

**DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Monday, February 19, 2018**

**MEMBERS PRESENT:** Greg Taylor, Bob Miller, Carl Brown, Stephanie Hinman, Grant Fletcher, Susan Lindemann, Derek Wissner

**MEMBERS ABSENT:** Jeff Breneman, Patti Owens, Mayor Bobby Hopewell, Bjorn Green

**STAFF PRESENT:** Andrew Haan, Patrick Halpin, Deb Houseman

**OTHER:** Leslie Hoffman, Michael O'Connor

**I. CALL TO ORDER**

Director Taylor called the meeting to order at 3:05 p.m.

**II. ROLL CALL**

Directors present: Greg Taylor, Bob Miller, Carl Brown, Stephanie Hinman, Grant Fletcher, Susan Lindemann, Derek Wissner

Directors absent: Jeff Breneman, Patti Owens, Mayor Bobby Hopewell  
Bjorn Green

**III. ADOPTION OF AGENDA**

Executive Director Haan referred to M. O'Connor to revise the Agenda to amend Action Item B. to approve a resolution for signing the Lot #9 Purchase Agreement after the TPM Committee has reviewed the Agreement and then add an Action Item C. to authorize Executive Director Haan to deliver it to the City once the TPM Committee has reviewed it.

**DIRECTOR MILLER MOTIONED TO ADOPT THE AGENDA AS AMENDED. SUPPORTED BY DIRECTOR BROWN. MOTIONED CARRIED.**

**IV. MINUTES – January 22, 2018**

**DIRECTOR FLETCHER MOTIONED TO APPROVE THE MINUTES. SUPPORTED BY DIRECTOR LINDEMANN. MOTIONED CARRIED.**

**IV. FINANCIAL REPORT**

D. Houseman reviewed the 2 Mill and TIF January 2018 financial statement and the revised 2 Mill, TIF, and TPM December preliminary statement.

**DIRECTOR FLETCHER MOTIONED TO ACCEPT THE FINANCIAL REPORTS. SUPPORTED BY DIRECTOR LINDEMANN. MOTIONED CARRIED.**

**V. ACTION ITEMS**

**A. Approval of Resolution 18-01 to adopt the 2018 Budgets**

**DIRECTOR FLETCHER MOTIONED TO APPROVE RESOLUTION 18-01. SUPPORTED BY DIRECTOR HINMAN.**

**ROLL CALL VOTE:**

**YEAS- DIRECTOR TAYLOR, DIRECTOR MILLER, DIRECTOR BROWN, DIRECTOR HINMAN, DIRECTOR FLETCHER, DIRECTOR LINDEMANN, DIRECTOR WISSNER**

**NAYS – NONE**

**B. Approve a Resolution to Authorize Executive Director Haan to sign the Purchase Agreement for the Lot #9 sale after the TPM Committee has reviewed and approved the Agreement.**

Executive Director Haan briefly summarized the sale of Lot #9 and the project that is planned by Catalyst Development for this property. J. Kisscorni, with the City of Kalamazoo was also asked to speak in more detail about the project and the processes involved in doing this project. There was additional discussion and questions about sections in the Sale Agreement. M. O'Connor clarified that the property is not owned by the DDA, but that the DDA's interest in this sale is that it has the right of first refusal of the purchase of this property. M O'Conner also summarized some of the other documents involved in this sale that the DDA will be asked to review and approve.

**DIRECTOR FLETCHER MOVED TO APPROVE RESOLUTION 18-02 APPROVING THE LOT #9 PURCHASE AGREEMENT AND THE TRANSACTION, PROVIDED IT IS REVIEWED AND APPROVED BY THE TPM COMMITTEE AND ALSO AUTHORIZING EXECUTIVE DIRECTOR HAAN TO SIGN THE CLOSING DOCUMENTS AT THE APPROPRIATE TIME. SUPPORTED BY DIRECTOR MILLER. MOTIONED CARRIED.**

**ROLL CALL VOTE:**

**YEAS- DIRECTOR TAYLOR, DIRECTOR MILLER, DIRECTOR BROWN, DIRECTOR HINMAN, DIRECTOR FLETCHER, DIRECTOR LINDEMANN, DIRECTOR WISSNER**

**NAYS – NONE**

## **NAYS R NONE**

### **C. Authorize Executive Director Haan to deliver the Lot #9 Purchase Agreement the City once the TPM Committee has reviewed the Agreement.**

The actions taken in Action Item B removed the need to take action on C.

## **VII. DISCUSSION ITEMS**

### **A. Downtown Report**

Executive Director Haan highlighted several items on the Downtown Report.

### **B. Restructuring update**

This was already discussed in the Downtown Report.

## **VIII. COMMITTEE REPORTS**

Executive Director Haan provided the following committee updates:

**Transportation, Parking, & Mobility R** Major items are the Lot #9 construction, other downtown construction taking place over the next year, and the new parking plan.

**Capital Improvement Committee R** This committee will be helping with the investments to be made with the Foundation for Excellence funds for the downtown improvements.

**Project Review Committee R** No update.

**Citizens Council** – No update.

**Safety Committee R** No update.

## **IX. DIRECTOR COMMENTS**

Director Wissner said he is excited about the Lot #9 project and other progress taking place downtown. Director Brown said it is exciting to see a number of new projects downtown and to see our urban center bringing more opportunity.

## **X. PUBLIC COMMENTS**

There were no public comments.

## **XI. ADJOURNMENT**

Meeting adjourned 3:54 p.m.



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Derek Wissner  
Secretary