

Board of Directors Regular Meeting Minutes

May 19, 2025, 3 p.m. | Community Planning & Economic Development, 245 N Rose Street

PRESENT: David Anderson, Jeff Breneman, Trisha Kidd, Clarence Lloyd, Rick Searing

EXCUSED: Curt Aardema, Stanley Steppes, Jessica Thompson

ABSENT: Kwame Gyimah

STAFF: Meghan Behymer (Downtown Coordinator); Erin Hahn (Community Investment Administrative Assistant); Rebekah Kik (Deputy City Manager); Jessica Wood (Legal Counsel)

OTHER:

A. CALL TO ORDER

DIRECTOR BRENEMAN CALLED THE MEETING TO ORDER AT 4:45 P.M.

PRESENT: David Anderson, Jeff Breneman, Trisha Kidd, Clarence Lloyd, Rick Searing

EXCUSED: Curt Aardema, Stanley Steppes, Jessica Thompson

ABSENT: Kwame Gyimah

THE MAY 19, 2025 ATTENDANCE INCLUDING EXCUSED AND UNEXCUSED ABSENCES IS RECORDED.

B. ADOPTION OF FORMAL AGENDA

DIRECTOR LLOYD MOTIONED TO ADOPT THE MAY 19, 2025 AGENDA AS PRESENTED. DIRECTOR ANDERSON SECONDED. NO OBJECTIONS. MOTION CARRIED.

C. APPROVAL OF MINUTES

DIRECTOR ANDERSON MOTIONED TO APPROVE THE MINUTES FROM THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD MEETING ON APRIL 21, 2025. DIRECTOR LLOYD SECONDED. NO OBJECTIONS. MOTION CARRIED.

D. REPORTS AND PRESENTATIONS

1. Financial Report – March 2025

Ms. Behymer, Downtown Coordinator, presented the financial report. The Downtown Development Authority (DDA) reported no new revenue for March, maintaining year-to-

Board of Directors Regular Meeting Minutes

May 19, 2025, 3 p.m. | Community Planning & Economic Development, 245 N Rose Street

date revenue at \$59,210, which reflects the mall maintenance agreement. March expenses totaled \$37,360, including \$766 for utilities, \$31,250 for the Q1 City Service Agreement, and \$5,344 for legal services. Year-to-date expenses total \$38,852.

A discussion followed regarding the presentation of liabilities on the financial statements, particularly the \$517,000 commitment related to the Math & Sciences Center agreement. It was clarified that this amount is being drawn from fund balance, not annual revenue, and had been included in a prior budget amendment. Staff will follow up to ensure liabilities are appropriately represented in future reports. The financial report was unanimously accepted.

MAYOR ANDERSON MOTIONED TO ACCEPT THE FINANCIAL REPORT. DIRECTOR SEARING SECONDED. NO OBJECTIONS. MOTION CARRIED.

E. ACTION ITEMS

There were no action items.

F. PUBLIC COMMENTS

There were no public comments.

G. DIRECTOR COMMENTS

Director Lloyd announced that the Chamber is planning a small business conference later this year with a possible retail focus. He also shared that a *Shop Local Greater Kalamazoo* e-commerce platform is in development and invited downtown to have its own sponsored page within the platform, which will be brought back for further discussion as details are finalized.

Director Searing congratulated recent high school graduates and noted the positive energy during prom festivities in Bronson Park. He expressed excitement for future downtown vibrancy and asked about the integration of new branding into the downtownkalamazoo.org website. Staff confirmed that the A5 branding consultant will assess what updates are needed for the site and other assets.

H. ADJOURNMENT

DIRECTOR BRENEMAN ADJOURNED THE MEETING AT 4:50 P.M.