

**DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
January 24, 2005**

DIRECTORS PRESENT: Bob Doud, Jennifer Shoub, Stacy Skartsiaris,
John Steele, Chris Shook, Kenneth Miller

DIRECTORS ABSENT: Dan Van Sweden, Robert Jones, Moses Walker
Jeff Nicholson

STAFF PRESENT: Steve Deisler, Vicky Kettner, Mary Staron
Marissa Ferrari, Nicole Emerson, Jillian Green

OTHER: Jerome Kisscorni, Michael O' Connor

Director Doud called the meeting to order at 3:06 p.m.

II. ADOPTION OF AGENDA

**DIRECTOR SHOUB MOVED TO
ADOPT THE AGENDA AS PRESENTED.
SUPPORTED BY DIRECTOR MILLER.
MOTION CARRIED.**

III. MINUTES – December 13, 2004

Director Doud noted that there was a correction to be made. S. Deisler clarified that on page 2, under Parking, that the TIF subsidy would not be removed completely, just the \$300,000 operational cap.

**DIRECTOR SHOOK MOVED TO ACCEPT
THE MINUTES OF NOVEMBER 15, 2004 AS
AMENDED. SUPPORTED BY DIRECTOR
MILLER. MOTION CARRIED.**

IV. FINANCIAL REPORT – November 30, 2004

M. Staron reviewed the finance report and opened the floor to questions.

**DIRECTOR SHOOK MOVED TO ACCEPT
THE NOVEMBER 30, 2004 FINANCIAL REPORT
AS PRESENTED. SUPPORTED BY DIRECTOR
MILLER. MOTION CARRIED.**

V. ACTION ITEMS

A. Resolution 05-01 to Adopt the 2005 DDA Budgets

S. Deisler stated that the Board needed to approve the resolution and that nothing had changed from the previous month.

**DIRECTOR MILLER MOVED TO ACCEPT
THE PROPOSED 2005 DDA TIF AND TWO-MIL
BUDGETS AS PRESENTED. SUPPORTED BY
DIRECTOR SHOOK. MOTION CARRIED.**

ROLL CALL VOTE 6-0.

VI. DISCUSSION ITEMS

A. Cinema/Parking Update

S. Deisler briefed the Board on the Town Hall meeting that took place on January 18, 2005. He stated the intent of the meeting was to communicate the transition-parking plan. There were representatives from Downtown Kalamazoo Inc., Central City Parking and the Meyer C. Weiner, Co. on hand to field questions.

Director Doud asked if the Epic Center ramp is being monitored for overcrowding. S. Deisler answered that one of the points that was made at the meeting was all monthly parkers would be guaranteed a spot in the ramp. He noted the target date for closing Ramp 3 is February 1, 2005 with a goal of giving parkers a week's notice prior to closing.

Director Doud asked if the names of the attendees to the Town Hall meeting were recorded. S. Deisler confirmed they were and that e-mail addresses were also collected. Director Doud encouraged consistent correspondence with people to keep them abreast of the situation. S. Deisler noted that a brochure would be produced to communicate with downtown parkers.

B. United Electric Project Update

S. Deisler updated the Board on the United Electric project. He noted that details are being worked out to finalize the sale of the property and the building rehabilitation, which includes funding assistance from the D's and the City of Kalamazoo.

VII. COMMITTEE UPDATES

A. Business Recruitment Incentive Program

S. Deisler explained that a grant request was received from Peregrine Realty for a new office tenant at 350 S. Kalamazoo Mall. The tenant will be taking up approximately 950 square feet and will bring four new employees to downtown. Based on a five-year lease, they are eligible for \$2,850. He noted the Business Recruitment Retention Committee had previously approved the grant.

Director Miller asked what kind of business it would be. S. Deisler clarified Financial Asset Management, Inc. was the name of the business.

**DIRECTOR MILLER MOVED TO APPROVE
THE GRANT REQUEST OF \$2,850 FOR
PEREGRINE REALTY AS PRESENTED.
SUPPORTED BY DIRECTOR SHOUB.
MOTION CARRIED.**

B. Appoint Nominating Committee

Director Doud commented that traditionally the Executive Committee has acted as the Nominating Committee and if there was no objection, the same would be true for 2005.

Director Miller asked how many vacancies needed to be filled. S. Deisler answered there were three.

VIII. DIRECTOR COMMENTS

There were none.

IX. PUBLIC COMMENTS

L. Ferraro commented that the Public seems to be very excited about what is happening downtown, including the students.

X. ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

Jillian Green
Recording Secretary

APPROVED: _____