



CITY OF BURTON

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

OCTOBER 20, 2025

AGENDA

Council Chambers

Regular Meeting

8:30 AM

**4303 S. Center Road
Burton, MI 48519**

A. Pledge of Allegiance to the Flag of the United States of America

LED BY: Chairman Joey Richvasky

B. Call To Order

C. Roll Call

D. Staff Present

E. Approval of Minutes

1. September 15, 2025 Regular Downtown Development Meeting Minutes

F. Administrative Reports

1. Financial Update through 08.31.25

G. Audience Participation

Now is the time set aside for members of the audience to address the Burton Downtown Development Authority. I would ask each individual to give their name and address for the record, limit their comments to three (3) minutes, and speak on topics germane to City business.

H. Board Discussion and/or Action

1. Fall Decorations
2. Holiday Festivities Discussion

I. The next regularly scheduled meeting will be held on Monday, November 17, 2025 @ 8:30 AM.

Agendas and minutes may be found at www.burtonmi.gov.



CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
SEPTEMBER 15, 2025
MINUTES

Council Chambers	Regular Meeting	8:30 AM
	4303 S. Center Road Burton, MI 48519	

A. Pledge of Allegiance to the Flag of the United States of America

LED BY: Chairman Joey Richvalsky

B. Roll Call

Present: Board Member Joey Richvalsky, Board Member Steve Coates, Board Member Nate Henry, Board Member Timothy Wagner, Board Member Jerry Baryski, Board Member Jeannie Herford

Absent:

C. Staff Present

Joy Roe, Deputy Clerk

D. Approval of Minutes

1. Downtown Development Authority Meeting Minutes - Regular Meeting - Monday, July 21, 2025 at 8:30 AM

Motion by Board Member Henry, second by Board Member Baryski, to Approve - Regular Meeting Minutes - July 21, 2025 8:30 AM.

Voting Yes: Joey Richvalsky, Steve Coates, Nate Henry, Timothy Wagner, Jerry Baryski, Jeannie Herford

Voting No: None

Motion Passed 6 - 0.

E. Administrative Reports

1. Financial Update through 06.30.25
2. Financial Update through 07.31.25

Discussion about the expenditures, revenues, and the balances.

F. Audience Participation

Now is the time set aside for members of the audience to address the Burton Downtown Development Authority. I would ask each individual to give their name and address for the record, limit their comments to three (3) minutes, and speak on topics germane to City business.

Patrick Dargel of 6119 Hugh St. discussed the Master Plan that was presented to the Planning Commission at their last meeting and how some updates need to be made.

Discussion ensued about the old Rite Aid building, the health company that moved from downtown Flint into the DDA District, and how the plan was refreshed instead of being

redone, so they probably just copied and pasted from the old plan for the DDA portion.

G. Board Discussion and/or Action

1. Update on the DDA Welcome to Burton Monument

Mr. Richvalsky stated since this is the last week of summer, I would like to have some kind of idea of what we are going to do with the flower pots for Fall and Winter.

Ms. Herford stated I spoke with Walker Farms, and they are willing to give us two different sized mums. They have ones for \$10 and ones for \$30. We would need three plants per pot, so it would be \$30 per pot totaling \$750. I will pull the dead plants and re-pot the new ones. After the mums are done, I think we should take the pots back to Walker Farms for winter for storage.

Discussion about which line item the money would come out of.

Mr. Henry made a motion to approve and authorize the purchase of the fall mums for the flower pots up to \$800 from the line item 248-000-880.001 Community Decoration.

Motion by Board Member Henry, second by Board Member Herford, to Approve.

Voting Yes: Joey Richvalsky, Steve Coates, Nate Henry, Timothy Wagner, Jerry Baryski, Jeannie Herford

Voting No: None

Motion Passed 6 - 0.

Mr. Coates spoke about the broken pole in the monument area, getting hold of Atlas to come out to clock corner to fix the bricks, repaint the lettering, and fix where or how it was leaning. He also spoke about the tree trimming invoice.

Discussion about the broken pole and what other companies have to be involved to get it taken care of.

Mr. Henry stated I just want to acknowledge that about a year ago we talked with the controller about the amount of interest we were receiving. Over the last year, she was able to get us about a 176% increase by year-end. Thank you controller and treasurer for moving things around and getting us more money.

Mr. Richvalsky said it is a very well-deserved, thank you.

Mr. Baryski stated I just wanted to clarify that I will get two tables for the monument area and not three. When the time comes for that next step, I am willing to bring in the information and share what I have about the tables and purchase two of the ones we agree on.

H. The next regularly scheduled meeting will be held on Monday, October 20, 2025 @ 8:30 AM.

[MIN_SIGNATURES]

User: RUTHB

PERIOD ENDING 08/31/2025

DB: Burton

% Fiscal Year Completed: 16.99

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE BALANCE	% BDGT USED
		2025-26 AMENDED BUDGET	08/31/2025 NORMAL (ABNORMA)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 000					
248-000-402.000	CURRENT REAL/PERSONAL TAXES	43,752.00	8,426.54	35,325.46	19.26
248-000-415.000	TAX CHARGEBACKS	(250.00)	0.00	(250.00)	0.00
248-000-665.000	INVESTMENT INTEREST	3,500.00	0.00	3,500.00	0.00
Total Dept 000		47,002.00	8,426.54	38,575.46	17.93
TOTAL REVENUES		47,002.00	8,426.54	38,575.46	17.93
Expenditures					
Dept 000					
248-000-808.000	AUDIT & OTHER PROFESSIONAL SERVICES	500.00	32.61	467.39	6.52
248-000-818.004	SAGINAW ST CORRIDOR	40,000.00	17,425.00	22,575.00	43.56
248-000-818.005	EXPLORATORY TIF PROGRAM	20,000.00	0.00	20,000.00	0.00
248-000-880.001	COMMUNITY DECORATIONS	10,500.00	0.00	10,500.00	0.00
248-000-881.000	PUBLIC RELATIONS	1,000.00	0.00	1,000.00	0.00
248-000-938.001	LANDSCAPE/MAINTENANCE	20,000.00	4,360.00	15,640.00	21.80
248-000-956.000	MISCELLANEOUS	500.00	0.00	500.00	0.00
248-000-957.000	CONFERENCE & WORKSHOP	1,500.00	0.00	1,500.00	0.00
248-000-960.000	OPERATING EXPENDITURES	500.00	0.00	500.00	0.00
248-000-995.207	TRANSFER TO POLICE FUND	5,000.00	5,000.00	0.00	100.00
Total Dept 000		99,500.00	26,817.61	72,682.39	26.95
TOTAL EXPENDITURES		99,500.00	26,817.61	72,682.39	26.95
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		47,002.00	8,426.54	38,575.46	17.93
TOTAL EXPENDITURES		99,500.00	26,817.61	72,682.39	26.95
NET OF REVENUES & EXPENDITURES		(52,498.00)	(18,391.07)	(34,106.93)	35.03
BEG. FUND BALANCE		285,404.97	285,404.97		
NET OF REVENUES/EXPENDITURES - 2024-25			14,570.04	14,570.04	
END FUND BALANCE		232,906.97	281,583.94		