

DDA and Planning Commission Meeting Minutes

Byron Municipal Building

June 20, 2024

The meeting was called to order at 6:00 p.m. by Chairperson Vandemark

Roll Call: Present: Amsterburg, Bailey, Brittain, Baker-Murph, Russell, and Vandemark. Dickinson arrived at 6:02 and Clint from Gormley Law at 6:16.

Total: 7 members present and 2 absent (Miller & Bessenbacher)

Agenda Approval: Amsterburg motioned to approve the agenda for June 20, 2024. Seconded by Baker-Murph. The motion passed unanimously.

Minutes Approval: Baker-Murph motioned to approve minutes from the May 16, 2024, DDA/PC meeting. Seconded by Brittain. The motion passed unanimously.

Communications: Boy Scout Ben Baur presented his plan for his Eagle Scout project. He would like to make concrete benches for the village and the future riverwalk. He would like to include plaques on the benches for outstanding pillars of the community. He is still in the planning phase and getting prices for materials and sponsorships.

Refund from Blackmore Rowe for the Hole in One Policy for the DDA golf outing that was rained out.

Financial Status Report/Bill Pay: Vanderark reported that as of June 18, 2024, the balance is \$81,907.19 per bank statement and village financial records. Bills from Gormley Law, a reimbursement for Baker Murph for sponsor signs, and the Village Clerk's 8-week wages were discussed. The motion to reimburse Baker-Murph \$111.25 was made by Bailey and seconded by Amsterburg. A Roll Call vote was taken with Baker-Murph abstaining and the rest passed unanimously.

The motion to pay Gormley Law Office invoice #50565 for \$105.93 was made by Dickinson and seconded by Amsterburg. A roll call vote was taken, and the motion was passed unanimously.

The bill for the Village Clerk wages from Jan-Feb was tabled, the invoice fee and description were not cohesive.

Semi-Annual Tif Report: A detailed report of expenditures will be emailed by Vandemark. Motion to approve the semi-annual TIF report by Dickinson and seconded by Baker-Murph. A Roll call vote was taken, and the motion was approved unanimously.

RRC Update and Village Website: 1.1 master plan, 2.4 Diversity, 3.5 Zoning ordinance all approved for central development all under the master plan. CIP 4.3 orientation is being

developed by Baker-Murph. Josh is working on adding 4.4 bylaws and 4.1 recruitment processes to the website.

Riverwalk and PP update: Rob discussed with Deck Expressions the cost of a trex 20*30 overlook and a smaller one for possible entertainment the size of 15*20. It was agreed that we need to move forward with the planning and execution of the park. Rob suggested we look at Scrapesdesigns.com for a mural on the side of the Municipal Building as soon as August. Keely is going to get some estimates for outdoor lighting and a new concrete walkway.

Events/Fundraising: The 3rd annual golf outing was canceled the final amount has not been figured out yet. Willow Brook did not charge us for anything that day. Duck race tickets are printed and ready to be sold. Brittain will help Rob set up tents, and Baker-Murph has the sponsor signs to put on display. Dickinson will help Rob in the water with putting in and taking out of boats. Flyers are printed and it was mentioned to add it to the website.

Other Business: Amsterburg shared that the new school newsletter is approved and will be mailed out soon. Construction on the Elementary School parking lot is scheduled for next week. Amsterburg also shared that he enjoyed his time on the DDA as tonight is his last meeting before his final retirement on June 30, 2024.

Adjournment: Baker-Murph motioned to adjourn seconded by Brittain. Adjournment at 8:05 p.m.



KEELY RUSSELL, ACTING RECORDING SECRETARY
JUNE 20, 2024



Rob Vandemark, Chairperson

VILLAGE OF BYRON

COMPONENT UNIT – DOWNTOWN DEVELOPMENT AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE

Year Ended February 29, 2024

Revenues:		
Property taxes		\$ 11,270
Other revenue		<u>37,568</u>
Total revenues		<u>48,838</u>
Expenditures:		
Community and economic development		<u>12,104</u>
Change in fund balance		36,734
Fund balance, beginning of year		<u>46,818</u>
Fund balance, end of year		<u>\$ 83,552</u>

VILLAGE OF BYRON

COMPONENT UNIT – DOWNTOWN DEVELOPMENT AUTHORITY

BALANCE SHEET

February 29, 2024

Assets:	
Cash and cash equivalents	\$ 82,791
Taxes receivable	<u>1,151</u>
Total assets	<u>\$ 83,942</u>
Liabilities and Fund Balance:	
Liabilities:	
Accounts payable	<u>\$ 390</u>
Fund balance:	
Restricted for:	
Community development	<u>83,552</u>
Total liabilities and fund balance	<u>\$ 83,942</u>