

**City of Kalamazoo
TRAFFIC BOARD
Minutes
October 8, 2015
*DRAFT***

Stockbridge Main Conference Room
415 Stockbridge, Kalamazoo, MI 49001

Traffic Board Members Present: Jim Hoekstra, Traffic Engineer, Public Services
Matt Johnson, City Engineer, Public Services
Rebekah Kik, City Planner, Community Planning &
Development

City Staff: Amy Thomas, Recording Secretary

Guests: Leslie Hoffman, Central City Parking

1. CALL TO ORDER

Mr. Hoekstra called the meeting to order at 2:00 p.m.

2. ROLL CALL

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

3. APPROVAL OF AGENDA

There were no changes to the agenda, which was approved by unanimous voice vote.

4. APPROVAL OF MINUTES (August 13, 2015)

Ms. Kik requested a correction to the spelling of her name. The amended minutes were approved by unanimous voice vote.

5. NEW BUSINESS

a. Portage St. – Emergency Vehicle Parking.

- Ms. Hoffman stated that she spoke with a representative of WMed. They are requesting an emergency vehicle parking space on Portage Street. Two to three times per week they have a physician on duty who drives a MSU-1 medical support vehicle. They are on-call for the county 911 system. At any time, they could be dispatched to an emergency in the county and they need fast access to their vehicle. They would only use the space two or three times per week. They would like to have a sign to designate what the parking spot would be used for.
- Ms. Hoffman approached the Parking Committee (Transportation, Parking and Mobility Committee) with this request and they approved it. She has spoken with them about enforcing it. The vehicle would be marked “MSU-1 medical vehicle.” If an unmarked

car parked in that spot, it would be ticketed. It was Ms. Hoffman's understanding that the MSU-1 vehicle is a truck or SUV with a sheriff's license plate and lights. Sometimes the coroner's van might be parked in that space. They can't use the space for vendors and they are agreeable with that.

- Ms. Hoffman confirmed that there is already a police parking spot nearby. She thinks that spot is reserved for the coroner's van or for police vehicles. Mr. Hoekstra confirmed there is a sign indicating that spot is reserved for a police vehicle. Mr. Hoekstra inquired if they wanted signage indicating that the existing space could be used for any emergency vehicle, which would technically allow for a coroner's vehicle. Ms. Hoffman stated that they want two parking spaces for emergency vehicles.
- Mr. Hoekstra suggested changing the signage to indicate that both parking spots are for emergency vehicles.
- Mr. Johnson suggested consulting with the applicants to find out exactly where they want the parking spot.
- Ms. Hoffman inquired as to how many spaces they have in the loading zone now. Ms. Kik stated that it is 144 feet long, which is about 6.5 parking spots.
- Ms. Hoffman inquired if the Traffic Board would like to vote on this issue today or send it back to the applicants for more input on where they want the emergency vehicle parking space. Mr. Johnson was in favor of requesting more information from the applicants before taking a vote.
- Mr. Hoekstra suggested either converting part of the loading zone into an emergency vehicle parking space or converting one of the metered parking spaces into emergency vehicle parking. Ms. Hoffman will approach the applicants with this proposal. If there are not agreeable with the suggestions, she will try to find other options.
- **The Traffic Board members were in agreement with the request for an additional emergency vehicle parking space. The location of the parking spot is to be determined upon further coordination between the Traffic Engineer and Central City Parking.**

6. OLD BUSINESS

None

7. MISCELLANEOUS COMMENTS OR CONCERNS

Mr. Johnson requested that maps pertaining to Traffic Board agenda items be sent to the board before the meetings. Mr. Hoekstra stated that staff will try to provide more materials to the board members prior to the meeting.

8. NEXT MEETING

The next Traffic Board meeting is tentatively scheduled for November 12th. Items for that agenda should be submitted to Mr. Hoekstra by November 5th.

9. ADJOURNMENT

The meeting adjourned at 2:20 p.m.

Submitted by: _____
Recording Secretary

Date: _____

Approved by: _____
Traffic Engineer

Date: _____