Agenda
Downtown Development Authority
Board of Directors

City of Kalamazoo

Monday, August 21, 2023 3:00 PM

The Community Room at City Hall - 241 W. South Street

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the meeting of the Downtown Development Authority Board on July 17, 2023. (**Action: Motion to approve**)

D. REPORTS AND PRESENTATIONS

1. Financial Report

2. Downtown Ambassador Report

3. Expansion of the Social District

4. Parking Report

E. DISCUSSION/ACTION ITEMS

1. Recommendation from Events & Marketing Committee to allocate $15,000 for the expansion of Beats on Bates and Workout Wednesdays. **(Motion: Approve Recommendation from Events & Marketing Committee to allocate funds for the expansion of Beats on Bates and Workout Wednesdays.)**

2. Approve the allocation of $2500 for the creation of grants, of up to $500 each, to sponsor events in the Downtown area. **(Motion: Approve the allocation of $2500 for the creation of grants, of up to $500 each, to sponsor events in the Downtown area.)**

F. PUBLIC COMMENTS

G. DIRECTORS' COMMENTS

H. ADJOURNMENT

CITY OF KALAMAZOO
DOWNTOWN
DEVELOPMENT
AUTHORITY

Board of Directors Regular Meeting Minutes

July 17, 2023, 3:00 p.m. | Community Room, Kalamazoo City Hall

PRESENT: Mayor David Anderson, Curt Aardema, Jeff Breneman, Carl Brown, Grant Fletcher, Stephanie Hinman, Matt Hollander, Susan Lindemann, *Clarence Lloyd

ABSENT:

*Arrived after Roll Call

STAFF: Aaron Leal, Rebekah Kik, Paul Thuringer, Jerrid Burdue, Steve Vicenzi, Jaime Marsman

A. CALL TO ORDER

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

ROLL CALL

PRESENT: Mayor David Anderson
Curt Aardema
Jeff Breneman
Carl Brown
Grant Fletcher
Stephanie Hinman
Matt Hollander
Susan Lindemann
Clarence Lloyd

ABSENT:

EXCUSED:

THE JULY 17, 2023, ATTENDANCE INCLUDING EXCUSED AND UNEXCUSED ABSENCES ARE RECORDED.

B. ADOPTION OF FORMAL AGENDA

DIRECTOR FLETCHER MOVED TO ADOPT THE JULY 17, 2023 AGENDA. DIRECTOR AARDEMA SECONDED. NO OBJECTIONS. MOTION CARRIED.

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Board of Directors Regular Meeting Minutes

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C. APPROVAL OF MINUTES

DIRECTOR BRENEMAN MOVED TO APPROVE THE MAY 15, 2023 MINUTES. DIRECTOR HOLLANDER SECONDED. NO OBJECTIONS. MOTION CARRIED.

Mayor Anderson introduced Aaron Leal, the new City Attorney.

D. REPORTS AND PRESENTATIONS

1. Financial Report

Mr. Vicenzi shared information. He noted that the street lighting project, approved last year, is moving forward.

DIRECTOR FLETCHER MOVED TO ACCEPT THE FINANCIAL REPORT AS PRESENTED. DIRECTOR HOLLANDER SECONDED. NO OBJECTIONS. MOTION CARRIED.

2. Presentation of the annual audit by Maner Costerisan, the DDA and DEGA's external auditor.

Mr. Aaron Stevens from Maner Costerisan presented the audit report. He noted that this is their first year as auditors for the DDA & DEGA, and he stated that the process went smoothly for a first-year engagement.

The objectives of an audit are to obtain reasonable assurance about whether financial statements as a whole are free from material misstatement. Mr. Stevens noted that they are presenting an unmodified opinion, which is the highest level that they provide.

Mr. Stevens explained what can be found on the DDA Governmental Fund Balance Sheet. This is a snapshot as of December 31, 2022 of assets, liabilities, deferred inflows of resources and fund balances. There is a deficit total fund balance. Mr. Stevens stated that the Government Finance Officers Association (GFOA) recommends maintaining a minimum fund balance in the General Fund equal to 2 months (which is about 17%) of normal operations. Revenue and expenditures were discussed. Total revenues were $337,444 and expenditures were $180,752, leaving an excess of revenues over expenditures of $156,692. The Fund balance was adjusted because the parking system was moved out of the general fund and into an enterprise fund. There was also a prior period adjustment to recognize long-term debt payments. Those two adjustments drove the unrestricted fund balance to a negative position.

Mr. Stevens shared a five-year bar graph. He noted that removing the parking system affected the accounts greatly. It was shared that the primary source of revenue is property taxes.

Top expenditures include Debt Services and Community and Economic Development.

DDA Proprietary Fund Financial Statements were discussed.

Upcoming Accounting Pronouncements were shared.

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Mr. Stevens remarked that further notes regarding the audit can be found in the independent auditor reports on internal controls section.

Mayor Anderson asked when a negative disposition would be called out as an ongoing concern. Mr. Stevens stated that normally when there is a negative fund balance you would be required to submit a Deficit Elimination Plan and you are given no more than five years to correct the deficit position. Mr. Stevens noted that they brought this up this year and will discuss it with the Board further next year should that be necessary. He affirmed that there is a note disclosure on this in the financial statements.

Mr. Vicenzi affirmed that, should the Board take the action to terminate the restated contract of sublease for Kalamazoo's Parking System later in this meeting, that the parking system will no longer be reflected on their report.

MAYOR ANDERSON MOVED TO ACCEPT THE AUDIT AS PRESENTED. DIRECTOR BROWN SECONDED. NO OBJECTIONS. MOTION CARRIED.

E. DISCUSSION/ACTION ITEMS

1. Termination of Restated Contract of Sublease for Kalamazoo's Parking System

Director Lindemann stated that the Board previously voted to waive the 12-month waiting period.

Attorney Jessica Wood stated that this agreement transitions both the rights and the responsibilities of the parking system. She noted that this will be a clean break from the parking system should it be approved.

DIRECTOR FLETCHER MOVED TO APPROVE THE TERMINATION OF RESTATED CONTRACT OF SUBLEASE FOR KALAMAZOO'S PARKING SYSTEM. MAYOR ANDERSON SECONDED.

Mayor Anderson asked if there were any news or updates regarding this item from the Executive Team. Director Lindemann noted that the majority of the discussion happened earlier when the 12-month waiting period was waived.

The Board requested updates from the City as this work progresses, and Mr. Thuringer affirmed that the City would be able to provide updates.

Attorney Wood noted that the City of Kalamazoo Building Authority is also a signatory on this document.

NO OBJECTIONS. MOTION CARRIED.

F. PUBLIC COMMENTS

Heather Holmer, Owner of Rocket Fizz: Ms. Holmer shared a handout with the Board of "In The Zoo" events. These events are a collaboration with other downtown businesses. Ms. Holmer

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requested that the DDA Board support these events with $500 per event through the end of the year. She noted that they would hope to increase this amount to $1000 per event in 2024. This funding would be used for promotion and marketing. Two events have happened so far, and they will have five more events in 2023. The total 2023 request is for a total of $2500.

G. DIRECTOR'S COMMENTS

1. Director Hinman questioned how the merchants would receive their response regarding the fund request.
    i. Director Lindemann affirmed that the Events and Marketing Committee would discuss this further.
    ii. Director Brown stated that the Events and Marketing Committee would come back with recommendations. He stated that the Committee will look at the budget and also the process for these types of requests.
    iii. Director Breneman affirmed that this is an appropriate conversation for the Events and Marketing Committee. He thanked the merchants for their role in providing these grassroots events.

H. ADJOURNMENT

DIRECTOR LINDEMANN ADJOURNED THE MEETING AT 3:32 P.M.

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Downtown Development Authority
6/30/2023 Trial Balance

Assets:		
Cash	$	551,579
Receivables		26,487
Taxes Receivable		-
Total Assets		**578,066**
Liabilities & Equity:		
Accounts Payable		41,668
Deferred Revenue - Delinquent Property Taxes		-
Deferred Revenue - Accounts Receivable		26,487
Total Liabilities		68,155
Fund Balance		
Fund Balance		509,911
Total Liabilities and Fund Balance	**$**	**578,066**

	2023 Adopted Budget	June Totals	2023 YTD Actuals
Revenues:			
Taxes	$ 274,000		$ -
Delinquent Property Taxes		806	860
Payment In Lieu Of Taxes (Pilot)	2,000		-
Interest		42	204
Other Revenues - Mall Maintenance	59,210		59,210
Total Revenues	**335,210**	**848**	**60,274**
Expenses:			
Professional And Contractual Services	154,000	4,832	4,975
Land Improvements	-		66,716
Software fees	-		2,600
Legal Services And Fees	7,500		7,239
Audit Fees	10,000		3,040
Insurance Services	2,500		-
Utilities	31,000	616	1,466
Administrative Fees	125,000		-
Tax Appeal Refunds	5,000		-
Total Expenses	**$ 335,000**	**$ 5,448**	**$ 86,036**
Revenues Less Expenses	**210**		**$ (25,762)**

Notes:

Pilot Details From 2022:

Rickman House	$	162
Skyrise	$	1,582

Professional And Contractual Services:

- Portland Loo Maintenance
- Mall Maintenance
- Bates Alley Maintenance
- Mowing
- General Downtown Maintenance Activities

Utilities:

- Electricity
- Water And Sewer
- Street Light Electricity

Long Term Debt Outstanding:

City Of Kalamazoo Note		459,000
City Of Kalamazoo Note - Related Tax Liability		532,864
Mavcon Note - In Negotiation	TBD	

Task	January	February	March	April	May	June	July
Abandoned Property	1	1	9	9	17	19	3
Biohazardous Material	10	5	2	4	4	2	10
Business Contact	3	3	3	2	6	2	1
Drinking in Public	2			6	28	6	1
Graffiti - Removed	7	58	51	99	30	37	56
Hospitality Assistance	20	18	24	48	22	22	16
Needles Found	1		6	6	1		2
Panhandling - Passive	3	4	4	1	2	4	4
Public Defecation/Urination	1			1		3	1
Safety Escorts	4	5	5	11	4	2	
Snow Removal (hours)	42	10	28				
Transient	41	38	35	42	14	2	1
Trash (lbs)	6,550	11,200	12,950	9,724	15,250	17,950	16,075
Unhoused/Sleeping	7	11	21	55	184	209	101
Lawn Care				13	5	3	6
Power Washing (hours)				16	12	4	29
Weed Abatement (block faces)				4	1		23
Special Project (hours)					18		
Visible Drug Use					1		
Flower Watering (gallons)						524	576

August	September	October	November	December	Total
					59
					37
					20
					43
					338
					170
					16
					22
					6
					31
					80
					173
					89,699
					588
					27
					61
					28
					18
					1
					1,100

Kalamazoo Downtown Partnership Ambassador Program 2023

What the Ambassadors strive to do each day is to provide a clean and hospitable Downtown Kalamazoo for everyone who lives, works or visits downtown. We focus on cleaning during the day and safety and hospitality at night. While we clean we give a greeting to everyone who passes by, often helping with directions or giving information about events. In the evenings our Hospitality Ambassador patrols downtown, reports safety issues, gives greetings, helps with directions, and is available to escort people who don't feel safe walking alone.

Our team starts each day focused on emptying trash receptacles and picking up larger litter in the core area of downtown. Most days an Ambassador starts working on detailed cleanliness on the S. Kalamazoo Mall working their way to the N. Kalamazoo Mall. We also have the Portland Loo, Bates Alley, Michigan Ave. and Arcadia Creek Festival Place as key areas that we like to get to in the early portion of the day. It is not always possible to get an Ambassador deployed to each of these areas in the time frame we like with the level of staffing we currently have. Most often these key areas provide more work than our team can accomplish in the course of a day. This also leaves other areas of the district as secondary priorities in a way that is not always equitable to all the stakeholders downtown.

The Hospitality Ambassador starts most days helping the cleaning shift with any tasks that need immediate attention and then focuses on hospitality and safety. The Hospitality Ambassador also does check and clean the Portland Loo and clean up anything that needs immediate attention throughout the evening in addition to the normal services. It would be ideal to have a second Ambassador in the evenings to expand coverage and availability to provide safety escort services. In addition to expanding coverage of services I believe it would be safer for our team to work with a partner Ambassador at night.

Arcadia Creek Festival Place provides a lot of challenges. There is a large amount of trash generated there each day. Unhoused and transient persons converge on the site every day. There is a large amount of trash from meals provided by service providers and groups trying to assist unhoused/transient people as well as a large amount of abandoned property that builds up. This coupled with trying to have the site ready to be programmed for events leads to a lot of time being spent at the Festival Place trying to keep it in a serviceable state.

The Portland Loo gets cleaned/stocked at least 2 times a day, most days it is 3 or 4. Our service phone number is also posted at the Portland Loo and we respond to calls as needed. The Portland Loo is abused and vandalized often. There is a series of maintenance issues that need to be addressed. We do what we can as a team to maintain it but some of the maintenance issues are beyond our programs means.

Part of our duties is to do weed abatement along the sidewalks. Unfortunately this has been very difficult for us to keep up with in the wider district. The Kalamazoo Mall is in generally good shape as far as weeds but there are needs as far as tree wells, mulch and other landscaping. The rest of the districts tree wells need more than just weeding. They need mulch to add to them after they are weeded. We provided some bagged mulch for a few high profile spots last year but it is not within our budget (or contract) to provide mulch for all tree wells. There are also a large number of tree grates that need attention as they are heaved or damaged. Tree and bush trimming, weed abatement, mulching

and planting are all things we will do as a program but with the level of staff, equipment and supplies is hard for us to be effective doing. I would point to Bates Alley as an example of success in this area. Our team was able to cut the decorative grass down and weed the beds along the entire stretch of Bates Alley. Parks and Rec was able to procure mulch and our team spread it. With more staff hours and supplies in hand we could do these types of projects more effectively throughout the district.

Graffiti removal has been a large focus for us. This ranges from stickers and small tags to large pieces covering large areas. We have had some success removing large pieces. The Radisson parking garage is a great example of this. There were large tags on every pier along Water Street that I and another Ambassador were able to remove with our pressure washer and graffiti remover. We try and remove graffiti as fast as it pops up but some of the larger pieces take time to schedule out as they can take up most of a day such as in the case of the Radisson garage. There are also utility boxes and black light poles that if we were provided proper paint, we could take care of a lot more of the tags that still exist in the district.

We have quite a few other items we manage. We do the Lawn Care on N. Kalamazoo Mall. We periodically check Tree Lights. We plug in loose cords, and reset tripped outlets and have replaced extension cords. We report broken outlets, broken signage, paver issues and other maintenance items. We move, clean and repair all the gray chairs and tables along the Mall and Bates Alley. We water the 12 planters on Michigan Ave.

In closing our team is doing the best we can with the people and resources we have. We see a lot of the details and issues that need more attention and we are doing what we can to address them as we can. The path to making a bigger impact includes being able to add staff and resources, having clear expectations, and consistent partnership with the entity that is overseeing our contract. We all love Downtown Kalamazoo and want to do everything we can to make it as clean, safe and vibrant as we can.

Downtown Development Authority Staff Report

City of Kalamazoo

TO: The Downtown Development Authority Board of Directors

FROM: Paul Thuringer, Economic Development Supervisor

DATE: August 21, 2023

SUBJECT: Expansion of the Social District

SUMMARY:

Four establishments in the Northside Cultural Business District Authority (NCBDA) district have requested the expansion of the Downtown Social District so that they can also participate.

BACKGROUND:

Four establishments in the Northside Cultural Business District Authority (NCBDA) district have requested the expansion of the Downtown Social District so that they can also participate.

Social Districts are "zones" approved by the municipality and the Michigan Liquor License Control Commission (MLCC) to allow consumption of alcohol in Social Districts. Social District Licensees may sell alcohol on its licensed premises in approved containers for customers to remove and consume in the Commons area.

Chapter 4A "Alcoholic Beverage" ordinance amendment was approved by City Commission on August 3, 2020 to allow the creation of social districts and commons areas which are signed and operated within the regulations of the City of Kalamazoo. The City Commission adopted an initial resolution establishing the district at the same meeting as the ordinance amendment and then adopted a resolution expanding the geographic area and participating businesses of the social district on November 16, 2020.

Please see the attached 2023SocialDistrictResWMap.pdf document for:

- Resolution 20-61, dated November 16, 2020, designating Social Districts containing Common Areas and adopting a Management and Maintenance Plan in order to allow certain on premises liquor licensees expanded use of shared areas for consumption of alcohol pursuant to Public Act 124 of 2020.
- The map showing the current Social District boundary and Common Area boundary

- The Management and Maintenance Plan of the Downtown Kalamazoo Social District and Common Area(s).

A map is also attached that outlines the NCBDA TIF area and the four businesses in the NCBDA that would like to be included in the Social District.

RECOMMENDATION:

CITY OF KALAMAZOO, MICHIGAN

RESOLUTION NO. 20-61

A RESOLUTION DESIGNATING SOCIAL DISTRICTS CONTAINING COMMONS AREAS AND ADOPTING A MANAGEMENT AND MAINTENANCE PLAN IN ORDER TO ALLOW CERTAIN ON PREMISES LIQUOR LICENSEES EXPANDED USE OF SHARED AREAS FOR CONSUMPTION OF ALCOHOL PURSUANT TO PUBLIC ACT 124 OF 2020

Minutes of a regular meeting of the City Commission of the City held on November 16, 2020, at or after 7:00 o'clock p.m., local time, by electronic means.

PRESENT, Commissioners: Cunningham, Hess, Knott, Praedel, Urban, Vice Mayor Griffin, Mayor Anderson

ABSENT, Commissioners: None

The following preamble and resolution were offered by Commissioner Urban and supported by Commissioner Knott.

WHEREAS, the Michigan Liquor Control Code was recently amended by 2020 Public Act 124 (the Act) to allow the governing body of a local governmental unit to designate social districts and commons areas which may be used by qualified licensees to obtain a social district permit from the Michigan Liquor Control Commission (MLCC) to utilize expanded areas for the consumption of alcohol; and

WHEREAS, if the governing body of a local governmental unit designates a social district that contains a commons area, the governing body must define and clearly mark the commons area with signs, establish local management and maintenance plans including, but not limited to, hours of operation for submittal to the MLCC, and maintain the commons areas in a manner that protects the health and safety of the community; and

WHEREAS, the City Commission finds that designating social districts and commons areas pursuant to the Act is in the best interests of the citizens of the City of Kalamazoo especially in light of COVID-19 restrictions on indoor gatherings and social distancing recommendations;

NOW, THEREFORE, BE IT RESOLVED that the City Commission designates the social districts and commons areas as provided on the attached maps, establishes the attached management and maintenance plan, and authorizes the City Manager or his designee to take all such other actions necessary in order to implement this Resolution and comply with the Act.

BE IT FURTHER RESOLVED that the commons area shall be expanded to include Bronson Park at such time as City ordinance allows for it.

BE IT FURTHER RESOLVED that the City Clerk is authorized and directed to forward this Resolution and the attached maps and management and maintenance plans to the MLCC as required by the Act together with this Resolution.

The above resolution was offered by Commissioner Urban and supported by Commissioner Knott.

AYES, Commissioners: Cunningham, Hess, Knott, Praedel, Urban, Vice Mayor Griffin, Mayor Anderson

NAYS, Commissioners: None

ABSTAIN, Commissioners: None

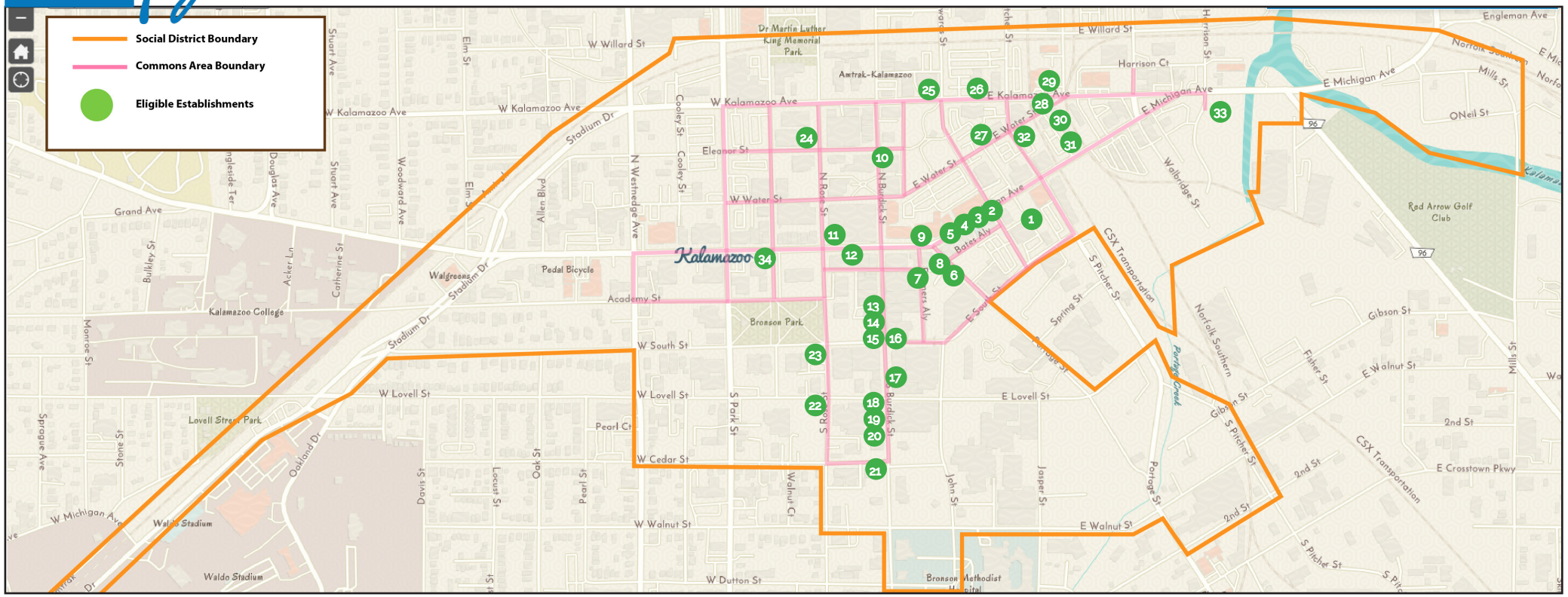
RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Kalamazoo at a regular meeting held on November 16, 2020. Public notice was given and the meeting was conducted in compliance with the Michigan Open Meetings Act (PA 267 of 1976) as amended by PA 228 of 2020. Minutes of the meeting will be available as required by the Act.

Scott A. Borling, City Clerk

Downtown Kalamazoo Commons Area Locations



1. Entertainment District
   - The Gatsby
   - Wild Bull
   - District Square
   - Skydeck
   - Loft 310
2. Coney Island
3. Tempo Vino
4. Green Top Tavern
5. Saugatuck Brewing Co
6. Stamped Robin
7. Xperience
8. LFG
9. The Wine Loft
10. Final Gravity
11. Radisson Plaza Hotel
12. Junglebird
13. Principle
14. Rustica
15. Taco Bob's
16. Roca
17. The Hub
18. The Grazing Table
19. The State Theatre
20. Harvey's on the Mall
21. Papa Pete's
22. Factory Coffee
23. Park Club
24. Kalamazoo Hotel Partners
25. Tin Can Bar
26. Shakespeare's Pub
27. Kalamazoo Beer Exchange
28. Water Street Coffee Joint
29. New Belgian Brewery
30. HopCat
31. Maru Sushi
32. Old Dog Tavern
33. 600 Kitchen and Bar
34. Kalamazoo Non-Profit Advocacy Coalition (KNAC)

Downtown Kalamazoo Social District and Commons Area(s)

Operation:

1. The Social District and Commons Areas shall be open for operation Sunday through Thursday from 10am to 10pm, and Friday and Saturday from 10am to midnight.
2. No tents or lighting shall be installed within the Social District or Commons Area(s) without City permission.
3. No amplified sound shall be used in the Social District or Commons Areas without City permission.
4. Umbrellas may be installed but shall not be mechanically fastened to street or sidewalk surfaces.
5. Dogs are permitted in the Social District and Commons Areas (the City's leash laws still apply, as does the obligation to pick up after your dog).

Access:

1. Pedestrian access shall be maintained to all buildings in the Social District and Commons Areas as required by the City of Kalamazoo.
2. Emergency access shall be maintained to all adjacent properties in the Social District and Commons Areas as required by the City of Kalamazoo.

Alcohol:

1. Alcoholic beverages are allowed in the Commons Area(s) only in accordance with a Social District Permit issued by the Michigan Liquor Control Commission (MLCC), any accompanying MLCC regulations, and City of Kalamazoo requirements.
2. Alcoholic beverages shall only be purchased at the licensed premises of a Social District Permit holder and must be consumed in designated Commons Areas.

Seating, Tables, and Related Furnishings:

1. The Downtown Economic Growth Authority will maintain any seating, tables, and related furnishings that have been purchased and deployed by KDP within the Social District.
2. Seating, tables, and related furnishings that have been provided by individual Social District Permit Holders shall be the sole responsibility of the Social District Permit Holders and must comply with ADA accessibility requirements. Under certain circumstances, Social District Permit holders may use public space for seating, tables, and related furnishings. Interested Social District Permit holders must contact Kalamazoo Downtown Partnership for necessary reviews and municipal approvals.
3. Related furnishings are defined as planters, fencing, spatial delineators or other elements that are deployed as part of a seating expansion within the Social District.

Signage

1. Downtown Economic Growth Authority in consultation with the City will provide signage that designates the Commons Area(s) and Commons Area(s) boundaries.
2. Existing City of Kalamazoo sign ordinances are still applicable within Social District and Commons Area(s)

Trash and Recycling:

1. Downtown Economic Growth Authority will provide temporary trash cans and/or recycling cans within Commons Area(s) and at Commons Area boundaries and will maintain these trash cans and/or recycling cans and conduct trash removal operations at these locations for the duration of the Social District and Commons Area operation so long as it is economically feasible to do so.
2. At locations where existing trash cans are already installed, Downtown Economic Growth Authority and City of Kalamazoo will continue their current maintenance and trash removal operations.

Review:

1. The Management and Maintenance Plan shall be included in any future Social District reviews conducted by the City of Kalamazoo or other entities.
2. Downtown Econmic Growth Authority shall be included in any review and consulted on any revisions to the Social District and Management and Maintenance Plan.
3. Alcoholic beverages consumed in Commons Areas are required to be in designated cups per the requirements of the MLCC and the City of Kalamazoo.
4. Social District Permit holders are responsible for the sale of alcohol on their licensed premises in accordance with their individual Social District Permits and all MLCC rules and regulations, including confirming the consumer's identification and age, and prohibiting the sale of alcohol to intoxicated parties.
5. The City Manager is authorized to exclude from the Social District any premises authorized by the Michigan Liquor Control Commission under a special license during the effective period of the special license.
6. During regular patrols, Kalamazoo Department of Public Safety will monitor Commons Area(s) as assigned for compliance with MLCC and City of Kalamazoo rules and regulations.
7. Downtown Economic Growth Authority staff and/or contractors will also monitor Commons Areas and report compliance issues to the proper authorities so long as it is economically feasible to do so.
8. Additional commons areas may be considered at a future date by City Commission.

Downtown Kalamazoo Social District and Commons Area(s)

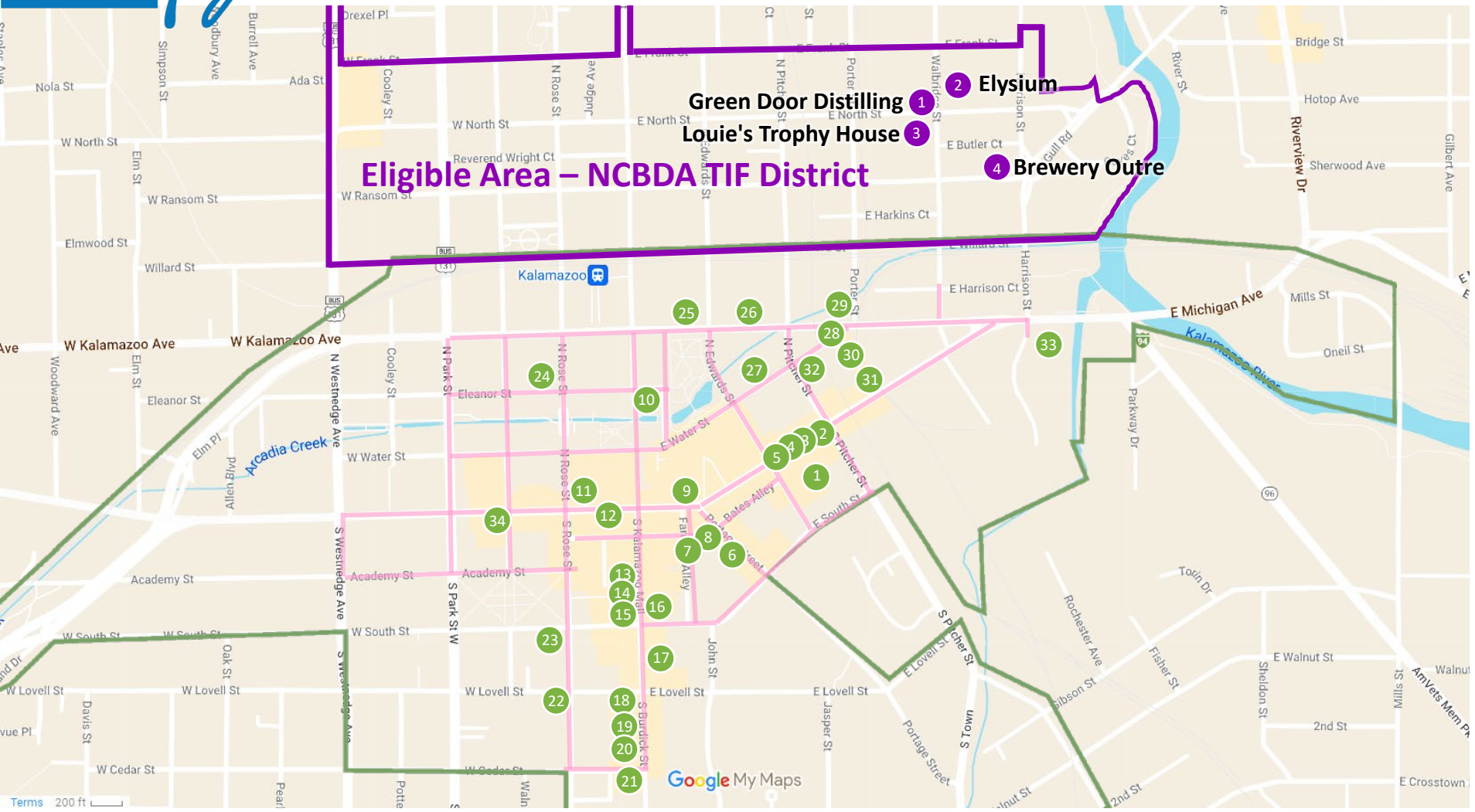
MAP #	MAP NAME	LARA BUSINESS ID	ACCOUNT NAME	DBA	ADDRESS
1	Entertainment District	140780	Piano Bar, LLC	Monaco Bay and Wild Bull	300 E Michigan Ave Kalamazoo, MI 49007-3833
2	Coney Island	140871	Coney Island Lunch, Inc.	Coney Island Lunch	266 E Michigan Ave Kalamazoo, MI 49007-3910
3	Tempo Vino	160919	Irene E. Kokkinos, L.L.C	Vintner's Cellar Winery of Kalamazoo	260 E Michigan Ave Kalamazoo, MI 49007-3910
4	Green Top Tavern	248853	Green Top, LLC	N/A	250 E Michigan Ave Kalamazoo, MI 49007-3910
5	Saugatuck Brewing Co.				200 E Michigan Ave Kalamazoo, MI 49007-3961
6	Stamped Robin	248951	Bird Nest, LLC	The Stamped Robin	128 Portage St Kalamazoo, MI 49007-4802
7	Xperience				
8	LFG	0262314	L.F.G. Bar LLC	L.F.G. Bar	116 Portage St Kalamazoo, MI 49007-4802
9	The Wine Loft	225791	Blue Eyes Group, LLC	The Wine Loft	161 E Michigan Ave Kalamazoo, MI 49007-3926
10	Final Gravity	246299	Decatur Tastings LLC	Final Gravity Brewing Co.	246 N Kalamazoo Mall Kalamazoo, MI 49007-3828
11	Radisson Plaza Hotel	132610	Greenleaf Hospitality Group, Inc.	Radisson Plaza at Kalamazoo Center	120 W Michigan Kalamazoo, MI 49007
12	Junglebird				
13	Principle	238969	Noble Experiment LLC	Principle	230 S Kalamazoo Mall Ste 100 Kalamazoo, MI 49007-4838
14	Rustica	221402	Rustica LLC	Rustica	236 S Kalamazoo Mall Kalamazoo, MI 49007-4838
15	Taco Bob's	232336	Bandak, Inc.	Taco Bobs	248 S Kalamazoo Mall Kalamazoo, MI 49007-4838
16	Roca				
17	The Hub				359 N Burdick St Kalamazoo, MI 49007-3829
18	The Grazing Table				
19	The State Theatre	2775	Mardi Gras Enterprises, Inc.	Harvey's on the Mall & State Theatre	404 S Burdick St Kalamazoo, MI 49007-5218

THE CITY OF Kalamazoo

Downtown Kalamazoo Social District and Commons Area(s)

MAP #	MAP NAME	LARA BUSINESS ID	ACCOUNT NAME	DBA	ADDRESS
20	Harvey's on the Mall				
21	Papa Pete's				
22	Factory Coffee				
23	Park Club				
24	Kalamazoo Hotel Partners				
25	Tin Can Bar				
26	Shakespeare's Pub				
27	Kalamazoo Beer Exchange				
28	Water street Coffee Joint				
29	New Belgian Brewery				
30	Hop Cat				
31	Maru Sushi				
32	Old Dog Tavern				
33	600 Kitchen				
34	Kalamazoo Non-Profit Advocacy Coalition (KNAC)				

Downtown Kalamazoo Commons Area Locations with Proposed NCBDA Expansion



Social District Boundary

Common Area Boundary

Current Eligible Establishments

Proposed NCBDA Establishments

MISSION NORTH
Placemaking, Planning, & Promotion

Memorandum

To: Christina Anderson, City Planner/Deputy Director, Community Planning & Economic Development

From: Rob Bacigalupi, Principal

Re: Parking & Mobility Update

Date: August 3, 2023

Background

In November 2022, a team led by Mission North was hired to accomplish four tasks related to parking & mobility in Kalamazoo. These are:

- Manage the firm running the downtown Parking System and assist with the creation of an RFP for an update in the system operator contract,
- Plan, budget, and execute the implementation of the Strategic Blueprint and Action Plan for Downtown Parking,
- Coordinate with communication and marketing firm for Downtown to share information on parking system changes and special events associated with the system,
- Lead Downtown mobility planning and implementation, with the assistance of City staff from Community Planning and Economic Development (CPED) and Public Services.

These items are to be completed over the course of three years.

Accomplishments

Since November of last year, our team has been able to accomplish the following:

- Served as point person for overseeing the current parking manager, including:
  - Assisted with a contract extension to get them through the parking management RFP process,
  - Established Mission North as the approval authority for parking system expenditures within budget and not exceeding $25,000,
  - Addressing concerns regarding parking behavior in Exchange Place and Farmers Alley,
  - Shepherded the re-stating of the parking space usage policy.

- Oversaw the development of a request for proposals (RFP) for the parking manager, including adjusting the rules of engagement to align with the Blueprint recommendations and better fit with current City administrative goals. In particular,
  - Participated in the pre-bid meeting,
  - Managed answering bidder questions for inclusion in an RFP addendum.
- Reviewed the Strategic Blueprint and Action Plan for Downtown Parking, updating recommendations to fit current conditions and prioritizing them. In addition:
  - Provided an update to the Downtown Kalamazoo business community at a quarterly Town Hall hosted by Southwest Michigan First,
  - Developed a parking meter RFP to establish pricing in the Kalamazoo Mall consistent with Blueprint recommendations,
  - Provided guidance on bike parking, parking benefit districts, and performance-based parking.
- Developed Kalamazoo Outdoor Dining Guidelines, which are planned to be implemented for the 2024 outdoor dining season.

Downtown Development Authority Staff Report

City of Kalamazoo

TO: The Downtown Development Authority Board of Directors

FROM: Antonio Mitchell, Director of Community Planning and Economic Development

DATE: August 21, 2023

SUBJECT: Recommendation from Events & Marketing Committee to allocate $15,000 for the expansion of Beats on Bates and Workout Wednesdays. **(Motion: Approve Recommendation from Events & Marketing Committee to allocate funds for the expansion of Beats on Bates and Workout Wednesdays.)**

SUMMARY:

Please see the budget information below:

August
Administration - $1600 (Kim Workout Wednesday @$400 per event)
Administration - $1600 (Jennifer Beats on Bates @$400 per event)
Marketing Budget - *$500 – for posting and graphics*

September
Administration - $1600 (Kim Workout Wednesday @$400 per event)
Administration - $1600 (Jennifer Beats on Bates @$400 per event)
Band Budget - $6,000 (1,000 Band /$500 Dragon Brothers time/set up)
Instructor Budget - $600 ($150 each)
Marketing Budget - $1,500 – *posting and graphics*

Total Budget **$15,000**

BACKGROUND:

RECOMMENDATION: