



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

APRIL 16, 2018

MINUTES

Council Chambers

Regular Meeting

8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairperson Joey Richvalsky at 8:30 AM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairperson	Present	
Steve Coates	Vice Chairperson	Present	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Neil Martz	Commissioner	Present	
Cindi Dail	Commissioner	Present	

B. STAFF PRESENT

Amber Abbey, Planning/Zoning
Bob Slattery, DPW Director
Tom Osterholzer, Police Chief
Marcy Kimball, Clerk's Office

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Mar 19, 2018 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Coates, Vice Chairperson
SECONDER:	Gregory Fenner, Commissioner
AYES:	Richvalsky, Coates, Fenner, Stapleton, Martz, Dail

D. PRESENTATION

1. Motion to support the proposed use as conceptionally submitted to the DDA with consideration of door locations and the color of the building.

Mr. Richvalsky relinquished the Chair to Mr. Coates, Vice Chair in order to participate in the discussion. He said Pam Birchmeier of Goodrich is here tonight and will be speaking for the proposed ZBA request to change the use of the property at 4371 S. Saginaw Street. I have a business located at 4387 S. Saginaw Street. I am the next-door neighbor to this proposed change of use. I am here to speak on the behalf of Jody Johnson and Amber Birchmeier, who are the principals in this project. They are requesting a change in use. This does not mean a change in zoning it is just a use that might not be allowed in the C-2 zoning. If approved, this would not

permanently change; it would only be applicable to the person who is applying. The next step would be to go before the Zoning board for approval.

Mr. Martz said I would like to see the color of the building blend in with the proposed facade and a change in the location of the two doors in front of the driveway. This is a safety issue. A couple of ways to address this would be to close off another drive, which would accommodate more parking or go back to the two doors on Saginaw Street.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Neil Martz, Commissioner
SECONDER:	Gregory Fenner, Commissioner
AYES:	Richvalsky, Coates, Fenner, Stapleton, Martz, Dail

E. AUDIENCE PARTICIPATION

Chief Osterholzer discussed the Back to the Bricks event. He said the money received from the DDA is vital in helping our budget to pay for the overtime that will be needed this year. Last year we were budgeted at 40 officers. Due to declining revenues and where we are at financially, my budget will be for 36 officers this year. Therefore, we will be trying to do more with less. Every year we make every effort to reduce the amount of physical overtime we are paying. We put all officers on mandatory workdays for that week; adjust their shifts and their hours accordingly. However, we still have to police the rest of the City of Burton. Our budget is the lowest we have seen it in years, so the \$5,000 we receive from the DDA is vital. One concern that we have received from the businesses is the youth that congregates in front of MacDonald's on Saginaw Street during this event. Each year this event gets better. Last year we had a protest on the corner of Saginaw and Bristol. There was a lot of planning that went into the safety of this area. We worked very closely with the State Police, City of Flint Police and the ATF. We had no issues with this protest.

Mr. Fenner asked if discussion is still ongoing with the Back to the Bricks committee to start helping with the law enforcement costs for this event. When are they going to take some responsibility for closing our streets down and costing us money? It doesn't make the City money, it makes a handful of business's money. It is costing the DDA \$5,000 per year. Most of the businesses along this strip do not benefit from this event. We could draft a letter from the DDA to Back to the Bricks committee explaining what this event has cost us over the years and ask for their help with these costs.

Chief Osterholzer suggested an organized effort with the different DDA Committees stepped up and talked with the Back to the Bricks Committee. We do not have to allow it in our City, but that would do no good for any of the business's that benefit from this event. We have not quit fighting for their help with this. I would think they could find a sponsor to help offset the costs.

Mr. Martz suggested asking the public for sponsorships and donations to help support these costs.

Mr. Coates asked what needs to be done to change the three different speeds along the DDA corridor to one speed.

Mr. Slattery stated a uniform speed along that corridor is one of the recommendations from Fleis and Vandenbrink's study along with the striping change. With the DDA approval, we could implement that speed change now. We would put together a report that would include the traffic study and costs, the traffic control order and the costs of new signs, etc.

F. BOARD DISCUSSION

1. Repair electric outlets for Christmas decorations.

Mr. Martz stated I thought we only needed electrical repair on 17-18 poles and now it looks like 39 poles need repair.

Mr. Slattery said 90% of the poles need repair. There are 60 decorations.

Mr. Fenner suggested repairing half of the poles and use larger decorations with more color. We are in need of other things before we spend \$30,000 on electrical and lighted Christmas decorations.

2. Discussion on Topics Germane to the DDA District.

Mr. Coates spoke regarding the debris along the roadside and curb cuts.

Mr. Martz said the Contractor should be responsible for cleaning up their debris, the City should clean up from snow plowing and hole patching and the businesses and residents clean up what they are responsible for before the DDA has to pay for this to be done. They all need to do their part.

Mr. Slattery said the street sweeper would start as soon as the weather permits, hopefully by the end of April. The contractors did three different projects this past summer and have not come back to do the restoration and cleanup yet. Therefore, between the contractors, the City and the street sweeper, it will look good again soon. I will have the street sweeper make a pass along Saginaw Street and Bristol Road to get the gutter pans cleaned out.

Mr. Martz said the sidewalks are being replaced soon on Hemphill Road between Morrison and Greenley. They did not comply with ADA standards. I also spoke to Charles Abbey about the area at the intersection of N. Grand Traverse and Hemphill Road.

Mr. Richvalsky said another curb and access spot that needs to be addressed is on Hemphill and Saginaw in front of the party store.

Mr. Fenner said we might need to hire this out one time.

Mr. Martz said I would like to continue in our efforts on the overlay and keep this item on the DDA agenda until it is dealt with.

Mrs. Abbey said I have this started. I will have it ready for you before the next meeting.

Mr. Martz said in our Master Plan we suggested expanding the limits of the DDA District. This should also be included in the future land use plan that the City adopted. If it is not, it could conflict with the DDA trying to expand the district. If this is already done, there should be an amendment.

Mrs. Abbey said if you are not planning to move forward with this within the next 5 years, then you could just wait until we review this 5 years from now.

Mr. Coates asked about the contract for repaving on S. Saginaw from Hemphill to Bristol Road. He stated I want to make sure Rowe gets the traffic study to see what the DDA wants to do with that section and so it is part of the engineering.

Mr. Slattery said this is multistep process. We are in the third step. The contract has been approved and Rowe has been fully apprised of the plans for that section. There has been discussion about moving that project back a year. That way, we can do the north and south sections together, Maple to Bristol and Bristol to Hemphill. This would allow us to do the section of Center Road from Davison to the north city limits a year sooner rather than a year later. The benefits to this would be less of an inconvenience for Saginaw Street businesses and Back to the Bricks to repave these sections all at once and this would be a coordinating project and save money. Federal funding is extremely limited but the funding would stay the same, it would just change the timing of the work. You would not lose any funding for Saginaw Street.

G. BOARD RECOMMENDATION AND/OR ACTION

1. Motion to accept the proposed 2018-2019 Budget with corrections.

Operating Expenditures	\$500.00
Audit & other Professional Services	\$500.00
Saginaw Street Corridor	\$15,000.00
Legal	\$500.00
Public Relations	\$1,000.00
Community Decorations	\$5,000.00
Landscape/Maintenance	\$2,700.00
Miscellaneous	\$2,000.00
Transfer to Police Fund	\$5,000.00
Transfer to Capitol Improv.	\$3,000.00

Total Appropriations: \$35,200.00

RESULT:	CARRIED [UNANIMOUS]
AYES:	Richvalsky, Coates, Fenner, Stapleton, Martz, Dail

2. Motion to move the DDA regular meeting from May 21, 2018 to May 14, 2018 at 8:45 AM and schedule a DDA Public Hearing for the 2018-2019 Proposed Budget on May 14, 2018 @ 8:30 AM

RESULT:	CARRIED [UNANIMOUS]
AYES:	Richvalsky, Coates, Fenner, Stapleton, Martz, Dail

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, MAY 14, 2018 @ 8:45 AM AND THE PUBLIC HEARING FOR THE 2018-2019 PROPOSED BUDGET WILL BE HELD MONDAY, MAY 14, 2018 @ 8:30 AM.

Meeting was adjourned at 10:15 AM.
