CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

AUGUST 17, 2015

AGENDA

Council Chambers	Regular Meeting	8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

A. CALL TO ORDER

B. STAFF PRESENT

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jul 20, 2015 8:30 AM

D. ADMINISTRATIVE REPORT

1. July 2015 Revenue and Expenditure Report

E. 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 and to limit their comments to five (5) minutes and to speak on the topics germane to City business.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Clarify the Time Parameters and Coordinate Clean-up efforts in the DDA District Between Hemphill Road and Maple Avenue.

CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JULY 20, 2015

MINUTES

Council Chambers | **Regular Meeting** | **8:30 AM**

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairman	Present	
Steve Coates	Commissioner	Present	
James Paulus	Commissioner	Present	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Laurie Moncrieff	Commissioner	Absent	
Neil Martz	Commissioner	Present	

B. STAFF PRESENT

Racheal Boggs, Clerk's Office

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Public Hearing - Jun 3, 2015 8:30 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Joey Richvalsky, Chairman
SECONDER:	Steve Coates, Commissioner
AYES:	Richvalsky, Coates, Paulus, Fenner, Stapleton, Martz
ABSENT:	Moncrieff

D. ADMINISTRATIVE REPORT

1. May 2015 Revenue and Expenditure Report

   Mr. Richvalsky would like to have Mrs. Burke-Miller attend the August 17, 2015 meeting to discuss the Revenue and Expenditure Report.

E. AUDIENCE PARTICIPATION

None

F. BOARD RECOMMENDATION AND/OR ACTION

Mr. Richvalsky stated it will cost $1200.00 to move the wires on the poles.

Mr. Paulus asked if they will be done by mid-August for Back to the Bricks.

Minutes Acceptance: Minutes of Jul 20, 2015 8:30 AM (Approval of Minutes)

Mr. Richvalsky said he did not know.

Mr. Coates suggested making a formal request to the administration to find out what will be done/repaired before Back to the Bricks.

The Board would like to have Mr. Slattery attend the August 17, 2015 meeting to discuss this.

Mr. Fenner asked if the mowing and edging on Saginaw Street will be complete before Back to the Bricks.

Mr. Richvalsky stated yes. It will be done in the next couple of weeks.

Mr. Fenner asked about Burton Auto Parts. Asphalt needs to be removed and replaced with grass and trees. He suggested to take bids.

Board discussion about contractors and details of specific work to be done at Burton Auto Parts.

Meeting was adjourned at 9:00 AM.

Minutes Acceptance: Minutes of Jul 20, 2015 8:30 AM (Approval of Minutes)

July 2015 Revenue and Expenditure Report

ATTACHMENTS:

- DDA 5013 07312015 Rev and Exp (PDF)

REVENUE AND EXPENDITURE REPORT FOR CITY OF BURTON
PERIOD ENDING 07/31/2015
% Fiscal Year Completed: 8.47

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 07/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BD US
Fund 5013 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 0000						
5013-0000-403.0000	CURRENT TAX REVENUE	31,700.00	464.96	464.96	31,235.04	1.4
5013-0000-404.0000	TAX CHARGEBACKS	(100.00)	0.00	0.00	(100.00)	0.0
5013-0000-407.0000	DELINQUENT REAL/PERS TAXES	1,000.00	0.00	0.00	1,000.00	0.0
5013-0000-574.0000	SINGLE BUSINESS TAX	0.00	0.00	0.00	0.00	0.0
5013-0000-666.0000	INVESTMENT INTEREST	300.00	0.00	0.00	300.00	0.0
5013-0000-678.0000	REIMBURSEMENT INCOME	100.00	0.00	0.00	100.00	0.0
5013-0000-694.0000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.0
5013-0000-699.0000	DEFICIT	3,800.00	0.00	0.00	3,800.00	0.0
Total Dept 0000		36,800.00	464.96	464.96	36,335.04	1.2
TOTAL Revenues		36,800.00	464.96	464.96	36,335.04	1.2
Expenditures						
Dept 0000						
5013-0000-719.0000	Payroll Fringes	0.00	0.00	0.00	0.00	0.0
5013-0000-757.0000	SUPPLIES & POSTAGE	800.00	0.00	0.00	800.00	0.0
5013-0000-808.0000	AUDIT	400.00	0.00	0.00	400.00	0.0
5013-0000-811.0000	POLICE SERVICES	0.00	0.00	0.00	0.00	0.0
5013-0000-879.0000	PUBLIC RELATIONS	0.00	0.00	0.00	0.00	0.0
5013-0000-880.0000	COMMUNITY DECORATIONS	2,600.00	0.00	0.00	2,600.00	0.0
5013-0000-938.0000	LANDSCAPE/MAINTENANCE	17,000.00	0.00	0.00	17,000.00	0.0
5013-0000-956.0000	MISCELLANEOUS	5,000.00	0.00	0.00	5,000.00	0.0
5013-0000-957.0000	SURPLUS	0.00	0.00	0.00	0.00	0.0
5013-0000-973.0000	DDA COMMUNITY EVENTS	0.00	0.00	0.00	0.00	0.0
5013-0000-999.2007	TRANSFER TO POLICE FUND	5,000.00	0.00	0.00	5,000.00	0.0
5013-0000-999.4001	TRANSFER TO CAPITAL IMPROV.	3,000.00	0.00	0.00	3,000.00	0.0
5013-0000-999.7891	CLOCK CORNER IMPROV/MAINT.	3,000.00	0.00	0.00	3,000.00	0.0
5013-0000-999.7892	BUS STOP IMPROVEMENTS	0.00	0.00	0.00	0.00	0.0
5013-0000-999.7893	BRICK PAVER IMPROVEMENTS	0.00	0.00	0.00	0.00	0.0
Total Dept 0000		36,800.00	0.00	0.00	36,800.00	0.0
TOTAL Expenditures		36,800.00	0.00	0.00	36,800.00	0.0
Fund 5013 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		36,800.00	464.96	464.96	36,335.04	1.2
TOTAL EXPENDITURES		36,800.00	0.00	0.00	36,800.00	0.0
NET OF REVENUES & EXPENDITURES		0.00	464.96	464.96	(464.96)	100.0

Attachment: DDA 5013 07312015 Rev and Exp (1772 : July 2015 Revenue and Expenditure Report)

Clarify the Time Parameters and Coordinate Clean-up efforts in the DDA District Between Hemphill Road and Maple Avenue.