



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JULY 18, 2016

AGENDA

Council Chambers

Regular Meeting

8:30 AM

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

A. CALL TO ORDER

B. STAFF PRESENT

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jun 20, 2016 8:30 AM

D. ADMINISTRATIVE REPORT

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

1. Board Discussion and Possible Action Regarding Decorative Hardware for Banner Poles.
2. Discussion and Possible Action on the Welcome to Burton Banners for Back to the Brick's.
3. Update on the Planning Act and DDA Authority to Create Regulations and Guidelines for the City.



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JUNE 20, 2016

MINUTES

Council Chambers

Regular Meeting

8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by Chairman Joey Richvalsky at 8:32 AM.

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairman	Present	
Steve Coates	Commissioner	Present	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Neil Martz	Commissioner	Present	

B. STAFF PRESENT

M. Kimball, Records Tech

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - May 16, 2016 8:30 AM

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

2. Downtown Development Authority - Public Hearing - May 31, 2016 8:30 AM

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

D. ADMINISTRATIVE REPORT

None.

E. AUDIENCE PARTICIPATION

None.

F. COMMISSION DISCUSSION

Minutes Acceptance: Minutes of Jun 20, 2016 8:30 AM (Approval of Minutes)

Mr. Richvalsky stated we need to find two people to fill in on our DDA Board. It was suggested that they send out flyers to all of the businesses to see who is interested.

Mr. Stapleton stated I was on the LED Committee and pushed so hard to get lighting down Saginaw Street. Then I heard it was set up to go in the northeast corner as a demo project. Consumers wanted \$60,000 to do the lighting and we're talking \$15,000 worth of lighting.

Mr. Richvalsky said we would get more reaction from the public if we could light up our Downtown Saginaw Street.

Mr. Martz stated I sent away for the Planning Act so he could get some answers as to whether or not the DDA is capable of coming up with regulations that are outside the realm of the City for grass cutting or maintenance of that. What authority does the DDA have as it relates to a City government to create regulations themselves, stricter guidelines than that of the City. I should have this information by our next meeting.

Mr. Coates spoke regarding repairs done to infrastructure. He said now there are bad spots in the road and on sidewalks. These are problems that Consumers Power has left.

Mr. Martz stated the City used to apply every year for a blanket permit. There should be bonds on that permit that cover sort of restoration. The City should be able to force something to be done or cash the bond.

Mr. Richvalsky suggested going to Mr. Slattery from DPW with a list. I am thinking that everything that's been going on to date is temporary in nature, that eventually when all the infrastructure work is done, they will redo it the right way.

Mr. Fenner stated that fine but it still can't be a dangerous situation on their temporary fix. It should still be safe to drive on. Also when the grass was put in it's not going to match what I already have there. They don't water enough for the grass to grow.

G. BOARD RECOMMENDATION AND/OR ACTION

1. Budget Amendment #6135 Approve and authorize the following 2015-2016 budget amendment: Increase 5013-0000-956.0000 Miscellaneous by \$3000.00; Decrease 5013-0000-999.7891 Clock Corner Improvement/Maintenance by \$3,000.00.

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

2. Approve and Authorize the Partial Payment of Invoice # 33788 to Signs By Crannie for Banner Pole Materials and Installation in the Amount of \$3,600.00.

Minutes Acceptance: Minutes of Jun 20, 2016 8:30 AM (Approval of Minutes)

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

3. Approve and Authorize Grasshoppers Lawn Care Services, 12165 Riverbend Dr., Grand Blanc, MI. 48439 for Landscape Maintenance in the amount of \$525.00 per week.

Mr. Richvalsky stated 26 weeks was the maximum and they will mow when needed.

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

- H. Motion to pay Signs by Cranie for Banner Pole Materials and Installation in the amount of \$3,648.70 for the remaining balance owed when the installation is verified and complete. This final payment will be taken out of the 2015-2016 budget.

RESULT: CARRIED [UNANIMOUS]
MOVER: Joey Richvalsky, Chairman
SECONDER: Steve Coates, Commissioner
AYES: Richvalsky, Coates, Fenner, Stapleton, Martz

Meeting was adjourned at 9:15 PM.



SCHEDULED

AGENDA ITEM (ID # 2565)

DOC ID: 2565

Board Discussion and Possible Action Regarding Decorative Hardware for Banner Poles.



SCHEDULED

AGENDA ITEM (ID # 2566)

DOC ID: 2566

Discussion and Possible Action on the Welcome to Burton Banners for Back to the Brick's.



SCHEDULED

AGENDA ITEM (ID # 2567)

DOC ID: 2567

Update on the Planning Act and DDA Authority to Create Regulations and Guidelines for the City.