

## DDA and Planning Commission Meeting Notes

Byron Municipal Building

January 16, 2025

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

Roll Call: Present: Bailey, Brittain, Chapman, Miller, Russell, Stevens, and Vandemark. Absent: Stevens. Total: 8 members were present with 3 absent, Baker-Murph, Dickinson, and Chapman. Clint Stevenson of Gormley Law was in attendance, as was Bibbee, Recording Secretary.

Agenda Approval: Stevens motioned to approve the agenda for 1/16/23. Seconded by Russell. Voice Vote. All ayes. No Nays. 3 absences. Motion passed.

Minutes Approval: Brittain motioned to approve the minutes of 1 2/19/24 DDA/Planning Commission meeting. Seconded by Bailey. Voice Vote. All ayes. No Nays. 1 absence, Motion passed.

Communications: No updates.

Financial Status Report/Payment of Bills: Miller gave a financial report that as of 12/31 /24, there is a balance of \$77,474.54, which includes \$25,000 in the Saginaw WIN Grant. Patronicity deposits brought the total to \$126,876.54. No bills. 2025/26 budget planning was discussed. Motion made by Miller, seconded by Stevens to approve the hiring of Kim Lynch for 2 hrs (\$100/hr) for help with DDA/Planning Commission budget. Voice Vote. All ayes. No Nays. 3 absences. Motion passed.

Semi-Annual TIF Report: Motion made by Stevens, seconded by Brittain to approve TIF Report (Tax, Increment, Financing Authority). Voice Vote. All ayes. No Nays. 3 absences. Motion passed.

Choose Executive Committee for 2025/26 & Set Meeting Dates: Motion made by Stevens, seconded by Russell for the Executive Committee to meet the 3<sup>rd</sup> Thursday of every month. Voice Vote. All ayes. No Nays. 3 absences. Motion passed. Motion made by Keely, seconded by Stevens, to keep the same Executive Committee members as in 2024. which is Vandemark. Chair: Baker-Murph. Vice Chair: Miller: Treasurer. Voice Vote. All ayes. No Nays. 3 absences. Motion passed.

RRC( Redevelopment Ready Community) Update: No updates.

Pocket Park: The Goal of raising \$50,000 by December 31 was met (2 weeks early). Donated funds over and above \$50,000 will not be matched. Questions were raised to present to Village Council: 1) Liability —what increase insurance costs might there be to add the Pocket Park and boardwalk river-overlook deck? 2) Parking Lot— will there be any changes to the parking lot behind the Village Offices? 3.Maintenance — will maintain the Pocket Park and pay for maintenance?

West Bank river viewing platform & boardwalk:

Park property across the river (west side) is zoned residential but is on school grounds. The Village will need a general building permit and apply for a soil erosion waiver. US Fish & Game website describes the permit needs for land in wetlands and flood zone areas. Todd Thomas will be tasked with obtaining permits. Stevens, Bibbee, and John Guttersohn will keep the Village informed, and copy Clerk Reed.

Tree Removal: Bids were received from three tree removal companies - Lynch Tree Removal/Royalty (\$7,500), Clearview Tree Svcs. (\$7,500), and Timbertech (\$4,950). Motion

made by Miller, seconded by Bailey to recommend Timbertech to the Village Council to be selected. Voice Vote. All ayes. No Nays. 3 absences. Motion passed.

Deck bids: Possible sizes are platform, (120 square feet), or (added \$500 cost). More bids are needed. Vandemark stated that Lion Bear told us any public use over \$10K requires an engineer drawing.

Linden Insurance costs: Bibbee will contact Linden to inquire about the city's insurance costs to have the bridge over the river in town.

Mural: Bids are being taken. Some companies may attend the March meeting to discuss the design. Bibbee will contact St. Johns to inquire about the fundraiser mural designed by a local artist.

Bricks: Bricks will again be offered for sale as a selected memorial.

Boy Scout bench: Discussion was made regarding ADA accessibility issues with the current bench. A move of the bench to the cemetery was discussed, with needed cement slab and volunteers. No decision was made.

Other Park needs: Discussion was made regarding electrical contractors for LED lights, and outlets; also discussed is the need for storage for outdoor games (shipping container; insurance costs?) Pick-up Party (Pie!) will be planned by Bibbee for April.

DDA Development Plan amendment status: Stevenson said that John Gormley is helping on this. Completion of the amendments are needed so that the Village can receive repayment for 1/2 of sidewalk costs, and 1/2 of C2ae costs.

Planning Commission: January 6 was a Master Plan Meeting, with representatives from Rowe, Village Council, and DDA. This kick-off meeting was held at 6pm at the Village Municipal Building. A Master Plan upgrade is being planned. A subcommittee of at least 5 members was requested by Rowe to provide them with needed information. Three DDA members offered to be on this subcommittee: Baker-Murph, Russell, and Vandemark. Village Council representatives will be McDowell, and Sydnee Whitehead (village representative.)

Other Business: Vandemark recommends Crosswalk signs and street painting for pedestrian safety.

Parks and Rec Authority: The school had a meeting in January. No updates at this time.

#### Public/Board Members' Comments:

Downtown development: Brittain asked about progress on developing the Ambrose property downtown. No updates. Brittain also asked about the Shiawassee River Coalition Canoe Race in May, and how our Village is participating. Cole's peninsula property was discussed, with the possibility of adding it to the TIF Zone. A public hearing will be needed

Matching Fund Grants: Miller advised the DDA that when matching grants funds are needed, the Village Council needs to be made aware.

Fireworks: John Guttersohn told us that there will be fireworks in the summer of 2025, but volunteers are needed to continue the work of the committee for future years.

Safety: Vandemark suggested the DDA buy two cones for pedestrian crosswalk warning markers, with painted lines to be added for pedestrians crossing Saginaw St from the Post Office to businesses.

Motion to adjourn was made by Baker-Murph. Seconded by Stevens. Voice Vote. All ayes. No Nays. 3 absences. Motion passed. Meeting was adjourned at 7:59 pm.



Luanne Bibbee, Recording Secretary



Rob Vandemark, Chairperson

2/20/25

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