



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JULY 16, 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 - Jun 18, 2018 8:30 AM

D. PRESENTATION

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

F. BOARD RECOMMENDATION AND/OR ACTION

G. BOARD DISCUSSION

1. Discussion on Topics Germane to the DDA District.

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



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JUNE 18, 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

name	Title	Status	A
ky	Chair	Present	
	Vice Chair	Present	
er	Commissioner	Excused	
on	Commissioner	Present	
	Commissioner	Present	
	Commissioner	Excused	

B. STAFF PRESENT

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

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Public Hearing - May 14, 2018 8:30 AM

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

2. Downtown Development Authority - Regular Meeting - May 14, 2018 8:45 AM

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

D. PRESENTATION

None.

E. AUDIENCE PARTICIPATION

None.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Approve and authorize the following 2017-2018 budget amendment: Increase 5013-0000-818.0001 Saginaw St Corridor by \$5,250; Increase 5013-0000-880.0000 Community Decorations by \$1,000; Decrease 5013-0000-938.0000 Landscape/Maintenance by \$2,950; Decrease 5013-0000-956.0000 Miscellaneous by \$3,300.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Steve Coates, Vice Chair
SECONDER:	Neil Martz, Commissioner
AYES:	Richvalsky, Coates, Stapleton, Martz
EXCUSED:	Fenner, Dail

G. BOARD DISCUSSION

1. Revenue and Expenditure Report as of May 31, 2018

None.

2. Discussion on Topics Germane to the DDA District.

Bob Slattery stated DPW could put up the Back to the Brick banners with the bucket truck. We will need some notice.

Mr. Coates said I will contact someone from Back to the Bricks to ask how and when we can get the banners.

Mr. Martz said the corner of Saginaw and Bristol Road and all along the side of the roads have a lot of gravel mix and road debris that needs to be cleaned up. The pavement at the intersection of Bristol and Saginaw westbound, where they dug up the road a year ago, is dipping. It is in the pavement area of the street from the Fire Station to the intersection. There is a big compaction of the asphalt there. You may want to look at that before your bonding or guarantee runs out on the work that was completed. The erosion and control devices are still in the catch basins and the gutters are full of stuff, where they put the water main down Hemphill Road between Dort and Associates Drive. This should be vacuumed up with something. I can call Curbco and ask if they have the equipment to do this.

Mr. Slattery stated we have a dumpster at DPW where they could dump the road debris.

Mr. Coates said the contractor was out on Friel Street last week putting new dirt and straw down. They did not do outside of our building, I think because that is where Consumers put new gas line and have not finished fixing that area. In addition, the trees need to be trimmed again.

Mr. Martz said the weeds should be sprayed with vegetation killer along the strip.

Minutes Acceptance: Minutes of Jun 18, 2018 8:30 AM (Approval of Minutes)

Mr. Richvalsky stated last year we worked in conjunction with L&M on this. I can call them and ask if they can do the maintenance on the strip the week before the event.

Mr. Coates said part of the cap on the wall of the Clock Corner has come loose. Greg from the Barber Shop said he would call Atlas to come out and take a look this. I sprayed round up on the weeds, but it needs to be mulched. Now there is graffiti on the seat around the clock.

Mr. Martz said I will see what I can find to remove the graffiti.

Mr. Richvalsky said we have questions regarding the bus shelter material and enclosure.

Mr. Coates said we were going to ask Paul Mattern from MTA if they could use the same material on the bus shelter as the wall on the clock corner.

Mr. Slattery stated I asked Mr. Marshke, the utilities supervisor, about the question you had about the utilities underground where the proposed bus shelter may be. You would have to call Miss Dig to come out. MTA said they would take care of \$10,000 of the cost of the bus shelter. I will call Paul Mattern and ask him to be at the next meeting.

Discussion ensued regarding the Christmas lights decorations and the electrical repair to the poles. Some suggestions were: do not put decorations up at all, put up decorations on just the working poles, repair a few poles a year, repair the poles at the intersections, find decorations that are more cost effective, have each business owner decorate their own business and make a contest out of it or just decorate at the Clock Corner.

Mr. Martz said Newkirk's original estimate on repairing the poles was around \$1,200 and then it went down to \$750. They said they would hold the price until this spring. Between Connell and Whittemore, 17 poles need repair.

Mr. Coates said there are only two poles at the corner now, since they redid that corner.

H. THE NEXT REGULAR SCHEDULED DDA MEETING WILL BE HELD ON MONDAY, JULY 16, 2018 @ 8:30 AM.

Meeting was adjourned at 9:10 AM.

Minutes Acceptance: Minutes of Jun 18, 2018 8:30 AM (Approval of Minutes)