

**DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
September 19, 2005**

DIRECTORS PRESENT: Bob Doud, Dan Van Sweden, Jennifer Shoub,
John Steele, Kenneth Miller, Robert Jones,
Chris Shook, Stacy Skartsiaris, Ann Rohrbaugh

DIRECTORS ABSENT: Jeff Nicholson, Moses Walker

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

OTHER : Warren Cook, Francois Moyet, Jane Parikh,
Lee Kirk, Brian Frankowski, Michael O'Connor

Director Doud called the meeting to order at 3:00 p.m.

II. ADOPTION OF AGENDA

**DIRECTOR SHOOK MOVED TO ADOPT
THE AGENDA AS PRESENTED. SUPPORTED
BY DIRECTOR JONES. MOTION CARRIED.**

III. MINUTES – July 18, 2005

**DIRECTOR STEELE MOVED TO ACCEPT
THE MINUTES OF 7/18/05 AS PRESENTED.
SUPPORTED BY DIRECTOR MILLER.
MOTION CARRIED.**

IV. FINANCIAL REPORTS

A. June 30, 2005

B. July 31, 2005

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

Director Van Sweden asked why there were excess funds budgeted for the Building Revitalization Program in the TIF budget that had not been used. M. Staron deferred to M. Ferrari to elaborate. M. Ferrari explained that from year to year there is typically a carryover due to some of the grant recipients not drawing down funds. She also cited some funds that had not yet been awarded. She noted there are more applications anticipated prior to the end of the year.

**DIRECTOR MILLER MOVED TO ACCEPT
THE JUNE 30, 2005 AND JULY 31, 2005
FINANCIAL REPORTS AS PRESENTED.
SUPPORTED BY DIRECTOR VAN SWEDEN.
MOTION CARRIED.**

DIRECTOR SHOUB ABSTAINED.

V. ACTION ITEMS

A. Building Revitalization Program

1. Vintage Holdings, L.L.C.— 236 S. Kalamazoo Mall
Grant request: \$25,000 (façade)

M. Ferrari stated that John Schmitt plans to restore the façade to the original condition and is planning first floor commercial. The Project Review Committee has approved the request.

**DIRECTOR SHOOK MOVED TO APPROVE
THE FACADE GRANT OF \$25,000 FOR 236
S. KALAMAZOO MALL. SUPPORTED BY
DIRECTOR STEELE. MOTION CARRIED.**

2. David Crosser — 329-333 N. Burdick St.
Grant request: \$25,000 (façade)

M. Ferrari explained that the building is currently vacant and is located next to Sarkozy Bakery. The plan is to restore the façade to its original condition. The commercial space has two units and the owner plans to bring at least one new business downtown.

Director Van Sweden asked what type of business the new tenant would operate. M. Ferrari answered an antique tool business.

**DIRECTOR MILLER MOVED TO APPROVE
THE FACADE GRANT OF \$25,000 FOR 329-333
N. BURDICK ST. SUPPORTED BY DIRECTOR
VAN SWEDEN. MOTION CARRIED.**

VI. DISCUSSION ITEMS

Director Rohrbaugh asked what the plan is for the site of the former Public Safety Station on Rose St. S. Deisler answered that staff is working with the City and a private developer to redevelop the site. A development agreement is being put together and it looks as though the project will be primarily residential. There is still work to be done in terms of land acquisition and the funding strategy. Director Doud asked what the timeline would be and what role the DDA Board might play. S. Deisler answered that a component would come to the Board because the TIF funds may be used for some of the site improvements around the block. There may also be snowmelt improvements in that area as well. If there are streetscape or sidewalk improvements, the Board would be involved.

Director Van Sweden asked if the new parking ramp was still on schedule. S. Deisler confirmed that the project is still on schedule and slated for a December 2005 opening.

VII. DIRECTOR COMMENTS

There were none.

VIII. PUBLIC COMMENTS

F. Moyet inquired why the Rave representatives had not yet broken ground on the cinema project. S. Deisler answered that a few agreements were yet to be executed between Meyer C. Weiner and Rave. The agreements are anticipated to be finalized in the near future. He clarified that the project is still on target for a June 2006 opening.

F. Moyet raised a concern with the traffic flow in and out of the ramp and asked if a survey would be conducted. S. Deisler answered that Gove Associates, Inc. (consultant) and Parsons Brinkerhoff (traffic engineer) had been retained to conduct a traffic study. The City and the DDA have entered into a contract for the study, which would include Portage St., South St., and the Michigan Ave. interchange to assess the situation with the ramp. Initial results and some decisions are anticipated toward the end of October. When the results are in, a meeting is expected to engage area merchants to share results and proposed designs. Director Doud clarified that the results may not be received until November, but assured F. Moyet that he would be notified when the results were in.

F. Moyet suggested doing some signage to direct theater patrons and asked what organization should be approached related to funding. S. Deisler answered once the study was complete; DKI would be putting together a communication plan to convey how to navigate the parking ramp and surrounding areas during ongoing construction to patrons. He stated South St. would remain open, however Portage St. may be closed temporarily between South St. and Lovell St. due to Pfizer demolition. Staff will be working with the Marketing Committee to devise a communication strategy.

F. Moyet cited his previous request to expedite the opening of the ramp to accommodate holiday shoppers and noted that business is down 30-40%. He asked again, was there any way to accelerate the opening of the ramp to ensure parking for patrons during the peak shopping season. S. Deisler assured him that the project team would work to move up the opening date and look at a partial opening if possible.

Director Shook affirmed that as Chair of the Parking Committee, he would pose F. Moyet's questions to the committee. He added that he would follow up with F. Moyet after speaking to the committee.

IX. ADJOURNMENT

The meeting was adjourned at 3:31 p.m.

APPROVED: _____

Jillian Green
Recording Secretary