any specific grants available at this time, it was decided to propose \$1500 for possible grant monies for revenue for 16/17. For interest income, it was decided to zero that out, as the DDA does not have any interest bearing accounts. Kit suggested that the DDA consider discussing with the DDA board about putting some funds into a CD for 2016 so we can make at least a little bit of interest on our money. To be discussed at a later meeting. A line item must be added for TIF income. We discussed adding \$4,000 to this figure for 16/17 based on Table in the Development Plan, which were hypothetical figures. This figure is subject to change based on actual report from Assessor Steve Schweikert. For line item Misc Revenues (fundraisers), it was decided to add in \$3,500. In addition, \$7,500 was also added to Misc Revenue to account for 50% of capture from property owners of proposed sidewalk project for 2016, for total of \$11,000 in Misc income.

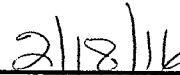
PROPOSED EXPENDITURES: For Grant/Donated Monies, we added in \$1500 to spend of the proposed unknown grant funds allowed in Revenues. There was discussion about potential projects in 2016. The most major project was sidewalk from the Municipal Building alley to the 'Wilutis Building'. Based on rough measurements and a rough estimate of \$6 per square foot, we calculated \$15,000 as a possible cost to tear up and replace the sidewalk through that section on the west side of the street only. If said project were done with no grant monies to be found, we discussed that possibly the property owners through that district may be asked to cover 50% of the cost (which accounts for the \$7500 added in Revenues under Misc). Other projects for 2016 are posts for wayfinding signs of \$1,000; Erik Jones sign \$500. All figures are estimated only. Total Expenditures for projects is \$16,500. Other expenditures proposed in budget are: Wages \$780 (\$15 an hour X 1 hr a week for Village Clerk services); DDA Supplies \$250; Professional Expenses \$1,000; DDA Attorney Expense \$1,000; Misc \$2,500 (Fundraising expenses); and Publishing Expense \$150.

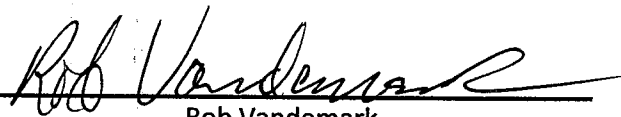
Our proposed budget has more expenditures than revenues. However, we discussed whether we could include our existing bank balance, which currently consists of all donated and fundraised monies (no Tax dollars received yet). Kit will check with Attorney Gormley to see if we can or should allow for our beginning balance to be included in our Budget Revenue Column.

Beverly will put together proposed budget figures into an Excel spreadsheet and get them to the village clerk prior to Jan 21 regular DDA meeting

**Meeting adjournment:** At 8:00 pm Brunell motioned for adjournment and Miller seconded.

  
Beverly Miller, recording Clerk

  
Date

  
Rob Vandemark

DDA Meeting Minutes  
Byron Municipal Building  
January 21, 2016

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

Roll Call – Present: Vandemark, Dickinson, Murphy, Miller, Bowers, Murphy-Alderman, and Brunell (arrived at 6:17). Absent: Rauch & Ayotte. Also in attendance, Atty Chris Johnson arrived at 6:24pm.

**Agenda Approval:** Murphy motioned to approve agenda as written; Murphy-Alderman seconded. Voice Vote: All Ayes; Carried.

**Minutes Review:** Dickinson motioned to approve minutes from December meeting, Murphy seconded. Voice Vote: All Ayes; Carried.

**Communications:** None

**Financial Status:** Miller reported DDA starting balance of \$21,139.47. Miller had 2 bills: Village Clerk mileage reimbursement \$19.67; DDA Village atty fee for canoe launch agreement \$42. Dickinson motioned to accept financial report pending audit and to pay both invoices; Murphy-Alderman seconded. Roll Call: All Ayes; passed.

**TIF Status/Update:** Miller gave TIF update. Vandemark made contact with Steve Schweikert Village/Township Assessor who met with Doug Piggott of Rowe Engineering and put together a spreadsheet of the properties in the Development/TIF Zone and the property values as of 2014 and their 2015 adjustments and capture for our DDA. The most recent report indicates a capture of \$305.21 for 2015. However, Miller noted that there is one residential property to be removed and one commercial property to be added for IPS; and also it was noted that the Hanson's bldg (gas station) did not increase in value for 2015. Vandemark indicated that it is difficult to reach Schweikert, as phone calls to him go straight to voicemail and fax is the 'preferred' method to get information to him. Miller has faxed the corrections to Schweikert and Piggott and we are awaiting the final revision. Once complete, a meeting is to be set between Schweikert (Assessor), Piggott (of Rowe for mapping), Vandemark, Miller, and Brunell.

**2016/2017 Budgeting:** It was reported that the budget committee had met on 1/7/16 to propose a tentative DDA budget for 2016/2017. Present at the meeting was: Miller, Vandemark, Brunell, Dickinson, and Bowers. The initial proposed budget indicated a shortfall, unless the DDA fell back on the existing fund balance for some expenditures. Atty Chris Johnson indicated that if that was the budget which was approved, that the Village would likely get a letter from the State to warn us about proposing a negative budget. Miller reviewed the proposed budget figures and how each figure was obtained. Included in the budget plan for 2016 is a possible sidewalk replacement project for the West side of Saginaw St from the edge of the alley near the Municipal Bldg and north up to the Wilutis Building. There was discussion about possible grants that may be able to be obtained from the Safe Routes to School or other possible sources. Brunell mentioned a possible grant from the CBDG that the Village of Vernon had received, and that maybe Byron would be eligible for a similar grant. Vandemark reviewed some info from a previous meeting that was shared with us about Safe Routes to School (from July 9, 2015 DDA meeting).

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It was determined that we need to submit a balanced budget so some revisions were made. The \$15,000 that had been budgeted in 'Village/Other Projects' was moved to Grant Projects in hopes that we could obtain a grant for the sidewalk project. That also affected the Grant/Donated Monies line item in Revenues. Other Expenditures that were adjusted for 2016/2017 budget purposes was Professional Services Expense, DDA Attorney Expense, DDA Other/Misc (fundraising) expense, and DDA Publishing Expense. Then it was decided to also adjust the proposed DDA Misc Revenue (from fundraising). Final proposed budget totals were Expenditures total \$21,755; Revenues total \$22,150; with Net proposed income for 2016/2017 of \$395. Murphy-Alderman motioned to approve the 2016/2017 proposed budget as amended. Seconded by Brunell. Roll call. All Ayes. Passed

**Wayfinding Signs Committee report/Eric Jones Hometown Update:** Vandemark indicated we need to determine where to put the Erik Jones Hometown sign. Possible sign locations were discussed. Vandemark also indicated he has a company willing to donate one post, but the other posts would need to be purchased. Also Alro Plastics of Durand is willing to donate the poly backing for the sign, which would require that we find a printing company to create the signage to go on the poly backing. Flamingo Kid signs of Byron has been difficult to reach and hasn't gotten back with anyone with price estimates yet. Rob talked to Agnew signs of Owosso, and they are willing to reduce their rate for printing costs for us. Possible location of near the water tower was suggested by Bowers. Brunell indicated that is Village property, so likely a variance or easement would not need to be requested from owner of property. Vandemark will need to meet with the Planning/Zoning committee of the council to check the sign ordinance.

Miller motioned to propose to the Village Council to have the Erik Jones Hometown sign be placed on Maple Street in front of the water tower. Murphy-Alderman seconded. All ayes. Passed.

Vandemark will also try to call FK signs of Byron again to see if they're able to get us pricing, or we may go with Agnew of Owosso.

Vandemark suggested a GoFundMe account to help pay for the sign with public donations. Dickinson suggested an idea of how to fund the sign with sponsorships. He suggested that we offer to have businesses sponsor the sign at a set amount, and their business name/logo will be placed on the edge of the sign for permanent advertising for them. Bowers and Miller both indicated that their businesses would likely do such a sponsorship. When we get closer, that is something that will be considered to help fund the sign.

Vandemark also had news about recent email correspondence from Jones' rep. EJR has a new sponsor of Reser's Fine Foods, and they are wanting to host a "Reser's Hometown Picnic" in Erik's hometown of Byron. Reser's would provide all food, and Byron would need to provide a location, preferably the school for the space for people & parking. Dates of any time from May 15 – 22 are suggested. Brunell reported that about 300 guests showed for a Night at the Races event in Swartz Creek honoring Erik Jones back in 2014. A committee needs to be formed. A committee consisting of: Vandemark, Dickinson, Brunell, and a representative from Byron schools to be appointed by Murphy-Alderman will meet to discuss the plans for this Hometown Picnic. Murphy-Alderman will check the school calendar for best possible date for event. Committee will check with Reser's (the sponsor) on whether they will also be able to provide a tent for outside event.

**Wayfinding:** No updated news on this project.

**Canoe Launch Update - Signs:** Per Dickinson, no update. He will email Phil Hathaway again for an update about the sign proposal.

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**Josh Russell Project Update:** Vandemark reported that the village is on board with proceeding with a project. Murphy-Alderman has not met with anyone yet. Josh should meet with Vandemark and Murphy-Alderman to discuss the proposed park project idea with the school, since the park is on their property. They will work on what to do for project and where. Possibilities for 'welcome to Byron' sign locations are the "Y", which is at S. Byron and Silver Lake Roads. Also at the North end of town at Lehring Rd & Saginaw St as possibilities. Miller will ask Mary Bohman, who is the owner of the property at Lehring Rd & Saginaw St as to whether she would allow an easement on that corner for a sign there. Vandemark will let Josh Russell know that we are still interested and that we are working on details. All members were asked to put together ideas for what should be included on the design of the sign. Dickinson indicated he liked the idea of a more simple 'Welcome to Byron' design.

**Block 15 Update/Possible Buyer:** Miller advised that Brian Ambrose has indicated he has pending purchase agreements on all lots, including the Village lots. Brunell indicated there is a verbal agreement with the Village at this time and a deposit for the purchase of Village lots. If this goes through, there would not be a single owner for that block and all its properties. Ambrose is asking for ideas on what to build. Miller said he is a Byron native and is still in the community, as well as a business owner (he is a builder). Brunell indicated there is a 'mystery' buyer considering other properties on the next block to the North, but it is not known what that buyer is proposing to build if they were to purchase the properties.

**2016 Fundraiser Ideas:** Miller indicated that Larry Judson of the Byron Masons had contacted her regarding a possible raffle in the spring where the Masons would obtain a raffle license and gather donations of large items. A limited number of tickets would be made available to sell. The Masons are proposing to various non profits (including the DDA) , that they would give 50 tickets to each group to sell, and that organization would be given the proceeds of the sale of that block of tickets. For example, if all 50 tickets were sold by the DDA at \$20 each ticket, the DDA could make \$1,000. Also, if the DDA only sold 25 of the 50 tickets at \$20 each, the DDA could make \$500. Other area groups would also be given 50 tickets to sell to benefit their organization.

Dickinson moved for the DDA to participate in the Mason's raffle. Seconded by Miller. All Ayes. Carried

There was discussion regarding whether to have the Entertainment Tent fundraiser again. Vandemark asked if the board wanted to do it or not. Miller indicated that the board should consider if the profit is worth the effort. Bowers mentioned considering moving the event to September. General consensus in conversation was to not give iup on the event just yet. Consider having it on the evening of the annual Car Show/Fall Festival in September, and ask if new owner of Block 15 would allow the event on their property. Vandemark indicated he has his band now, in addition to his brother's band, and Murphy-Alderman indicated that her husband is also part of a bank. Per discussion, it was decided to keep the Entertainment Tent as a fundraiser for 2016.

We also discussed getting on the schedule at the Masonic Hall for a breakfast fundraiser on car show day in September. Miller will contact Larry Judson to get the date.

Vandemark indicated he would like to do a Cardboard Regatta, utilizing the canoe launch, possibly during Byron Family Fun Day in July. People could make a cardboard boat and have a race with an entry fee. Or also see if we could do a duck race as a fundraiser. Miller indicated that a duck race would be a raffle, and the DDA cannot obtain a raffle license from the State of Michigan. It was mentioned that we could check with the Masons to see if they could apply for a raffle license on our behalf.