CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

SEPTEMBER 21, 2015

AGENDA

Council Chambers	Regular Meeting	8:30 AM

4303 S. CENTER ROAD
BURTON, MI 48519

A. CALL TO ORDER

B. STAFF PRESENT

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Aug 17, 2015 8:30 AM

D. ADMINISTRATIVE REPORT

E. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton Downtown Development Authority. I would ask each individual to give their name and address for the record and to limit their comments to five (5) minutes and to speak on the topics germane to City business.

F. BOARD RECOMMENDATION AND/OR ACTION

1. Discussion on Tree Trimming Throughout the DDA District.
2. Discussion on Appointing DDA Board Member to the LED Committee.
3. Discussion and Update on DPW Water Lines.
4. Discussion and Update on Clock Corner Repair and Trash Removal.

CITY OF BURTON

BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

AUGUST 17, 2015

MINUTES

Council Chambers | **Regular Meeting** | **8:30 AM**

4303 S. CENTER ROAD
BURTON, MI 48519

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

A. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Joey Richvalsky	Chairman	Present	
Steve Coates	Commissioner	Present	
James Paulus	Commissioner	Absent	
Gregory Fenner	Commissioner	Present	
Larry Stapleton	Commissioner	Present	
Laurie Moncrieff	Commissioner	Absent	
Neil Martz	Commissioner	Present	

B. STAFF PRESENT

Bob Slattery, DPW Director
Ginger Burke-Miller, Controller
Racheal Ervin-Boggs, Clerk's Office

C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Jul 20, 2015 8:30 AM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Neil Martz, Commissioner
SECONDER:	Gregory Fenner, Commissioner
AYES:	Richvalsky, Coates, Fenner, Stapleton, Martz
ABSENT:	Paulus, Moncrieff

D. ADMINISTRATIVE REPORT

1. July 2015 Revenue and Expenditure Report

   Mr. Coates asked for the year-end revenue and expenditure report.

   Ms. Burke-Miller stated it hasn't been audited yet. We are preparing now for the audit. I will start next week. They usually schedule for 2 weeks.

   Mr. Richvalsky asked if it will be the year-end June 30, 2015. So, when we get bills for lawn mowing and trees it will come out of our 2015 budget, correct?

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Ms. Burke-Miller said yes, it will be the 2015/2016 budget.

Mr. Martz asked if they can receive a preliminary copy.

Mrs. Burke-Miller provided a copy of the un-audited draft of the DDA Revenue and Expenditure Report for the period ending 6/30/15.

E. AUDIENCE PARTICIPATION

None

F. BOARD RECOMMENDATION AND/OR ACTION

1. Clarify the Time Parameters and Coordinate Clean-up efforts in the DDA District Between Hemphill Road and Maple Avenue.

   Mr. Stapleton said the City of Burton has filed a complaint with Consumer's Energy to get the outlets and photo cells for the Christmas wreaths fixed. They will not let us touch them. The poles and equipment belong to Consumer's Energy. We have been in touch with Eric Roberts in charge of rebates. He stated they are not giving us a rebate. Dave McDaniel, the engineer will be setting the lights. They want $1,000.00 per fixture to hang them. There are around 60 fixtures. It would only take about 15-20 minutes per fixture to hang them and they want a ridiculous amount to do it.

   Mr. Slattery asked if we were talking Christmas decorations or street lights in general, or both.

   Mr. Richvalsky said it would be foolish to get up on a boon truck and not do both.

   Mr. Fenner doesn't understand why Consumer's Energy is giving Burton such a hard time. He stated in Holly, they have banners hanging from telephone poles across the road. We can't even get a light put up.

   Mr. Richvalsky talked to Crannie and he said they had to move lines up in order to get the banner poles in.

   Mr. Martz stated they may have other issues below the ground. The locations we are trying to put these banner poles in might not work from the standpoint of what's below grade. We asked for the plans from Crannie's office a month ago and we have yet to see them.

   Mr. Fenner asked if we are obligated to pay for the moving of the lines and the transformers.

   Mr. Richvalsky said Back to the Bricks were donating the first set of poles and the installation but we were responsible to get the permits and paperwork to get them in place. It was $1,200.00 to move the lines.

   Mr. Fenner said there is a set ready to go.

   Mr. Richvalsky said set them up on the South end. He asked Mr. Slattery if we would pull the permits from the DPW.

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Mr. Slattery said yes. He asked if we have had a face to face meeting with Consumer's Energy.

Mr. Richvalsky stated there has not been a sit down meeting with Consumer's.

Mr. Slattery would like to see Consumer's, the DDA and someone from the City sit down and have a meeting to talk about what the DDA is trying to accomplish and Consumer Energy's limitations and ability to assist.

Mr. Stapleton said it is not worth the money they are asking. It is a 30 minute job maximum. It is 2 screws and you pull the fixture off.

Mr. Slattery stated Kevin Keen is the area manager, governmental and public affairs person at Consumer's Energy. He is also the Mayor of Flushing. He should be involved in this meeting. Kevin Keen sent Mr. Slattery an email that stated grant dollars will help with traffic signals but street lights will be City responsibility.

Mr. Fenner asked how Flint got street lights.

Mr. Slattery will ask Kevin Keen about that also.

Mr. Martz said if we were to buy street lights and give them to Consumer's to put up, if they were the same fixture, we could buy them at a reduced rate and donate the fixture.

Mr. Slattery said he will talk to him and he has known him long enough to trust what he tells him about what can or cannot be done.

Mr. Richvalsky stated we pay Consumers energy. We are burning the lights. Why not get a more energy efficient light? This is not only an economic issue but a safety issue as well.

Mr. Slattery said this goes beyond the DDA. All the lights in the City should be changed out. LED Committee we just established in the City has made that one of their principle goals. We can save about 80%. The committee has not met yet. They have just recently formed a subcommittee of the Council.

Mr. Richvalsky asked if it would be beneficial to invite them to the September DDA meeting.

Mr. Slattery said yes. That is a good idea.

Mr. Fenner asked if they will be placing water lines in the area by Burton Auto Parts and the Chinese restaurant. He would like to coordinate the DDA's plan for asphalt removal with what the DPW has planned for the water lines in that area.

Mr. Slattery provided an update of the Drinking Water Revolving Fund (DWRF).

Mr. Martz asked if the DDA members could come to the DPW office for more detailed information about the schedule for the water lines.

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Mr. Slattery said yes. He will contact the office to let them know they will be coming by as well.

Mr. Martz would like an update on the blight elimination grant money.

Mr. Richvalsky said the two buildings in particular are Burton Auto Parts and the building at 3336 S. Saginaw Street near Allen Street.

Mr. Fenner stated the property on Saginaw Street should be a priority because there are bricks falling off and it is a danger.

Mr. Martz added that it has become a place where homeless people frequent. It has been vacant since the 1970's-1980's. He also wants to know if it is scheduled for demolition.

Mr. Slattery stated we didn't get any grant money.

Mr. Coates said from Allen Street to Saginaw Street we have patches of bare cement because no one had the forethought to pave the full width of the road while the equipment was there. Also Consumer's Energy made some holes on Saginaw Street while putting the gas lines in. They are now depressed. DPW placed asphalt on top of it. Is that DPW's responsibility?

Mr. Slattery said the DWRF is a long term loan the City obtained to do this. There are certain activities that are participating and some not participating. Some are included in the loan, some are not. The ones that are not, the City has to pay for. The ones that are included, the City still has to pay for but they are a part of this long term loan which costs us less money. The contract is tight so you have to be careful about adding this and that. There is so much that needs to be done, we could do that with the whole neighborhood. Also, this was all planned before I got here. As we go into Phase 2, 3, 4, and 5 it will be in a more coordinated fashion so while the water mains are replaced, the roads can be fully resurfaced or rebuilt as part of a long term road improvement plan. The DWRF will pay for only roads that were bad in the first place, not those that were caused by the project. Each year we drive the roads and give them a pacer rating. The City major roads are done. Saginaw Street was rated a 3 out of 10 on the scale; it needs to be heavily rehabilitated or rebuilt.

Mr. Richvalsky stated Saginaw Street in Grand Blanc up to Maple Road has been repaired and broken down curbs were removed. He asked if that will continue into our district and how was it funded?

Mr. Slattery said they are 2 different jurisdictions. South of Maple is a County primary road. They probably received Federal Funding. Whatever funding they obtained cannot be spent elsewhere. I hope it continues into Burton. Saginaw Street gets approximately 15,000 vehicles per day. It will require Federal funding. We compete with all other roads in Genesee County. Given it is a high traffic street and it is rated a 3 on the pacer scale, it should be high on the list. When they go out to rate the roads there is someone from MDOT, the County Planning Commission, and the municipality in the vehicle. They are well trained in the distresses on the road and what they indicate in terms of the need to fix. It is an asset management approach to road maintenance. They debate the cracking and rutting to give it an

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accurate rating. Our job is to try to identify funding to address those needs. My goal is to keep the good roads that are rated 5's and 6's from becoming 2's and 3's because we cannot afford to rebuild those roads. We will be doing more preventative maintenance. Saginaw Street doesn't need just a thin overlay because it won't last. It needs to be milled out, resurfaced, and refilled. We need to fix the curbs and drainage. It costs about $600,000.00 per mile to rebuild a road. Council has been talking about bonding to repair roads such as Saginaw Street, Belsay Road, and Center Road. When you bond for a road project, the fix has to be just as long as the life of the bond. So, they would be doing significant projects with that money. There is a glimmer of hope for Saginaw Street. The next Transportation Improvement Program for funding is this fall. I am in the middle of putting together our submission request for that.

Mr. Richvalsky stated in areas like Pontiac even in less economically developed areas, the heavily traveled roads are nice and it just gives a better appearance.

Mr. Slattery said decent roads are a very big economic development factor. It draws businesses and residents to the area.

Mr. Fenner asked about our DDA speed limits. We have 3 different speed limits. It is 35 MPH all through Grand Blanc and we have 35 MPH, 40MPH, and 45 MPH in some areas. How do we go about getting it more uniform? Do we do that through the DPW?

Mr. Slattery said it is partly a Police issue and the State may get involved.

Mr. Richvalsky stated it is in the DDA's master plan to put a boulevard in and drop the speed to 35 MPH.

Mr. Fenner said when you widen streets, people go faster. If the streets are narrow, they travel slower.

Mr. Slattery said traffic calming techniques will make it appear more like a downtown area environment.

Mr. Martz said this is a futuristic agenda; a vision for the DDA. It is in our master plan.

Mr. Slattery said he would like a copy of the DDA master plan. He has not seen it.

Mr. Fenner would like to coordinate anything the DPW does with the DDA's vision and master plan.

Mr. Richvalsky said this master plan is a dream. It is what we would like to see for years in the future.

Mr. Slattery said he has been a part of the Michigan Municipal League for a long time. He has seen a lot of cities and Burton has a lot to be proud of. There are cities in worse shape that have no idea what they want to do. I look around in Burton and see sewer, water, and road projects. I see events, and an active DDA. Burton has a lot going for it. I am proud to be a part of it. It can be frustrating that things don't

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happen quickly but they are happening.

Mr. Richvalsky said this is where we make a living and we have a great group that does care about this community.

Mr. Martz expressed appreciation for Mr. Slattery attending the meeting. It has been very informative.

Mr. Slattery said the DPW would like to coordinate with the plans of the DDA and he would like to attend meetings on a regular basis. Phase 2 has begun. They will work through December and possibly throughout the winter when the weather is good. We are looking for complete restoration by May. Saginaw Street is relatively soon on the plan; beginning in September. Hopefully it will be done by mid to late November. Please be patient with the project and be flexible with the beginning and end dates especially as we get into the late fall and winter months. The company has committed be being efficient and as mindful to the residents as possible.

Mr. Coates stated in regards to the banner poles, we need something from Crannie that says where we are with it so we can decide what to do. This is the second Back to the Bricks that we have done without them.

Mr. Richvalsky stated we should take advantage of the poles that were given to us and abandon the North end poles.

Mr. Coates said the stakes are there for the poles.

Mr. Martz said we need to get the plans so we can look at them logically and see what we are going to do. The location and what is under the pole location is a concern. I will call him every week if I have to get an answer by our next meeting. There was a Back to the Bricks office in the Tech Center maybe we need to go in there to talk to them.

Mr. Coates said what we need to know is Consumer's the hold up or is Crannie?

Mr. Fenner said finding places for the poles will be difficult. There is too much other stuff in the ground.

Mr. Richvalsky asked in terms of police, how did Back to the Bricks go? Do we need to fund the police for their participation in the event?

Mr. Martz said it looked pretty organized and there were no real police dilemmas, fights or crowd issues. It seemed to go well.

Mr. Fenner stated he doesn't see the police as part of the DDA's responsibility. We already spend enough money. We supported the millage, we clean the streets and we get our sidewalks ready. We make our streets look as good as we can. Back to the Bricks should pay for it. It is their event.

Mr. Richvalsky said the new curfew eliminated a lot of issues that were prevalent in the beginning.

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Mr. Coates would like to ask the Police Chief for a report of this year's event.

Mr. Fenner said he would like a report from the Police Chief regarding what problems we had and how he thinks it went.

Meeting was adjourned at 9:47 AM.

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