



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 likelihood 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 Schmalz 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.



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JUNE 18, 2018

MINUTES

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Regular Meeting

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A. ROLL CALL

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Cindi Dail	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

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

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)