

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING MINUTES
SEPTEMBER 17, 2018**

PRESENT: Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

ABSENT: None

STAFF: Deb Houseman, Andrew Haan, Meghan Behymer, Sue Huggett, Patrick Halpin, Jennifer Jelenek

OTHER: Andrew Vorbrich, Mark Smutek

I. CALL TO ORDER

DIRECTOR TAYLOR CALLED THE MEETING TO ORDER AT 3 P.M.

II. ROLL CALL

PRESENT: Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

ABSENT: None

III. ADOPTION OF AGENDA

DIRECTOR OWENS MOTIONED TO ADOPT THE SEPTEMBER 17, 2018 AGENDA. DIRECTOR HINMAN SECONDED. MOTION CARRIED.

IV. MINUTES – August 20, 2018

Director Taylor noted the date for the public hearing was incorrect. The date should be September 17, 2018.

DIRECTOR LINDEMANN MOTIONED TO APPROVE THE AUGUST 20, 2018 MINUTES WITH THE PUBLIC HEARING DATE CHANGE. DIRECTOR OWENS SECONDED. MOTION CARRIED.

V. FINANCIAL REPORT –

Deb Houseman provided an overview of the newly formatted financial report. She noted changes to the presentation of the financial report included the addition of the Monthly Budget, Monthly Variance, Year to Date Budget and YTD Variance columns.

Director Mayor Hopewell asked if there is an expected loss of revenue in parking

due to the construction. Leslie Hoffmann said that meter revenue is up right now due to many of the construction projects paying for meter spots. She noted that it may decrease the enforcement revenue.

DIRECTOR MAYOR HOPEWELL MOTIONED TO APPROVE THE 2 MILL AND TIF AUGUST 2018 FINANCIAL REPORT AND THE TPM JULY 2018 FINANCIAL REPORT. DIRECTOR OWENS SECONDED. MOTION CARRIED.

Director Owens thanked Deb Houseman for her efforts in creating the new format of the financial report.

VII. PUBLIC HEARING – DDA Redevelopment Liquor License Request for Water Street Coffee Joint, 315 E. Water Street

Mark Smutek, the owner of Water Street Coffee Joint, provided a brief overview of the request for a liquor license. He noted that his other locations have liquor licenses. With the liquor license, Water Street Coffee Joint wants to provide cocktails that will pair with their menu.

DIRECTOR TAYLOR OPENED THE PUBLIC HEARING AT 3:19 P.M.

No comments from the public were received.

DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE WATER STREET COFFEE JOINT REQUEST FOR A LIQUOR LICENSE. DIRECTOR FLETCHER SECONDED. ROLL CALL VOTE 11-0. MOTION CARRIED.

ROLL CALL VOTE

YAY - Jeff Breneman, Patti Owens, Carl Brown, Greg Taylor, Ryan Wieber, Susan Lindemann, Bob Miller, Grant Fletcher, Bjorn Green, Mayor Bobby Hopewell, Stephanie Hinman

NAY – None

ABSTAIN - None

**VII. DISCUSSION ITEMS
A. Downtown Report**

Andrew Haan provided an overview of the proposed Downtown Economic Growth Authority to be voted on at the City Commission meeting on October 15, 2018. Public and partner outreach continues up until the vote. He noted that work is ongoing on developing a TIF plan for the proposed DEGA. DKI is coordinating with the City on board structure of the DEGA.

October 1 there will be an open call for the Citizen Coalitions along with the rebranding of Downtown Kalamazoo Incorporated.

Director Owens asked what happens to the DDA Board if the new DEGA is established. Andrew Haan said that more information on this is forthcoming at the next DDA Board meeting.

Andrew Haan asked all DDA Board members to attend the City Commission vote at the October 15 meeting. Director Taylor thanked Andrew for his work. Andrew thanked City staff for their work.

VIII. COMMITTEE REPORTS (Time Permitting)

A. Transportation, Parking, & Mobility

Andrew Haan noted that the parking plan process is still underway and will continue throughout the fall.

B. Capital Improvements – No report given.

C. Project Review - No report given.

D. Citizens Council - No report given.

E. Safety - No report given.

IX. DIRECTOR COMMENTS

Director Miller noted WMU Homecoming is Oct. 5-7. Students will be giving away flags to downtown businesses the week before. 20x25 foot flag on the Exchange building. Public input sessions on new buildings on Stadium – student housing, student village, restaurant, retail, potentially a hotel.

Director Hinman noted three shows this weekend. She noted with development projects coming into downtown, it is important to keep environmental impact at the forefront.

Director Mayor Hopewell noted that Davis Park skate park opens today.

Director Wieber noted the welcomed sight of development in downtown.

Director Owens said that following a BRA executive committee meeting, she sent an email to CEO of Consumers Energy regarding the construction in downtown Kalamazoo. She noted the lack of communication regarding construction in downtown. Andrew Haan noted the weekly construction newsletter sent out by DKI.

X. PUBLIC COMMENTS – No public comments

XI. ADJOURNMENT

DIRECTOR TAYLOR ADJOURNED THE MEETING AT 4:15 P.M.

Approved



Bob Miller, Secretary