

Board of Directors Regular Meeting Agenda

April 19, 2021 3:00 p.m. | Zoom Meeting

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADOPTION OF AGENDA**
- IV. MINUTES** – February 22nd, 2021 Regular Meeting & March 10th, 2021 Special Meeting
- V. FINANCIAL REPORT** – March 2021
- VI. ACTION ITEMS**
- VII. DISCUSSION ITEMS**
 - A. Coalition Working Group Updates
 - B. RFQ at 140 Edwards Street
 - C. Events Report
- VIII. PACKET ATTACHMENTS**
 - A. Q1 Marketing Report
 - B. RFQ at 140 Edwards Street
- IX. BOARD COMMENTS**
- X. PUBLIC COMMENTS**
- XI. ADJOURNMENT**



DEGA Board Member Attendance 2020-2021

	DIRECTOR	POSITION	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	Attended	Absent
2020	Jeff Breneman	Vice President President Treasurer Secretary	P	x	x	P	x	x	P	x	P	P	A	P	6	1
2020	Susan Linemann		P	x	x	P	x	x	P	x	P	U	P	P	6	1
2020	Grant Fletcher		P	x	x	P	x	x	P	x	P	P	P	P	7	0
2020	Patti Owens		A	x	x	A	x	x	A	x	A	P	P	P	3	4
2020	Stephanie Hinman		P	x	x	P	x	x	P	x	P	A	A	P	5	2
2020	Ryan Wieber		A	x	x	P	x	x	P	x	P	P	P	P	6	1
2020	Carl Brown		A	x	x	A	x	x	A	x	A	U	U	U	0	6
2020	Bob Miller		P	x	x	-	x	x	P	x	P	P	P	P	6	0
2020	David Anderson		P	x	x	A	x	x	A	x	A	P	P	P	4	3

	DIRECTOR	POSITION	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	Attended	Absent
2021	Jeff Breneman	Vice President President Treasurer Secretary	P	x	P										2	0
2021	Susan Linemann		P	x	P										2	0
2021	Grant Fletcher		P	x	P										2	0
2021	Patti Owens		P	x	A										1	0
2021	Stephanie Hinman		P	x	P										2	0
2021	Ryan Wieber		A	x	P										2	1
2021	Carl Brown		P	x	P										2	0
2021	Bob Miller		P	x	P										2	0
2021	David Anderson		P	x	P										2	0

P - Present U - Unexcused (-) - Missing Information
 A - Absent x - Meeting Cancellation

*A special meeting was held in March, 2021

Board of Directors Regular Meeting Minutes

January 25th, 2021 3:00 p.m. | Zoom Meeting

PRESENT: Patti Owens, Mayor David Anderson, Grant Fletcher, Jeff Breneman, Bob Miller, Susan Lindemann, Stephanie Hinman, Carl Brown

ABSENT: Ryan Wieber

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

OTHER: Jessica Wood

I. CALL TO ORDER

DIRECTOR FLETCHER CALLED THE MEETING TO ORDER AT 3:00 P.M.

II. ROLL CALL

PRESENT: Patti Owens – Remotely, Grand Traverse County, MI
Grant Fletcher – Remotely, Kalamazoo County, MI
Bob Miller – Remotely, Kalamazoo County, MI
Susan Lindemann – Remotely, Kalamazoo County, MI
Jeff Breneman – Remotely, Kalamazoo County, MI
Stephanie Hinman – Remotely, Kalamazoo County, MI
Carl Brown – Remotely, Los Angeles, CA
Mayor David Anderson – Remotely, Kalamazoo County, MI

ABSENT: Ryan Wieber

EXCUSED: Ryan Wieber

THE JANUARY 25th, 2021 ATTENDANCE INCLUDING EXCUSED AND UNEXCUSED ABSENCES IS RECORDED.

III. ADOPTION OF AGENDA

Discussion items are consolidated and moved to be discussed during DDA meeting.

DIRECTOR OWENS MOVED TO ADOPT THE JANUARY 25, 2021 AGENDA AS AMENDED. DIRECTOR MILLER SECONDED. NO OBJECTIONS. MOTION CARRIED.

IV. APPROVAL OF MINUTES – December 2020 Regular Meeting

DIRECTOR OWENS MOVED TO APPROVE THE DECEMBER 21, 2020 REGULAR MEETING

Board of Directors Regular Meeting Minutes

January 25th, 2021 3:00 p.m. | Zoom Meeting

MINUTES. DIRECTOR HINMAN SECONDED. NO OBJECTIONS. MOTION CARRIED.

V. FINANCIAL REPORT – December 2020

DIRECTOR OWENS MOVED TO APPROVE THE DECEMBER 2020 FINANCIAL REPORT. DIRECTOR LINDEMANN SECONDED. NO OBJECTIONS. MOTION CARRIED.

VI. ACTION ITEMS

A. Resolution 2021-01 approval of final 2021 budget

DIRECTOR MILLER MOTIONED TO APPROVE RESOLUTION 2021-01. DIRECTOR OWENS SECONDED. NO OBJECTIONS. MOTION CARRIED.

VII. ROLL CALL

AYE: Patti Owens, Mayor David Anderson, Grant Fletcher, Jeff Breneman, Bob Miller, Susan Lindemann, Stephanie Hinman, Carl Brown

ABSENT: Ryan Wieber

VIII. DISCUSSION ITEMS

IX. BOARD COMMENTS

Director Carl Brown gave the board updates on projects and commitments to the board.

X. PUBLIC COMMENTS

XI. ADJOURNMENT

DIRECTOR OWENS MOVED TO ADJOURN THE MEETING. DIRECTOR HINMAN SECONDED. NO OBJECTIONS. MOTION CARRIED.

DIRECTOR FLETCHER ADJOURNED THE MEETING AT 3:15 P.M.

Board of Directors Special Meeting Minutes

March 10th, 2021 4:30 p.m. | Zoom Meeting

PRESENT: Mayor David Anderson, Grant Fletcher, Jeff Breneman, Bob Miller, Susan Lindemann, Stephanie Hinman, Ryan Wieber, Carl Brown

ABSENT: Patti Owens

STAFF: Andrew Haan, Allyson Dykstra

OTHER: Jessica Wood

I. CALL TO ORDER

DIRECTOR FLETCHER CALLED THE MEETING TO ORDER AT 4:31 P.M.

II. ROLL CALL

PRESENT: Grant Fletcher – Remotely, Kalamazoo County, MI
Bob Miller – Remotely, Kalamazoo, MI
Susan Lindemann – Remotely, Kalamazoo County, MI
Jeff Breneman – Remotely, Kalamazoo County, MI
Stephanie Hinman – Remotely, Kalamazoo, MI
Mayor David Anderson – Remotely, Kalamazoo County, MI
Ryan Wieber— Remotely, Kalamazoo County, MI
Carl Brown - Remotely, Los Angeles, CA

III. ADOPTION OF AGENDA

DIRECTOR MILLER MOVED TO ADOPT THE MARCH 10, 2021 SPECIAL MEETING AGENDA. DIRECTOR HINMAN SECONDED. NO OBJECTIONS. MOTION CARRIED.

IV. ACTION ITEMS

A. 266 E. Michigan Development Agreement

Jessica Wood explained that this agreement allows for TIFF contingent on and protected by actual amount captured, the DEGA will not be in a situation where it will be obligated to pay back something that was never captured.

Mayor Anderson asked what the total expense was and what the DEGA is paying for? Jessica Wood explained that it called for 3M and the DEGA would not exceed \$9,000 annual over 20 years, 2027-2046. This development is eligible for more costs than calculated here, but the costs found were enough already. The development will be reporting annually to the DEGA.

Board of Directors Special Meeting Minutes

March 10th, 2021 4:30 p.m. | Zoom Meeting

The BRA will stop capture after 8 years and the DEGA will begin capture at that time. If the growth comes in higher than DEGA estimated the Not To Exceed Clause would render the agreement fulfilled.

Andrew Haan spoke to the need or an internal vetting process that may look similar to the criteria stated by the BRA currently.

Coney Island has sold the building to developer Matt O'Connor from Grand Rapids and the family who previously owned the building remains a lease holder. Coney Island will continue to function, and the developer will reactivate the Ouzos space at the completion of the project.

DIRECTOR LINEMANN MOTIONED TO APPROVE THE PROPOSED DEVELOPMENT AGREEMENT FOR 266 EAST MICHIGAN. DIRECTOR BROWN SECONDED. NO OBJECTIONS. MOTION CARRIED.

V. BOARD COMMENTS

Andrew Haan reminded the board that there will be no regular meeting this month.

PUBLIC COMMENTS

VI.

ADJOURNMENT

VII.

DIRECTOR FLETCHER ADJOURNED THE MEETING AT 4:56 P.M.

DOWNTOWN ECONOMIC GROWTH AUTHORITY PROFIT/LOSS
MARCH 31, 2021

	MONTH TO DATE ACTUAL	MONTHLY BUDGET	MONTHLY VARIANCE	YEAR TO DATE ACTUAL	YEAR TO DATE BUDGET	YEAR TO DATE VARIANCE	ANNUAL BUDGET
REVENUES							
DOWNTOWN ECONOMIC GROWTH AUTHORITY TIF	\$0.00	\$ 39,000.00	\$39,000.00	\$0.00	\$117,000.00	\$117,000.00	\$ 468,000.00
KALAMAZOO MALL MAINTENANCE (CITY OF KALAMAZOO)	\$0.00	\$ 4,934.17	\$4,934.17	\$0.00	\$14,802.50	\$14,802.50	\$ 59,210.00
FFE FUNDING	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$15,000.00	\$15,000.00	\$60,000.00
SOCIAL DISTRICT REVENUES	\$3,870.00			\$7,997.50	\$0.00		
INTEREST INCOME	\$ 6.36	\$58.33	\$51.97	\$24.18	\$175.00	\$150.82	\$700.00
OTHER FUNDING SOURCES - CITY OF KALAMAZOO ADVANCE	\$ -	\$20,833.33	\$20,833.33	\$0.00	\$62,500.00	\$62,500.00	\$250,000.00
TOTAL REVENUES	\$ 3,876.36	\$ 69,825.83	\$69,819.47	\$8,021.68	\$209,477.50	\$209,453.32	\$ 837,910.00
EXPENDITURES							
PEOPLE	\$7,274.58	\$7,564.75	\$290.17	\$16,150.94	\$22,694.25	\$6,543.31	\$90,777.00
DOWNTOWN AMBASSADOR PROGRAM/MAINTENANCE							
ENGAGEMENT, SURVEYS & FEEDBACK							
PLACE	\$ 3,917.44	\$15,415.58	\$11,498.14	\$ 8,882.14	\$46,246.75	\$37,364.61	\$184,987.00
PLANNING							
PUBLIC SPACE INVESTMENT & MAINTENANCE							
STREET INTERVENTIONS							
EXPERIENCE	\$27,602.64	\$19,760.58	-\$7,842.06	\$44,470.61	\$59,281.75	\$14,811.14	\$237,127.00
MARKETING/COMMUNICATIONS							
EVENTS							
GROWTH	\$ 7,280.99	\$19,648.08	\$12,367.09	\$ 24,553.23	\$58,944.25	\$34,391.02	\$235,777.00
BUSINESS RETENTION & RECRUITMENT INITIATIVES							
ADMINISTRATION	\$8,932.05	\$7,436.83	-\$1,495.22	\$35,770.73	\$22,310.50	-\$13,460.23	\$89,242.00
OPERATIONS							
AUDIT							
TOTAL EXPENSES	\$ 55,007.70	\$ 69,825.83	\$14,818.13	\$ 129,827.65	\$209,477.50	\$79,649.85	\$ 837,910.00
TOTAL REVENUES OVER/UNDER BUDGET	\$ (51,131.34)	\$0.00	(\$55,001.34)	\$ (121,805.97)	\$0.00	(\$129,803.47)	\$0.00