

**DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
March 21, 2005**

DIRECTORS PRESENT: Bob Doud, Jennifer Shoub, Dan Van Sweden,
Robert Jones, John Steele, Chris Shook

DIRECTORS ABSENT: Kenneth Miller, Moses Walker, Jeff Nicholson,
Stacy Skartsiaris

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

OTHER: Jane Parikh, Michael O'Connor

Director Doud called the meeting to order at 3:13 p.m.

II. ADOPTION OF AGENDA

**DIRECTOR STEELE MOVED TO ADOPT
THE AGENDA AS PRESENTED. SUPPORTED
BY DIRECTOR VAN SWEDEN. MOTION CARRIED.**

III. MINUTES – February 28, 2005

**DIRECTOR STEELE MOVED TO ACCEPT
THE MINUTES OF FEBRUARY 28, 2005 AS
PRESENTED. SUPPORTED BY DIRECTOR
JONES. MOTION CARRIED.**

IV. FINANCIAL REPORT – December 31, 2004

M. Staron reviewed the report and shared a handout regarding the TIF report. She then opened the floor to questions.

Director Doud asked for clarification on the \$21,000 earmarked for the trailway that was not used in 2004 and also the status of the project. M. Staron confirmed that the funds would be used in 2005 along with additional \$10,000 for 2005. S. Deisler explained that DKI was working with City staff on designing signage and pavement improvements for the segment between the Kalamazoo River and the Kal-Haven Trail at N. Westnedge and W. Kalamazoo Ave.

Director Doud asked if the BRP dollars set aside for grants that were not spent in 2004 would be carried over for 2005. M. Ferrari confirmed that they would.

**DIRECTOR VAN SWEDEN MOVED TO ACCEPT
THE DECEMBER 31, 2004 FINANCIAL REPORT
AS PRESENTED. SUPPORTED BY DIRECTOR
SHOUB. MOTION CARRIED.**

V. DISCUSSION ITEMS

A. S. Kalamazoo Mall Maintenance Program Update

S. Deisler updated the Board on the status of the DDA taking over the Mall Maintenance from the City for a one-year pilot program. He noted that the CIP Committee had reviewed the most recent proposal from the City and submitted a counter-proposal back to the City. He stated that the DDA and City are very close to an agreement on the contract.

B. Theater/Parking Ramp Update

S. Deisler updated the Board on the status of the project. He noted that the design team's goal is to have the proposed design to the City Site Plan Review Team by the end of March so that construction can start by mid-April. The demolition is projected to wrap up at the end of the week, approximately three weeks ahead of schedule. He stated that staff continues to work to eliminate confusion from the signage during construction.

K. Nacci noted that there are a few documents yet to be executed between the DDA and the City related to the parking sub-lease.

Director Doud asked what the projected timeline for completion of the ramp was. S. Deisler answered December of 2005.

Director Jones asked if people were finding places to park. S. Deisler answered that the Epic Center ramp continues to be about 90% occupied and that people are utilizing the on-street parking. He stated that overall people are getting used to the transition.

Director Van Sweden commented that he had heard that Central City Parking was being a little more lenient because of the parking challenges. S. Deisler stated that they were trying to be more understanding, especially on Farmers Alley which has been one of the most challenging areas. He noted that diligent enforcement is being exercised for the contractors and construction workers. He affirmed that the priority has been ensuring on-street parking for customers.

K. Nacci noted that the Pfizer demolition would most likely start on May 1, 2005.

VI. Committee Updates

A. Business Recruitment / Retention Committee – Business Recruitment / Retention Strategy

S. Deisler reviewed handouts with the Board and discussed the objectives of the committee for 2005. He stated that the committee is looking to assess their programs annually and may be adding new programs. He then opened the floor to questions.

Director Jones asked what the capacity was for residential units. S. Deisler that on previous studies have indicated downtown Kalamazoo can support 50 new units per year. He noted that the current residential feasibility study should be completed in May.

Director Doud suggested revisiting the void analysis that was done in the last 4-5 years based on the tremendous residential growth.

Director Jones commented that the residential growth is crucial to downtown and suggested examining the potential to increase the number of new units per year. K. Nacci explained that the last few void analyses that measure the absorption rate did not factor in the cinema project or other projects coming on line. He stated that the 2005 feasibility study will be very telling and could very well reveal that the market can support more than 50 new residential units annually.

B. Downtown Design Review Committee – Final Downtown Design Guidelines

N. Emerson reviewed the final draft with the Board, noting the City Commission approved it on March 7, 2005.

Director Van Sweden asked about sidewalk cafes would be allowed. N. Emerson answered that they are addressed in the guidelines. S. Deisler stated that they are allowed, but there are standards that must be met.

VII. DIRECTOR COMMENTS

M. Ferrari noted that the third annual Spring Fiesta event was scheduled for March 31 at the St. Joseph School on Lake St. and encouraged the Board to attend.

VIII. PUBLIC COMMENTS

There were none.

IX. ADJOURNMENT

The meeting was adjourned at 4 p.m.

APPROVED: _____

Jillian Green
Recording Secretary