



7275 W. MAIN STREET, KALAMAZOO, MI 49009  
269-216-5220 Fax 375-7180  
www.oshtemo.org

**DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS – REGULAR MEETING**

**MEETING WILL BE HELD IN PERSON  
AT THE OSHTEMO COMMUNITY CENTER  
6407 PARKVIEW AVENUE**

**THURSDAY, MARCH 16, 2023  
3:00 P.M.**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: January 19, 2023
4. Public Comment on Non-Agenda Items
5. Treasurer's Report:
  - A. January – February 2023 (unaudited)
6. Atlantic Avenue Expansion Project
  - A. Guarantee Resolution
  - B. Next Steps (traffic analysis, etc.)
7. 2023 Open House Coordination
8. Approve 2023 landscaping proposal
9. Sponsor request for 'Music in the Park' 2023
10. Other Items
11. Announcements and Adjournment

**Next Meeting: May 18, 2023**

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**OSHTEMO CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS**

**DRAFT MINUTES OF A MEETING HELD JANUARY 19, 2023**

The Oshtemo Charter Township Downtown Development Authority (DDA) Board of Directors held meeting at the Oshtemo Community Center, on Thursday, January 19, 2023. The meeting was called to order at approximately 3:00 p.m.

Members Present: Bill Cekola, Themis Corakis, Libby Heiny-Cogswell, Dick Skalski, and Ryan Winfield.

Members absent: Grant Taylor, Chair, Stephen Dallas, Rich MacDonald, Vice Chair

Also present: Iris Lubbert, Planning Director and Martha Coash, Recording Secretary

**Agenda**

In the absence of the Chair and Vice Chair, Mr. Corakis chaired the meeting. He asked if there were any corrections or additions to the agenda. Hearing none, he asked for a motion.

Mr. Skalski made a motion to approve the agenda as presented. Ms. Heiny-Cogswell seconded the motion. The motion carried unanimously.

**Approval of Minutes: December 15, 2022**

Mr. Corakis asked if there were additions or corrections to the Minutes of December 15, 2022.

Hearing none, he made a motion to approve the Minutes of the Meeting of December 15, 2022 as presented. Mr. Skalski seconded the motion. The motion carried unanimously.

**Public Comment on Non-Agenda Items**

There were no members of the public present.

**Election of Officers – Chair, Vice Chair, Treasurer, Secretary, Assistant Treasurer and Assistant Secretary**

The following slate of officers was proposed:

Grant Taylor, Chair  
Rich MacDonald, Vice Chair  
Themi Corakis, Treasurer  
Ryan Winfield, Secretary  
Iris Lubbert, Assistant Treasurer  
Martha Coash, Assistant Secretary

Mr. Skalski made a motion to elect the slate of officers as proposed. Mr. Cekola seconded the motion. The motion carried unanimously.

### **Treasurer's Report: November - December 2022 (unaudited)**

Ms. Lubbert presented the Treasurer's Report for November - December 2022, (unaudited) noting total interest collected in 2022 was \$1,105.11. The Total Property Tax Revenue collected in 2022 was \$218,099.81.

Year-end expenditures captured total \$17,224.86. Expenditures included P&N close out payments for the stadium sidewalk project, costs associated with due diligence efforts for the potential Atlantic Extension project, landscaping fees, and general operating expenditures. Approximately \$2,700 are still owed to Naylor Landscaping for the 2022 holiday décor contract.

She noted \$52.16 was spent in June by the Township Maintenance Department for sprinkler supplies to service the DDA's corner site. This expense was reimbursed from the DDA's Repairs and Maintenance line item and documented under the project line 'Lawn care and maintenance'. This additional expense is what brought this project line \$4.16 overbudget.

She also provided an overview of all consultant expenses from 2022.

Mr. Corakis asked for a breakdown of the charges between the DDA and the Township for clearing snow from the sidewalks around the Community Center.

Ms. Lubbert will look into that and report back to the group.

He also wondered how much the electric charging station is being used at Flesher Field.

Ms. Heiny-Cogswell will report back on the trend of usage since installation.

Mr. Corakis commented on how pleased he was with the holiday trees at the corner of Stadium and 9<sup>th</sup>, but noted when it rained the lights would go off. He pointed out the timer clocks face up and the GFIs blow due to the rain. Staff will address that situation with Naylor.

Mr. Winfield made a motion to accept the Treasurer's Report for November – December 2022, as presented. Mr. Skalski seconded the motion. The motion carried unanimously.

### **Contract Renewal for DDA Seasonal Banners**

Ms. Lubbert said in order to continue services with SignArt to store and rotate the DDA's seasonal banners, a new contract needed to be entered into for 2023. The proposed contract has increased from the previous years' contract of \$380 per banner swap to \$410 per banner swap for an annual total amount of \$1,640. The DDA budgeted \$2000 for banner rotation/storage in 2023. Approval of the contract would not require a budget amendment.

Mr. Corakis made a motion to continue the contract with SignArt for seasonal banner swap at the proposed cost of \$410 per swap, for an annual cost in 2023 of \$1,640. Mr. Skalski seconded the motion. The motion carried unanimously.

### **CLOSED SESSION: Discussion of Potential Atlantic Avenue Extension Project**

Mr. Winfield made a motion to move to closed session to discuss the potential Atlantic Avenue Extension Project. Mr. Skalski seconded the motion. The motion carried unanimously.

The meeting moved to closed session at 3:20 p.m.

### **RETURN TO OPEN SESSION:**

Mr. Skalski made a motion to return to open session. Mr. Winfield seconded the motion. The motion carried unanimously.

The meeting returned to open session at 3:40 p.m.

Mr. Skalski made a motion to proceed on the potential Atlantic Avenue Extension Project as discussed during the closed session. Mr. Winfield seconded the motion. The motion carried unanimously.

It was agreed as many DDA members as are available will attend the Oshtemo Township Board meeting at 7:15 p.m. on Tuesday, January 24 to seek the Board's endorsement as discussed in the Closed Session.

**Other Items/Updates**

Mr. Corakis noted a flaking problem on the new sidewalk surface. Mr. Skalski will take a look to evaluate the situation.

**Announcements and Adjournment**

As there were no announcements, Mr. Corakis adjourned the meeting at approximately 3:45 p.m.

Oshtemo Charter Township  
Downtown Development Authority

Minutes Prepared: January 20, 2023

Minutes Approved:

DRAFT

March 9, 2023



**To: DDA Board**

**From: Iris Lubbert, AICP Planning Director**

**Re: January – February 2023 Treasurer’s Report**

Attached you will find the Treasurer’s Report for January – February 2023, unaudited.

As of today, no interest or revenue have been collected for 2023. A carryover amount from 2022 of \$292,398.62 was confirmed with Siegfried Crandall.

Expenditures from this cycle include the purchase of 6227 Stadium Drive and general operating expenditures.

Attachments: January – February 2023 Treasurer’s Report  
Invoices

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**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Treasurer's Report 3/7/23**  
**Unaudited**

REVENUES	2023 Budget	Previous Activity	Activity this Period	Total Actual Revenue
Carryover (fund balance)	\$292,398.62	\$0.00	\$293,067.35	\$293,067.35
Property Tax Revenue	\$190,000.00	\$0.00	\$0.00	\$0.00
Interest Earned	\$1,000.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$483,398.62</b>	<b>\$0.00</b>	<b>\$293,067.35</b>	<b>\$293,067.35</b>

EXPENDITURES	2023 Budget	Previous Activity	Activity this Period	Total Expenditure	Available Balance	Percent Used
Staff	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Postage	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Community Events	\$1,050.00	\$0.00	\$0.00	\$0.00	\$1,050.00	0.00%
Consultants	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
<i>Assistance with new projects (traffic/road design)</i>	<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$50,000.00</i>	<i>0.00%</i>
Accounting & Auditing Fees	\$3,000.00	\$0.00	\$190.00	\$190.00	\$2,810.00	6.33%
Legal Fees	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
Legal Notices	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
Water	\$1,200.00	\$0.00	\$73.44	\$73.44	\$1,126.56	6.12%
Electric	\$700.00	\$0.00	\$116.15	\$116.15	\$583.85	16.59%
Outdoor Decorations	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
Repairs & Maintenance	\$17,800.00	\$0.00	\$410.00	\$410.00	\$17,390.00	2.30%
<i>Stadium Drive snow removal</i>	<i>\$2,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>	<i>0.00%</i>
<i>Banner rotation/storage/maintenance</i>	<i>\$2,000.00</i>	<i>\$0.00</i>	<i>\$410.00</i>	<i>\$410.00</i>	<i>\$1,590.00</i>	<i>20.50%</i>
<i>Lawn care and maintenance</i>	<i>\$12,800.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,800.00</i>	<i>0.00%</i>
<i>Millard's Way snow removal</i>	<i>\$1,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,000.00</i>	<i>0.00%</i>
Capital Outlay/Obligated Projects	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
<i>Façade grant program</i>	<i>\$10,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>0.00%</i>
Capital Outlay/Land Acquisition	\$274,693.67	\$0.00	\$274,693.67	\$274,693.67	\$0.00	100.00%
<b>TOTAL EXPENDITURES</b>	<b>\$369,443.67</b>	<b>\$0.00</b>	<b>\$275,483.26</b>	<b>\$275,483.26</b>	<b>\$93,960.41</b>	<b>74.57%</b>

<b>Remaining Funds</b>	<b>\$17,584.09</b>
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5757 E. Cork St, Kalamazoo, MI 49048  
 Phone: 800.422.3030 Fax: 269.381.0999

Remit to: SIGN ART INC. / DRAWER #2476  
 PO BOX 5935, TROY, MI 48007-5935

PURCHASER OSHTEMO CHARTER TOWNSHIP  
 7275 W. MAIN ST.  
 KALAMAZOO, MI 49009

**INVOICE** 010359  
 Invoice Date 1/31/2023  
 Sales Order 0009648  
 Quotation # 0012652  
 Customer PO BANNER SWAP  
 Customer ID OT04  
 Salesperson Steve VanderSloot

LOCATION OSHTEMO CHARTER TOWNSHIP  
 7275 W. MAIN ST.  
 KALAMAZOO, MI 49009

ATTENTION

CONTACT IRIS LUBBERT

Item	Qty	UM	Description of Work	Price	Extension
001	1.00	EA	BANNER SWAP - 1 (JAN)	\$410.00	\$410.00
Using one (1) man and 30' bucket truck, remove from SignArt inventory and reinstall customer provided 2'6" x 5'0" banners. Swap out existing banners located on various utility poles in the village district. Return existing banners to SignArt inventory.					

SignArt, Inc. Is An Equal Opportunity Employer

\* indicates a taxed item

**AMOUNT DUE UPON RECEIPT**

ALL ACCOUNTS PAST DUE MORE THAN 10 DAYS WILL BE SUBJECT TO A SERVICE CHARGE OF 1 1/2% PER MONTH ON THE UNPAID BALANCE (18% per annum).

IN THE EVENT THIS INVOICE IS PLACED FOR COLLECTION OR IF COLLECTED BY SUIT, REASONABLE ATTORNEY'S FEES AND/OR COLLECTION COSTS SHALL BE ADDED.

**PLEASE REMIT PAYMENT TO:**

SIGN ART INC.  
 DRAWER #2476  
 PO BOX 5935  
 TROY, MI 48007-5935

**Total Amount:** \$410.00

# SiegfriedCrandallPC

Certified Public Accountants & Advisors

*Req-15704*

246 E. Kilgore Road  
Portage, MI 49002-5599  
www.siegfriedcrandall.com

Telephone 269-381-4970  
800-876-0979  
Fax 269-349-1344

CHARTER TOWNSHIP OF OSHTEMO  
7275 WEST MAIN STREET  
KALAMAZOO, MI 49009

Invoice Number: 110950  
Client ID: 6870

**Date: 01/31/2023**  
Payable upon receipt

Professional services during the month of January 2023, which included the following:

Josh Gabrielse - accounting services - 15 hours @ \$220/hour	3,300.00
A Knafel - payroll assistance - 9 hours @ \$145/hour	1,305.00
W2 and 1099 Forms	200.00

Breakdown by fund:

101 - \$3,095
107 - 190
204 - 190
206 - 190 <i>15376</i>
207 - 190
211 - 190 <i>15376</i>
249 - 190
490 - 190
491 - 190
900 - 190

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\$4,805  
=====

New Charges:	\$4,805.00
Plus Prior Balance:	\$0.00
New Balance:	<u>\$4,805.00</u>

<u>01/31/2023</u>	<u>12/31/2022</u>	<u>11/30/2022</u>	<u>10/31/2022</u>	<u>09/30/2022+</u>
4,805.00	0.00	0.00	0.00	0.00

*Unpaid balances after 60 days subject to interest at 1% per month, minimum of \$1.00*



March 9, 2023

**To: DDA Board**

**From: Iris Lubbert, AICP, Planning Director**

**Re: Atlantic Avenue Extension Project**

On March 3<sup>rd</sup> the Downtown Development Authority in partnership with the Township purchased 6227 Stadium Drive. Next steps will be discussed at the DDA's regular March 16<sup>th</sup> meeting.

The Township has requested the DDA Board adopt a Guarantee Resolution to ensure payments for the property purchase as agreed. Per the amortization schedule, this amount will be \$91,846.98 a year starting in 2024; payments to be completed in 10 years.

Attachments: Guarantee Resolution  
Amortization Schedule

**OSHTEMO CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
COUNTY OF KALAMAZOO, MICHIGAN**

**RESOLUTION GUARANTEEING ANNUAL PAYMENTS FOR THE INSTALLMENT  
PURCHASE AGREEMENT BETWEEN OSHTEMO CHARTER TOWNSHIP AND THE  
MARY JANE KINNEY REVOCABLE TRUST**

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

WHEREAS, the Oshtemo Charter Township Downtown Development Authority entered into a Real Estate Buy and Sell Agreement dated June 24, 2022, with the Mary Jane Kinney Revocable Trust dated March 22, 2006, to purchase property located in Section 26 of the Township for the benefit of the Downtown Development Authority; and

WHEREAS, in order to finance the purchase of the property held by the Mary Jane Kinney Revocable Trust in the most cost-efficient manner as possible, Oshtemo Charter Township agreed to enter into an Installment Purchase Agreement to purchase the subject property on behalf of the DDA; and

WHEREAS, the Township executed a resolution approving the Installment Purchase Agreement with the Mary Jane Kinney Revocable Trust on February 14, 2023, with the understanding that the Downtown Development Authority would pay the annual installments under the Installment Purchase Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Oshtemo Charter Township Downtown Development Authority Board adopts the following:

1. The Oshtemo Charter Township Downtown Development Authority authorizes and guarantees to reimburse the Township for all payments made pursuant to the Townships

Installment Purchase Agreement with Mary Jane Kinney Revocable Trust dated March 22, 2006;  
and

2. The Oshtemo Charter Township Development Authority further agrees to assist in the oversight of the subject property and to assist with its development in order to further the growth and development within the Downtown Development Authority area.

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_, to adopt the foregoing Resolution.

(Board Members: Elizabeth Heiny-Cogswell, Grant Taylor, Rich MacDonald, Bill Cekola, Themis Corakis, Dick Skalski, Stephen Dallas, and Ryan Winfield)

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

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Grant Taylor, Chair  
Oshtemo Charter Township D.D.A

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**CERTIFICATE**

STATE OF MICHIGAN            )  
  ) ss.  
COUNTY OF KALAMAZOO        )

I, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on \_\_\_\_\_, 2023, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Grant Taylor, Chair  
Oshtemo Charter Township D.D.A



Beginning Balance	Interest	Principal	Interest + Principal	Ending Balance
\$ 730,000.00	\$ 33,413.74	\$ 58,432.94	\$ 91,846.68	\$ 671,567.13
\$ 671,567.13	\$ 30,576.95	\$ 61,269.73	\$ 91,846.68	\$ 610,297.47
\$ 610,297.47	\$ 27,602.47	\$ 64,244.21	\$ 91,846.68	\$ 546,053.30
\$ 546,053.30	\$ 24,483.54	\$ 67,363.14	\$ 91,846.68	\$ 478,690.21
\$ 478,690.21	\$ 21,213.21	\$ 70,633.47	\$ 91,846.68	\$ 408,056.79
\$ 408,056.79	\$ 17,784.08	\$ 74,062.60	\$ 91,846.68	\$ 333,994.26
\$ 333,994.26	\$ 14,188.50	\$ 77,658.18	\$ 91,846.68	\$ 256,336.15
\$ 256,336.15	\$ 10,418.37	\$ 81,428.31	\$ 91,846.68	\$ 174,907.91
\$ 174,907.91	\$ 6,465.22	\$ 85,381.46	\$ 91,846.68	\$ 89,526.50
\$ 89,526.50	\$ 2,320.14	\$ 89,526.54	\$ 91,846.68	\$ -

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March 9, 2023

**To: DDA Board**

**From: Iris Lubbert, AICP, Planning Director**

**Re: 2023 Open House Coordination**

Public Act 57 of 2018 requires that Downtown Development Authorities hold at least two informational meetings a year. These meetings do not have to be official Board meetings but can be designed as open houses to inform the public of the goals of the Board and the projects that the DDA is financing.

With the purchase of 6227 Stadium Drive, staff is looking for direction from the Board on what information and/or updates should be included in the open houses of 2023.

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March 9, 2023

**To: DDA Board**

**From: Iris Lubbert, AICP, Planning Director**

**Re: 2023 Landscaping and Lawn Maintenance quote**

S&T Lawn Service has provided a quote to renew their contract with the DDA Board for the landscaping and lawn care of the Parkview Hall, Millards Way, and the Village Corner Plaza. Prices have increased due to economic changes. It should be noted that the Township Maintenance Department will be taking over the mowing of Millards Way (reflected in the proposed quote). A cost breakdown/comparison is provided below.

	2022 Cost Per Month	2023 Cost Per Month
Village Corner Plaza	\$654.00	\$655.00
Millards Way	\$610.00	\$487.12
Parkview Hall	\$330.00	\$347.00
<b>Total</b>	<b>\$1,594.00</b>	<b>\$1,489.12</b>

Services would be provided from April 1<sup>st</sup> to November 30<sup>th</sup> (8 months of service). The annual cost is \$11,912.96. The DDA currently has \$12,800 budgeted for lawn care and maintenance; a budget amendment would not be needed. The DDA Board is asked to consider approving the proposal.

Attachments: Quotes for the three properties

Feb 22, 2023

Oshtemo Township  
Attn: Iris Lubbert

RE: Parkview Hall

Price below to provide all labor, material, equipment, and supervision to complete the following:

- Spring cleanup of lawn and shrub areas (cut grasses) .....\$250.00
- Spring mulching of landscape beds (9yds) .....\$280.00
- Weekly bed maintenance .....\$1,446.00
- Mowing weekly 28x/season .....Included
- Edging of walks 6x/year .....Included
- Fall cleanup of lawn and shrub areas (cut perennials).....\$250.00
- Fertilizer 5 applications(\$55/time).....\$440.00
- **TOTAL.....\$2,776.00**

**Note:** Services are totaled, divided by service months (8). Equal payments of \$347.00 per month for items above.

If you should have any questions, please contact me at 269-375-0334.

Thank you,

Erik Thompson

Feb 22, 2023

Oshtemo Township  
Attn: Iris Lubbert

RE: Millard's Way

Price below to provide all labor, material, equipment, and supervision to complete the following:

- Spring cleanup of lawn and shrub areas (cut grasses) .....\$250.00
- Spring mulching of landscape beds (9yds) .....\$567.00
- Weekly bed maintenance .....\$1,950.00
- Mowing weekly 28x/season .....n/a
- Edging of walks 6x/year .....n/a
- Fall cleanup of lawn and shrub areas (cut perennials).....\$250.00
- Fertilizer 5 applications(\$176/time).....\$880.00
- **TOTAL.....\$3,897.00**

**Note:** Services are totaled, divided by service months (8). Equal payments of \$487.12 per month for items above.

If you should have any questions, please contact me at 269-375-0334.

Thank you,

Erik Thompson

Feb 22, 2023

Oshtemo Township  
Attn: Iris Lubbert

RE: Village Corner Plaza

Price below to provide all labor, material, equipment, and supervision to complete the following:

- Spring cleanup of lawn and shrub areas (cut grasses) .....\$250.00
- Spring mulching of landscape beds (15yds) .....\$1,020.00
- Weekly bed maintenance .....\$1,960.00
- Mowing weekly 28x/season \$45.00/time .....\$1,260.00
- Edging of walks 6x/year .....\$300.00
- Fall cleanup of lawn and shrub areas (cut perennials).....\$250.00
- Fertilizer 5 applications(\$40/time).....\$200.00
- **TOTAL.....\$5,240.00**

**Note:** Services are totaled, divided by service months (8). Equal payments of \$655.00 per month for items above.

If you should have any questions, please contact me at 269-375-0334.

Thank you,

Erik Thompson



# Memorandum



**Date:** February 28, 2023  
**To:** Oshtemo Downtown Development Authority  
**From:** Karen High, Parks Director  
**Subject:** Sponsor request for 'Music in the Park' 2023

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Oshtemo Friends of the Parks is again hosting a free, family-friendly outdoor concert series at Flesher Field Park. We appreciate the DDA's history of support for this program and ***respectfully request funding at the \$750 sponsor level again this year.***

Last year our concerts set attendance records with audience sizes ranging from 450-550. We have a terrific lineup planned this year. Dates and acts are as follows:

- June 11 – Zion Lion Reggae Band
- July 9 – Bronk Brothers
- August 6 – Kalamazoo Avenue Band

We are seeking your support to hold the popular restaurant gift card raffle this year as well. ***DDA support in the amount of \$300 is requested.*** This covers the cost of nine gift cards at \$25 each (\$225) plus \$75 for signs and raffle tickets.

The DDA-sponsored restaurant gift card raffle began in 2021. It came about as a way to support local restaurants impacted by the pandemic and turned out to be very popular with attendees. People love it! It adds an element of fun and audience participation to the concerts. It also allows us to promote our local restaurants and raise funds for our parks. Last year we raised \$1,150 for the Fruit Belt Rail Trail!

The raffle will again be conducted according to rules from the Michigan Lottery Charitable Gaming Division. Our volunteers will purchase \$25 gift cards from each of the restaurants located within the DDA boundaries. Three gift cards will be raffled at each of the three outdoor concerts. Raffle ticket cost will again be \$1 per ticket or 6 tickets for \$5. All ticket sales will occur during the event (no advance sales). All prizes will be distributed during the event (must be present to win). Restaurants will be invited to have menus, coupons, etc. available for concert attendees to pick up from a display table during each concert. Proceeds from the raffle will go to support Oshtemo parks.

Please feel free to contact me if you have any questions or comments. I can be reached by email at [khigh@oshtemo.org](mailto:khigh@oshtemo.org) or by phone at (269) 216-5233. Thank you!

7275 W. Main Street  
Kalamazoo, MI 49009  
(269) 216-5233  
Fax (269) 375-7180  
[www.oshtemo.org](http://www.oshtemo.org)