



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JULY 19, 2021

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 Chairman	Present	
Larry Stapleton	Commissioner	Absent	
Neil Martz	Commissioner	Present	

B. STAFF PRESENT

Katie Malin, Clerk's Office

C. ADMINISTRATIVE REPORT

None.

D. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jun 21, 2021 8:30 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Coates, Vice Chairman
SECONDER:	Larry Stapleton, Commissioner
AYES:	Richvalsky, Coates, Stapleton, Martz

E. AUDIENCE PARTICIPATION

Nate Henry, 4258 Somers Drive, Burton, Michigan stated Saginaw Street is looking great, and I appreciate the closing of Columbine Avenue.

F. BOARD DISCUSSION

1. Discussion and Possible Action on General Topics Germane to the DDA District.

Mr. Martz stated Fenton Land Surveying and Engineering donated their efforts to create a site plan at Columbine Avenue and Saginaw Street for an entrance sign.

Mr. Richvalsky asked, do we have a time frame when that will be complete?

Mr. Martz stated it should be available for our next meeting.

Mr. Coates asked, did you provide them with design ideas?

Mr. Martz said, no. They are not the sign designers. They will create a plot plan. Then we can design from there. This will allow us to know what we can fit in that area.

Mr. Coates suggested the board members create a list of the areas that will need new trees planted.

Discussion ensued in regards to entrance signs and green space within the DDA District.

Mr. Coates stated we need to discuss the grass cutting in the DDA District. The old Burton Auto Parts property needs mowed.

Mr. Martz stated we need to make sure it is looking presentable for Back to the Bricks. If we need to, we can send someone out and then send a bill.

Mr. Richvalsky asked, do you think we should send out a letter?

Mr. Coates stated we have already done that.

Mr. Martz stated we could send them a letter letting them know if they don't maintain it, we will have it mowed and send them a bill.

Discussion ensued regarding grass cutting in the DDA District.

Mr. Coates stated we need to address the tree trimming. There are businesses that have tree's growing into their buildings.

Mr. Martz stated we would have to wait until fall for that. The company last time did not do the job they were expected to do.

Mr. Coates stated next time we need to be more specific on what it is we want done.

Mr. Martz stated last time someone authorized payment of the bill before I had a chance to talk to the company. If you want me to be in charge of something and do it right, I want to have access to make the decision whether to pay them based on if the job was done correctly.

Discussion ensued in regards to tree trimming in the DDA District.

Mr. Coates stated on the east side, there are still two spots where brick pavers were left, on the west side there are five spots from previous bus stops. We still need an answer about what happened to the brick pavers from Saginaw Street and Bristol Road.

Mr. Richvalsky stated I did ask that question at our last meeting.

Mr. Coates suggested checking with the DPW to see if they are hanging the banners for Back to the Bricks or if DDA needs to find someone.

Mr. Martz stated I believe the DPW does not want to hang them because they are not trained on how to put them up properly.

Mr. Coates asked if it's known what Parks and Recreation and City Council budgeted for Christmas decorations.

Ms. Malin stated according to the meeting minutes from the budget meeting on June 16, 2021, Mr. Heffner stated he would like to move \$25,000 to purchase lighted Christmas decorations to be placed on Saginaw Street in the DDA district.

Discussion ensued regarding Christmas Decorations in the DDA District.

Mr. Martz suggested having a DPW representative at the DDA meetings for discussion purposes and to coordinate projects.

Mr. Coates stated we need to set up a meeting to talk with the Mayor.

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, AUGUST 16, 2021 @ 8:30 AM.

Meeting was adjourned at 9:05 AM.
