



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

AUGUST 20, 2018

AGENDA

Council Chambers

Regular Meeting

8:30 AM

**4303 S. CENTER ROAD
BURTON, MI 48519**

A. ROLL CALL

B. STAFF PRESENT

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jul 16, 2018 8:30 AM

D. 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 three (3) minutes and to speak on the topics germane to City business.

E. BOARD RECOMMENDATION AND/OR ACTION

F. BOARD DISCUSSION

1. Parks & Recreation Christmas Parade
2. Discussion on Topics Germane to the DDA District.

G. THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, SEPTEMBER 17, 2018 @ 8:30 AM.



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JULY 16, 2018

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 Chair	Present	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Neil Martz	Commissioner	Excused	
Cindi Dail	Commissioner	Excused	

B. STAFF PRESENT

Bob Slattery, DPW Director
Marcy Kimball, Clerk's Office

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jun 18, 2018 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Commissioner
SECONDER:	Larry Stapleton, Commissioner
AYES:	Richvalsky, Coates, Fenner, Stapleton
EXCUSED:	Martz, Dail

D. PRESENTATION

Paul Mattern from MTA said we analyzed the traffic pattern in the area of Bristol and Saginaw Street. Having a bus shelter just after the intersection increases the likely hood of traffic accidents. If you didn't want it right at that intersection, we would move it a block, closer to Whittemore. We will also furnish a waste receptacle and our workers will check it once a month. The bus stop shelter presented as is would not cost DDA anything. If you wanted to do the improved aesthetics bus shelter, we would keep the location at the clock corner and we would partner with you on the extra cost. We may be able to put this bus shelter up this year, if not it would be next year.

Mr. Coates stated we have spent a lot of money on brick pavers at the bus stops and then the bus stops were removed. We now have a number of areas that have brick pavers with stumps of metal sticking out of them where the bus stops used to be. One corner is just south of where this new bus stop will go.

Mr. Richvalsky asked if the board could get a list of the designated locations for each one of those stops from Maple Road to Hemphill Road area, on the north and south sides.

Mr. Mattern said we will be reviewing all of those bus stop locations.

Mr. Coates stated the bus stop at the corner of Judd and Saginaw was moved not even a full block.

Mr. Richvalsky said it was moved to Webber and Saginaw. People are standing and waiting for the bus in the dirt now, instead of where we put the brick pavers a half block away.

1. Motion to allow MTA to install there bus stop in the section of rightaway between Whittemore and the curb cut at Rite-Aid.

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

E. AUDIENCE PARTICIPATION

None.

F. BOARD DISCUSSION

1. Discussion on Topics Germane to the DDA District.

Bob Slattery gave an update on the Center Road to Lapeer Road project. He said last week they completed milling on the southbound lanes, removed the guardrail on the west side of the road, the curb has been removed in the southbound lanes, and the earth excavation behind the curb is complete. Today they will be pouring curb and gutter on the southbound side. This week they will be doing the hot mix asphalt, crack and joint repairs. They should be paving the base course this week, weather permitting. They hope to be finished by Fall. Saginaw Street from Bristol to Hemphill is funded for 2019 construction. Unless this funding arrangement that we are working on allows us to do both projects, (Saginaw Street and N. Center Rd.), we might go to plan B which would be to do Saginaw Street next year and Center Road the following year. Drain issues will be looked at to see what will need to be improved or fixed.

Mr. Fenner said my main concern is that the section that we have the TIP money for is still at risk of not getting done. I would hate to lose out on what we have coming in lieu of maybe getting it all done at the same time.

Mr. Slattery said there is nothing at risk of losing any funding; it is just a matter of this year versus next year. The money is there.

Mr. Coates asked what DPW would do for the roads prior to Back to the Bricks.

Mr. Slattery said they will be patching, striping and swept. Green Country Lawn and

Landscape Management, who maintains the CVS property at the corner, said they want to do more there such as cleaning the sidewalk behind the curb near the bus stop, weed treatment in the parking lot and sweeping the parking lot. In addition, the ADA ramp needs to be repaired; I have talked to Matt Laduke regarding this.

Mr. Richvalsky stated I talked to LMN about the street sweeping, etc. They want to get these things done, but time and weather has gotten in the way.

Mr. Coates said I talked to Steve Hobson prior to July 4th and he was supposed to drop the banners off to DPW, we need to find out if DPW has them yet.

Mr. Fenner asked if there would be a cost to put them up. Last year the sign company put them up and DPW took them down. We could put one up and put our own banner up also. Park and Recreation could use the poles for banners for their city events if they want to. They are there and are available to use.

Mr. Slattery said I have talked with Kawanis regarding some vacant land that use to be a pump station on Jolson. They have voiced some interest in partnering with DDA and putting a park on that vacant land, it is city owned property.

Mr. Richvalsky said there is also property by Friel Street Elementary School and behind Schmal Tool and Dye.

Mr. Fenner suggested taking a poll of the neighborhood to see what their interests are. I would think something small would be good such as benches and swing sets.

Mr. Slattery said he could ask Kiwanis to come in and have a discussion with DDA about this, or they could meet out at the sight.

Mr. Fenner said I called Atlas to glue down the loose spots on the corner-seating wall. I will get a truckload of mulch to put down in that area. I will also clean out all of the gutters and debris in the corners around the clock corner.

Mr. Coates said since the construction is not going to happen until 2019, we could explore the possibility of LED Lights between Hemphill and Maple instead of fixing the outlets for the Christmas decorations. Is there still an LED Committee?

Mr. Slattery said yes, there is. Mr. Wells is the Chairman of that committee. We have been talking about lighting on city property such as interior lighting, parking lot lighting, etc. I am working with a company called ERC to arrange to have those lights upgraded at no upfront cost to the city. The savings would accrue over the life of the contract. I also have an estimate from Consumers on upgrading the lights on Saginaw Street from Hemphill to Maple. This includes 57 lights. The cost would be around \$55,000. If we want to buy the polls, then we could do anything we want.

Mr. Fenner said the fixtures are only good for 5 to 10 years tops. Therefore, by the time you are at the end of your contract, those fixtures are dead and you have to start all over. Therefore, the money spent is going to be 30-50% more for that program. To purchase them you save a lot of money upfront, but then you have to maintain them. I suggest looking at other options such as a program where you are not paying any money upfront and you waiting on the rebate money to come back

and then they keep the rebate money, or you might get a little bit of that back. Over the time span, look at the total cost paid for everything versus buying it, installing it and being done with it. Then you take the entire rebate.

Mr. Slattery said I will ask consumers for a formal cost estimate. The city has upgraded all of the mercury vapor lights to LED's. Some of the goals were to update the Master Plan, work on the roads and the LED program. The next step is to start working on all of the high-pressure sodium lights. The payback period for those is much longer because they are already better than the mercury vapors. I would propose that if we are going to upgrade the high-pressure sodium to LED's, why not start on our downtown area Saginaw Street. I will set up a meeting with Mr. Wells, the chairperson of the LED Committee and this ERC Company regarding making a presentation to the city.

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, AUGUST 20, 2018 @ 8:30 AM.

Meeting was adjourned at 9:34 AM.

Minutes Acceptance: Minutes of Jul 16, 2018 8:30 AM (Approval of Minutes)