

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING MINUTES
OCTOBER 15, 2018**

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

ABSENT: Ryan Wieber

STAFF: Andrew Haan, Meghan Behymer

OTHER: Michael O'Connor

I. CALL TO ORDER

DIRECTOR TAYLOR CALLED THE MEETING TO ORDER AT 3:01 P.M.

II. ROLL CALL

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

ABSENT: Ryan Wieber

III. ADOPTION OF AGENDA

Andrew Haan added the Kalamazoo Downtown Economic Growth Authority to discussion items.

DIRECTOR OWENS MOTIONED TO ADOPT THE AGENDA. DIRECTOR GREEN SECONDED. MOTION CARRIED.

IV. MINUTES – September 17, 2018

DIRECTOR MILLER MOTIONED TO APPROVE THE SEPTEMBER 17, 2018 MINUTES. DIRECTOR OWENS SECONDED. MOTION CARRIED.

IV. FINANCIAL REPORT

Deb Houseman provided a brief overview of the 2 MILL and TIF September 2018 and TPM August 2018 financial reports.

Director Owens thanked Deb for her work on the presentation of the financial reports.

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

VII. ACTION ITEMS – No action items

VII. DISCUSSION ITEMS

A. Downtown Report

Andrew Haan reviewed the October Downtown Report. He noted the following:

- Citizen Coalitions applications currently being accepted.
- Parking Plan work moves forward. Parking counts will take place in mid-November 2018. Focus groups will take place in December.
- Downtown Kalamazoo Inc. changed name to Kalamazoo Downtown Partnership as part of rebranding efforts.
- Construction winding down.
- Jurisdictional transfer of streets continues. Tentative agreement between the City and MDOT is underway. Andrew Haan commended the Mayor and City for their work on this transfer.
- Bates Alley Grand Opening – Director Mayor Hopewell mentioned changing light colors. Director Fletcher asked about plans for winter maintenance.

B. Kalamazoo Downtown Economic Growth Authority

Andrew Haan reviewed Kalamazoo Downtown Economic Growth Authority updates. He noted the following:

- The process for the Oct. 15 City Commission meeting vote on the DEGA.
- The plan is for the DDA and DEGA Board meeting to occur consecutively.
- Within ten days of meeting, a schedule of meetings needs to be issued.
- The first meeting will include: swearing in of board members, election of officers, approval of bylaws, approval of development and TIF plan.
- A request will then be made to City Commission for a public hearing to approve the development and TIF Plan. Should that be approved, the plan will be sent to MEDC for approval.
- November DDA/Kalamazoo Downtown Economic Growth Authority meeting – presentation of budget.

Director Mayor Hopewell noted a meeting with the taxing authorities needs to occur. It will take place at next month's third Monday Neighborhood meeting.

Andrew Haan reviewed the proposed Kalamazoo Downtown Economic Growth Authority Development Plan Priorities. There are six categories:

Mobility Improvements; Streetscape Improvements; Public Space Investment and Maintenance; Development and Project Support; Economic Development Planning and Research; and Additional Programs, Services and Administration.

Director Fletcher noted that snow removal should be considered as eligible investment.

Director Mayor Hopewell asked about sustainability efforts. Andrew Haan noted it is in the full plan.

Director Mayor Hopewell asked about enhanced holiday improvements.

VIII. COMMITTEE REPORTS (Time Permitting)

- A. Transportation, Parking, & Mobility**
Improvements to Lot 1 are occurring.
- 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 Owens commended Andrew Haan and Kalamazoo Downtown Partnership staff in the Downtown Economic Growth Authority process.

Michael O'Connor noted a vote on the development and TIF plan is necessary on Oct. 22 to fit the tight timeline for the rest of the year.

Director Hinman said she is excited about the sustainability inclusion in the Kalamazoo Downtown Economic Growth Authority Development Plan.

Director Brown noted he is excited to see the vision for Downtown.

Director Miller said that 12-15 students will perform parking counts in downtown, to be used as part of the parking plan. He distributed the Community Outreach Annual report to board members.

Director Mayor Hopewell said that DHHS building on Alcott Street is breaking ground tomorrow at 11 a.m.

Director Taylor commended Partnership and City staff, as well as community stakeholders for process of moving the Kalamazoo Downtown Economic Growth Authority forward.

X. PUBLIC COMMENTS

No public comments.

XI. ADJOURNMENT

DIRECTOR TAYLOR ADJOURNED THE MEETING AT 4:02 P.M.

12/11/11 -