



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

DECEMBER 19, 2022

MINUTES

Council Chambers

Regular Meeting

8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chair Joey Richvalsky at 8:40 AM.

A. ROLL CALL

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chair	Present	
Steve Coates	Vice Chairman	Present	
Larry Stapleton	Commissioner	Absent	
Neil Martz	Commissioner	Present	
Nate Henry	Commissioner	Present	
Mark Purzycki Sova	Commissioner	Present	
Lyle Demo	Commissioner	Present	

B. STAFF PRESENT

Jodi Holbrook, Controller
Joy Roe, Clerk's Office

C. ADMINISTRATIVE REPORT

Ms. Holbrook stated there has not been an invoice paid to Signs by Crannie. An invoice has not been received by my office to be paid.

D. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Nov 21, 2022 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Coates, Vice Chairman
SECONDER:	Mark Purzycki Sova, Commissioner
AYES:	Richvalsky, Coates, Martz, Henry, Sova, Demo
ABSENT:	Stapleton

E. AUDIENCE PARTICIPATION

None.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Discussion and possible action on the tree replacement in the DDA District.

Discussion ensued about Baldwin Road Tree Farm not replacing the trees and the reason why, changing the time of year for the trees to be done to Fall instead of the

Spring, the type of trees picked being able to handle the amount of salt from the road, putting in light posts instead of trees since there is an issue with putting in the trees.

Mr. Martz suggested contacting the City Attorney about the commercial property owner that signed an agreement for replacing the three trees and them not doing what they agreed to. The Attorney can draft a letter to him indicating he is in violation of the agreement that he entered.

Discussion took place about following up with the issues for the trees now instead of waiting till next Fall, getting the agreement and resolution in writing, and having a meeting with the company about the type, size, and other details of the trees.

- 2. Motion to pay the bill from Crannie Signs in the amount of \$6, 626.25 for the repairing and re-erection of the banner poles with the money from line item South Saginaw Street Corridor 5013-0000-818.0001.

Discussion ensued about the \$6, 626.25 bill from Crannie, the repairs done to the poles, the agreement between us and Back to the Bricks, who should be paying for the repairs to the poles and banners going forward, the Back to the Bricks Banners, and which line item (South Saginaw Street Corridor) the payment is going to come from.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Neil Martz, Commissioner
SECONDER:	Joey Richvalsky, Chair
AYES:	Richvalsky, Coates, Martz, Henry, Sova, Demo
ABSENT:	Stapleton

- 3. Motion to pay the Christmas Decorating Contest winners in the amount of \$300.00 for first place, \$200.00 for second place, and \$100.00 for third place from the public relations line item 5013-0000-879.0000 and revise the award structure for 2023 with three \$100.00 winners, one \$200.00 winner, and one \$300.00 winner.

Discussion about the number of businesses that participated in the contest this year compared to last year, why the top three were chosen, how it was decided by the judges to give some first-time business participants a chance to win the prize monies, and how the first-place winner won by the way they promoted their business in the decorations.

Also mentioned was expanding the prize winners for next year to five places instead of three. Three \$100.00 winners, one \$200.00 winner, and one top prize winner of \$300.00. Changing the name of the positions to three honorable mention, one runner up, and one first place.

One of the board members expressed their concern about a business going over the top, hanging special homemade shapes from the roof,

promoting their business throughout the storefront windows, keeping the same theme throughout the decorations, and still not winning any of the prizes.

Honorable mentions of this year: Joan’s Attic, Fenner’s Floral and Design Company, Flint Fabric Outlet, and PJ’s Beads.

Ike’s Engine Repair won First Place receiving \$300.00.
Wins Lighting Store won Second Place receiving \$200.00.
Applied Ecosystems won Third Place receiving \$100.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Nate Henry, Commissioner
SECONDER:	Joey Richvalsky, Chair
AYES:	Richvalsky, Coates, Martz, Henry, Sova, Demo
ABSENT:	Stapleton

G. BOARD DISCUSSION

None.

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON TUESDAY, JANUARY 17, 2023 @ 8:30 AM.

Meeting was adjourned at 9:20 AM.
