

**DDA and Planning Commission Meeting Minutes  
Byron Municipal Building  
January 18, 2024**

APPROVED MINUTES

Meeting called to order at 6:02 pm by Chairperson Vandemark.

**Roll Call:** Present: Dickenson, Miller, Bessenbacher, Amsterburg, Bailey, Russell, Baker-Murph, Brittain, Vandemark. Also in attendance, Clint Stevenson from Gormley Law Offices.

**Agenda Approval:** Motion to approve agenda made by Baker-Murph, seconded by Amsterburg. Voice Vote: All ayes, no nays, Motion passed.

**Minutes Approval:** Motion to approve December 21, 2023 minutes made by Bessenbacher, seconded by Baker-Murph. Voice Vote: All ayes, no nays. Motion passed,

**Communications:** Nothing to report.

**Financial Status Report** - \$83,116.43 Balance as of December 29, 2023 per bank statement. Two bills were presented for payment: Village of Byron presented a bill in the amount of \$1,295 for services rendered for the months of April through December 2023. Gormley Law Offices for \$112.35 for correspondence. Motion made by Dickenson to pay both bills, seconded by Bessenbacher. Roll Call Vote: All ayes, no nays, Motion passes. Financial report approved pending audit.

**Semi-Annual TIF Report:** Miller read and explained Semi-Annual TIF report spending and contributions. Bessenbacher made a motion to accept the Semi-Annual TIF Report, seconded by Bailey. Roll Call Vote: All ayes, no nays. Motion passed.

**Budget Amendments for 2023/2024 Fiscal Year:** Miller explained proposed Amendments based on current spending trends. Bessenbacher made a motion to accept the Proposed Amendments to the 2023/2024 Budget, seconded by Amsterburg. Roll Call Vote: All ayes, no nays. Motion passed.

**Budget 2024/25 Fiscal Year:** Miller explained proposed budget of \$61,350 based on current spending trends. Baker-Murph made a motion to accept the Proposed Budget for 2024/2025, seconded by Dickenson. Roll call vote: All ayes, no nays. Motion passed.

**Meeting Dates for 2024/2025:** Motion to approve Meeting dates for 2024/2025 made by Brittain. Seconded by Miller. Voice Vote: All ayes, no nays. Motion passed.

**Officer Appointment:** Amsterburg made a motion to appoint Vandemark as Chairperson, Miller as Treasurer, Baker-Murph as Vice Chairperson, seconded by Bessenbacher. Voice Vote: All ayes, no nays. Motion passed.

**RRC Update:** Miller researched some forms for the new Village of Byron website. Vandemark will email some forms to board members for review.

**Pocket Park/Parks & Rec:** There is a public hearing on January 29, 2024 for plan review. Discussion on how to proceed after hearing. Lion-Bear has applied for a grant for portable games.

**Events and Fundraisers:** We are waiting on a contract from WillowBrook for Golf Outing. Baker-Murph will put out a "Save the Date" post on social media. Other event possibilities were discussed.

**Planning Commission:** No new business.

**Other Business:** Public should be advised to call the Village office for snow removal complaints. More available grants were discussed. The Master Plan and Parks and Rec Plan have to be completed and approved so it can be reported to DNR for grant consideration by their deadline. Luanne from the Village Council explained the opportunity of a training seminar by the MML for any Board Member of the DDA or Village Council. Possible dates are being discussed.

**Public/Board Comments:** Recording Secretary for the DDA position needs to be filled.

Motion to adjourn made by Miller, seconded by Russell. Meeting adjourned at 7:15 pm.

— Debra Baker-Murph  
~~Antoinette Prestonise~~  
Acting Recording Secretary

Date 2-15-2024

Rob Vandemark  
Chairperson