

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS**

REGULAR MEETING MINUTES

May 15, 2017

DIRECTORS PRESENT: Greg Taylor, Bob Miller, Grant Fletcher, Susan Lindemann, Stephanie Hinman, Derek Wissner, Carl Brown, Bobby Hopewell, Patti Owens

DIRECTORS ABSENT: Bjorn Green

STAFF PRESENT: Andrew Haan, Patrick Halpin, Deb Houseman, Sue Huggett

OTHER: Mike O'Connor, Chris Shook, Emily Deering, Matthew Caruso, John Schmitt, Jeff Breneman

I. CALL TO ORDER

Director Taylor called the meeting to order at 3:01pm.

Roll call: Director Taylor, Owens, Miller, Lindeman, Mayor Hopewell, Hinman, Fletcher, Wissner

Director Brown arrived after roll call.

**DIRECTOR OWENS MOVED TO EXCUSE ABSENT BOARD MEMBERS.
SUPPORTED BY DIRECTOR FLETCHER. MOTION CARRIED.**

II. ADOPTION OF AGENDA

Chemical Bank Security Assignment Consent will be added as Action Item B.

**DIRECTOR MILLER MOVED TO ADOPT THE AGENDA AS AMENDED.
SUPPORTED BY DIRECTOR OWENS. MOTION CARRIED.**

III. MINUTES – April 17, 2017

**DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE BOARD
MINUTES. SUPPORTED BY DIRECTOR OWENS. MOTION CARRIED.**

IV. FINANCIAL REPORT- 2 MILL and TIF April 2017, TPM March 2017

D. Houseman reviewed the financials, and opened for questions. There were no questions.

DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE FINANCIAL STATEMENTS AS PRESENTED. SUPPORTED BY DIRECTOR MILLER. MOTION CARRIED.

V. ACTION ITEMS

A. Public Hearing On Downtown Redevelopment Liquor License Request

DIRECTOR MILLER MOVED TO OPEN THE PUBLIC HEARING FOR THE LIQUOR LICENSE. SUPPORTED BY DIRECTOR WISSNER.

M. Caruso introduced the Stamped Robin, a wine and cocktail lounge. The lounge will specialize in a wine on tap program, similar to beer on tap at bars.

E. Deering shared that they are looking to open the Stamped Robin at 128 Portage Street, where the Spirit of Kalamazoo was previously located. They plan to open by August 1, 2017.

a) Public Comments

C. Shook stated his support for the Stamped Robin liquor license.

J. Schmitt shared that SCORE has been working with the Stamped Robin.

DIRECTOR OWENS MOVED TO CLOSE THE PUBLIC HEARING FOR THE LIQUOR LICENSE. SUPPORTED BY DIRECTOR LINDEMANN.

Director Mayor Hopewell asked for information on act changes to the DDA liquor licenses. J. Schmitt stated that he can share the LCC code book with the Board. This specific act was changed in 2012, which states that there is no food percentage requirement, and the seating capacity requirement is 25.

DIRECTOR MILLER MOVED TO APPROVE THE LIQUOR LICENSE FOR THE STAMPED ROBIN AT 128 PORTAGE ROAD. SUPPORTED BY DIRECTOR OWENS. ROLL CALL VOTE: 9-0. MOTION CARRIED.

Director Mayor Hopewell stated that this will be voted on at the City Commission meeting tonight.

B. Chemical Bank Security Assignment Consent

M. O'Connor shared that DDA has a TIF agreement, where DDA agrees to reimburse the developer up to \$3,300,000 for the public improvements that will be made at the Exchange site. It is agreed to reimburse at the rate of what is captured annually, but not to exceed \$103,381 a year. The developers are asking the DDA to consent to a security assignment of the TIF agreement to their overall lender.

DIRECTOR WISSNER MOVED TO APPROVE THE CHEMICAL BANK SECURITY ASSIGNMENT. SUPPORTED BY DIRECTOR BROWN. MOTION CARRIED. DIRECTOR TAYLOR ABSTAINED.

VI. DISCUSSION ITEMS

A. 302 Academy Proposal

A. Haan shared that the Congregational Church has purchased the 302 Academy Street building, and are seeking proposals for redevelopment. DKI's proposal is for the Church to postpone redevelopment for one year and work with the D's and the City to create a comprehensive plan for the developments around Bronson Park. The Church's current leading proposal is to demolish the building and create a park for the congregation. A. Haan would like the DDA Board's endorsement on this proposal, not to fund the proposal.

DIRECTOR OWENS MOVED APPROVAL TO ENDORSE THE 302 ACADEMY PROPOSAL. SUPPORTED BY DIRECTOR MAYOR HOPEWELL.

Director Miller suggested we offer the Church an option agreement to help mitigate the carrying costs the Church possess and motivate them to accept our proposal. Director Brown asked if the purpose of the DDA is purchase real-estate or facilitate developers. Director Wissner stated that the DDA is to prevent deterioration of downtown, encourage historic preservation, and implement development plans.

DIRECTOR WISSNER MOVED TO AUTHORIZE A. HAAN ENTER INTO AN OPTION, UP TO \$10,000, WITH THE CHURCH IN REGARD TO THIS PROPOSAL.

Director Taylor shared no legal action to take place with this motion, unless it is on the agenda as an Action Item. A. Haan shared that he is solely asking for a signed endorsement of this proposal from the DDA Board.

DIRECTOR WISSNER MOVED TO APPROVE THE 302 ACADEMY PROPOSAL AND AUTHORIZE A. HAAN TO EXPLORE OPTIONS AND BRING THEM BACK TO THE BOARD FOR APPROVAL.

DIRECTOR WISSNER WITHDREW HIS MOTION.

DIRECTOR OWENS MOVED FOR THE DDA BOARD TO ENDORSE THE PROSPOSAL, AND AUTHORIZED A. HAAN TO ENGAGE IN NONBINDING NEGOTIATIONS. SUPPORTED BY DIRECTOR MAYOR HOPEWELL. MOTION CARRIED. DIRECTOR LINDEMANN ABSTAINED.

B. Urban Growth Initiative

A. Haan shared that the draft document is planned to be finished by June 9th.

VII. COMMITTEE REPORTS

A. Transportation, Parking & Mobility

A. Haan shared that the committee is discussing creating a holistic parking meter plan in downtown, and is exploring a pilot parking plan for the east-end of downtown.

B. Capital Improvements

P. Halpin shared that 20 bike racks have been purchased, and we are working with R. Kik on placement. Director Owens would like to further discuss the installment of racks on her property.

The creek dredging began last week, and the repairs on the creek wall has begun today.

The committee has received the initial design and cost for Bates Alley. The MEDC video was shot last week, and will be included in the Patronicity Campaign.

C. Project Review

No update was given.

D. Citizens Council

P. Halpin shared that D. Killarney will become the new Chair, and the committee is looking for new members.

B. Safety

P. Halpin shared that a safety task force is meeting with the security company, as part of the PARCS upgrades, to provide feedback for the security of the ramps.

P. Halpin shared the completed projects that took place on the Annual Clean-Up Day, and thanked Director Owens for her participation. Planting Day will be on Thursday, May 25th.

A. Haan shared that MDOT has begun the planning and environmental linkages process.

A. Haan shared that Bob Gibbs will return on May 31st to share his findings and recommendations for downtown Kalamazoo. His findings show that downtown could support an additional \$38,000,000 in retail sales a year, under ideal circumstances.

VIII. DIRECTOR COMMENTS

Director Mayor Hopewell suggested we monitor water-pooling on pedestrian walkways, and broken curbs on sidewalks.

Director Taylor shared that J. Breneman's appointment is on tonight's City Commission agenda.

IX. PUBLIC COMMENTS

J. Schmitt stated that he is unable to find DDA minutes on either the D's or the City's website. He also cautioned on spending DDA's public dollars on private development.

X. ADJOURNMENT

The meeting was adjourned at 4:36pm.

APPROVED: _____

Sarah Mead

Recording Secretary