Minutes

DDA Meeting ~~Notes~~
Byron Municipal Building
October 15, 2026

The meeting was called to order at 6:01 pm by Chairperson Baker-Murph.

Roll Call: Present (Quorum of 5 reached): Baker-Murph, Brittain, Chapman, Dagen, Miller, Russell, Stevens, and Woods. **Absent:** Dickinson. Total: 8 members were present with 1 absent. Todd Thomas, Village Manager, and Bibbee, Recording Secretary, were present.

Agenda Approval: Chapman motioned to approve the agenda with additions. Seconded by Stevens. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

Minutes Approval: Stevens motioned to approve the Minutes of 9/17/26 with changes. Seconded by Woods. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

Communications: No update.

Financial Status Report/Payment of Bills: Miller gave a financial report. As of 9/30/26 there was a balance of $15.555.92, with received grant of $75,000, totaling $90,555.92. Payment of $50,000 was made to Deck Expressions. New invoices include two bills from Lion Bear for $478.75 (follow-up on West Bank), and $187.50 (September West Bank work), totaling $666.25. Motion made by Stevens to accept the financial report pending audit, and to pay the Lion Bear bill. Seconded by Chapman. Roll Call vote. Roll call vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

Other DDA Business: West Bank pavilion picnic tables were stained on Monday by Jake Zervan (softball coach) and his student team.

RRC: Bibbee reported that MEDC will offer an online Virtual Academy for Local Officials. This is a great time to learn about best practices, and is open to anyone on our DDA/Planning Commission. It's intended for new Board members or new staff unsure about what RRC entails and covers many of the basics of planning and zoning. It will be a lunchtime session for a few weeks in a row. The RRC training is available by accessing a link: https://medc.cvent.com/c/calendar/87e43bf8-6b03-4ff4-9d2c-f00faf59ec4c.

West Bank River Viewing Platform & Boardwalk:

As in-kind contributions, Rob Vandemark and Todd Thomas will clear trees/brush in mid-October after the infamous snake hibernates.

A $25K grant from the Cook family has been awarded. Baker-Murph is applying for another $20K grant from Consumer Energy Foundation. A gap of $50K is still needed. Online fundraising will be posted.

Events and Fundraising: 1) Dagen reported that Narhi will offer a fundraising opportunity for DDA by hosting an Online Auction in early October or early November. Dagen presented an outline from Narhi detailing needed steps. Items for sale can be at Narhi's store or can stay on site and auctioned via photos. Dagen and Woods will coordinate help. Local churches, and the school will be asked to be a site to store donated items.

2) Byron Live in 2027 was discussed. Music on the Eagle Park Overlook Deck will be scheduled once a month on Fridays for five months (May 5/28/27, June 6/18/27, July 7/9/27, August 8/6/27, and September 9/3/27.) Advertisement is needed to gain sponsors for the Byron Live performances. A motion was made by Woods, seconded by Dagen, to present the dates to Council for approval. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

3) Fundraising Christmas wreath-making classes by Debra Baker-Murph will take place beginning November 29 and following weekends, prior to the December Council meeting. Last year $1,100 was raised. A motion was made by Miller, seconded by Russell, to present the dates to Council for approval. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

4) An online Spot.fund will run requesting contributions toward the West bank project. A motion was made by Miller, seconded by Russell, to present the Spot.Fund idea to Council for approval. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

5) Woods suggested engraved Veteran bricks could be offered. Price, engraver, and timeline will be discussed next meeting.

Other Business: Miller discussed the upgrade costs for the purple way-finding signs (with changes for directions to the Library and Township Hall). Labor and re-powdering costs for four signs is $1,675. A sign near the Mason's Lodge is cracked. A Home Depot post sleeve would cost $164.23. Council will be asked to split the cost, and maintenance costs discussed later. A motion was made by Stevens, seconded by Chapman, to present the sign costs and maintenance to Council for split-cost approval. Roll Call vote. Ayes:

Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

Public/Board Members' Comments:

Chapman suggested the new band director is interested in community involvement, and could bring band selections by the jazz band, the drumline, or his own band to the Live Byron performances. He will check with the band director.

Bibbee complimented John Gutterson, Todd Thomas, Debra Baker-Murph and Home Depot in the start of building the Veteran's memorial at the cemetery. Also she commended Debra Millbaugh for the beautiful flowerboxes throughout the Village.

Miller thanked those who stained the picnic tables at the Pavilion. Also thanks to John Guttersohn for the Veteran Memorial work, and to Debra Baker-Murph for her efforts to bring awarded grants to the Village. Miller reminded the DDA that her last meeting will be in November.

Baker-Murph discussed the Trick or Treat night on Friday 10/30 at the Eagle Park. Memorial benches could be offered, with concrete to be laid in June. Costs and supplier will be investigated. A live pine tree will be donated by Barr's Farm, planted by Royalty, in the open lot downtown for Christmas decorations. Thanks to Becky Bouilett for spearheading this project.

Motion was made by Stevens, seconded by Miller, to adjourn the DDA meeting at 6:56 pm. Voice vote. Ayes: Brittain, Dagen, Chapman, Miller, Russell, Stevens, Woods, and Baker-Murph. No nays. 1 absent. Motion passed.

The next DDA meeting will be held on November 19, at 6:00pm in the Village building.

Luanne Bibbee, Recording Secretary
11/15/26

Debra Baker-Murph, Chairperson
11/15/26