

DDA and Planning Commission Meeting Notes

Byron Municipal Building

March 20, 2025

Meeting was called to order at 6:01 pm by Chairperson Vandemark.

Roll Call: Present: Bailey, Baker-Murph, Brittain (6:04), Chapman, Miller, Russell (6:04), Stevens, and Vandemark. Absent: Dickinson. Total: 8 members were present with 1 absent, 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 3/20/25. Seconded by Chapman. Voice Vote. All ayes. No Nays. 1 absence. Motion passed.

Minutes Approval: Miller motioned to approve the corrected minutes of the 2/20/25 DDA/Planning Commission meeting. Seconded by Baker-Murph. 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 2/28/25, there is a balance of \$135,913.12. Deposits of \$4,443.63 brought the actual total to \$140,356.75. A bill was presented for \$1,000.00 for SEDP annual membership, which gives us Lionbear services. Motion to pay the bill made by Baker-Murph, seconded by Bailey. Voice Vote. All ayes. No Nays. 1 absence. Motion passed. Kim Lynch is working with the Village on proper coding.

RRC (Redevelopment Ready Community) Update: Katie Higgs made recommendations on the Capital Improvement Plan. Stevens will inform Clerk Reed that a fee schedule needs to be posted on the website. Gormley needs Bylaws from the Planning Commission and the Village to be posted on the website. An initial meeting was held to discuss a Concept Review Plan. More work is needed.

Pocket Park: Specific plans are being made for the Pocket Park development (LED/solar lights, electrical needs, cameras, trees, benches, landscaping.) Guttersohn asked if property lines have been determined. Chapman discussed plans to do this. Vandemark discussed the need for a special use permit. More discussion was held on the staging needs. The Eagle Scout bench ADA and possible move will be referred to the Village. Guttersohn discussed the purchase of a digital sign and security cameras.

West Bank river viewing platform & boardwalk:

West bank RFP bids were received from HHH Ideal Contract, and Deck Expressions. Miller thanked the companies for the bids. Discussion held on EGLE permits and time frames for building (30-60 days). Chapman will check on insurance increases. Further discussion was tabled until the April meeting.

DDA Development Plan amendment status: Stevenson distributed Gormley's draft of the Byron DDA 2025 Development Plan Amendment to Incorporate New Projects and Provide for Administrative Services. Motion was made by Chapman, seconded by Russell, to send the Development Plan Amendment to the Village, arrange a public hearing, and vote on the plan. Voice Vote. All ayes. No Nays. 1 absence. Motion passed.

Planning Commission: The subcommittee met, determined a timeline. A paper survey will be distributed to the community, deemed more effective than a public meeting. Changes on the survey finalized, and the survey will be put in the May/June water bill with a QR code for responses.

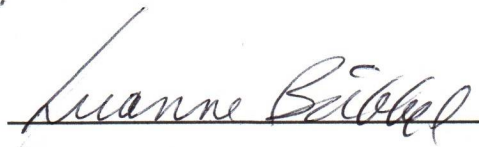
Other Business: None presented.

Public/Board Members' Comments:

Guttersohn informed the DDA of Todd Thomas' semi-retirement, (he will still be involved in permits), and Dan Warren being hired to act as permit enforcer. A complaint form needs to be on the website. Brittain asked about the Park/Rec Board. Chapman explained that property measurements will be taken soon, and the April 22nd School Board meeting will vote on the school's involvement. Chapman also announced the name change to the Bicentennial Park. A surprise celebration will be held for Ralph Schlusler at Willowbrook on April 5. A Village Cleanup will be held April 12 (cemetery, downtown, river bank), with donations of pizza from Matador's, and pies from Bailey and Bibbee. Baker-Murph discussed potential grants from Consumer Energy and Little Tykes (playground equipment.)

Motion to adjourn: Motion to adjourn was made by Russell, seconded by Brittain. Voice Vote. All ayes. No Nays. 1 absence. Motion passed.

Meeting was adjourned at 7:17 pm. Next meeting to be held April 17, 6:00.

A handwritten signature in blue ink, reading "Luanne Bibbee", written over a horizontal line.

Luanne Bibbee, Recording Secretary
3/20/25

A handwritten signature in blue ink, reading "Rob Vandemark", written over a horizontal line.

Rob Vandemark, Chairperson
3/20/25