

Agenda

Downtown Development Authority

Board of Directors



City of Kalamazoo

Monday, June 15, 2026

3:00 PM

City Hall Community Room – 241 West South Street

- A. CALL TO ORDER/ROLL CALL
- B. ADOPTION OF FORMAL AGENDA
- C. APPROVAL OF MINUTES
 - 1. Approval of the minutes from the meeting of the Downtown Development Authority Board on May 11, 2026. (**Action: Motion to approve**)
- D. REPORTS AND PRESENTATIONS
 - 1. Financial Report - April 2026 (**Action: Motion to accept the April 2026 Downtown Development Authority financial statement**)
 - 2.
- E. DISCUSSION/ACTION ITEMS
- F. PUBLIC COMMENTS
- G. DIRECTOR COMMENTS
- H. ADJOURNMENT

Board of Directors Regular Meeting Minutes

May 11, 2026, 3 p.m. | City Hall, 241 W. South Street

PRESENT: Curt Aardema, Mayor David Anderson, Harvin Sandhu, Trisha Kidd, Clarence Lloyd, Rick Searing, Cheng Kidd Sun, Connor Sampson

STAFF: Meghan Behymer (Downtown Coordinator)

A. CALL TO ORDER

DIRECTOR AARDEMA CALLED THE MEETING TO ORDER AT 4:50 P.M.

PRESENT: Curt Aardema, Mayor David Anderson, Harvin Sandhu, Trisha Kidd, Clarence Lloyd, Rick Searing, Cheng Kidd Sun, Connor Sampson

EXCUSED ABSENCE None

UNEXCUSED ABSENCE: Stanley Steppes

MAY 11, 2026, ATTENDANCE, INCLUDING EXCUSED AND UNEXCUSED ABSENCES, IS RECORDED.

1. Purpose Statement:

The purpose of this Downtown Development Authority is to halt property value deterioration and promote economic growth within its business district, to increase property value.

The purpose of this Downtown Economic Growth Authority is to correct and prevent deterioration in residential, commercial, and industrial areas, to authorize the acquisition and disposal of interests in real and personal property; to authorize the creation and implementation of development plans and development areas.

The Kalamazoo DDA and DEGA, acting in concert, have set forth the strategic objective of focusing its resources on improving “The First 16 Feet”, a three-dimensional volume of space including buildings ground floor façade, the frontage that exists between the façade and the common space, and the common space that provides access to and through the district.

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B. ADOPTION OF FORMAL AGENDA

DIRECTOR SUN MOTIONED TO ADOPT THE MAY 11, 2026, DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS AMENDED. DIRECTOR LLOYD SECONDED. NO OBJECTIONS. MOTION CARRIED.

C. APPROVAL OF MINUTES

DIRECTOR SUN MOTIONED TO APPROVE THE MINUTES FROM THE MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD ON APRIL 20, 2026. DIRECTOR SEARING SECONDED. NO OBJECTIONS. MOTION CARRIED.

D. REPORTS AND PRESENTATIONS

1. Financial Report – March 2026 (Meghan Behymer, Downtown Coordinator)

Behymer presented the March 2026 Financial Report: In March, the Downtown Development Authority (DDA) received \$1,680 in revenue from 2024 Small Business Taxpayer Exemption Reimbursement. 2026 year-to-date revenue totals \$1,680. March expenses totaled \$18,071. Key expense categories included: **Professional and Contractual Services (\$1,748)** for banner installation/removal; **Utilities (\$698)** for Electricity (\$536) and Water & Sewer (\$162); and **Administrative Fees (\$15,625)** for Q1 City of Kalamazoo Service Agreement. 2026 year-to-date expenses total \$19,266.

DIRECTOR SUN MOTIONED TO ACCEPT THE MARCH 2026 DOWNTOWN DEVELOPMENT AUTHORITY FINANCIAL REPORT. DIRECTOR SANDHU SECONDED. NO OBJECTIONS. MOTION CARRIED.

E. DISCUSSION/ACTION ITEMS

None

F. PUBLIC COMMENTS

None

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G. DIRECTOR COMMENTS

Director Lloyd and Director Sun led a discussion centered on exploring a potential partnership with Western focused on social work and community support initiatives. The University's Health and Human Services college is convening regional healthcare stakeholders, including Beacon, Bronson and ISK, to discuss findings from a community health assessment and regional healthcare needs. Social work was identified as a key strength area for Western and a potential opportunity for future collaboration. The conversation included expanding internship and placement opportunities, though funding remains a challenge. Existing support programs, including Broncos Lead, currently do not have sufficient funding capacity to support broader internship or placement expansion. Potential opportunities for larger collaborative initiatives involving local governments and regional partners may be explored later this summer.

Director Aardema noted strong community participation at the recent marathon, bicycle event, Sounds of the Zoo, and Mac and Cheese Mayhem events. He highlighted the value of scheduling complementary events together to create stronger attendance and increase downtown activity. Grouping newer events alongside established activities can help build momentum and attract larger crowds. Once events mature and establish consistent audiences, less coordinated support may be needed.

H. ADJOURNMENT

**DIRECTOR LLOYD MOTIONED TO ADJOURN, SUPPORTED BY DIRECTOR SUN.
MOTION APPROVED WITH NOONE OPPOSED.**

The meeting was adjourned at 5:00 P.M.

**Downtown Development Authority
April 2026 Financial Summary**

In April, the Downtown Development Authority (DDA) received \$2,350 in revenue from Delinquent Property Taxes. 2026 year-to-date revenue totals \$4,030.

April expenses totaled \$556. Key expense categories included: **Utilities (\$556)** for Electricity (\$474) and Water & Sewer (\$82). 2026 year-to-date expenses total \$19,822.

Contract and Agreement Snapshot (see full table below) includes agreements the DDA is currently entered into and the contract period.

Contract and Agreement Snapshot		
Contractor	Contract Description	Contract Period
City of Kalamazoo	Service Agreement	February 2024 – February 2027
City of Kalamazoo	Loan Agreement	Dec. 2024 – Dec. 2035

Downtown Development Authority
Statement of Activity
4/30/2026

Total Available Cash \$ 452,686

	2026 Budget	April	2026 YTD Totals
Revenues:			
Taxes	274,000		-
Delinquent Property Taxes		2,350	2,350
Payment In Lieu Of Taxes (Pilot)	2,000		-
Interest			-
Sale of Capital Assets			-
Other Revenues			1,680
Contribution from DEGA	52,374		-
Total Revenues	328,374	2,350	4,030
Expenses:			
Operating Supplies	-		-
Professional And Contractual Services	40,100		1,748
Legal Services And Fees	10,000		-
Audit Fees	13,400		-
Insurance Services			-
Utilities	12,500	556	2,449
Administrative Fees	62,500		15,625
Notes Payable - Principle	139,407		-
Notes Payable - Interest	48,224		-
Total Expenses	326,131	556	19,822
Revenues Less Expenses	2,243	1,794	(15,792)

Notes:

Long Term Debt Outstanding:

City Of Kalamazoo 1,070,680

Utilities:

	April	2026 YTD Totals
Electricity (Including Street Lights)	474	2,130
Water & Sewer	82	319
TOTAL	556	2,449

Professional And Contractual Services:

Sign Depot -Banner Install/Repair		1,748
TOTAL	-	1,748



Downtown Development Authority Staff Report

City of Kalamazoo

TO: The Downtown Development Authority Board of Directors

FROM: Antonio Mitchell, Director of Community Planning and Economic Development

DATE: June 15, 2026

SUBJECT: Streets for All - Kalamazoo Avenue (Christina Anderson)

SUMMARY:

BACKGROUND:

RECOMMENDATION: