

Board of Directors Regular Meeting Agenda

June 21, 2021 3:00 p.m. | Zoom Meeting

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. ADOPTION OF AGENDA**
- IV. MINUTES** – April 19th, 2021 Regular Meeting
- V. FINANCIAL REPORT** – May 2021
- VI. ACTION ITEMS**
- VII. DISCUSSION ITEMS**
 - A.** Coalition Meeting Updates
 - B.** Coalition Working Group Updates
 - a. Leveraging Central Commons Refreshment Area
 - b. Pedestrian Count
 - c. Outdoor Experience
 - d. Pop-up Program
 - C.** Waste/Recycling Initiative
 - D.** Bistro Table installation
 - E.** Summer Events Update
- VIII. PACKET ATTACHMENTS**
 - A.** Annual Report link
- 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	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	P	x	P	P	x								3	0
2021	Susan Linemann		P	x	P	P	x								3	0
2021	Grant Fletcher		P	x	P	P	x								3	0
2021	Patti Owens		P	x	A	P	x								2	1
2021	Stephanie Hinman		P	x	P	A	x								2	1
2021	Ryan Wieber		A	x	P	P	x								2	1
2021	Carl Brown		P	x	P	P	x								3	0
2021	Bob Miller		P	x	P	P	x								3	0
2021	David Anderson		P	x	P	P	x								3	0

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

*A special meeting was held in March, 2021

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

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

ABSENT: Stephanie Hinman

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 3:22 P.M.

II. ROLL CALL

PRESENT: Patti Owens – Remotely, Alamo Township, 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
Ryan Wieber – Remotely, Cheboygan County, MI
Carl Brown – Remotely, Kalamazoo County, MI
Mayor David Anderson – Remotely, Kalamazoo County, MI

ABSENT: Stephanie Hinman

EXCUSED: Stephanie Hinman

THE APRIL 19TH, 2021 ATTENDANCE INCLUDING EXCUSED AND UNEXCUSED ABSENCES ARE RECORDED.

III. ADOPTION OF AGENDA

DIRECTOR OWENS MOVED TO ADOPT THE APRIL 19, 2021 AGENDA. DIRECTOR BROWN SECONDED. NO OBJECTIONS. MOTION CARRIED.

IV. APPROVAL OF MINUTES – January 25, 2021 Regular Meeting & March 10, 2021 Special Meeting Minutes

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

DIRECTOR LINDEMANN MOVED TO APPROVE THE JANUARY 25, 2021 REGULAR MEETING MINUTES & MARCH 10, 2021 SPECIAL MEETING MINUTES WITH AMENDMENTS. DIRECTOR WIEBER SECONDED. NO OBJECTIONS. MOTION CARRIED.

V. FINANCIAL REPORT – MARCH 2021

DIRECTOR OWENS MOVED TO APPROVE THE MARCH 2021 FINANCIAL REPORT. DIRECTOR MILLER SECONDED. NO OBJECTIONS. MOTION CARRIED.

VI. ACTION ITEMS

VII. DISCUSSION ITEMS

A. Coalition Working Group Updates

Jennifer Jelenek and Andrew Haan provided pedestrian count technology and outdoor furniture updates.

B. RFQ at 140 Edwards Street

The Request for Qualifications for Lot 1 (140 Edwards Street) was shared with the Board.

C. Events Report

Sue Huggett provided updates on the success of Chili Cook Off, Restaurant Week, March Madness outdoor watch-parties, in-person Art Hop, and St. Patrick's Day activities.

Bates Alley will be repainted May 1st & 2nd, and a pavilion will be installed on Bates Alley on May 7th to enhance Beats on Bates and other Bates Alley events.

Andrew Haan reminded the Board that two informational meetings will be held next week, April 29th & 30th, for the launch of the Ambassador Program.

VIII. BOARD COMMENTS

Director Wieber thanks the Partnership team for the Coalition work and events. He also praised Director Owens for her attention to detail and advocacy for inclusion.

Director Owens called attention to an attendance discrepancy. Amendments will be made to show Director Owens and Director Wieber attended and were

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absent the appropriate number of meetings.

Andrew Haan informed the Board that Board Positions are still being discussed and in the meantime Director Miller will continue to serve as a board member.

IX. PUBLIC COMMENTS

X. ADJOURNMENT

DIRECTOR FLETCHER ADJOURNED THE MEETING AT 4:29 P.M.

DOWNTOWN ECONOMIC GROWTH AUTHORITY PROFIT/LOSS
MAY 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	\$ 41,121.83	\$41,121.83	\$493,462.30	\$205,609.17	-\$287,853.13	\$ 493,462.00
KALAMAZOO MALL MAINTENANCE (CITY OF KALAMAZOO)	\$19,210.00	\$ 1,600.83	-\$17,609.17	\$19,210.00	\$8,004.17	-\$11,205.83	\$ 19,210.00
FFE FUNDING	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$25,000.00	\$25,000.00	\$60,000.00
SOCIAL DISTRICT REVENUES	\$2,450.00	\$6,250.00	\$3,800.00	\$12,537.50	\$31,250.00	\$18,712.50	\$75,000.00
INTEREST INCOME	\$ 23.10	\$58.33	\$35.23	\$62.19	\$291.67	\$229.48	\$700.00
OTHER FUNDING SOURCES - CITY OF KALAMAZOO ADVANCE	\$ -	\$20,833.33	\$20,833.33	\$0.00	\$104,166.67	\$104,166.67	\$250,000.00
TOTAL REVENUES	\$ 21,683.10	\$ 74,864.33	\$53,181.23	\$525,271.99	\$374,321.67	-\$150,950.32	\$ 898,372.00
EXPENDITURES							
PEOPLE	\$2,304.49	\$4,856.42	\$2,551.93	\$20,484.90	\$24,282.08	\$3,797.18	\$58,277.00
DOWNTOWN AMBASSADOR PROGRAM/MAINTENANCE							
ENGAGEMENT, SURVEYS & FEEDBACK							
PLACE	\$ 30,054.18	\$22,248.92	-\$7,805.26	\$ 41,375.92	\$111,244.58	\$69,868.66	\$266,987.00
PLANNING							
PUBLIC SPACE INVESTMENT & MAINTENANCE							
STREET INTERVENTIONS							
EXPERIENCE	\$8,663.76	\$13,635.58	\$4,971.82	\$60,227.74	\$68,177.92	\$7,950.18	\$163,627.00
MARKETING/COMMUNICATIONS							
EVENTS							
GROWTH	\$ 17,350.82	\$25,064.75	\$7,713.93	\$ 47,102.24	\$125,323.75	\$78,221.51	\$300,777.00
BUSINESS RETENTION & RECRUITMENT INITIATIVES							
ADMINISTRATION	\$17,362.92	\$9,058.67	-\$8,304.25	\$63,624.57	\$45,293.33	-\$18,331.24	\$108,704.00
OPERATIONS							
AUDIT							
TOTAL EXPENSES	\$ 75,736.17	\$ 74,864.33	-\$871.84	\$ 232,815.37	\$374,321.67	\$141,506.30	\$ 898,372.00
TOTAL REVENUES OVER/UNDER BUDGET	\$ (54,053.07)	\$0.00	(\$54,053.07)	\$ 292,456.62	\$0.00	\$292,456.62	\$0.00