



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

AUGUST 17, 2020

MINUTES

Council Chambers

Regular Meeting

8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chair	Present	
Steve Coates	Vice Chairman	Present	
Larry Stapleton	Commissioner	Excused	
Neil Martz	Commissioner	Present	
Stephanie Fenner	Commissioner	Excused	

B. STAFF PRESENT

Katie Malin, Election Clerk

C. ADMINISTRATIVE REPORT

1. Revenue and Expenditure Report as of July 31, 2020

D. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jul 20, 2020 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Coates, Vice Chairman
SECONDER:	Neil Martz, Commissioner
AYES:	Richvalsky, Coates, Martz
EXCUSED:	Stapleton, Fenner

E. AUDIENCE PARTICIPATION

None.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Discussion and possible action on resetting the clock at Clock Corner.

Mr. Martz stated we found out who the manufacturer of the clock was. We need to reach out to them and see about a replacement key.

Mr. Coates asked who was in charge of maintaining the trash pick-up at clock corner.

Mr. Richvalsky stated he has cleaned it up in the past.

Mr. Coates stated he just wanted to verify that it was up to DDA to maintain.

2. Discussion and possible action on repairs to the fence at Water Tower Park.

Mr. Martz stated he created a bid request. He will go out and collect bids for the repairs.

3. Discussion and possible action on tree trimming in the DDA District.

Mr. Martz stated he will create a bid request for tree trimming and have it at the next meeting.

Mr. Richvalsky asked if this is the appropriate time of the year for tree trimming.

Mr. Martz stated yes, fall or winter. Fall is better because there are still some leaves on the trees.

4. Discussion and possible action on Christmas Decorations.

No discussion on this item.

5. Discussion and possible action on Tree lighting ceremony at Fire Station#1.

No discussion on this item.

G. BOARD DISCUSSION

None.

**THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY,
SEPTEMBER 21, 2020 @ 8:30 AM.**

Meeting was adjourned at 8:53 AM.
