

**City of Kalamazoo
TRAFFIC BOARD MEETING
Minutes
October 13, 2016
DRAFT**

Stockbridge Main Conference Room
415 Stockbridge, Kalamazoo, MI 49001

Present: Jim Hoekstra, Traffic Engineer
Rebekah Kik, City Planner
Matt Huber, Executive Lieutenant, Public Safety

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.

4. APPROVAL OF MINUTES (August 22, 2016 special meeting)

Ms. Kik advised that she did not initiate the Oak Street parking petition. She made a request to have that statement removed from the August minutes. There were no other changes to the minutes.

5. NEW BUSINESS

a. Overnight Parking on Walbridge and Frank Streets.

- Mr. Hoekstra advised that most of the signatures on the petition were from residents of the apartment complex, they are not the property owners. John Durham, the owner of the apartment complex also signed the petition, so the request for Walbridge can proceed.
- There were not an adequate number of signatures from property owners on Frank St. for that portion of the request to proceed.
- Mr. Hoekstra recommended approval of the parking request for Walbridge. Ms. Kik agreed and stated that when she provided advice about the petition, she may have not

mentioned that it would be necessary to have signatures from property owners rather than just residents.

- Officer Huber stated that he had no objections to proceeding with the parking request for Walbridge.
- Herb arrived at 2:12 p.m. to discuss this agenda item. Mr. Hoekstra provided a brief review of the Traffic Board discussion. He explained that additional signatures would be required from property owners on Frank Street in order to meet the 50% threshold.
- Herb stated that he would contact LC Howard and other property owners on Frank Street regarding the parking petition.
- Ms. Kik advised that this item could be placed on the November 10th agenda if the signatures are received by City staff by November 3rd.

6. OLD BUSINESS

a. Downtown Parking Space and Curb Markings.

- Ms. Hoffman advised that the TMP Committee approved 50% of the funding for the parking space and curb markings and they agreed to maintain the markings.
- Mr. Hoekstra inquired if an MOU (Memorandum of Understanding) would be required. Mr. Chamberlain wants something in writing stating that that TMP will fund half of the costs, which will include the parking space markings, red curbs and handicap markings.
- Downtown Kalamazoo, Inc. (DKI) runs the TMP Committee and they should be able to provide something in writing.
- The maintenance agreement would also be included in the MOU, which would contain language about repainting the markings as needed.
- Ms. Hoffman suggested putting a cap on the costs or suggesting that the costs be reviewed if they are over a certain amount. New parking spaces or hydrants could be added and that would increase the cost.
- Mr. Hoekstra advised that it is not feasible to finish this project so late in the year. It will have to be completed in 2017 after the snow melts in April or May.

b. Eleanor Street Parking Issues.

- As a follow-up to the discussion at the last meeting, Mr. Hoekstra advised that City staff cut the meter posts and filled them with concrete. The posts could not be pulled out without damaging the concrete.
- Ms. Hoffman advised that new posts were already placed behind the sidewalk.

c. Request to add Meters on Edwards Street by the Wild Bull Restaurant.

- Mr. Hoekstra advised that the City hasn't had the signs removed.
- Ms. Hoffman stated that the intention at this point is to enforce this area as a timed free space (90 minutes) and to change it later to metered spaces. The pay station wasn't

working and it was removed. They would like to put meters back in but that is expensive (\$650 per meter).

- Central City Parking will be working with the City of Kalamazoo on a project by Bronson Park next year. 103 meters will be replaced with multi-space meters during that project. When those meters are available, they can be reinstalled on Edwards Street.
- When the time comes to install the meters, Ms. Hoffman will discuss this issue with the Traffic Board again and she will talk to Ryan Reedy about the project.

7. MISCELLANEOUS COMMENTS OR CONCERNS

None

8. NEXT MEETING

The next Traffic Board meeting is scheduled for November 10, 2016. All agenda items for that meeting are due to Mr. Hoekstra by November 3rd.

9. ADJOURNMENT

The meeting adjourned at 2:20 pm.

Submitted by: _____
Recording Secretary

Date: _____

Approved by: _____
Staff Liaison

Date: _____