

DDA and Planning Commission Meeting Notes

Byron Municipal Building

April 17, 2025

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

Roll Call: Present: Bailey, Baker-Murph, Miller, Russell (6:16), Stevens, and Vandemark.
Absent: Brittain, Chapman, Dickinson. Total: 6 members were present with 3 absent.
Clint Stevenson of Gormley Law was in attendance, as was Bibbee, Recording Secretary.

Agenda Approval: Stevens motioned to approve the agenda for 4/17/25. Seconded by Baker-Murph. Voice vote. All ayes. No nays. 3 absent, 1 late.

Minutes Approval: Stevens motioned to approve the Minutes of 3/20/25 with corrections. Seconded by Miller. Voice Vote. All ayes. No nays. 3 absent, 1 late. Motion passed.
Stevens motioned to approve the corrected minutes of the 2/20/25 DDA/Planning Commission meeting. Seconded by Miller. Voice Vote. All ayes. No nays. 3 absent, 1 late. Motion passed.

Communications: No updates.

Financial Status Report/Payment of Bills: Miller gave a financial report that as of 3/30/25, there is a balance of \$136,461.16. Deposits of \$65,630.14 brought the actual total to \$202,091.30. A bill was presented for \$1,889.10 from Gormley (DDA Dev. Plan, Parks/Rec). Motion to pay the bill made by Baker-Murph, seconded by Bailey. Roll call vote. All ayes. No Nays. 3 absent, 1 late. Motion passed. (Miller emailed on 4/21/25 that a correction is needed on the bill from Gormley, because of duplicate amounts included in the report. Correct invoice from Gormley is \$1,306.48)

Troy Felton and Elmer Hitt of MML (Michigan Municipal League) presented the new insurance plan accepted by the Village Council on 4/14/25. DDA and members are covered, as DDA is an arm of the Village. The deck and Pocket Park areas (funded by grants) will be included in the coverage, as part of Village property. Playscapes will be evaluated by MML risk management. Cost of coverage for assets in the proposed Parks/Rec/Authority can be split with the entities (Village/Township/Schools). Free fireworks rider is available. Stevens will send Articles of Incorporation to MML.

RRC (Redevelopment Ready Community): No updates.

Pocket Park: Vandemark expressed the need for a DDA lead for the Pocket Park development. No decision made. Russell showed examples of parks in Brighton. The Village informed the DDA that Council voted on 4/14/25 to move the Eagle Scout bench to the cemetery, with ADA improvements. Guttersohn requested financial split with DDA to pay for the concrete foundation of the bench. Tabled to next meeting to wait for quotes. Other Pocket Park needs were addressed, including the need for RFP's for cameras, landscaping, electrical needs, Wifi. An event to seek public comments on the Pocket Park will be held after Mother's Day, or on Memorial weekend. Guttersohn presented that an electric sign for Village/DDA public information will be purchased, approved by the Village. Baker-Murph made a motion for the DDA to pay ½ of the sign costs. Seconded by Bailey. Roll call vote. All ayes. No nays. 3 absent. Motion passed. Village Council will be informed.

West Bank River Viewing Platform & Boardwalk: West bank RFP bids were received from HHH Ideal Contract, and Deck Expressions. Miller made a motion to accept the bid from Deck Expressions. Seconded by Baker-Murph. Roll call vote. All ayes. No nays. 3 absent. Motion passed. Village Council will be informed.

DDA Development Plan Amendment Status: Stevenson distributed Gormley's updated draft (includes crosswalks, 4.5 and 4.6), of the Byron DDA 2025 Development Plan Amendment to Incorporate New Projects and Provide for Administrative Services. Motion made by Stevens, seconded by Russell, to accept the amendments, and send the Development Plan Amendment to the Village Council, vote on the Plan, and to arrange a public hearing. Voice vote. All ayes. No nays. 3 absent. Motion passed.

Planning Commission: The subcommittee will meet 4/22/25 to determine a timeline. The paper survey was distributed to the community by mail. Vandemark will send QR link to Miller for inclusion in social media posts. Bibbee will contact Mellentine regarding the property line between the Village building and the Salon building.

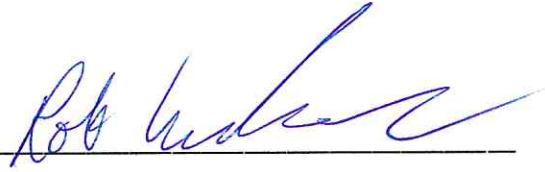
Other Business: Fundraisers will be held on Village Fun Day on July 12. Vandemark will run the Regatta and the Duck Race. The Mason's will get the license. Baker-Murph will send out sponsorship letters. Fireworks will be held in 2025. Help is needed on the committee to continue fireworks in the future.

Public/Board members' Comments: Guttersohn thanked the DDA for a great job on grants and development. Bibbee thanked participants in the Village Cleanup held April 12 (cemetery, downtown, river bank). Chili and pies were donated by Bailey and Bibbee.

Motion to adjourn: Motion to adjourn was made by Miller, seconded by Russell. Voice vote. All ayes. No nays. 3 absent. Motion passed. Meeting was adjourned at 7:29 pm. Next meeting to be held May 15, 6:00 pm.



Luanne Bibbee, Recording Secretary
5/15/25



Rob Vandemark, Chairperson
5/15/25