

**TO:** Kalamazoo Downtown Economic Growth Authority Board Members

**FROM:** Andrew Haan, President

**DATE:** January 14, 2019

**RE:** January 2019 Meeting

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The regular meeting of the Kalamazoo Downtown Economic Growth Authority Board of Directors is scheduled to take place on Monday, January 21, 2019 at 3:00 p.m. in the City Hall Community Room.



# **Board of Directors Regular Meeting Agenda**

**January 21 3 p.m. | City Hall – Community Room**

- I. CALL TO ORDER
- II. ROLL CALL
- III. ADOPTION OF AGENDA
- IV. APPROVAL OF MINUTES
- V. FINANCIAL REPORT
- VI. ACTION ITEMS
  - A. Legal Services RFP
- VII. DISCUSSION ITEMS
  - A. Downtown report
- VIII. BOARD COMMENTS
- IX. PUBLIC COMMENTS
- X. ADJOURNMENT



# **Board of Directors Regular Meeting Minutes**

**December 17, 2018 3 p.m. | City Hall – Community Room**

**PRESENT:** Stephanie Hinman, Patti Owens, Carl Brown, Mayor Bobby Hopewell, Grant Fletcher, Susan Lindemann, Ryan Wieber, Bob Miller

**ABSENT:** Jeff Breneman

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

**OTHER:** Michael O'Connor

## **I. CALL TO ORDER**

DIRECTOR FLETCHER CALLED THE MEETING TO ORDER AT 3:42 P.M.

## **II. ROLL CALL**

**PRESENT:** Stephanie Hinman, Patti Owens, Carl Brown, Mayor Bobby Hopewell, Grant Fletcher, Susan Lindemann, Ryan Wieber, Bob Miller

**ABSENT:** Jeff Breneman

## **III. ADOPTION OF AGENDA**

DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE AGENDA. DIRECTOR OWENS SECONDED. MOTION CARRIED

## **IV. APPROVAL OF MINUTES – NOV. 19 REGULAR AND NOV. 28 SPECIAL MEETING.**

DIRECTOR MAYOR HOPEWELL MOVED TO APPROVE THE NOVEMBER 19 REGULAR MEETING MINUTES AND THE NOVEMBER 28 SPECIAL MEETING MINUTES. DIRECTOR OWENS SECONDED. MOTION CARRIED.

## **V. FINANCIAL REPORT – No financial report**

## **VI. ACTION ITEMS**

### **A. Kalamazoo Downtown Partnership Service Agreement**

DIRECTOR LINDEMANN MOVED TO APPROVE THE KALAMAZOO DOWNTOWN PARTNERSHIP SERVICE AGREEMENT. DIRECTOR BROWN SECONDED. MOTION CARRIED.



# **Board of Directors Regular Meeting Minutes**

**December 17, 2018 3 p.m. | City Hall – Community Room**

- B. Resolution 18-05: Support Transfer of MDOT Streets in City of Kalamazoo from State of Michigan to City of Kalamazoo jurisdiction

DIRECTOR OWENS MOVED TO APPROVE RESOLUTION 18-05: SUPPORT TRANSFER OF MDOT STREETS IN CITY OF KALAMAZOO FROM STATE OF MICHIGAN TO CITY OF KALAMAZOO JURISDICTION. DIRECTOR MAYOR HOPEWELL SECONDED. ROLL CALL VOTE 8-0. MOTION CARRIED.

## **ROLL CALL**

**YAY:** Stephanie Hinman, Patti Owens, Carl Brown, Mayor Bobby Hopewell, Grant Fletcher, Susan Lindemann, Ryan Wieber, Bob Miller

**NAY:** None

**ABSTENTIONS:** None

## **VII. DISCUSSION ITEMS**

- A. **Michigan Strategic Fund**  
B. **Project support policy**  
C. **Downtown assessment and planning**  
Andrew Haan said assessment and planning of key projects downtown will occur.  
D. **Downtown report**  
The Downtown Report was presented in meeting packets.

## **VIII. BOARD COMMENTS**

Director Hinman reviewed State Theatre events for the new year.

Director Fletcher said a micro-grocery store will open on January 7 at Bronson, which will have local meats and fresh veggies.

## **IX. PUBLIC COMMENTS**

No public comments.

## **X. ADJOURNMENT**

**DIRECTOR FLETCHER ADJOURNED THE MEETING AT 3:49 P.M.**

Approved: \_\_\_\_\_

**Bob Miller, Secretary**

# DOWNTOWN REPORT

## An overview of Downtown Kalamazoo

January 2019

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### Planning and Re-Organization

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**Downtown Economic Growth Authority** – Kalamazoo Downtown Partnership has worked with Michigan Economic Development Corporation staff to develop the plan for State participation in the Downtown Economic Growth Authority Development and TIF Plan. This portion of the plan calls for a state contribution of approximately \$11 million over the first 15 years, with an opportunity to request additional support. Leadership from Kalamazoo Downtown Partnership and the City of Kalamazoo will be presenting at the Michigan Strategic Fund Board meeting on January 22 to secure this commitment.

**Organizational structure** – Kalamazoo Downtown Partnership staff, board continue to build out changes to organizational structure.

**Community engagement model/Citizen Coalitions** – Citizen Coalition membership was approved by the Kalamazoo Downtown Partnership Board in December, with members notified January 7. Planning underway, and first meetings scheduled for February.

**DTI Board** – Meeting quarterly as reorganization progresses.

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### Infrastructure Projects

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**Construction** – The Exchange Building, along with the mixed-projects at 400 S. Rose, and Water/Edwards Streets continue to move forward with construction. Work is expected to begin on the Hilton Hotel at the former Rose Street Market in the coming months.

City of Kalamazoo and the Downtown Partnership are working on project coordination and communication for the upcoming street/utility construction season. Though disruption will be significantly less than in 2018, there are several major projects coming to downtown to upgrade utilities, both to repairing aging infrastructure, and to support new development. Stakeholder communication and engagement will begin in February.

**Jurisdictional Transfer of downtown streets** – The State of Michigan signed final approvals of the jurisdictional transfer of streets in December. The transfer was before City Commission on January 7. Kalamazoo Downtown Partnership coordinated advocacy efforts at the Commission meeting, with partners including Discover Kalamazoo, Kalamazoo College, WMU, KVCC, downtown businesses, and residents speaking in support. Commission approved the transfer 6-1. 2019 will see intensive planning and design efforts conducted by the City and Downtown Partnership, with major changes in coming years. Discussions are already underway, looking at modest interventions that can be made this year.

**Alley Activation** –\$40,000 in grants for the next phase of Alley Activation, to stretch from Bates to Rose Street along Exchange Place have been secured, with an additional \$60,000 anticipated. Call for proposals to be made public in coming months.

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### Events

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**Santa's Workshop** – Santa's Workshop continued to be busy this holiday season. Santa and Mrs. Claus greeted 7,600 visitors, answered about 1,000 letters, donated 2,000 books, and hosted three musical groups.

**Chili Cook Off** – Chili Cook-Off is scheduled for January 26, and will be hosted throughout downtown Kalamazoo. As in previous years, the Downtown Kalamazoo Retail and Restaurant Association is hosting the event. Kalamazoo Downtown Partnership will be opening our doors and serving chili this year.

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## Business Updates

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**Downtown Kalamazoo Holiday Pop-Up Shop** – Seizing a last-minute opportunity, Kalamazoo Downtown Partnership worked with Peregrine Company to secure the space at the southeast corner of Michigan Avenue and the Kalamazoo Mall for a holiday pop-up store. Handmade Kalamazoo assisted with bringing local makers Farmhouse Moon, Whiskey Ginger, Grayling Ceramics, and Elsie Q to offer their wares in the space. The shop was open daily from November 27 to December 24, hosting multiple special events.

**Business Development Series** – Programming for 2019 series underway.

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## Media Coverage

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Downtown Kalamazoo in the news:

- Vegan-friendly coffee shop looks to be a welcoming place in downtown Kalamazoo- <https://tinyurl.com/y7djungl>
  - Kalamazoo church proposes new "natural playscape"- <https://tinyurl.com/ycu894fj>
  - 23 last-minute gift ideas in downtown Kalamazoo- <https://tinyurl.com/yars96ls>
  - Santa still accepting last-minute wish lists in downtown Kalamazoo- <https://tinyurl.com/yc272r78>
  - Its a holiday tradition in Kalamazoo- <https://tinyurl.com/ybkr94qw>
  - Blue Dolphin continues tradition of serving free Christmas day meal- <https://tinyurl.com/y958c6z7>
  - Irving's Deli and Market announces move to new downtown location- <https://tinyurl.com/ydehmn8x>
  - Kalamazoo New Year's Fest to ring in 2019 with fireworks, ball drop- <https://tinyurl.com/y7b3thak>
  - Discover Kalamazoo moves visitor information headquarters- <https://tinyurl.com/y7fe86vg>
  - Entrepreneurial trio to open downtown Kalamazoo micro-grocer and deli in March <https://tinyurl.com/ybrawt4g>
  - Historic Kalamazoo Fifth Third building purchased by Portage-based company- <https://tinyurl.com/ycbufblt>
  - Adult Prom in Kalamazoo February 2019- <https://tinyurl.com/y7wjmf9>
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- New Kalamazoo market to open, aims to improve downtown grocery offerings- <https://tinyurl.com/ycw3aeec>
  - Agreement would turn over MDOT streets to city of Kalamazoo- <https://tinyurl.com/y9x86bjc>
  - Kalamazoo accepts control of state trunklines spanning city- <https://tinyurl.com/y7oaopbs>
  - Happy Birthday Elvis Presley, thanks for the Kalamazoo memories- <https://tinyurl.com/yaafky9x>
  - MDOT streets could be turned over to Kalamazoo following Monday vote- <https://tinyurl.com/y6w9e5kb>
  - New micro-grocery opens inside Bronson Hospital in Kalamazoo- <https://tinyurl.com/y8grtxop>
  - Kalamazoo City Commission to vote on control of downtown roads, redevelopment plans- <https://tinyurl.com/y6vaoska>
  - Downtown Kalamazoo Partnership sees bright future for urban core- <https://tinyurl.com/ydyxexw5>
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