



CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

JUNE 21, 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	Excused	
Neil Martz	Commissioner	Present	

B. STAFF PRESENT

Charles Abbey, DPW Director
Jodi Holbrook, Controller
Katie Malin, Clerk's Office

C. ADMINISTRATIVE REPORT

None.

D. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - May 17, 2021 8:30 AM

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

2. Downtown Development Authority - Public Hearing - Jun 7, 2021 8:30 AM

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

E. AUDIENCE PARTICIPATION

None.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Approve and authorize the tax millage levy of 1.8673 for the Downtown Development Authority for the 2021-2022 fiscal year.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Joey Richvalsky, Chair
SECONDER:	Steve Coates, Vice Chairman
AYES:	Richvalsky, Coates, Martz
EXCUSED:	Stapleton

2. Motion to rescind the following motion made at the DDA meeting on May 17, 2021.

Motion to approve and authorize the following DDA Budget Amendments: Transfer \$100.00 from Operating Expenditures 5013-0000-757.0000 to Audit and Other Professional Services; Transfer \$3,300.00 from Saginaw Street Corridor 5013-0000-181.0001 to Landscape/Maintenance 5013-0000-938.0000; Transfer \$2,000.00 to the General Fund 5013-0000-999-.1001; Reduce the \$8,000.00 in Community Decorations 5013-0000-880.0000 to \$5,000.00; and add \$10,000.00 to Saginaw Street Corridor 5013-0000-818.0001 for a total of \$15,000.00 for an entrance project.

Ms. Holbrook stated the motion for the budget amendment at your meeting on May 17, 2021, was not possible because the balances were insufficient. You would need to rescind that motion.

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

G. BOARD DISCUSSION

Mr. Richvalsky asked for an update on the resurfacing project on Saginaw Street.

Mr. Abbey stated as of last Friday, they are a week ahead of schedule.

Mr. Richvalsky stated the brick pavers at the MTA bus stop were removed for the project. I was told there was no room for them at the DPW garage, so I gave permission for them to be stored on my property for the time being. I noticed recently that some pallets were missing. We were wanting to use these on the proposed entryway project.

Mr. Abbey stated he did not know where the brick pavers were moved to, but he will make some calls and see where they went. As far as storage at DPW, we are limited on storage space, but if it is for temporary storage, we have space.

Mr. Coates asked, do we know for sure they are not being placed back at the bus stop? They removed them and then put them back in for the project on Hemphill and Bristol Road.

Mr. Richvalsky stated I do not believe they are putting them back in. When they removed the pavers, they poured concrete slabs.

Discussion ensued in regards to brick pavers on Saginaw Street.

Mr. Coates stated for the record, we talked to the owner of Trio Paint about the issue he has with the trees growing into his building. We let him know he could either trim the trees himself or take those trees out and plant new ones.

Mr. Martz asked if this was a handshake deal or did you put it in writing?

Mr. Coates stated we did not put it in writing, it was just a conversation.

Mr. Martz stated we need to put together an agreement and have him sign it.

Mr. Richvalsky stated I can have a verbal agreement put together and have him sign it.

Discussion ensued in regards to tree trimming on Saginaw Street in the DDA District.

Mr. Martz stated he wanted to see if the 40 MPH signs will go up now.

Mr. Abbey stated they will go up once the project on Saginaw Street is complete.

Mr. Martz stated it is time we start thinking about what we would like to do as an entrance project at Columbine Avenue and Maple Road, Hemphill Road and Bristol Road and Bristol Road and I-475.

Mr. Coates stated I think we could do brick pavers and a sign.

Mr. Martz suggested possibly utilizing the Bristol Road crosswalk foundation for an entryway arch. Does the city or state own it?

Mr. Abbey stated the city owns it and that is a great idea.

Discussion ensued in regards to ideas of entryway projects at Columbine Avenue and Maple Road.

Mr. Coates asked about the discussion in regards to donating money for Christmas decorations.

Mr. Richvalsky asked, how much has been budgeted for Christmas decorations so far?

Ms. Holbrook stated \$20,000 from General Fund was proposed. It is not official yet, City Council votes to approve the budget tonight.

Mr. Martz stated I think we should wait to take action until it has been approved.

THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, JULY 19, 2021 @ 8:30 AM.

Meeting was adjourned at 9:26 AM.
