



BURTON, MICHIGAN

DRAFT

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

MAY 9, 2014

MINUTES

Council Chambers

Regular Meeting

8:30 AM

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

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairman	Present	
Steve Coates	Commissioner	Present	
James Paulus	Commissioner	Absent	
Pat Gilmore	Commissioner	Absent	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Laurie Moncrieff	Commissioner	Absent	
Bob Patterson	Commissioner	Present	

B. STAFF PRESENT

Ginger Burke-Miller, Controller
Tom Osterholzer, Police Chief
Lindsay Young, Clerk Typist

C. MINUTES

1. Approval of Minutes from the following meetings: 1. May 13, 2013 at 9:00 a.m. 2. May 20, 2013 at 8:30 a.m. 3. July 15, 2013 at 8:30 a.m. 4. August 19, 2013 at 8:30 a.m. 5. September 16, 2013 at 8:30 a.m. 6. January 20, 2014 at 8:30 a.m. 7. April 21, 2014 at 8:30 a.m. 8. April 21, 2014 at 5:30 p.m.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Steve Coates, Commissioner
SECONDER:	Joey Richvalsky, Chairman
AYES:	Richvalsky, Coates, Fenner, Stapleton
ABSENT:	Paulus, Gilmore, Moncrieff

D. AGENDA ITEMS

1. Public Hearing to discuss the proposed 2014-2015 Burton Downtown Development Authority Budget

Mr. Richvalsky said at the last meeting Mrs. Burke-Miller made it clear we are able to move line items from one to the other without specific designation for that.

Mr. Fenner was not aware we had any intention of purchasing banners. We agreed to put 2 sets of poles on.

Mr. Richvalsky said that is correct. He asked where we want these poles installed. We should not put them too close to Hemphill Rd. or Maple Rd. He asked Chief Osterholzer where he feels the poles should go.

Chief Osterholzer feels they should go a couple hundred ft. in from the Hemphill Rd. intersection and the Maple Rd. intersection. He said there is \$11,000 left over from last year's Mott Grant that is all going to the City of Flint. The City of Flint is struggling and may not have any officers from Tuesday through Friday for Back to the Bricks. He said his Department is taking care of Burton only at this point and he has no concerns for Back to the Bricks in Burton. We have a good plan in place. He is scared for Flint, especially downtown if they don't get additional help. We have a great relationship with Grand Blanc Township so that is an option if Burton needs assistance. He said outside of the money the DDA has provided for us there is nothing else coming in.

Mr. Fenner asked who will get permits for the poles and who will contact MDOT.

Mrs. Burke-Miller said she will see where we are at with this.

2. Approve and authorize the 2014-2015 Downtown Development Budget

RESULT:	CARRIED [UNANIMOUS]
AYES:	Richvalsky, Coates, Fenner, Stapleton
ABSENT:	Paulus, Gilmore, Moncrieff



ADOPTED

AGENDA ITEM (ID # 1083)

DOC ID: 1083

Approval of Minutes from the following meetings: 1. May 13, 2013 at 9:00 a.m. 2. May 20, 2013 at 8:30 a.m. 3. July 15, 2013 at 8:30 a.m. 4. August 19, 2013 at 8:30 a.m. 5. September 16, 2013 at 8:30 a.m. 6. January 20, 2014 at 8:30 a.m. 7. April 21, 2014 at 8:30 a.m. 8. April 21, 2014 at 5:30 p.m.

ATTACHMENTS:

- 20130513-0900DDA (DOC)
- 20130520-0830DDA (DOC)
- 20130715-0830DDA (DOC)
- 20130819-0830DDA (DOC)
- 20130916-0830DDA (DOC)
- 20140120-0830DDA (DOC)
- 20140421-0830DDA (DOC)
- 20140421-1730DDA (DOC)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Steve Coates, Commissioner
SECONDER:	Joey Richvalsky, Chairman
AYES:	Joey Richvalsky, Steve Coates, Gregory Fenner, Larry Stapleton
ABSENT:	James Paulus, Pat Gilmore, Laurie Moncrieff

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
MAY 13, 2013, 9:00 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 9:00 a.m.

MEMBERS PRESENT: Richvalsky, Fenner, Coates, Paulus and Gilmore.

MEMBERS ABSENT: Stapleton and Moncrieff.

OTHERS PRESENT: Mayor P. Zelenko, G. Burke-Miller, Controller, Police Chief, T. Osterholzer, Sergeant M. Odette, S. Bassi, Assessor and M. Snow, Clerk's Office.

PURPOSE OF THE MEETING: Public Hearing to discuss the proposed 2013-2014 Burton Downtown Development Authority Budget.

PRESENTATION: None.

AUDIENCE PARTICIPATION:

Police Chief Osterholzer explained Back to the Bricks is a very big event for the City and brings in a significant amount of money for the businesses. However, one bad incident could make the event go away and this is why police presence is very important. He said they utilize cameras and bring in the FBI and other sources for safety. Last year they took 27 guns off the street. He has tried to get grants through the Mott Foundation to help pay the officers overtime, which could be approximately \$24,000-26,000 but without success. He said the Police Department has gone from 42 officers to 30 and Community Mental Health used to help but their funds have been used up as well. He asked the DDA members to change their minds and allocate money to the Police Department for this need.

BOARD DISCUSSION:

Mr. Fenner said in a 2011 brochure the City of Burton was only mentioned 1 time and indicated they only cruise 2 days.

Chief Osterholzer said yes, it is 2 days of a rolling cruise but they monitor the five day event.

Mr. Fenner expressed aggravation towards Al Hatch.

Mr. Paulus said this event does nothing for his business except create aggravation. He asked what the main objective is when patrolling.

Chief Osterholzer went over where the officers are mainly stationed and how many are present.

Mr. Fenner asked if Mr. Hatch gets money or perks from this event.

Chief Osterholzer wasn't aware of perks but said Mr. Hatch needs to take responsibility now.

Attachment: 20130513-0900DDA (1083 : Approval of Minutes from the following meetings:)

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Mr. Paulus asked where the rest of the overtime money is paid out of.

Mayor Zelenko said it is paid from a General Fund budget transfer.

Mr. Fenner asked how long Mr. Hatch is going to get away with this.

Chief Osterholzer said a meeting is going to be held with Mr. Hatch.

Ms. Bassi said the DDA funded some of the Master Plan and mentioned a sod grant.

Mr. Fenner had questions on the Consumer's Energy bill from Christmas and asked for a detailed bill.

Mrs. Burke-Miller said Consumer's Energy would be called out for meter details and DPW would keep track of their job duties regarding decorations, etc.

The Board set a Special Meeting for Monday May 20, 2013 at 8:30 a.m. to discuss funds for the Police Department services during Back to the Bricks.

Meeting adjourned at 9:57 p.m.

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Attachment: 20130513-0900DDA (1083 : Approval of Minutes from the following meetings:)

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
MAY 20, 2013, 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 8:45 a.m.

MEMBERS PRESENT: Richvalsky, Fenner, Coates, Paulus and Moncrieff.

MEMBERS ABSENT: Stapleton and Gilmore.

OTHERS PRESENT: G. Burke-Miller, Controller, Police Chief, T. Osterholzer, and J. Adams, City Clerk.

PURPOSE OF THE MEETING: Discussion and possible actions/recommendations to the Burton City Council regarding the 2013-2014 Burton Downtown Development Authority Budget.

PRESENTATION: None.

AUDIENCE PARTICIPATION: None.

BOARD DISCUSSION:

Mr. Paulus said without any long term consideration of what our plan will be, we have to put that money back in. Until they meet with the Back to the Bricks Committee, they are unable to fund this on a long term basis.

Mr. Richvalsky asked if Mr. Paulus was suggesting they alter the Budget to include \$7,500.

Mr. Paulus said he didn't know what the other members feel the amount should be, but obviously it will come out of the surplus.

Mr. Fenner verified that the Police Chief was seeking grants with the Department of Community Health but was doubtful it would go through.

Chief Osterholzer said they are still trying to work with the Mott Foundation for a grant that may or may not be coming to the City of Flint. They have a good chance of receiving the grant if they can show they are policing Flint. If they consider putting money towards the Police coverage at Back to the Bricks, they could do so contingent upon not receiving the grant money. If the Mott money came through, they wouldn't transfer the money from DDA to Police. They weren't sure how much the grant would be for. Maybe \$6,000 based on how much they policed in Flint last year.

Mrs. Burke-Miller said if they decide to go that route, the City has new software that allows her to make a note in the system that would memorialize the agreement and make it contingent upon not receiving the grant money.

Mr. Paulus asked if the money that they give would help what they do over there.

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Chief Osterholzer said the money they give would help offset the costs in Burton.

Mr. Paulus said he voted against the money going to the Police Department because his property got destroyed at Back to the Bricks last year. He asked if they vote to put the money back in, is the Police Department going to work diligently next year to where they won't need the DDA money.

Chief Osterholzer said Back to the Bricks should cover the cost of their event.

Mr. Fenner clarified that if they don't get the money from the DDA it will come out of the Police Department, which will have to be transferred from General Fund.

Chief Osterholzer said the money would have to be transferred from General fund because there is no money for Back to the Bricks overtime.

Mr. Paulus pointed out this amount is 1/4 of the DDA annual Budget that they spend on a one week event. He would rather make a Police donation rather than replace General Fund money. Can we make a donation?

Mrs. Burke-Miller said she would prefer they not call it a donation because Government entities cannot make donations.

Mr. Fenner asked how much a Police Cruiser costs.

Chief Osterholzer said it costs about \$23,000 and \$8-\$10,000 to outfit it.

Mr. Fenner said they would basically be buying them a new Police cruiser every 3 years. It is a lot of money out of their budget.

Mr. Richvalsky said in the past the Police transfer of funds used to be \$15,000. He said they still have a surplus and are not running a deficit.

Mr. Paulus said they are here to make a motion of whether or not to put the money back in, so they should do that.

Mr. Richvalsky said he thinks they should increase the amount.

Mr. Paulus said he would be willing to go back to what they were doing, and give them what they have been giving them.

Ms. Moncrieff said these kinds of events are important to the community. The more of a presence they have in the Back to the Bricks, the more help they will get.

Chief Osterholzer said money was given to the Regional Chamber of Commerce to disperse the money and some of it should have come to Burton.

Mr. Richvalsky said the motion has no contingency and they get the money regardless.

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BOARD ACTION:

Paulus moved and Coates seconded the following motion:

Approve and authorize the Controller to transfer \$7,500 from the DDA budget to the Police Department for the Back to the Bricks event. Motion Carried 5-0.

Coates moved and Moncrieff seconded the following motion:

Amend the 2013-2014 DDA Budget and present it to the City Council. Motion carried 5-0.

Meeting adjourned at 9:00 a.m.

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CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
JULY 15, 2013, 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 8:35 a.m.

MEMBERS PRESENT: Fenner, Coats, Paulus, Stapleton, Richvalsky and Gilmore.

MEMBERS ABSENT: Moncrieff

OTHERS PRESENT: Mayor P. Zelenko, G. Burke-Miller, Controller, A. Abbey, Deputy Planning Official, S. Bassi, Assessor and L. Young, Clerk's Office.

ADMINISTRATIVE REPORT:

Mayor Zelenko said thank you Mr. Chairman. This morning, I just wanted to say that the Council has approved the Budget. Your Budget was left intact as you had proposed it. We have Councilman Vaughn Smith in the audience today under Audience Participation. He would like to speak to you. For your presentation today we have Fleis & Vandenbrink Engineering here to give you a presentation on a DDA Master Plan. This is one of the first projects that this Board has wanted to do, is to move forward with revising their Master Plan and I think Fleis & Vandenbrink is the best organization for you. We have asked them to come in a give you a presentation today. That concludes my Administrative report at this time. Is there anything else from Administration up here?

Mr. Richvalsky asked if this was the firm that is working on the entire Master Plan for the City or not, or is this strictly for DDA?

Mayor Zelenko said this is just for your DDA. This is just the DDA portion of it. In case you don't already know I'll introduce Ginger Burke-Miller, who is our Controller, Amber Abbey who is our Deputy Planning Official, Stacey Bassi, who is our Assessor and the Clerk for the day is Lindsay Young.

Mr. Paulus asked if this the same firm that is going to be doing the City's as well because we talked about it being a combination?

Mayor Zelenko said the City has not made plans to move forward with their Master Plan at this time. You need to have one to get moving.

PRESENTATION:

Lisa Easterwood said I am a Project Manager and Planner with Fleis & Vandenbrink Engineering. I do a lot of site design and planning for many of our retail and commercial office plan development clients. I also do street scape design and Park and Recreation work for our municipal clients. I don't know if you are aware but back in 2012, we worked with the City's Park and Recreation Commission to development the 2012 5-year Parks and Recreation Plan. We also assisted them in acquiring a Trust Fund Grant for the Kelly Lake improvements, including the

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boardwalk and amenities that will be going in there. I am working on the design on that, as well as a park concept for the properties on the south side of Atherton along Thread Creek, which is going to be a new park as part of the Burton Parks and Recreation system. I am familiar with Burton and the folks here. I have with me, Rick Stout, who is one of our landscape architects and manages a lot of landscape and street downtown enhancement projects.

Rick Stout, with Fleis & Vandenbrink Engineering, said I have been working with communities across Michigan for the last 15 years, specifically in the area of downtown improvement, enhancement and growth, economic programs and also grant applications and different things. There has been a lot of reinvestment in downtown areas. We really approach it from the focus of creating a livable community, and that can entail a lot of different aspects. Working with a community like yourselves, it is a real series of interaction, creating partnerships, facilitation and the end result, coming up with some type of Master Plan for DDA that can be implemented within 5 to 15 years, coinciding with Capital Improvements Plans. We help communities get a little bit more organization and structure and a game plan and where they want to go. Projects within the DDA that communities have done are very board. If there are goals and objectives that you would like to create in your DDA, we would love to hear about them. We have a short presentation to show our process when we work with a Community and how we act as facilitators. What we can do is walk you through that, open it up for questions and just show you some examples of what other communities have done. We deal with a lot of different communities, mostly the smaller to mid-sized communities around Michigan and we find they have a lot of common characteristics. The big aspect that a lot of people are looking at is trying to have a vibrant community and a sense of place. All these communities are trying to do the same thing you are trying to do with your DDA. A lot of communities, whether or not they are part of the Main Street program, or at least follow the model; there are some very good component parts that are good for that. What we talk to communities about is whether you are a Main Street community or not, you can still follow a lot of their processes. One of the big key components in any corridor area, we like to try to do is design on a human scale. A lot of downtowns and areas have become vehicular driven. How do you start reintroducing the human scale? That can be done by a whole host of design elements from intersection treatments, to lighting, to tree planting, to reconfiguration of the roadway itself, with traffic calming features. Those are all part of designing on a human scale. We also like to create variety and provide a lot of choices. A really neat project that we were involved in, in Fremont, was a dead quadrant in their downtown area and we did a site selection process. What it ended up being was a Farmer's Market, it also dovetailed into Newago County's Council of the Arts and it is also used for a whole host of community events. Something so simple as the location of a Farmer's Market created a lot of vibrancy and synergy. It could be anything, a Farmer's Market, a park, public spaces, as well as looking at in fill potentials, trying to provide that choice and variety downtown. That variety also goes into creating a mixed-use development. Many downtowns got away from that and became less retail oriented or having less residential. Those are some things that we try to evaluate in our Community; what are those opportunities and potentials for mixed use? Preserving the Urban centers and pulling in design elements is part of the whole process. Moving a bunch of small items forward in small increments is the ultimate goal. Many corridors like Saginaw is very vehicular driven. How do you introduce alternate forms of transportation? We are seeing a lot of emphasis placed on the MDOT enhancement program on multimodal transportation incorporating bike lanes or pathways. There is also some

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things like improving water quality, that are also going in that fits in with transportation options. Complete streets ties in with multimodal. Promoting diversity can have lasting dividends. Vibrant public spaces are other key components. We look at downtowns as a social interactive zone. We have done splash pads, amphitheaters and small little pocket parks for other communities. It goes to creating a sense of place and creating neighborhood identity. Many communities are investing in façade programs. Some are spending \$10,000 on average and some as high as \$40,000-\$50,000 on exterior improvements. It can make a huge difference if you start targeting a group of buildings to create a critical mass in the downtown area. Since you are a City with a lot of rural aspects, we look at potentials for conserving landscapes. We have done several parks near the downtown area and landscape restoration with native materials. They have a lasting benefit for the community to tie into that gathering place and contribute to overall diversity of the downtown. One thing we focus on is design but it also has to make sense. It has to be financially responsible, well thought out, well planned, easy to maintain and also have durability.

We use a 4 step process and view it as a partnership. We are here to facilitate. Your input and guidance throughout the process is absolutely critical. The first step of the process is called the Articulation Phase where we really like to get in and work with you and identify some of the goals and objectives that you have and get the different user groups that we can interview and then really start to define your priorities. When we get to the Envision Stage we start looking at things like market analysis, trends and opportunities and really getting into the visioning with the community. The public/private partnerships are really key in that point and getting them at the table and develop meaningful dialog. We do that through public meetings and workshops and have also done online surveys and have found they are all valuable tools in helping us define what your priorities are. We try to come out of this process with developing consensus, because that is the way you get plans implemented. We feel that if communities have buy in, they will move forward with a project, rather than just putting a plan on a shelf. The third step is refine as we start taking this information and start opening up the dialog to make sure we have as much information as we can get and during the refine stage we start bringing it back in and identifying real priorities. We are always looking to explore and create partnerships because they are critical in getting projects off the ground. Then we start to look at some of the phasing and cost analysis and from that point we can start putting real numbers to some of your thoughts, wants, desires and ideas and then develop a meaningful way to implement them. The last stage is the Enact Stage, which is where we start looking at funding strategies and finalizing the Master Plan. Historically, we would come back to the DDA and say make a recommendation, adopt the plan and then recommend it on to the City Council. We usually try to identify big and small things within the plan. I know you have some community events and that is something that can be focused on is the promotional aspect. Design is the area which we can be the biggest benefit in. We have the ultimate goal of economic structuring and growth. We can help with different aspects and point you in the right direction, but we are facilitators; we try not to lead, but guide the process. We have had a lot of success working with grants programs and many of the projects that we worked on would not be possible without some type of external funding. Everything from façade program, grants through MICHDA and MEDC can have a big impact in transitioning a downtown. The City of Portland, along Grand River, wanted to create a different flair for the downtown and access an underutilized part of the businesses that are facing the river. The City of Newaygo had three different grant programs that were involved, which totaled \$6,000,000 in grants. The City's contribution was actually quite

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small and they were able to accomplish quite a bit with the grant programs. MDOT enhancement program funded a lot of work in downtown areas. A lot of them do start out with a streetscape project. We looked at traffic matters, traffic calming and reintroduced angled parking along the streets. We take a broad look at a community and then identify what their priorities are. We also do gateway and identification projects. Our whole process is really geared towards the formation of a Master Plan. We look at priorities and we look at phasing and we look at the dollars involved and try to match up grant funding to make it happen. Sometimes we get into projects that are not only streetscape but back scape. In many instances there is parking in alleys and service ways that are located in the rear of the building. As I mentioned earlier, Farmer's Markets and multi-use structures are a key component for the diversity of any downtown.

Ms. Vandenbrink referenced a picture of Grand Blanc. She said this one you may be a little more familiar with in the City of Grand Blanc streetscape. This is a before and after of that view and you can see a huge difference when you bring in private development to create an old town feel. One of the things to point out about this is on the way over in the far corner there are some ugly transformer structures. One of the challenges of this project was screening that. If you have been to downtown Grand Blanc and seen that wall with the City logo, behind that is the ugly transformers that were too costly to relocate. We look at challenges like that and try to overcome them in a cost effective manner. Right behind that is a town center. They have a camera which is part of the automatic transportation management system that we set up in the City of Grand Blanc. It has been one of the components of the redevelopment of their downtown area. This was the first ATMS system that was established in Genesee County and helped the City get up and rolling and even educated the County on that process, as well. Last year and we actually won an award for that. This was actually done under the owner of Little Joe's that owns that whole stretch. We had to coordinate that during the road construction, so that is an example of how we can coordinate businesses with actual infrastructure projects and make it all come together into one nice outdoor seating area.

BOARD DISCUSSION:

Mr. Stout said our office is just a stone's throw on Maple Rd. We have everything as far as in-house capabilities. We have engineers, architects, landscape architects, traffic engineers, and surveying, planning and instruction aspects. We work with different communities and look at form based code and other types of vehicles that people are using. DDAs do capital improvements, budgeting, and what we would like to do is get a better understanding of what you really envision for the corridor between Hemphill and Maple and get what some of your priorities might be and see if there is some way we can assist you in making these things happen.

Ms. Easterwood said one of the other services that we provide is that we have environmental engineers that are very familiar with Brownfield redevelopment and those opportunities that exist out there for that. We are pretty much full-service and right around the corner and have been there for years and years and now have a sign out front. We lean on Rick, who works out of our Grand Rapids office and there is another landscape architect out of our Muskegon office. We work together on projects and have about 130 employees and a host of experts in all different fields. I

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would like to have you go through and introduce yourselves and give some background on how you came to be on the DDA.

Pat Gilmore introduced himself and said I own Suburban Office and Janitorial Supplies and have been on the DDA for three years now.

Joey Richvalsky introduced himself and said I own Richvalsky and Sons Realty and Appraisers since 1946 and have been on S. Saginaw St. in Burton all my life. I am a certified general appraiser and have an idea of highest and best use issues that you might have brought up. I have been on the DDA for about 30 years.

Larry Stapleton with Winn's Electric said I have been there for 40 years and Winn Hutchinson was a board member who retired and I took his position this year.

Jim Paulus with Print and Promo Ink said I own the printing company across from Tia Helitias on Saginaw St. I have been on the DDA for a little over a year.

Steve Coates with MCLR Financial Center said I have been on the DDA for 25 years.

Greg Fenner said I own Fenner and Sons Barbershop. My Dad started there in 1965 and I have been there since 1983 and I have been on the Board for 10 or 12 years.

Ms. Easterwood said I know all your businesses because I am up and down Saginaw St. all the time going to and from Flint.

Mr. Richvalsky said I see here grant coordination and administration and I think that is something that Greg has been harping on for the last few years. We would like to get some other money, some outside money besides the 2 mils that get soaked out of our taxes each year for this little nest egg that we sit on. Are there programs and grants that we can use and apply for? Stacey, Amber, Steve Coates and myself went to a seminar in regards to the mainstreet project, which is great but our DDA doesn't qualify because we don't have enough buildings together with living spaces above and commercial down below. We are not Lapeer, we are not Davison, we are not Fenton, we are M54, Dixie Hwy., Woodward Ave.; that is our script here. We have a number of issues we would like to address and go after, however, because of configuration we cannot or are not qualified.

Ms. Bassi said that when we did the drive through of downtown for the Mainstreet Program, basically, we do not meet their vision of what a downtown should look like because we are the smaller blocks and not the long straight block.

Mr. Stout said what I always tell people to remember with the Mainstreet Program is there are grant programs that give the Mainstreet Program preference but the Mainstreet Program doesn't really give out any money. It is basically an organizational structure and it is a lot of self-help. We are working with the City of Muskegon right now with their Mainstreet Program and there is a lot of reporting processes that go into place with that. In some ways it's good that they are holding

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the community's feet to the fire, but there is no real super-tangible benefit as far as grant programs and dollars. You may get some additional bonus points but those grant programs are already there regardless of whether you are a Mainstreet community or not. I think one of the criteria in the Mainstreet Program is you have to hire a director. We like to take component parts of it because the organizational structure of it is good and I think they're encouraging the positive attitude. We tell communities, the whole premise behind the Mainstreet Program is bunt singles, you don't swing for a homerun. They are trying to tell you that you need to move all these different component parts ahead at the same time, whether it is an inch or a mile, it doesn't matter as long as you are going forward. You can do that whether or not you have got the sign on the City limits that says "We are a Mainstreet Community" to do the things that the Mainstreet Program offers, like building private/public partnerships. That is a big cornerstone in the Mainstreet, since communities should be doing that regardless. It is a vehicle and I think it is a good model, and a lot of communities it is like Historic Preservation. A lot of people want a Historic District, but that comes with a lot of strings. Sometimes it is not always the best to go to that extreme. You can do a lot of things with Historic Buildings and whatnot within the framework of modifying ordinances. We would like to hear a little bit about what you feel the issues are. We don't want to assume. I have driven the corridor and have my visual thoughts on what those issues might be, but we would like to hear what you feel some of the issues are.

Mr. Richvalsky said from a Historic standpoint and being on this Board, Ron Nino was the founding Chair, Julie Binder was the second and I have been here ever since. There have only been 3 people that have ever sat here. There was a demo project, which was the initial plan for the entire DDA, the old book was on the corner of Saginaw and Bristol. Brick pavers, trees, grates around the trees and some shrubbery, that was primarily it. For that one project for one block and that was ten trees in grates with brick pavers cost \$80,000 at the time. After Ron Nino left and Julie Binder took over the position, the thought was those are pretty expensive blocks to tackle with 2 mills. We didn't have any money to do anything more after that. So the object was to try and start banking this money, not spending it, and try to maintain what he have got there. Do some street sweeping and some basic cleanup, clean up some of the silt that had grown up between the curb and the sidewalk. The streets weren't even paved on S. Saginaw street. All those streets from Hemphill to Bristol were all dirt roads. They would drag dirt down those roads and it would pile up. One of the things that we did as a DDA was hired someone to scrape all that dirt and reseeded it. At this point it is starting to build back up again. Subsequently, we wanted to unite that district, from Saginaw to Hemphill, thus the trees, that was the thing that brought Hemphill Rd. and Bristol Rd. into some sort of district. You have to start somewhere. We couldn't do the project like it is designed to do, so let's put the trees in first. Money, money, money. We started to put a few brick pavers in and we continue to this day to sweep the streets, keep that parkway mowed and try to maintain what we have got there or at least not let it slip. Ron Nino was also a chair on a project they finally called Tube City up on N. Saginaw St. from Carpenter Rd. to Pierson Rd. At one point when it first went in it looked good with brick pavers, the tubes. Look at it today. Even though we are modest, I still think we have a better looking strip than N. Saginaw St. from Pierson to Carpenter. We have tried to sustain over the years and again we aren't spending all of our money and it does build up a little bit, but we don't have a ton of it and that is why I am back to my original question, how nimble are you at grants and how nimble are you in

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taking what we've got here and getting some extra money for these projects that we may tackle in the future?

Mr. Stout said I think that is one thing that we realize, dealing with a lot of communities, they are all tied in with the grant dollars. On average, people put in anywhere from 10 to 30% of local money. With the MDOT enhancement program, we have gotten community's grants in the \$300,000-\$500,000 for downtown projects. We have worked with MEDC, MICHDA, and we are starting to work with Rural Development at Farmer's Markets. The MEDC has got the food program for existing Farmer's Markets and expanding them. We tried to keep it a little less corporate today and focus more on ideas and process to give you a better idea of who we are. I think, in the last five years, \$300,000,000 in grant money and loan money is what we have targeted for our communities. Quite honestly that is how we stay in business. We tout ourselves on being very grant savvy and my approach in writing grants is really simple. I communicate quite often with the grant agency people directly. I try to tailor the application to what their goals and objectives are because they are trying to move money through their program to the right communities. I guess they want a win/win scenario from the grant administration side and the easiest way is just to work with them, keep in constant contact with them and if something comes up give them a phone call and a heads up and try to avoid surprises and try to be open and honest with them. That goes a long way. You see there is multiple grant sources. Grant agencies are like anyone else, no one wants to go at it alone, so if you can leverage one grant agency, usually what we do is we will go around and try to leverage 2 or 3 more on the same project to try to get a bang for the buck and make it have a critical mass. What that would be right now, we will find out as we go through the process and assisting you with some type of Master Plan for the corridor. At the end we will do some type of matrix that show you here is the grant programs, here is where we think the funding can come into play and start to identify what your local match criteria would be in order to be successful. The slight downside to grant programs right now is it is really competitive, but we try to position each project for success. We may come back and say, "In this grant program, historically, is a 10% match" and we might say, "Is there any way you can go to 20% to increase your chances?" We can write a really good narrative, but also certain projects and the timing is everything. We may come back to you with additional information and say, "Hey can you go a little bit higher above the bar to separate yourselves from someone else?" There are 20 communities out there and sometimes the line of success and failure is pretty thin. We try to identify that and communicate that back to our communities.

Ms. Easterwood said I would like to add to the process that Rick went through, is understanding what issues you have and how to address them. Also having the forethought of what kind of grants are out there and how those can fit with addressing your issues and the projects that are tailored to fit the grant applications. You have to really understand what a grant agency wants to see and knowing and having that kind of experience and understanding what the different components are that the grant agency wants to see. We know that going in to the planning process and it is a balancing act, planning to address your issues and know in the back in our mind that these grants are out there and build a program that best addresses the needs that you have.

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Mr. Gilmore said there is a lot of good work up there, but it is totally separate than what our City looks like. Davison and Grand Blanc look great with the changes they made. When you drive down this corridor are you excited in saying there is a lot of potential here?

Mr. Stout said I think I go back to identifying what some of the issues are. I did understand, talking to Lisa, that you were denied for the Mainstreet Program. Typically, what we will do in a community much like yourself, is finding out your vision for that corridor. There might be some very simple things. I mentioned a form-based code, evaluating some of your Planning and Zoning ordinances. Maybe some of those need to get updated in order to have the type of development that you want out there. Whether it be zero lot line or front yard setbacks. I know you are more of a disjointed architectural downtown, where the Mainstreet Program really took a pass on because of that aspect, but there are some key components that you can start to introduce to start to create a sense of place. We have worked with Pinconning, which is very similar to your corridor and you start looking at those things like pedestrian access, lighting; very simple elements. It does start to bring a cohesive nature to a downtown. I think that is why we wanted to throw out all of these different components of a livable community, knowing full well that all of them are not going to fit, but it might spur on some thought. I think that is something that will shake out during the process. We have traffic engineers and the question might be Saginaw and the road width and are there opportunities there? When you start getting into the Articulation Phase, those are the things we would like to identify.

Mr. Fenner said I wouldn't think the City of Grand Blanc would qualify for their Mainstreet Program; they don't have housing and living space above their businesses. When I drive down Grand Blanc I don't see a whole lot dissimilar other than they have newer developments and nicer stuff now. They still have telephone poles in the front of their buildings like we do, they have disjointed building and not the same architecture and some of the new buildings have a strict code on how they do it, but between the jewelry store and the car wash the buildings are similar to what we have.

Ms. Easterwood said it has been a long process over 10 or 15 years.

Mr. Richvalsky said their trees are old. Those mountain ash went in years before ours did.

Mr. Stout said I think that goes back to the question of what you have now and sometimes going through this process and identifying the vision that you have for the corridor will give people like the Planning Commission a different level on what they are going to look for as far as development. You can start, over 10 or 12 years, developing the framework to get what you want, but to do that you have to have a vision. I think what you will see is once you develop that plan, everything you do will be working towards that vision. There will be some small little incremental things, but over the long haul that is where you are really going to see the benefit and really to do that you have to start.

Mr. Coates said what do you need from us to give us a proposal?

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Mr. Stout said right now it is about helping get an understanding of what collectively your issues are with the corridor, what your goals and objectives are with the corridor and identify a proposal. How much public input do you want? You can do a couple of design charrettes and meetings and some public hearings or you can do 20. What is your comfort level as far as that public level of involvement? What is the best way to get that level of involvement? Is it public workshops? Oftentimes, we find people don't want to come to a public workshop. Online surveys, mailers; we have done a whole host of different things to get people engaged and a lot of that is word of mouth and grassroots.

Mr. Richvalsky said you will find this is the nucleus right here. These are the people that care, the people that I have asked and have stepped up and didn't step back. Laurie Moncrieff is not here today but she is from Small Tool and Dye. These are the people who really care about the corridor. We are the ones sitting here volunteering our time. Right here you have the most public reaction you are going to get.

Mr. Stout said I can speak from experience because I grew up in Belding and was on the City Council there for 15 years and started out on the Park and Recreation and then ended up being on the Planning Commission and was Mayor for 2 years, 5 terms. I always laugh because when someone would ask, "What do you get paid?" I would say, "If they paid everyone \$70,000 a year, then everyone would want the job." Unfortunately you only got paid \$20 per meeting. I invested 15 years in my community because I was passionate about it and I was proud when I was done at the amount of change. I had the advantage with my background in grant programs and we had 2 or 3 grants about every year for a period of approximately 7 or 8 years so we did a tremendous amount of work in transforming our community and it is still ongoing, but without those grants it would have not have been possible for us to do all that. We started out with a program there called Build a Better Belding and that is where we used the framework and got people involved to identify these issues. We came up with an action plan on how to address them and some of the things were very simple, while others were complex. The first step is identifying them and coming up with some type of action program and how to address them.

Mr. Paulus said do you provide multiple stages of the Master Plan and what does it cost to get a Master Plan going?

Mr. Stout said that goes back to public involvement and how much we are going to be engaged and the timeframe involved. We have done simple downtown Master Plans for as little as \$10,000 or \$15,000 and some as expensive as \$125,000, if you start getting into graphics and sales tools. We want to get a clear understanding of what your thoughts and ideas of the corridor are and we can come back with a proposal. We are more than happy to put something together and develop a dialog with you folks and find the right level.

Mr. Fenner said at the end of the day, once the proposal comes in, we are going to do this and it is going to cost you this. We interviewed people in the past that didn't go anywhere. We had one guy in the past who said, "I'll charge you this much an hour." We said, "How many hours do you expect to do?" He had no idea. The other guy said I am going to do this, and it is going to cost you this.

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Mr. Stout said historically we give people a set fee, but sometimes we will include variables. If you say you think you are going to have 6 public meetings, then we would say anything beyond 6 would be additional. Beyond that we give you a base line fee to go on with every project. The days of a running meter in the consulting industry are long gone and we understand that people have to work within budgets.

Mr. Richvalsky asked if it was the Mayor's prodding that got us to this point that we need an updated Master Plan to go for any kind of grant work. We need something more than our antiquated Master Plan or DDA Plan that we had.

Mr. Stout said we are working with several communities' right now with something as simple as updating their Capital Improvements Plan for the next 15 years for DDAs. Portland is looking at gateways and a splash pad for downtown and other streetscape improvements. We helped them do some budgeting that they are going to adopt in the next month or so. It is definitely within our framework and getting a little more due diligence on our part to understand where some things are like your ordinances or make some simple suggestions on how to tweek. When we started in Newaygo they actually have had an ordinance that prohibited people from living in the second floor of any building. That is contradictory to getting people to live downtown. You want some vibrancy. They actually had to repeal their existing ordinance to make it happen. There could be some very simple things. Freemont adopted a form-based code for the entire downtown and did an overlay district. They wanted to see any new development come in and be of a certain caliber and configuration and take advantage of the fact that you've got the Zoning. Sometimes the way Zoning ordinances were written back in the 40s, 50s and 60s, were to create a suburbia and not really a downtown. There might be some suggestions on just making some simple tweeks as well.

Mr. Richvalsky said I think the junkyard at the corner of Maple and Saginaw, where the NAPA Auto was, will never be a junkyard again. That was specific use in nature and now that it is gone it is gone. We don't really have to address those kind of issues, non-conforming uses that are no longer there because they have to come before you and ask for the specific use again. Attrition has almost come into play here; they were viable at one point and are no longer there and are never go back in. In essence we are reverting to what it was supposed to be. Now I am going to put my realtor hat on, and if I had a listing on it and somebody wanted to put a junkyard in there and they had cash to pay for it, I am pushing it. I would go to her and say we want a specific use and we want to put exactly what was in there back in there. It would be an uphill battle, but I would work my buns off to do it, simply from an economic standpoint, I want a commission and I want to see someone in the property, whether it is the same thing or not.

Mr. Fenner said with an updated plan for the DDA we can address stuff like that.

Mr. Richvalsky said I don't think we have a call on that. That is the Planning Commission and Zoning Board of Appeals.

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Mr. Fenner said the original DDA had a color scheme and things like that set up, so at least if a junkyard is going to go back in there, it is going to look like the rest of downtown by the time they are done.

Mr. Richvalsky said that would be the Planning Commission and Zoning Board of Appeals and we could come in and sit in the audience and do like Vaughn is going to do today, and say "I am a DDA Board member and this is what I would like to see."

Mr. Stout said there are communities that do have a development guide book, at least on the public right-of-way aspect, that dictates a certain design element and intent. What happens behind that, goes back to that private/public partnership, so you try to foster those, but at least it gives you some framework. Getting that vision will make people on the Planning Commission think a little differently about how this will fit in the vision of the new DDA Master Plan. There is a lot to be said for consistency. That is also a big benefit to staff, when people come in and say, "Here's what this vision really is for this corridor, does this really fit, or there might be another location where what they want to do fits better?"

Mr. Richvalsky said are you contracted to tweek the existing City of Burton's entire Plan?

Mr. Stout said we have been dealing with the Park and Recreation. Lisa has been a little more of a known entity to that group, working with 5-Year Parks and Recreation plan and the Trust Fund grant and some of the park improvements.

Mr. Richvalsky said that is why we budgeted some money to go towards the Master Plan in general for the entire City to have our DDA dovetail onto that.

Mr. Fenner said we had discussed that but the City is nowhere near doing their Master Plan. I don't know that we want to wait that long.

Mr. Paulus said what does it take to get a proposal of the cost of doing a Master Plan for us? I think that is the bottom line.

Mr. Stout said if we can get a little bit more on your thoughts and perceptions and the issues that are in this corridor, for us to draft us a proposal we could probably have something back in a week with a cost.

Mr. Fenner said the next thing would be to make a motion to sit down with you guys. Did you want public there at that time too, or did you want to hear from us and then take it to the public?

Mr. Stout said I would encourage you to invite the public if you want. A lot of times we will get into these sessions and people will say, "You have preconceived ideas about what we should do." Sometimes the simplest thing that we will do is bring an aerial map of the corridor and say "Let's just open this up for dialogue. I have no preconceived ideas about what should go where, so let's just talk." Okemas had an enhancement grant for their corridor and because of personal relationships they were able to get it through. We went to the public forum with the original

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design intent and people came unglued. They were very unhappy and wondered why they were doing this and that. We had just come in to implement the grant funding, we didn't lay all the ground work. Finally talking with some of the people on the Township staff, we decided we needed to back up and the project ended up taking a 180 and everybody was much happier with it. We always tell people, this is just a grant application. Let's just look at this like it is an open book, let's start from square one and let's just let people have a chance to talk. Normally what we do is have a stakeholder's board to kind of help run the meeting but we are a big component of it and see if we can get some dialog from the general public. Like you said you may or may not. I have sat in a Recreation 5-Year Master Plan meetings where the only people that show up are the local officials and the general public doesn't show up. It is a mixed bag, but it is a very good opportunity to do one type of visioning workshop and say, "What are some of the opportunities there. What are some of the issues?"

Ms. Easterwood said do you think that based on where you stand today and what you know today and what you envision, you could tell us what your issues are or what you would like to see happen for that corridor?

Mr. Richvalsky said I have tried to implement it again and bring uniformity to that district; I want every mailbox on Saginaw St. to be the same mailbox. Do you think we could get something like that, heck no, because it is the United States government that you are dealing with and you can't get that. I want a good solid mailbox that will take out the front end of a car for every one of us.

Mr. Fenner said you can't put those in, most of our mailboxes are illegal.

Mr. Stout said you bring up uniformity.

Mr. Paulus said for a lot of us, it is uniformity.

Mr. Fenner said another thing that I noticed, I will go back to the City of Grand Blanc that we are not too dissimilar to them except we have 3 different speed limits through downtown Burton. We have 45, 40 and 35. I don't know many downtowns that have a 45 mile an hour speed limit. I don't know if that is something that we can address or that is something that the State mandates because of the kind of highway that it is. It is the same Saginaw St. that runs through Grand Blanc and the same Saginaw St. that runs through Flint, only ours is 40 or 45 miles an hour.

Mr. Stout said speed limits are set by the State Police going out and tracking an area. They will set the speed limit at 85 percentile of the speed. I always thought there would be more of a formula, but they just let people drive and if they are going that fast we are going to say 85 percent of that is going to be the speed limit.

Mr. Richvalsky said if we want the speed limit lowered, we all need to creep out and drive down the road at 25 miles per hour.

Mr. Stout said you have to have a strong justification and that might be a traffic component for that corridor, analyzing that the laneage and what are your traffic numbers?

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Mr. Fenner said along with the speed limit and traffic, our corners, like Maple Rd. has no crosswalk lights. There is no “Walk” or “Do Not Walk” at Maple and Saginaw. At Judd, where I am at, we have the old system, Bristol has the brand new one because they just updated it with the little hubs and then you go back to Hemphill and they are back on the old system. When you are talking a walkable City and up to code with this stuff I would think it would all fall in line. I don’t want to change our system and add a bike lane or anything, but why can’t we get some ADA money and fix these corners with some grant money that should be minimal for that kind of thing?

Mr. Stout said we try to come up with realistic solutions when we go through this process. I know some of the Walkable communities’ people that come in and do a dog and pony show and they get so far out there. They get wrapped up in their ivory tower like it is an academic exercise and they will promote all these things like taking out all your traffic signals and putting in 18 roundabouts.

Mr. Richvalsky said it was shameful what they did. They brought people in wheelchairs and electric wheelchairs and things like that and put a gallop on right in front of the Clock and put the girl up there and she starts going backwards on this thing.

Mr. Stout said those ADA components, if you are looking at MDOT money and Federal money you have to address them so you always have to make those a priority.

Mr. Fenner said I am looking at corners in Grand Blanc that have those with no sidewalks attached with grass around them.

Mr. Stout said that is the funny thing, they will put them in when there is nothing there in the hope that something does connect and it is part of that Federal funding.

Mr. Stapleton said the lighting is horrible. Becky has been calling Consumer’s every other day and they are still cycling on and off, they won’t stay on.

Mr. Paulus said three things that we did were Clock corner but when they put the new lights in we were not part of that design, so now the mud sits there in ADA corners. We did Water Tower Park and at all the bus stops, we put in brick pavers.

Mr. Richvalsky said people were actually using the bus and standing in mud.

Mr. Paulus said there are more people using the bus system now than ever before.

Mr. Richvalsky said that is another goofy thing with MTA. There are more bus stops going south towards Grand Blanc than north towards Flint, where I think the vast majority of people want to go to the County. It is just disproportionate going south than north. The end of the route is Genesys Health Park and then into town. We need a venue at the property of Hemphill Road. I am going to try to acquire that as a real estate broker and appraiser for the DDA. It is at Hemphill and Saginaw behind the party store and is on the southeast corner. It was a Kroger store, historically and there was a Shoppers Fare that is now torn down. There is a sinkhole and it is contaminated

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but Windiate Park was contaminated too with the same exact materials; sludge and lead. What they did with Windiate Park, they didn't go in and drag all that out of there, they did not excavated it, they encapsulated it, graded it and then put in clay and a topsoil. The topography there is wonderful and they had a parking lot in there at one time and it wouldn't be too hard to bring back and put in a man and woman's John and a concession area and an amphitheater. Put in some decent trees and get rid of the scrub and encapsulated it because we are going to have to worry about the contamination if we are going to have it for public use. Do just what they did at Windiate, and that is exactly what I intend to do. I don't care what is there, it is exactly the same as Windiate and they are whining they can't get in there to do an environmental study, but they have an environmental study, it has been done. Bring it back now, it hasn't changed. Whatever is there now is growing weeds and scrub trees, so it can't be too bad for vegetation. We are all trained to look for dead vegetation and if vegetation can grow. There is not too much vegetation growing down on Buick City, but there is a lot more growing over here. Now we have a venue and can have concerts and something for the people. Now we can have our Moonshine Festival, and a little place to have Art in the Park or someplace to go, instead of begging Rocky's to use their parking lot. Let's have a place and make the man and woman's John prison safe with stainless steel so they have to take a sledge hammer off of the wall. We already have the parking lot.

Mr. Paulus said that is the whole goal of the whole thing is to give people a place. There is no place together or a place to put something together.

Mr. Richvalsky said unless we went into the Industrial Park there on I-475 and actually purchase something or something in that area.

Mr. Paulus said there is a Farmer's Market on Atherton and S. Saginaw on Monday afternoons.

Mr. Fenner said Grand Blanc has one on Sunday's and Flint has their famous one downtown. They are nice, I like them and I go to them, I just don't know if we are in between two other ones if that is saturation.

Mr. Stout said you can go back to something like Freemont, they wanted a structure for the Farmer's Market, but you can do more than that and when it is incorporated into a park and a multiuse structure with festivals and events. They use 3-4 nights a weeks to try to get some of that vibrancy and be a destination and develop a sense of place.

Mr. Fenner said I am not against that, but as far as a Farmer's Market there is the saturation issue. I guess the multiuse building I am not against at all.

Mr. Richvalsky said the Park system in Flint used to be wonderful. They had a nice stage and right in the grass they had seats planted into the grass. That is what I have envisioned for this area, but the topography lends itself nicely to put in a tin roof and a stage.

Mr. Stout said we hear a lot of concerns about vandalism. If you develop a facility, any restroom facility, we design to call them "little Fort Knox" because it has got to be very durable. The key is, if you have people down there and activities and that is the biggest deterrent for vandalism.

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Usually they are under the highway where they can't be seen spray painting stuff. Identifying 3 or 4 component parts and getting some synergy going is what we would really like to work with you towards.

Discussion as to whether or not Saginaw was an MDOT road.

Mr. Stout said each community has so many miles of Local Streets that you can get some funding for. That is why I was asking, because you have more flexibility there.

Mr. Richvalsky said I don't mean to cut you short but we are all working people here too, and I really appreciate you guys presenting your thoughts and basically inspiration for us to get moving on this thing. Jim, you want a motion that we get a proposal?

Mr. Stout said we can show you something and if you want tweaks or changes then we will work through it.

AUDIENCE PARTICIPATION:

Vaughn Smith, 1311 Clairwood Dr., said I am excited to hear you guys talk about this. I work part-time for a company in Davison called Race Services that times races and what I have learned is that if you have a warm and welcoming environment, people will come to events for your City. I have been to Detroit, New Baltimore, which is a much nicer facility, but you don't have to have water, you just have to have a warm and welcoming environment. I believe that your vision for that area is also what I envision for Burton. I am excited to hear all the questions and the thought processes going on. As mentioned earlier by the Mayor, when we went through the budget, I am sure that many of you have heard the challenges facing our City, it was discussed that each of you have an investment in the City of Burton and we want to make sure you are aware of what could impact that investment down the road. We are in a situation, with our last budget, excluding anything you had heard about the Police, we were \$735,000 in expenses over revenues. Last year, we were \$500,000 expenses over revenue and took cuts and got that down to where we went into our General Fund by \$128,000. The year before that we were \$69,000 in expenses over revenues and the year before that we were \$308,000 expenses over revenue. What we have been doing over the last 4 years has been cutting, cutting, cutting, cutting, and we are getting to the point now that in March of 2007 the City had 101 employees and it is now down to 83. Our revenue stream, between our decline in Property Taxes and what we receive from the State is off 42% from 2007. We are trying to run the City on about half the money, which is why we have been cutting, cutting, cutting. That is unfortunately why the DDA was brought up the other night during the budget process. Out of that conversation it was requested by the Council that I, as Finance Chair, come and tell you guys what is going on. You are key players in this community, not only as business owners but also informing people as to what is happening in the South end.

I have a couple things that I am pulling out of our City of Burton financial assessment from March 2013. I have tried to keep it brief with the numbers because it can go on and on. We are operating on 42% less revenue than what we were a number of years ago. The property taxes, even if the economy starts going great guns, because of the headway it is going to take us years and years,

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maybe a couple decades to get back to where we were 6 or 7 years ago. Joey, I am sure with you being a realtor this doesn't surprise you with assessments or anything. The Charter millage rate is at 4.707 and they only have a Police millage or levy of 1.98 and we have a 1 mil file levy. Right now the City is operating on a little under 8 mils. In 2007 a mil generated approximately \$700,000 in revenue and now it generates approximately \$540,000. That is starting to paint the picture of why we are partially here. The second page has to do with the Pension fund that the City initiated between 1991 and 1994. We currently owe a non-funded liability for the Pension of \$25,000,000. This has all happened in a relatively short period of time. What is happening with the employees is that we had pay freezes in the last contracts, but because of the requirements by MERS, which is the State pension plan, they are asking for more money because they overestimated the vibrancy of the economy. They did some actuarial assumptions, such as rate returns of 8% and employees getting 5.6 to 5.8% pay raises yearly. As you know, when you get a Public Pension, the money streams are from the municipalities, employees and the investments that the fund has. I am sure you realize how difficult it is to find a 8% rate of return over the last 10 years on a consistent basis. The end result of this is there is about ½ of the money we had and our expenses are going up not only for the pension but for everything. After we did our last budget, we looked at the \$735,000, just where we are today and keeping everything status quo, we are still in the red by \$735,000. Now we have in our General Fund \$2.1 million dollars. In 2 years we are going to burn up unless we cut more Police or a few Administrators, we don't have much left to cut, we are going to burn through a \$1.5 of our \$2.1 million that we have in General Fund, which is going to get this State starting to sniff around and looking at a potential problem here at the City of Burton. We have a Citizen's Advisory being put together, and we presently have 15 members. Steve Coates has already volunteered. Where do we want to go from here? If you eliminate some of the Administration. If you do that you are going to eliminate maybe \$300,000, but you still have close to \$1 million that you still have to cut, so where do you go next. The average Police Officer in Burton runs between \$70,000 and \$90,000 depending on where they are in their pay scale. The largest expense is by far is to keep the Police force intact. Because of what I mentioned earlier with the pensions and the health care, our cost to keep the Police force went from \$4.2 million to \$4.7 million dollars in the last budget. As for 32 officers, I am sure you remember the days we had 42. I am here not to tell you what to do, but to ask you for your input as members of this community. What do we as a community want? That is the idea of the citizen's committee. It is better than seven Council saying what the City should do. The problem is that if we don't do anything, within a couple years it will be out of our hands. We will either be under some sort of agreement with Lansing or be under an Emergency Manager. I have the budget if any of you have any inclination to want to look at the numbers. I am sure Ginger would also be happy to answer any questions. We don't know where to go. I am talking as a Council and that is why your \$200,000 got brought up because we are digging and don't know what the answer is, other than it is our community. It is going to take a lot of us pulling on the rope to have any chance, whatever that is. I can tell you this, it will take 1.5 mils to break even with what we got today.

Mr. Fenner said is that what you are here to say, would you guys support a mil, or mil and ½ or an increase in taxes, or are you here to ask for our \$100,000?

Mr. Smith said we are here to ask you to be involved in the Committee if you have the time. We have 15 residents, about 4 from the south side of Burton and the rest are from the northern side.

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You guys are key players in the south and we need to have you informed. We are not telling if you are for or against it, just get informed to make an educated decision.

Mr. Fenner said I wasn't aware that you had formed such a committee, but if I knew when the meetings were I would love to show up.

Mr. Smith said this Thursday night will be the first one, we have got a couple scheduled. It will be at 6:00 p.m. at ELGA Credit Union in the corporate office there next to Meijer for the next two Thursdays. We need ideas. The Council members are scratching our heads. We have a neighbor just to the west of us who waited too long before they started addressing some of these issues. We have a couple of years before we will really see it.

Mr. Richvalsky said this is my question and it is a simple one. You have to make those moves now or an EM is going to do it and the guy is going to be hated and loathed and spit upon when he is seen in public. If you have got to cut a cop, you have got to cut a cop. What are we going to do, we have been inking out this \$200,000 that we have and we are just starting to think about something we can do with this thing, other than what we have been doing which is keeping the streets swept. I don't know what the answer is, but it is going to boil down to who do we wrap right around Flint? Our Police force is going to be like that. I was down paying water bills down at the City and they had to call 5 cops and 2 across the street from the Sheriff's Department because of how they handle that Treasurer's Office. There are 200 people in the lobby and 2 people handling it.

Mr. Smith said I read about it in the paper, it was a disaster.

Mr. Richvalsky said I was watching the festivities and thought there was going to be a may lay.

Mr. Fenner said this started many years ago when MERS took over. The economy crashing didn't help. MERS has no responsibility in this?

Mr. Smith said we have been to MERS, both with State Senator Dave Robertson and State Representative Charles Smiley. What MERS told us was that if it had been done today it would have been illegal.

Mr. Richvalsky said then repeal.

Mr. Smith said they have re-racked. The City signed the agreement. Basically, what they do every year is that Ginger will get a statement saying what they need from us to keep our pension viable.

Mr. Fenner said I am not a fan of MERS and I understand this happened many years ago and there is nothing we can do about it. The current Police Officers are funded completely, from my understanding, talking to a few of them.

Mr. Smith said there are two groups. The one before 1994 is funded 28%, which are the older Police Officers. The one after 1994 are funded 104%.

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Mrs. Burke-Miller said there is a cost sharing agreement between the 2 groups.

Mr. Fenner said the younger guys are paying for the older guys who got the benefit from being cashed out and the new pension. There is no way to go back to MERS or the people who got the checks?

Mrs. Burke-Miller said no, unfortunately not. There is kind of a shared responsibility. When I went back and found the documents, the City of Burton did approve entering into the MERS program and did agree to enter into the program the way we did enter into the program, which I didn't necessarily agree with and I think at the time had City Council had had its Auditors been called then to be a third party to oversee it, it would have been a different outcome I am sure. There were certain people here in the powers that be that also benefited from those decisions being made.

Mr. Fenner said there is nothing that we can do about it today. I do agree that we need some kind of additional millages or something. I guess I was upset there was a suggestion that you just pull \$100,000 out of our hard earned, many years of saving money that we want to spend for Burton. When I heard that I was up in arms and may have gotten some people's feathers ruffled. That was uncalled for and whoever suggested that was the City's money, either obviously didn't know that those are extra taxes that we pay to ourselves, not to offset the City's mistakes years ago.

Mr. Richvalsky said that is brick and mortar kind of stuff. Now when I get this put together we are going to have a venue and we will have people down there.

Mr. Smith said it works.

Mr. Paulus asked what the Council is or committee that you are setting up that is meeting the 18th and 25th. Who is consisting of that and what is its purpose?

Mr. Smith said the Council is a political Body.

Mr. Richvalsky said it is a political Body, it's a fund raiser, it's a hootnanny, it's a get-down, let's all put our hands together and clap and see what we are going to do and see who we are going to put in or put out.

Mr. Smith said this is not fun.

Mr. Richvalsky said it is serious business.

Mr. Smith said it is serious business. I dread these meetings. I feel like I am the symbol of death walking around. I have lived here since I was 5, and I don't want 2 years from now, for people to come up to me and say, "Why didn't you say something?" So I would rather say it now and accept whatever those consequences are.

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Mr. Paulus said what is the purpose of the Committee?

Mr. Smith said whether or not we want a millage and if we do want a millage, what amount of mils and how do we formulate it? Should it be a safety millage, should it be a millage as a City as a whole.

Mr. Richvalsky said you are talking about a rainy day fund.

Mr. Smith said that is what we would have to discuss. How do we inform the residents? Because I am a retiree and I am on a fixed income. We are all getting hit and I know it is difficult. I still work part-time, so I am still in the business community and know how difficult it is. We are approaching people in a very difficult economic climate. It has taken a while to get the names. I have had some people call, some people approached. I have about 5 or 6 but I don't want them all from the Kearsley area. We need help from the south end, because if we don't have both the north and south end pulling together on this, it is going to be very difficult. The next question is going to be, which touches on what was discussed earlier, with the Police. That \$735,000 is the 32 Police Officers, that is right where we got it. We have made some short-term arrangements because what we have going on next to us, of possibly bringing some more Police Officer's on. Does the community want that or not because there would be an additional cost. These are the things we have got to discuss as a community in this committee to see what we want to do because it will take a mil and ½ to keep us going right where we are at. It doesn't fix anything, we still have our structural deficit, so they are going to keep building.

Mr. Richvalsky said what really galls me about the cops is that when I lived in Westgate, my ex-wife had a residency requirement, we formed a crime watch and I am telling you communities have got to start banning together like we did at the southwest crime watch. We had 31 break-ins in December the year before the crime watch was formed, one year later in the December following that there were 2. We don't have to have the Martin case happening here in Burton, we don't need vigilantism, but what we do need communities coming together and helping cops out versus not having anything. I think that is a place to go and focus there instead of saying "Lets hire some more cops." You can't do it, you don't have the money to hire cops, but I tell you every one of these guys volunteer, they aren't getting paid a dime. Get somebody in the community out there driving the streets, walking the streets, biking the streets, whatever they got to do. That is how you save money, you got to have a community pulling together, not hit them in the pocketbook, let's hire more cops, or hit them in the pocketbook so we can pay more pensions out.

Mr. Fenner said I will be there.

Mrs. Burke-Miller said most of you are probably aware of this but both Paula and I attended the Emergency Manager meeting that the Department a couple years ago and under an Emergency Manager, you have probably heard that they make 6 figures. They also bring in their own accounting group and lawyers and it is very expensive and the City residents do pay for that, the State does not pay for that. The bill goes to the residents. That is something that needs to be kept in mind as well.

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Mr. Richvalsky said when he was down to the City paying the water bills, guess who strolls in. Ed Kurtz comes in and I said, "Hey Ed, why don't you man one of those Jewish pianos and lighten this crowd up." He told me, "I am just here to get an envelope." He walked in when there were 5 cops there, not when people were upset. So you are right, Ginger, that is not the way to go. If you can avoid them, avoid them like the plague.

Mr. Smith said we have a little time gentleman, and hopefully you will be part of the solution. I don't know what that solution is yet, but hopefully you will be involved. Are there any other questions?

BOARD ACTION: None.

Meeting adjourned at 10:20 a.m.

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CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
AUGUST 19, 2013, 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 8:35 a.m.

MEMBERS PRESENT: Richvalsky, Moncrieff, Coates, Fenner and Stapleton.

MEMBERS ABSENT: Gilmore and Paulus.

OTHERS PRESENT: Mayor P. Zelenko and M. Snow, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendations regarding the following:

- 1. Accepting the Proposal from Fleis & Vandenbrink for the DDA Visioning Plan.**
- 2. Any other matters that come before the Board.**

PRESENTATION:

Mr. Richvalsky said on our agenda we have a plan to approve the portion of the Master Plan for the DDA in regards to Fleis & Vandenbrink's Engineering doing the study for the Master Plan for the Downtown Development Authority. As there are no one here from Fleis & Vandenbrink to answer some questions I am putting it to the Board to either approve the proposal we have or to table it or whatever. There is obviously no Audience Participation unless the Mayor, would you like to take the position of the audience? Obviously there's not really anything other than, I wouldn't mind being part of the audience and throw it out there to the panel members here on their take on the Back to the Bricks and how it was handled this year. Some questions that I have, what about police protection, that we gracefully paid for and some of those things. Any comments, suggestions?

BOARD DISCUSSION:

Mr. Stapleton said I thought it was excellent compared to last year, very good.

Mr. Fenner said we have never had trouble at our corner. I don't know if there were any incidents that happened. The ones I heard reported were all in the City of Flint, not so much in Burton.

Mayor Zelenko said that's what I am understanding too. The Chief is coming over at 9:30 a.m. to give me a brief on exactly what did go on here. Know that the whole task force of all the different police agencies and they headquarter that down in Grand Blanc Township, they head off a lot of that before it even gets to the Brick's area. I think we sent a message the last couple of years by shutting it down at the time that certain crime element seems to come out and we took care of things really quickly. It's click click arrest them and out of the way and I think that word is out there and I think that helps a lot. I thought it went off really well this year.

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Mr. Richvalsky said I thought there was less police presence, personally speaking because in years gone by I have noticed there were a lot of different police agencies, Mundy for example and even as far as Mount Morris. Everywhere, I mean from all the police agencies there and I think I really noticed maybe I think I noticed some State Police that were on the watch and of course the City of Burton, they were present obviously they were real obvious but there weren't the different agencies and I'm just curious was there any reason why that was.

Mayor Zelenko said I don't know the answer to that Joey. I do know that other agencies in the out County that have traditionally helped us with managing that task force, their budgets are tight too so being able to volunteer to do that may have been a factor. I also know that there were more under cover or plainclothes officers out in and actually driving the cruise too so that could have been a factor as well.

Mr. Richvalsky said what about, why don't we put the eye in the sky. Let's use drones.

Mr. Coates said I would agree with you, you didn't see as many agencies as you did before but there was still Grand Blanc, Burton and the State Police were there.

Mayor Zelenko said and you had County that was there too.

Mr. Coates said the only problem when I came to the office Sunday morning we lost another one of our \$425 trees right there at the curve going towards Fifth Third Bank so that's the second one that's been taken out probably by a drunk driver. I would like to ask the Chief if that made it in the incident report.

Mayor Zelenko said I will ask him. Is that right in front of Fifth Third?

Mr. Coates said it's before you get to the turn in.

Mr. Richvalsky said north of the Fifth Third entrance. As a matter of fact it's one of those flowering.

Mr. Coates said it's ones they replaced when they put the alarm up. They couldn't take out the ones down further that are half dead.

Mr. Fenner said you used to see one or two sitting in front of the shop where the cops would pull them over for whatever and I didn't see any of that this time. It went smooth and I think the traffic for whatever reason moved way better. I don't know if there was less people this year or what.

Mayor Zelenko said actually they're saying there was more people.

Mr. Fenner said I'm not saying the crowds weren't there I'm just talking the number of cars on the road. I didn't see as many on Wednesday at least.

Mayor Zelenko said I think there was more cars actually.

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Mr. Fenner said then they figured a way to make it flow is what I'm getting at. Usually at the light where we're at if 3 cars make it through that light on a green light they would have been lucky but they were just driving.

Mayor Zelenko said I never made it all the way down to Flint. I know there's a bottleneck where they have done that road diet downtown Flint so I don't know if they have changed that so it will flow better or not but I know that was the big bottleneck.

Mr. Fenner said and if you wouldn't mind when you are checking on that tree, we discussed those other trees in front of the Sunoco station and Liz Moss was supposed to get on that and the one in front of Ram Signs and any of the others that we named. Is there a status to that, I mean how long is that going to take?

Mr. Richvalsky said my understanding when talking with Liz is that she has contacted the people at the Sunoco station.

Mr. Fenner said but if there is no action by them and they just snub their nose at us how long does that process take before you can stick them in there and charge.

Mayor Zelenko said probably whatever the citation days are. I would say anywhere from 21 to 30 days and of course they would have the right to appeal it.

Mr. Richvalsky said I think what you are saying is from start to finish how long will it take.

Mr. Fenner said I think we discussed that a couple months ago already and Liz said she would take care of it and I just didn't know from the time she sends out a notice how many days you have to plant that tree back because you cut it down to, okay you're not going to do it so obviously we're going to have to do it.

Mr. Richvalsky said we have to sustain the damage basically. We have to take the money from our account, actually put it in a tree and say there's the tree, now we've got the trees and then we can go into something very similar to a weed, like if they didn't cut their grass and we sent the City out to cut their grass and that's the way it would have to go and it would go on their taxes. Here's the other question, how do you take it from the General Fund tax funds back into the DDA because we'd want it back in our budget. How do we get it from the General Fund because that's where it would go, I think?

Mayor Zelenko said that's the way it would be coded when the money comes in. There would be a reference number on the invoice that we send them and then that invoice would be referenced on their property taxes and so then that invoice number would reference back to you.

Mr. Richvalsky asked so very similar on the tax document itself where it shows I pay DDA, would that be a line entry on their tax bill and then put however much the tree is worth?

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Mayor Zelenko said she is not completely sure how Ginger would do that with the accounting. I know she would reference your general ledger number, which would be your budget on there, which would tie it back.

Mr. Richvalsky said I know there is a way we can do this and I want to get the procedure down because obviously, you know it happens every year. People get charged for weed cutting.

Mr. Fenner said that's what my question was. How long does that process take?

Mr. Richvalsky said it could take a year or two.

Mayor Zelenko said well it could take until the budget season to get it back.

Mr. Richvalsky said at least a year, I would think.

Mr. Fenner said I'm not talking about getting the money back I am talking about getting the trees in the ground.

Mayor Zelenko said I would say from 21-30 days, whatever it takes that you guys just want to go ahead and order the tree and we'll pay for it and we'll bill them.

Mr. Fenner asked but it still has to go through the original process of giving them the opportunity of putting the trees back on their own, right?

Mayor Zelenko said I think you should just do it. You give them the opportunity to pay for it.

Mr. Fenner said if there is weeds, you don't just cut the lawn don't you send a note.

Mayor Zelenko said we give them a 10 day notice.

Mr. Fenner asked have we given a 10 day notice to those places?

Mayor Zelenko said I believe so but I will confirm that.

Mr. Richvalsky said Liz mentioned she did something other than just beat her gums with these people.

Mr. Fenner said hopefully we have the go ahead to plant those. If we are going to plant 4 more or another one we just lost. Let's get them done all at the same time. That was my goal if we can.

Mayor Zelenko said so we've got the one in front of Fifth Third, the one in front of the Sunoco station, Ram signs, 2 in front of the Sunoco station.

Mr. Richvalsky said if they just put one back in there that would be plenty I think.

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Mr. Fenner asked what about the stumps that are currently there? Are we going to have them removed?

Mr. Richvalsky said I would imagine they would have those ground out. But there is also one in front of Tia Helitas.

Mr. Coates said we got to have the stump taken out of there.

Mr. Richvalsky asked but do we want to put a tree back in its place? Remember the issue there was the flashing sign for the school there and we couldn't really place a tree where we wanted to place it so that's why the maple was placed where it was. Or was it the traffic signal there?

Mr. Coates said I guess we'll have to take a look at it.

Mr. Richvalsky said they took that down low enough where you really wouldn't have to stump it out. It would be better if it was stumped out I guess.

Mayor Zelenko said take a look at it and let me know what you want to do.

Mr. Richvalsky asked are we going to talk to Yancho out at the tree farm out there at Trim Pines in Grand Blanc about the trees?

Mr. Fenner said them or the guy on Center Rd.

Mayor Zelenko said Bundschuh.

Mr. Fenner asked if we've ever dealt with them?

Mr. Richvalsky replied they were higher than these other guys.

Mayor Zelenko asked have you tried Walker's?

Mr. Coates said I don't think they sell trees that size.

Mr. Coates thanked the Mayor and DPW for fixing the road and sprucing it up the week prior. I am just wondering is that something down the line that we may have to budget for.

Mayor Zelenko said we take care of that. You guys have been generous enough in taking care of the street sweeping right before the Bricks normally.

Mr. Coates said they went down Maple and Fenton Rds.

Mr. Fenner said that might be another thing we might want to coordinate in the future is rather than sweep the street and then have them do the potholes the next day maybe do the potholes ahead of time.

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Mayor Zelenko said that's the way they were supposed to do it.

Mr. Coates said the street sweeper came down on Sunday and Monday you guys came out and patched and all that stuff was in the gutter.

Mr. Fenner said let's get it in the future saying we are planning on Monday and Tuesday doing patches so you can wait till the following Sunday. He said I think downtown Burton looked as good as downtown Burton could look for the Back to the Bricks.

Mr. Coates said it's amazing how many places repainted even though Tia Helitas was painting during.

Mayor Zelenko said she would get a hold of Lisa and have her here for your next meeting unless you want to schedule a meeting before then.

Mr. Richvalsky said let's just wait until the September meeting.

Mr. Richvalsky said he has been in contact with the Racer Trust by the way and it is a little more extensive than one might think as far as dealing with the trust. I talked to a guy named Bruce Rasher, he's the guy who needs to be contacted. In talking with him he won't even disclose anything without a confidentiality statement from me so I intend to email him a confidentiality statement and I want to put it to you guys. Can I work on the behalf as a real estate broker on the behalf of the DDA to accomplish this thing? It's more extensive than you think. It's not like rolling over ok give us the property. That's the main thrust here is the donation of the property but it's going to take time and energy and a lot of thought. That's the main objective.

Mr. Stapleton asked the property right there behind the corner of Hemphill?

Mr. Richvalsky said right.

Mr. Fenner said when you are talking about he won't disclose anything, before such time we make a decision whether we want it or not he'll disclose what's under the ground or his knowledge of that kind of stuff?

Mr. Richvalsky said he doesn't have to do any of that. That's why he wants a confidentiality statement from me so I can get some information from him.

Mr. Fenner said but at that point once you get some information we're not locking ourselves into anything here is what I'm getting at here.

Mr. Richvalsky said no and remember the property is for sale. It's not out there for free. They are not there to donate property.

Mr. Fenner said there are thousands of acres for sale all over that will never be sold.

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Mr. Richvalsky said that is correct but there are not thousands of acres in downtown Burton and that's where my thrust is going to be, is that property and that's the issue. We can't fixity of location. Lack of liquidity, lack of location. The two most important things about real estate. So, I'm going to be working on those two principles when I'm working with Racer Trust but I need your blessing to do that. And I want to work as an agent for the DDA. Either that or I will recuse myself of being Chair and I'll go about it my own way and then just present it to you guys as a citizen.

Mr. Fenner said I am not sure what you're asking.

Mr. Coates said you'd have to tell us what you think would be better.

Mr. Richvalsky said personally speaking I would rather recuse myself and work as an independent broker and citizen and do it that way and present it to the Board. I want to be paid for my job. I'm going to be putting a lot of my expertise into this and to be very frank with you I want to be paid for it. If I can work as an independent contractor outside the DDA, let me recuse myself from being Chair. And the Vice Chair, Steve you can take over or who is Vice Chair. So that's my question to you guys.

Mayor Zelenko said I think what Joey is saying is just in the matter of that Racer Trust issue that's what he wants somebody else to take over as Chair when you discuss that, just for that. He's passing the gavel because he's involved in it.

Mr. Richvalsky said I just don't want this thing to smack of impropriety basically. I would rather work outside.

Ms. Moncrieff said I actually think that would be smarter on your behalf and look so much better to the public.

Mr. Richvalsky said I would much rather do that. I will drop this in anybody else's hands if they want to take it on.

Mr. Fenner said this is not the general public's tax dollars we are talking about. It's only the businesses. Obviously they don't come to the meetings. Whatever you feel.

Mr. Richvalsky said well that's what I would prefer doing. Can I make that motion for myself? When I get the confidentiality statement in place then I can come and stand in front of you guys and fill you in on what I have been able to do then I'm not sitting up here. It's not going to be insider stuff. It will be out in the public.

Ms. Moncrieff said I would like to add the next time we get together I would love to brief you guys on what I'm doing at my facility. I think it would be helpful in terms of what we're doing.

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Mr. Richvalsky said now remember Laurie the last time we had this Master Plan done it was closing streets, it was knocking down buildings, it was building new buildings where the streets were. Parking behind the structures. We are stone cold limited in how our district looks and it comes up time and time again. I appreciate what you are doing to your building. I think that's what we all do. We all try to take care of our buildings. That's why we are sitting here.

Ms. Moncrieff said it's not about the building itself. It's what I'm doing in the building because I think there's some opportunities.

Mr. Richvalsky said your uses are a heck of a lot less than whatever uses you are putting. You've got a specific use variance there for manufacturing, goodness gracious. You can do almost anything.

Ms. Moncrieff said I just wanted to brief you guys on what I'm doing in terms of training students in the educational model. That's what I wanted to.

Mr. Richvalsky said see, now we're talking about, that's not something that's bricks and mortar that DDA could get behind.

Ms. Moncrieff said that's the least of it. I just got flown by the state of Maine, paid for by the state of Maine to brief Maine, New Hampshire, Connecticut, Massachusetts, New York and New Brunswick, Canada on the public private partnership that I am building and discussions about replicating it on the east coast yet I have had a very difficult time getting Genesee County and the State to pay any attention. It's crazy and I think there's an opportunity there.

Mr. Richvalsky said you know, there's always been and sadly to say, the Skill Center is being you know, drastically cut and the Skill Center was always a really great venue for that public private thing.

Ms. Moncrieff said there's actually a positive change going on with the Skill Center. It got rerouted to be managed by a different entity and I think that's going to be a positive thing.

Mr. Richvalsky said it's going to be like a charter school, it's going to be very similar to that is what it boils down to.

Ms. Moncrieff said are you guys aware that there's a large public private meeting coming up September 4th. Paula, are you going to it?

Mayor Zelenko said I will not be in town but I am trying to get my Human Resource person.

Ms. Moncrieff said somebody should in Burton. I'll be there.

Mayor Zelenko said and Stacey might be there, the Assessor.

Ms. Moncrieff said okay that would be good. Just to have the presence.

Attachment: 20130819-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

AUGUST 19, 2013 / 8:30 A.M.

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Mr. Richvalsky asked what's the meeting about Laurie?

Ms. Moncrieff said Jason Miller, who is out of the Executive Office of the President, who I have met with numerous times, he's in charge of manufacturing. Jay Williams who was the Department of Labor reported to the Secretary of Labor, he was Department of Labor during the auto recovery in charge of the work force retraining and several others. I think EPA is the main entity that's hosting the meeting. It's in downtown Flint at the riverfront, it was an invitation meeting. The Governor may or may not be there. I know that Mike Finney, the head of the MEDC will be there. But's it's all about public private partnership and training and all that good stuff

Mr. Richvalsky said well you'll have something interesting to report in our September meeting then.

BOARD RECOMMENDATIONS AND/OR ACTION:

Coates moved and Fenner seconded the following motion:

1. To table the motion.

Motion carried 5-0.

Moncrieff moved and Coates seconded the following motion:

2. To allow Joseph S. Richvalsky, current Chair to recuse himself as Chair of the DDA and any respect to do with the acquisition of the property owned by Racer in the DDA District.

Motion carried 5-0.

Fenner moved and Richvalsky seconded the following motion:

3. To adjourn the Meeting.

Motion carried 5-0.

Meeting adjourned at 9:00 a.m.

ms

Attachment: 20130819-0830DDA (1083 : Approval of Minutes from the following meetings:)

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
SEPTEMBER 16, 2013, 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 8:45 a.m.

MEMBERS PRESENT: Richvalsky, Coates, Fenner and Paulus.

MEMBERS ABSENT: Moncrieff and Stapleton.

OTHERS PRESENT: Mayor P. Zelenko and M. Snow, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendations regarding the following:

- 1. Accepting the Proposal from Fleis & Vandenbrink for the DDA Visioning Plan.**
- 2. Any other matters that come before the Board.**

ADMINISTRATIVE REPORT: None.

PRESENTATION:

Lisa Easterwood, Fleis & Vandenbrink, said a proposal was submitted to Mayor Zelenko outlining what the DDA Master Plan would involve such as, gathering data, meetings and workshops.

Rick Stout, Fleis & Vandenbrink, said this is not just about beautification but also redevelopment, which would evaluate the current zoning and open spaces.

Mr. Fenner asked what the chances are of the DDA getting money.

Mr. Stout answered the chances are good. They deal with M-Dot, MSHDA and Metropolitan. They are doing this so the DDA has a vision to share with them.

Mr. Fenner said he doesn't want to give up \$21,000 and get nothing.

Mr. Stout said we develop plans to get things built. We help communities and move forward.

Mr. Richvalsky asked if there would be any meetings that would involve the DDA members and allow input from the community. Do we invite the community to a forum?

Ms. Easterwood said they would look at the City's Master Plan, gather information and hold a public Workshop.

Mr. Richvalsky said most important is the people who would be getting taxed 2 mills.

Mr. Stout said they would do a lot of one on ones with the City staff, evaluate and give recommendations. They would see if there is even any support for their ideas.

Attachment: 20130916-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES
AUGUST 19, 2013 / 8:30 A.M.
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Mr. Coates said we allotted \$15,000 to go towards this.

BOARD DISCUSSION:

Mr. Fenner asked if there is any news on the trees.

Mayor Zelenko said she would check this morning on that.

Mr. Fenner asked if the DDA has to pay back taxes on the Racer property.

Mr. Richvalsky said no.

Mr. Fenner asked if there would be a Christmas parade.

Mayor Zelenko replied maybe the first Saturday in December. She is excited about the DDA Board. She wants them to be leaders to bring forth a Master Plan. There may have to be public meetings in the evenings for input.

Mr. Richvalsky signed the confidentiality statement for the Racer Trust. It is governed by much more than one person.

Mr. Fenner asked if another junkyard could come in to where the old Burton Auto Parts was.

Mr. Richvalsky said that business was put in there under a specific use.

BOARD RECOMMENDATIONS AND/OR ACTION:

Paulus moved and Coates seconded the following motion:

1. To accept the Proposal from Fleis & Vandenbrink for the DDA Visioning Plan.
Motion carried 4-0.

Coates moved and Fenner seconded the following motion:

2. To adjourn the Meeting.
Motion carried 4-0.

Meeting adjourned at 9:04 a.m.

Ms

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
JANUARY 20, 2014 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the Meeting to order at 8:35 a.m.

MEMBERS PRESENT: Richvalsky, Moncrieff, Coates, Gilmore, Fenner and Stapleton.

MEMBERS ABSENT: Paulus.

OTHERS PRESENT: Bette Bigsby, Benefits Representative and L. Young, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendations regarding the following:

1. **DDA Visioning Plan.**
2. **Any other matters that come before the Board.**

ADMINISTRATIVE REPORT: None.

PRESENTATION:

Lisa Easterwood, Fleis & Vandenbrink, said they are going to kick off the meeting by having Harry Wierenga go over understanding what the issues are in that area. We have talked about mailboxes, speed limit, and pedestrian accessibility. They want to go over the public input approach and review the information that they have so far. They have all the information they need but are waiting on the Walkability study. The public input session will be a workshop. They will also go over the project schedule.

Harry Wierenga, Fleis & Vandenbrink, said he is a Landscape Architect and does development planning all over the Country, including main streets. I am sure you are aware of the weaknesses of the corridor. This meeting is to get our arms around what you find positive about this asset and how we can help make it better. The topics he wanted to touch on were traffic, economics, aesthetics and land use. The corridor is 100 ft. wide, with five lanes and vehicular oriented. Everything in that corridor is very vehicular oriented. This seems to be a very important business and identity corridor in the community. They would like to understand the Board's perception and vision of the corridor. He is hoping to borrow the previous plan for historical information. The design approach wants to be one that creates place, creates community identity, and serves the public in multiple ways. The introduction of pedestrians will make the community more walkable and able to be biked. They want to encourage people to use the public transit and make it more comfortable and accessible. In other communities, bus stops are clearly defined and have easy pull offs with boarding zones. The right of way is wide with a high capacity for traffic. The study indicated that the corridor is at 15,000 (+/-) cars a day. The roadway with the five lane configuration and dedicated center left turn could easily handle 40,000 to 50,000 cars a day, which means there is a lot of roadway that needs maintaining. It also encourages high speeds and focal driving, as people follow the centerline and are not looking at the businesses. The three speed zones are obligating the driver to look for traffic control devices.

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

JANUARY 20, 2014 / 8:30 A.M.

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Mr. Richvalsky said the disobedience of the speed laws is rampant and it doesn't matter what we post, they will drive 40 to 45 miles an hour through there.

Mr. Fenner said Grand Blanc is 35 miles an hour downtown.

Mr. Stapleton said at those speeds we are just a drive through community.

Mr. Fenner said maybe the Road Commission doesn't know we are a downtown.

Ms. Easterwood said Saginaw St. is under the jurisdiction of the City. The City can work with the Police Department to set the speed limit. Once you set the speed limit, you can get people to go that speed by implementing traffic calming devices such as creating a road diet and narrowing the lanes or putting in bike lanes on each side.

Mr. Stapleton said the Mass Transit Authority is a big part of Burton.

Mr. Fenner said Grand Blanc has five lanes at 35 miles per hour speed limit. He didn't know if it was because of law enforcement.

Mr. Wierenga said five lanes encourage higher speeds.

Mr. Stapleton said it is just not a downtown the way it is designed right now.

Mr. Wierenga said we have traditional zoning and buildings that are set back from the roadway. You have parking, front yards, building fronts that range from 160 to 180 feet and single story buildings that appear as little dots. There are formulas to create a sense of place and ways to mitigate a lack of design, with traffic, speed limit and calming devices. Europe has been studying blended traffic and shared space for many years. They discovered if you take away the center line of the road away, they had a reduction in traffic accidents by 35%. Part of that had to do with lower speeds because people were uncertain about what to do. Signage removal also helped. There are devices such as trees. You have been pruning your trees for years. Trees begin to close the envelop and put shape in the roadway. Part of it includes the vertical element such as trees, light posts, banners and elements that begin to have some size and create space. There is a main transformer on Saginaw. The trees would begin to conceal parts of that.

Mr. Richvalsky asked if he was referring to a decorative light fixture.

Mr. Stapleton said he has gone after Consumer's Energy because they have a Reduce Use program going on right now and they have been working about a replacement of all the high power sodium fixtures with LED, giving a brighter, whiter light.

Mr. Wierenga said Consumer's is in the process of upgrading a lot of those. The trade off on both color and energy is huge. Consumer's currently owns all the street lighting equipment in the communities where we have done new lighting in. We have done it through grant programs that buy the luminaires. It takes away the rental cost.

Attachment: 20140120-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

JANUARY 20, 2014 / 8:30 A.M.

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Consumer's does the work and you pay for the energy and the equipment and it is like renting the fixtures and the poles. It can be expensive for a community, because it is like paying rent with a utility charge.

Mr. Stapleton said Consumer's doesn't want to light the buildings; they want to light the streets.

Mr. Wierenga said that bright light is going to enhance the speed because people will be able to see well.

Mr. Stapleton said you are going to have to sell us that the trees are not going to affect our business because signage is a major issue. He has 6 ft from my building to the road and am not sure where I would put my sign with more trees.

Mr. Richvalsky said they trim the trees so the businesses can be seen.

Mr. Fenner said we are more like Grand Blanc, but they are successful and we are not.

Mr. Wierenga said decorative light poles with all the electrical and distribution system and the panel boxes are about \$7,000 a pole once it is all complete. What is your economic view of this corridor and the frequency of use? What is your view of what the DDA is?

Mr. Fenner said we are the ultimate small business corridor. We have McDonalds and Dairy Queen and almost everything else is a small business.

Ms. Easterwood said that corridor is very vehicular oriented with everything you need for your car including repair shops.

Mr. Gilmore said these are dollar store shoppers in this community. He is happy his business is mostly delivery instead of retail.

Mr. Wierenga asked why other communities are attracting other chain stores and Burton is not.

Mr. Richvalsky said it is economic strata.

Mr. Fenner said the income of the residents makes a huge difference. The McDonalds was the first in the County and the Dairy Queen was too. When the shop was open, it was probably the busiest at the time, but Fisher isn't there anymore.

Mr. Wierenga said there are a lot of potentially recyclable buildings for sale in the City. They can be an asset sometimes when it comes to an inexpensive property, but can also be a liability when you want a larger lot for someone who wants to come in and has to buy the lot and demo the building.

Attachment: 20140120-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

JANUARY 20, 2014 / 8:30 A.M.

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Ms. Easterwood said one of the main differences about Grand Blanc is that they bought a lot of the old buildings to tear down for future development and developed a marketing packet for those properties. Their streetscape is also very nice.

Mr. Fenner said they also had a plan and were able to get grants.

Mr. Richvalsky said I want new lights and it is cost effective, same as getting reduced speed limits. We would not be spending a whole lot of money that we don't have anyway. Give us the visionary plan but I have a feeling it is going to be just like this 1981 plan. If we were Grand Blanc or Clarkston we could afford it, but we aren't.

Ms. Easterwood said this Master Plan is going to be a long range plan with an action plan, which will identify years for things to be done.

Mr. Wierenga asked what aesthetics they are looking for to encourage people to get into the street zone.

Mr. Coates said we did brick pavers at the bus stop and we got MTA to put up bus shelters down by the McDonalds and people keep spray painting it.

Mr. Fenner said all the utilities are underground so brick paving is pretty much out of the question like we had originally planned.

Mr. Weirenga said to do brick pavers right, it is 2 ½ times the cost of concrete, which now you can pattern and do all sorts of things.

Mr. Coats said we were playing off clock corner and then they came and redid it without our input.

Mr. Weirenga said aesthetics is very important.

Mr. Fenner said if we could acquire some of these buildings that are decaying and get them off the street, I think we would be farther ahead.

Mr. Weirenga said there is a degree of consensus here.

Mr. Richvalsky said you have got the public input right here. This is a good representation here. You could put it out to the whole district and you would get us.

Mr. Fenner said the proof was when we did the Police millage campaign and you would get six people at each place and the rest were the committee. We need to reach out to everyone.

Ms. Easterwood said we still have to make the attempt to reach out to everyone. Are there any other organizations that we should reach out to?

Attachment: 20140120-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

JANUARY 20, 2014 / 8:30 A.M.

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Mr. Fenner said we should see if we can use Bendle High School for the public input meeting as those are the people walking the neighborhood.

Ms. Moncrieff said she wants to make sure that whatever is done does not make people avoid the area all together.

Ms. Bigsby said if I am doing a meeting and want a good turnout I usually do a Tuesday or a Thursday.

BOARD RECOMMENDATIONS AND/OR ACTION:

Gilmore moved and Moncrieff seconded to adjourn the meeting. Motion carried 6-0.

Meeting adjourned at 9:45 a.m.

Lindsay J. Young, Clerk/Typist

Date

Attachment: 20140120-0830DDA (1083 : Approval of Minutes from the following meetings:)

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
APRIL 21, 2014 8:30 A.M., COUNCIL CHAMBERS
www.burtonmi.gov

Chairman Joey Richvalsky called the meeting to order at 8:35 a.m.

MEMBERS PRESENT: Coates, Fenner, Gilmore, Moncrieff, Paulus, Richvalsky and Stapleton.

MEMBERS ABSENT: None.

OTHERS PRESENT: Mayor P. Zelenko, G. Burke-Miller, Controller, Police Chief Osterholzer and M. Snow, Clerk's Office.

PURPOSE OF THE MEETING: Discussion and possible recommendations regarding the following:

- 1. Budget**
- 2. DDA Visioning Plan.**
- 3. Any other matters that come before the Board.**

ADMINISTRATIVE REPORT: None.

PRESENTATION:

Jerry Preston spoke regarding giving the DDA 2 poles to hang a banner on promoting Back to the Bricks. He explained the poles and banner would be free of charge for the Back to the Bricks Committee to use for advertising in the month of August. The DDA could rent the use of the poles, which could bring in revenue the rest of the year. The DDA would need to get the permits etc. for erecting the poles. He suggested the DDA buy a second set of poles.

Discussion ensued regarding rust prevention on the poles, renting the poles out for advertising other events, criteria and cost to pull permits, who would erect the poles and the location.

Mr. Richvalsky inquired about a bid from L & M Landshaping for lawn maintenance.

Mr. Fenner feels the sidewalks could be edged better and they need more bid options.

Mayor Zelenko said an advertisement for bids could be put on the City website next year.

Mr. Coates suggested allotting landscape maintenance \$17,000.

Mrs. Burke-Miller said she has the leeway within this department to move dollars from one line item to another if you have excess in one to cover for a shortage in another. There were large expenses within the landscaping regarding tree service. There was one invoice for \$7,000.

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Mr. Richvalsky said there are some curbs that need replacing.

Mayor Zelenko said she would contact the Road Division and see what can be done.

Attachment: 20140421-0830DDA (1083 : Approval of Minutes from the following meetings:)

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

APRIL 21, 2014 / 8:30 A.M.

PAGE 2

Mr. Paulus asked what the City's responsibility is for cleaning gutters.

Mayor Zelenko responded the City cleans them out.

The Board discussed having the DPW check sensors for replacement while hanging decorations instead of hiring a company.

Mr. Paulus would like to give the Police Chief an opportunity to talk about working Back to the Bricks. He feels it is worth covering the expense for overtime to have a police presence.

Mr. Fenner feels the Police Millage that passed should support the overtime for that function instead of money coming out of the DDA funds.

Mr. Coates said Clock Corner has faded on the Southwest corner and brick pavers are falling apart.

Ms. Moncrieff suggested having it painted with protective paint.

Chief Osterholzer spoke about what it takes to maintain 35 officers. He said at last year's Back to the Bricks event the Department worked as a task force. Officers were not stationed in Flint. They also used cameras from Maple Rd. to downtown Flint so many prospective issues were caught before anything happened. This year they are expecting 3 full days of cruising but they will be policing like it is 5 days of cruise.

Ms. Moncrieff asked if any grants are available.

Mayor Zelenko said they have been looking but none are currently available.

Ms. Moncrieff said this seems like it could identified as a Pure Michigan event.

Chief Osterholzer said if money from the DDA is given for overtime that would be appreciated.

Mr. Coates suggested allotting \$5,000 for the Visioning Plan.

BOARD RECOMMENDATIONS AND/OR ACTION:

Fenner moved and Richvalsky seconded the following motion:

1. To accept 1 set of poles from the Back to the Bricks Committee.
- Motion carried 7-0.

Paulus moved and Moncrieff seconded the following motion:

2. To accept the bid from L & M Landshaping for the upcoming season at \$250.00 per mowing.
- Motion carried 7-0.

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

APRIL 21, 2014 / 8:30 A.M.

PAGE 3

Paulus moved and Fenner seconded the following motion:

3. To contract Four Seasons for up to \$450.00 for Street Sweeping.
Motion carried 7-0.

Paulus moved and Richvalsky seconded the following motion:

4. To table cancelling funding regarding overtime for Back to the Bricks until Police Chief Osterholzer speaks with the Board.
Motion carried 5-2.

Fenner moved and Gilmore seconded the following motion:

5. To allot \$3,000 for maintenance on Clock Corner.
Motion carried 7-0.

Paulus moved and Gilmore seconded the following motion:

6. To designate \$7,500 to the Burton Police Department for overtime during Back to the Bricks.
Motion carried 5-2.

Coates moved and Paulus seconded the following motion:

7. To budget \$5,000 for the Visioning Plan.
Motion carried 4-3.

Coates moved and Paulus seconded the following motion:

8. To do a budget amendment for the current year to purchase 2 poles at a cost not to exceed \$8,000.
Motion carried 4-3.

Meeting adjourned at 10:15 a.m.

Melanie Snow

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Attachment: 20140421-0830DDA (1083 : Approval of Minutes from the following meetings:)

CITY OF BURTON
DOWNTOWN DEVELOPMENT AUTHORITY WORKSHOP MINUTES
APRIL 21, 2014, 5:30 P.M., COMMUNITY ROOM
www.burtonmi.gov

Lisa Easterwood called the meeting to order at 5:30 p.m.

MEMBERS PRESENT: Richvalsky, Coates, Fenner, Stapleton, and Moncrieff.

MEMBERS ABSENT: Paulus and Gilmore.

OTHERS PRESENT: Councilman O'Keefe, Councilwoman Ellenburg, M. Miron, Parks and Recreation Commission and L. Young, Clerk's Office.

PURPOSE OF THE MEETING: Downtown Development Authority Vision Plan.

1) INTRODUCTIONS:

Lisa Easterwood of Fleis and Vandenbrink Engineering introduced herself as the project manager for the DDA Vision Plan and Harry Wieringa as the Landscape Architect.

2) PURPOSE OF THIS WORKSHOP:

Mr. Wieringa explained this workshop is designed to explore different options to enhance the DDA District.

Ms. Easterwood handed out a map of the City of Burton. The residents were asked to mark where they felt the heart of the City lies.

3) OVERVIEW OF THE DDA DISTRICT:

Ms. Easterwood explained the boundaries of the DDA District and different components of the corridor.

Mr. Richvalsky said the current DDA district is located where it is today because historically that is where the majority of the population dwelled and worked in the plants.

4) PUBLIC PARTICIPATION SESSION:

Ms. Easterwood spoke in reference to the Visioning Survey. She distributed and went over the Visual Preference Survey and asked the public to mark their choices.

Attachment: 20140421-1730DDA (1083 : Approval of Minutes from the following meetings:)

DDA WORKSHOP MINUTES

April 21, 2014/5:30 P.M.

PAGE 2

5) CURRENT CONCEPTS IN PROGRESS:

A PowerPoint presentation was displayed that explained the different categories that could be improved within the DDA corridor including Road Sections, Parking, Building Façade, Gateway Branding, Landscaping, Overall Street Views, Amenities, Building Signage and Public Gathering. He explained the corridor has many medical uses.

6) CLOSING REMARKS:

Discussion ensued regarding trees and overhead lighting.

Meeting adjourned at 7:00 p.m.

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Attachment: 20140421-1730DDA (1083 : Approval of Minutes from the following meetings:)



SCHEDULED

AGENDA ITEM (ID # 1082)

DOC ID: 1082

Public Hearing to discuss the proposed 2014-2015 Burton Downtown Development Authority Budget

ATTACHMENTS:

- Proposed 2014-2015 Budget (PDF)

MAYOR'S PROPOSED BUDGET 2014 - 2015

GL NUMBER	DESCRIPTION	2012-13 ACTIVITY	2013-14 PROJECTED ACTIVITY	2014-15 MAYOR RECOMMEND BUDGET
5013-0000-403.0000	CURRENT TAX REVENUE		22,300	26,800
5013-0000-407.0000	DELINQUENT REAL/PERS TAXES	32,700	8,300	3,200
5013-0000-678.0000	REIMBURSEMENT INCOME	600	1,600	
5013-0000-757.0000	SUPPLIES & POSTAGE			200
5013-0000-808.0000	AUDIT	500	800	800
5013-0000-880.0000	COMMUNITY DECORATIONS	200		5,000
5013-0000-938.0000	LANDSCAPE/MAINTENANCE	5,100	23,300	15,000
5013-0000-956.0000 *	MISCELLANEOUS	100	6,500	5,000
5013-0000-999.2007	TRANSFER TO POLICE FUND	7,500	10,000	7,500
5013-0000-999.7891	CLOCK CORNER IMPROV/MAINT.			3,000
NET OF REVENUES/APPROPRIATIONS - FUND 5013		19,900	(8,400)	(6,500)
BEGINNING FUND BALANCE		206,200	226,100	217,700
ENDING FUND BALANCE		226,100	217,700	211,200
DEPARTMENT 0000				

956.0000 MISCELLANEOUS
VISIONARY PLAN