



# CITY OF BURTON

## BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

NOVEMBER 16, 2020

### MINUTES

Council Chambers

Regular Meeting

8:30 AM

4303 S. CENTER ROAD  
BURTON, MI 48519

This meeting was opened by Chair Joey Richvalsky at 8:30 AM.

#### A. CALL TO ORDER

#### B. ROLL CALL

| Attendee Name   | Title         | Status  | Arrived |
|-----------------|---------------|---------|---------|
| Joey Richvalsky | Chair         | Present |         |
| Steve Coates    | Vice Chairman | Present |         |
| Larry Stapleton | Commissioner  | Absent  |         |
| Neil Martz      | Commissioner  | Present |         |

#### C. STAFF PRESENT

Charles Abbey, DPW Director  
Katie Malin, Election Clerk

#### D. ADMINISTRATIVE REPORT

1. Revenue and Expenditure Report as of October 31, 2020

#### E. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Oct 19, 2020 8:30 AM

Board states they did not receive the attachment of minutes in the board packet.

|                  |                             |
|------------------|-----------------------------|
| <b>RESULT:</b>   | <b>TABLED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Steve Coates, Vice Chairman |
| <b>SECONDER:</b> | Joey Richvalsky, Chair      |
| <b>AYES:</b>     | Richvalsky, Coates, Martz   |
| <b>ABSENT:</b>   | Stapleton                   |

#### F. AUDIENCE PARTICIPATION

None.

#### G. BOARD DISCUSSION

##### Discussion and possible action on Resurfacing Saginaw Street.

Mr. Martz stated Mr. Coates, Mr. Richvalsky and myself reviewed the construction plans, we drove the strip and looked at a variety of different issues. We have additional concerns and

discussion items we would like to take up with the DPW. I have a meeting set up this Wednesday, November 18, 2020 to go over those issues with Mr. Abbey, the DPW Director.

Mr. Coates stated he is unable to attend do to a prior obligation, but he will pass on the concerns and information he has to Mr. Martz for the discussion. His concern is the drain that is out in front of his office.

Discussion ensued in regards to the drain issue in front of G4454 South Saginaw Street Burton, MI 48529.

**Discussion and possible action on Christmas Decorations in the DDA District.**

None.

**Discussion and possible action on Christmas Decoration Contest for local businesses in the DDA District.**

Mr. Richvalsky stated he wanted to discuss whether or not they wanted to have the Christmas Decoration Contest this year.

Mr. Coates stated due to COVID-19 and getting a late start he thinks it would be best to hold off on the decorating contest this year.

Mr. Martz stated he agrees with Mr. Coates.

**H. BOARD RECOMMENDATION AND/OR ACTION**

Mr. Richvalsky stated after reviewing the bids we decided to go with Aspen Tree Service. Their bid was substantially lower than all other bids.

Mr. Martz stated the bids were as follows: Aspen Tree Service \$6,674.00, Great Lakes Tree Experts \$16,170.00 and Nature's Outdoor Solutions \$7,000.00.

Mr. Richvalsky made a motion to accept the bid from Aspen Tree Service to trim the trees in the DDA District in the amount of \$6,674.00.

1. Motion to accept the bid from Aspen Tree Service to trim the trees in the DDA District in the amount of \$6,674.00

|                |                            |
|----------------|----------------------------|
| <b>RESULT:</b> | <b>CARRIED [UNANIMOUS]</b> |
| <b>AYES:</b>   | Richvalsky, Coates, Martz  |
| <b>ABSENT:</b> | Stapleton                  |

**THE NEXT REGULAR SCHEDULED MEETING WILL BE HELD ON MONDAY, DECEMBER 21, 2020 @ 8:30 AM.**

Meeting was adjourned at 9:05 AM.