

**DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES  
February 28, 2005**

**DIRECTORS PRESENT:** Jennifer Shoub, Stacy Skartsiaris, John Steele,  
Chris Shook, Kenneth Miller, Robert Jones,  
Moses Walker, Jeff Nicholson

**DIRECTORS ABSENT:** Bob Doud, Dan Van Sweden

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

**OTHER:** Jane Parikh

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

**II. ADOPTION OF AGENDA**

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

**III. MINUTES – January 24, 2005**

**DIRECTOR STEELE MOVED TO ACCEPT  
THE MINUTES OF JANUARY 24, 2005 AS  
PRESENTED. SUPPORTED BY DIRECTOR  
MILLER. MOTION CARRIED.**

**IV. FINANCIAL REPORT – Year End-No Report**

Director Shoub stated there was no report since it was year-end.

**V. ACTION ITEMS**

**A. Downtown Kalamazoo Mall Maintenance Program**

S. Deisler updated the Board on the status of program. He noted that the DDA is negotiating with the City regarding maintenance of the mall for general maintenance (landscaping, etc.) activities. He requested that the Board empower the CIP Committee to negotiate the details of the program.

Director Shook asked the cost for maintenance would be. S. Deisler answered that the DDA would get between \$50,000-\$70,000 from the special assessment on the mall.

**DIRECTOR MILLER MOVED TO EMPOWER  
THE CIP COMMITTEE TO NEGOTIATE THE  
DETAILS OF THE MALL MAINTENANCE  
PROGRAM BETWEEN THE DDA AND THE  
CITY OF KALAMAZOO. SUPPORTED BY  
DIRECTOR JONES. MOTION CARRIED.**

**B. S. Kalamazoo Mall Brick Repair**

S. Deisler reminded the Board that a settlement had been reached with the designer and the contractor. He noted the next step was to move forward on the designing and engineering for the repairs. The plan is to contract with Nigle Nixon, a forensic engineering firm from Texas. He stated staff was looking for the Board's approval of a contract with N. Nixon not to exceed \$45,000 and the action has already been approved by the CIP Committee.

Director Miller asked about the timing and expressed concern about construction coinciding with construction on the theater project. S. Deisler stated that staff would do their best to pick the least disruptive time. He stated that staff would come back to the Board later with a plan for construction and timing.

**DIRECTOR MILLER MOVED TO CONTRACT WITH NIGLE NIXON FOR ENGINEERING AND DESIGN FOR THE S. MALL BRICK REPAIR WITH AN AMOUNT NTE \$45,000. SUPPORTED BY DIRECTOR STEELE. MOTION CARRIED.**

**VI. DISCUSSION ITEMS**

**A. Arena and Residential Feasibility Studies**

S. Deisler updated the status on the arena feasibility study, noting the contract was awarded to the Rosetti firm out of Detroit. The study will help determine if there is a market for a 10,000-12,000 seat arena in downtown. DKI is contributing approximately \$12,000 toward the study.

Director Walker inquired what the cost of the study was. S. Deisler answered approximately \$49,000, plus expenses.

M. Ferrari stated the residential feasibility study had been kicked off a couple of weeks prior. She noted the contract had been awarded to the Zimmerman / Volk firm out of New Jersey. She explained how this particular firm conducts the study a little differently by assessing the current projects taking place and how it could affect residential development in the future.

Director Nicholson asked if the study would be completed within 90 days. M. Ferrari confirmed that was the projected timeline.

**B. DDA Boundary Revision Plan**

S. Deisler explained the rationale behind the concept of the potential expansion to the current DDA boundary or creation of a new boundary. With all of the proposed development on Portage Street, the Edison Mainstreet program would like to research the potential for expanding current/creating a new boundary. DKI staff will be researching and having their legal counsel investigate the options as well. He stated staff was looking for authorization for DKI staff to explore the concept of expanding the current DDA boundary.

**DIRECTOR MILLER MOVED TO AUTHORIZE  
DKI STAFF TO EXPLORE THE OPTIONS FOR  
EXPANSION OF CURRENT DDA BOUNDARY  
OR CREATION OF A NEW DISTRICT.  
SUPPORTED BY DIRECTOR STEELE.  
MOTION CARRIED.**

M. Ferrari elaborated; explaining part of why the D's Boards have functioned so well downtown is because it is a private-public partnership.

**C. Theater/Ramp Update**

S. Deisler updated the Board on the status of the theater project, noting that all of the agreements have been executed. He stated the goal is to have the ramp completed by early December 2005 and the theater finished by spring 2006. He noted that DKI staff is working to keep downtown patrons and employees updated on the parking situation.

Director Miller asked about the status of the parking spaces for Public Safety on Farmers Alley. S. Deisler answered that DKI and Central City Parking are working with Public Safety while balancing the needs of residents, customers and merchants along Farmers Alley.

**VII. DIRECTOR COMMENTS**

S. Deisler noted that an agreement had been reached on the United Electric property and use of parking space for festivals.

Director Nicholson expressed his gratitude to the D's for their assistance with the United Electric project.

**VIII. PUBLIC COMMENTS**

There were none.

**IX. ADJOURNMENT**

The meeting was adjourned at 3:28 p.m.

Jillian Green  
Recording Secretary

**APPROVED:** \_\_\_\_\_