



# CITY OF BURTON

## BURTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

OCTOBER 16, 2017

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

#### B. STAFF PRESENT

Bob Slattery, DPW Director  
Marcy Kimball, Clerk's Office

#### C. APPROVAL OF MINUTES

1. Downtown Development Authority - Regular Meeting - Sep 18, 2017 8:30 AM

Approved with corrections.

|                  |                                         |
|------------------|-----------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>             |
| <b>MOVER:</b>    | Steve Coates, Commissioner              |
| <b>SECONDER:</b> | Cindi Dail, Commissioner                |
| <b>AYES:</b>     | Richvalsky, Coates, Fenner, Martz, Dail |
| <b>ABSENT:</b>   | Stapleton                               |

#### D. ADMINISTRATIVE REPORT

Mr. Slattery said I called Crannie and left a message asking what material the banner poles are designed to hold. They need to be able to hold vinyl banners. Also how are the banners supposed to be attached to the poles and the cable? We haven't made contact as of yet, so I will call him again.

Mr. Coates stated it was brought up at our last Council meeting that our banners on Saginaw Street are advertising and are in violation of the ordinance. One of the Councilmen brought up that the City issued us permits for our banners that are in violation of our ordinance.

Mr. Slattery stated it is different than advertising a commercial product or service, it is an event. The City can put signs in the right of way because we own the right of way. I will

speak with the Attorney Doyle about the specifics of the sign ordinance as it relates to the DDA, specifically related to the banner poles but more generally related to advertising by the City in the City right of way. I will also ask if we can rent the space out.

Mr. Fenner said we need to implement guidelines as to the type, size and permit cost of banners etc.

Ms. Dail suggested stating that all community event banners will need to be approved by the DDA.

1. Revenue and Expenditure Report Period ending 9/30/17.

#### **E. AUDIENCE PARTICIPATION**

None.

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

1. Consideration of request for installation of an MTA bus shelter on Saginaw Street.

Mr. Richvalsky stated the bus shelter that they are proposing would be in front of Rite Aid just south of the brick pavers that we have there now.

Mr. Fenner said the bus shelter should be put up further South of the Bristol and Saginaw Street corner.

Mr. Slattery said I received an email from MTA that they want to cancel their request to put the bus shelter near the clock corner. They want to work with us to find a more appropriate location near the clock corner that would complement and beautify the area around the clock. They had a request for a bus shelter from the Bristolwood Church, which is West of Fenton Road, South of Bristol Road in Flint Township.

#### **G. BOARD DISCUSSION**

1. Traffic Study

Mr. Richvalsky stated we will be discussing this at the November meeting.

2. Board Discussion on General Business Germane to the DDA District.

Mr. Coates asked Mr. Slattery how they are coming on the water project.

Mr. Slattery stated they are right on track. The road will be paved and made ready for winter. The bridge on Bristol Road work is also right on track.

Mr. Martz said I had an onsite meeting with Newkirk Electric regarding the Christmas tree electrical pedestal and repairing the existing electrical drops on the telephone poles where the street lights were at. He will be faxing a bid for both projects to Mr. Richvalsky. The pedestal at Bristol will be difficult because you have to pull the sidewalk out to wander back around the clock tower or else go underneath it. That entails a variety of different construction issues that are not even feasible to get done before springtime. I had him price out 17 drops between James Street and

Parkwood. I have another electrical company preparing a bid also.

3. Traffic Diet on Saginaw Street

Mr. Richvalsky stated I have received some feedback. The half that are in favor of this are the tenants and people that live along that area.

Mr. Fenner said we need to slow down the traffic and enforce the speed limit. For the Back to the Bricks event we could open up the road with cones if need be.

Mr. Richvalsky said the road diet would look just like the City of Flint, with parallel parking, bike lane and three lanes in the middle.

Mr. Coates asked Mr. Slattery if we know what the timeline is yet for resurfacing Saginaw Street from Hemphill Road to Bristol Road.

Mr. Slattery said it doesn't have to be done until October of next year. You will have a full year to engineer it and a full year to build and complete it.

Mr. Richvalsky asked about curb cuts.

4. Public Meeting Date

The Public Hearing will be rescheduled for November 20, 2017 at 6 PM.

5. Payment on Clock Corner

Mr. Richvalsky stated we will hold off on the payment for the Clock Corner until it is painted. I will call them again to ask when this will be completed.

Meeting was adjourned at 9:36 AM.

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