

**City of Kalamazoo  
TRAFFIC BOARD  
Special Meeting  
Minutes  
August 22, 2016**

Stockbridge Main Conference Room  
415 Stockbridge, Kalamazoo, MI 49001

Present: Jim Hoekstra, Traffic Engineer  
Rob Bauckham, Assistant City Planner  
James Baker, Director, Public Services

Staff: Amy Thomas, Recording Secretary

Guests: Leslie Hoffman, Central City Parking

**1. CALL TO ORDER**

Mr. Hoekstra called the meeting to order at 3:35 p.m.

**2. ROLL CALL**

Mr. Hoekstra completed roll call and determined that the aforementioned members were present.

**3. APPROVAL OF AGENDA**

Ms. Hoffman requested a discussion regarding a proposal to put parking meters by The Wild Bull Restaurant (corner of E. Michigan and Edwards).

Mr. Bauckham requested that a discussion regarding Eleanor Street parking issues be added under Old Business.

**4. APPROVAL OF MINUTES (May 12, 2016)**

There were no changes to the Minutes.

**5. NEW BUSINESS**

**a. Oak Street Parking Petition**

- The request is to change on-street parking on the west side of Oak Street, from Minor to Village, to allow overnight parking. There is a lack of parking in this area and there are a lot of rental units.
- There are eleven properties in this block; we have signatures from four of them. This does not meet the 50% threshold required to have the request approved. Mr. Hoekstra recommended denying the request based on the inadequate number of signatures.
- Mr. Baker suggested looking into possible issues with winter snow removal if street parking were allowed in that area. Mr. Hoekstra advised that approval of the request would affect plowing at night if parking is allowed on both sides of the street.
- **Mr. Bauckham moved to deny the request. There were no objections from the board.**

**b. Eleanor Street Parking Issues.**

- Mr. Bauckham referred to the parking meters on Eleanor Street. The County took down the parking ramp south of their administration building for surface parking. The County contractor put six meter poles in the middle of the new sidewalk. They removed the meters but the poles are still there. Mr. Bauckham spoke with Tom Canney, a lawyer who works for the County, who said the County could have the poles removed for \$250.
- Ms. Hoffman advised that Central City Parking took the meter heads off the poles. The construction company was going to put the poles back in. The landscaping changed in that area and that took the curbing and shortened the sidewalk. Measurements were given based on the original plan and the crew put the poles in the middle of the sidewalk.
- Mr. Baker suggested having a City crew remove the poles and conferring with the City Attorney to see how to pay for it.
- Mr. Baker commented that the City didn't get an updated plan set and that's why the mistake was made. He inquired if the sidewalk was cored and if the posts will slip out. Mr. Hoekstra stated that he had only heard a discussion about cutting the posts and filling the holes.
- Mr. Baker stated that the concrete won't be perfectly smooth if it is cut and filled. He suggested looking into the possibility of pulling out the posts.

**c. Request to add meters on Edwards St. by the Wild Bull Restaurant**

- Ms. Hoffman advised that there used to be two-hour meters on Edwards St. by the Wild Bull. An outdoor seating area was added but it exceeded the area allowed and it was noncompliant with ADA requirements, so the meters were removed and replaced with the pay station.
- Recently, Central City took out the pay station and they will remove the pay station signs. They would like to put the meters back in that location. It appears the outdoor seating area is not being used at this point.
- Mr. Hoekstra suggested that Central City Parking talk with the property owner before proceeding. The owner should provide a written statement advising that he doesn't intend to have the outdoor seating. Mr. Hoekstra will then put in an order to have the signs removed.

**6. OLD BUSINESS**

**a. Downtown parking space and curb markings.**

- Ms. Hoffman advised that the TPM (Transportation, Parking and Mobility Committee) has always wanted markings for handicap parking and hydrants. Last year, someone painted the curb blue in front of the Wild Bull Restaurant to suggest handicap parking. Prior to the curb being painted blue, an average of 60 tickets per month were issued for that area and now it's about 8 tickets per month.
- The TPM Committee is willing to pay up to \$5,000 toward having downtown curbs painted in front of handicap spaces and fire hydrants
- Mr. Hoekstra advised that painting in the right-of-way needs to be done by the City of Kalamazoo because it is a traffic control device. The City can bill Central City Parking for the work.
- It was recommended that there needs to be a written policy about markings to be done inside the Central Business District vs. markings outside the Central Business District. The total cost for parking stall markings, inside the Central Business District, would be about \$7,700. The angle parking on Academy and St. John would be about \$665.

- Jeff Chamberlain, Deputy City Manager, was in favor of the parking stall and fire hydrant markings. The hydrant markings would be red. Mr. Chamberlain is concerned about having the handicap stalls painted because they sometimes are moved. He advised that has happened several times during his tenure at the City. He suggested a motion indicating that there will be cost sharing with DKI for the initial painting and annual maintenance.
- Ms. Hoffman advised that marking handicap parking spaces is the number one priority. Painting fire hydrants is the second priority. Other than Farmers Alley, she has not seen the handicap spaces move. The Mayor and other Commissioners expressed that they would like to see handicap curb painting and painting for fire hydrants.
- Mr. Hoekstra spoke with the Michigan Department of Transportation. They will paint when they repave the road but only parking stall markings and they would not maintain the markings. The MDOT TSC is in favor of curb painting.
- Ms. Hoffman commented that the \$5,000 would cover a little less than half of the total cost. The TPM was just looking at curb painting. The TPM has a meeting on Wednesday and they could put this on their agenda.
- Painting the parking stalls, the red curb and the blue curb markings would be about \$9,930.
- Mr. Baker and Mr. Bauckham were in favor of proceeding with the markings as long as there is cost sharing and as long as there are no issues expressed by the City Manager's office.
- **The Traffic Board was in favor of marking the parking stalls, painting the curb blue at handicapped spaces, and painting the curb red at fire hydrants as long as the City Manager's Office is also in agreement and there is cost sharing with DKI.**
- Ms. Hoffman advised that the TPM (Transportation, Parking and Mobility Committee) is a DDA (Downtown Development Authority) committee that DKI (Downtown Kalamazoo) runs. She will put this on the TPM agenda for approval.

#### 7. MISCELLANEOUS COMMENTS OR CONCERNS

None

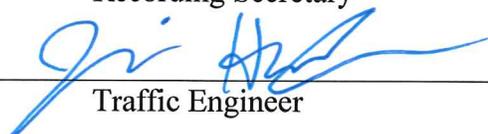
#### 8. NEXT MEETING:

- a. Date: Thursday, October 13, 2016 – 2:00 p.m.
- b. Agenda items submitted to Jim Hoekstra ([hoekstraj@kalamazoo.org](mailto:hoekstraj@kalamazoo.org)) by October 6, 2016.

#### 9. ADJOURNMENT

The meeting adjourned at approximately 4:15 p.m.

Submitted by:  Date: 1-9-17  
Recording Secretary

Approved by:  Date: 1/9/17  
Traffic Engineer