



# CITY OF BURTON

## BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

APRIL 24, 2017

### MINUTES

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**Council Chambers**

**Special Meeting**

**8:30 AM**

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**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 |         |
| Gregory Fenner  | Commissioner | Present |         |
| Larry Stapleton | Commissioner | Absent  |         |
| Neil Martz      | Commissioner | Absent  |         |
| Cindi Dail      | Commissioner | Present |         |

#### **B. STAFF PRESENT**

Ginger Burke-Miller, Controller  
Bob Slattery, DPW Director

Racheal Boggs, Deputy Clerk  
Karen Moffitt, Deputy Controller

#### **C. ADMINISTRATIVE REPORT**

Ginger Burke-Miller presented the DDA budget report:

Tax revenue is based on what we received from the Assessors Office. Delinquent personal taxes are payments made from prior years, we have not shown anything to date but we haven't settled with the county yet. Local Community Stabilization is money coming back from the state for taking away the personal property tax. Investment Interest is your portion of bank interest coming into the city. As far as Appropriations: Retirement and Payroll Fringes are for when you have work done by city employees. You may incur some costs here however, you haven't incurred anything directly into that line in the 2016-2017 fiscal year. Some of this is billed to Community Decorations so we will leave that blank for 2017-2018. Operating Expenditures: we are anticipating \$800. Audit and Other Professional Services: we are recommending to keep it at \$500. Legal: the recommended amount is \$700. Public Relations is at \$500.

#### **D. AUDIENCE PARTICIPATION**

None.

#### **E. BOARD RECOMMENDATION AND/OR ACTION**

Mr. Fenner stated we have not heard back from Crannie and we are losing revenue on the banner poles. He asked if Mr. Slattery if he will contact Mr. Crannie regarding the banner poles being in place by May 1st.

Mr. Slattery will contact Mr. Crannie.

Mr. Coates reminded everyone of the DDA Public Hearing for the budget on May 15, 2017 at 8:30 AM.

Mrs. Dail stated she will be out of town for the Public Hearing.

## **F. BOARD DISCUSSION**

### **1. Discussion on Proposed Budget for Fiscal Year 2017-2018.**

The DDA Board made the following budget suggestions: Operating Expenditures \$500.00, Audit and Other Professional Services \$500, Legal \$500, Public Relations \$2,000. Community Decorations: \$5,000, Landscape Maintenance: \$3,900, Clock Corner: \$10,000, Miscellaneous: \$4,000 Police Fund: \$5000, Transfer to Capital Improvement: \$3,000.

Board discussion on Community Decorations, Landscape Maintenance, Clock Corner Maintenance, street sweeping and budget recommendations.

Meeting was adjourned at 9:44 AM.

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**SCHEDULED**

**AGENDA ITEM (ID # 2982)**

DOC ID: 2982

## **Discussion on Proposed Budget for Fiscal Year 2017-2018.**

**COMMENTS - Current Meeting:**

The DDA Board made the following budget suggestions: Operating Expenditures \$500.00, Audit and Other Professional Services \$500, Legal \$500, Public Relations \$2,000. Community Decorations: \$5,000, Landscape Maintenance: \$3,900, Clock Corner: \$10,000, Miscellaneous: \$4,000 Police Fund: \$5000, Transfer to Capital Improvement: \$3,000.

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