

Planning Commission/DDA Minutes

Approved

Meeting held at 108 Warren St. Bancroft Mi. 48414

Monday May 9th 2022

Call to Order: 6:15

Pledge of Allegiance:

Attendees: Rachel Baur, Steve Fuller, Rick Wright, Julie MacKay, Kevin Bible & Linda Wert-Fuller

Absent: Frank Baur

Guests: Heather & Anthony Bogetta & Lisa Blades Bible

Kevin made a motion to approve the agenda with the addition of #13 under DDA business. 2nd Rachel. All ayes. MC.

Kevin made a motion to accept April 11th, 2022 minutes with corrections. Under member comments the minutes were updated from DDA to Rick in regard to commitment from the village. Also, updated DDA to Rick for question regarding storage container. Rachel 2nd. All ayes. MC.

Planning Commission Business:

Kevin presented a draft copy of the PC annual report document to the PC for approval.

Kevin made a motion to present the PC portion of the PC annual report to the village council and to ask the council to add any zoning changes or permits approved in 2021-2022 fiscal year to the report. Motion to accept the draft report to be presented to to the village council for the addition of zoning changes was approved. Steve 2nd. All ayes. MC.

A discussion was held on updating the village master plan. This will be discussed at the June 6th, 2022 PC/DDA meeting. The RRC website has guidelines for master plan updating which the PC/DDA will consider.

Also, the committee will research grant funding through the MEDC to cover the cost of updating the master plan.

Public Comments: Anthony and Heather Bogetta introduced themselves and expressed interest in becoming more involved with the Village in the future.

Member Comments: Kevin commented that the Village did pass the resolution for the RRC engagement.

DDA Business:

TIF Financial report - Julie reported that she was told at the last Village Council meeting it is on hold until the Treasurers position can be filled.

Summer Fest was discussed with confirmation that Jim Woods will apply for the special permit regarding food and alcohol served in the street in the permitted areas. The DDA has asked for use of Warren Street from Beach to Shiawassee to include the village garden area and the community center the day of the event.

Rick is working on a T-shirt design for 2022

Pre-event vendor and sponsor letters are being updated for 2022 event. Event planned for August 20, 2022. This may include a "Taste of Shiawassee" event similar to those in other communities.

Printer selection and purchase were discussed. Kevin made a motion to purchase a color laser printer for up to \$450.00. Printer will be purchased using Kevin's credit card and reimbursed with receipt for the purchase from the general fund. 2nd by Linda. Roll call vote Rick, Kevin, Rachel, Julie, Steve and Linda. All ayes. MC.

Julie made a motion to approve \$73.80 from the general fund to reimburse Linda for postage purchased to mail informational meeting letters. Kevin 2nd. All ayes. MC.

Roll Call Vote. Rick, Kevin, Rachel, Julie, Steve and Linda. All ayes. MC.

Linda asked for all DDA volunteer hours. Rachel 3 hours for USDA grant research. Volunteer hours can be tracked for some grant funding.

Kevin made a motion to present the PC Rules & Procedure handbook to Village council for approval. Rachel 2nd. All ayes. MC.

Rachel's USDA grant search determined that USDA may have grants available for equipment but not buildings. Rachel will follow up with USDA.

Frank Baur joined the meeting at 8:00 pm.

A discussion was held to ask if the village president has received and returned Memorandum of Understanding (MOU) from MEDC. This is to verify that the village officials understand and agree to the terms of the Redevelopment Ready Communities obligations.

A discussion was held on whether to spend CHRP funds to possibly repair the community center roof and the structural integrity of the building. It was suggested that the DDA acquire bids for the roof repair of the community center.

Kevin made a motion for roof bids and structure of building stabilization to proceed. 2nd Steve. All ayes. MC.

The DDA is also waiting on a bid from Bogetta Heating & Cooling to have the HVAC system installed.

Linda will give blueprints for community hall restoration to Bogetta Heating & Cooling for HVAC installation bids.

Linda mentioned and passed around information on Michigan Downtown Association summer workshops and webinars. These included resources for DDA reporting requirements, TIF updating, and downtown management basics.

Treasurer's Report: As of May 9th, 2022

CHRP: \$23,037.15 General: \$2,500.56 TIF: \$6,952.70

Community: \$2,039.86

Kevin made a motion to approve the financial report pending audit. Rachel 2nd. All ayes. MC.

Old Business:

DDA is seeking volunteers for Summer Fest. Help is needed to man poker run registration, and other events. It was also discussed on how to refine events to ensure participation from all.

Rachel has obtained a \$750 + tax price for the Liz Luft bronze plaque from Marsh Monument. Rachel will seek funds/fundraisers to pay for the plaque.

Public Comments: Lisa Bible spoke regarding her concerns about the condition of the Community Hall building and expressed her interest in seeing the CHRP funds raised to date to make improvements to the building.

Member Comments: Linda Wert-Fuller asked members of the PC/DDA to attend Village council meetings to assist in communication between the committee and the village.

Rick stated that he is working with the Lions Club for a possible donation for a storage container for the exclusive use by the DDA.

In conclusion,

The DDA, with the teamwork of the Bancroft village council is hard at work for the betterment of the Village of Bancroft.

Kevin made a motion to adjourn at 8:45 pm. Steve 2nd. All ayes. MC.

Submitted by
Linda Wert-Fuller
PC/DDA Secretary