



7275 W. MAIN STREET, KALAMAZOO, MI 49009
269-375-4260 Fax 375-7180
www.oshtemo.org

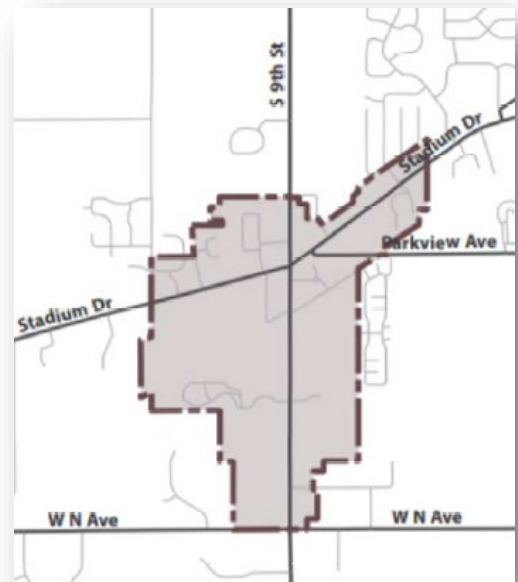
**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS – REGULAR MEETING**

**OSHTEMO COMMUNITY CENTER
6407 PARKVIEW AVENUE**

**THURSDAY, JULY 16, 2026
3:00 P.M.**

AGENDA

1. Oath of Office
2. Call to Order
3. Approval of Agenda
4. Approval of Minutes: May 21, 2026 ([Pg 3](#))
5. Public Comment
6. Treasurer's Report: Through June 2026 ([Pg 5](#))
7. Seasonal gardener
8. National Night Out August 4, 2026
9. Updates
 - a. Banner expansion
 - b. Streetlights on South 9th Street
 - c. Zoning Ordinance update
10. Resolution: Closed Session re the Purchase or Sale of Real Estate ([Pg 7](#))
11. Adjournment



Next Meeting: September 17, 2026

This page intentionally left blank.

**OSHTEMO CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
MAY 21, 2026 MEETING MINUTES**

The Oshtemo Charter Township Downtown Development Authority (DDA) Board of Directors held a meeting at the Oshtemo Community Center, on Thursday, May 21, 2026. The meeting began at 3:05 p.m., but was called to order at 3:12 p.m.

Members present: Themis Corakis (arrived at 3:12 p.m.), Rob Redman, Cheri Bell, Dakota Blodgett, and Bill Cekola.

Members absent: Dick Skalski, Stephen Dallas, Ryan Winfield, and Karrie Brunner.

Also present: Jodi Stefforia, Planning Director; Leeanna Harris, Zoning Administrator; and David Kobb, Operations Coordinator.

Public Comment on Non-Agenda Items

There were no members of the public present.

Treasurer's Reports: April 2026

Ms. Stefforia presented the Treasurer's Report from April 2026. She noted that there would be an approximate \$59,000 increase revenue (tax capture) due to the new Friendship Animal Hospital within the DDA boundaries on South 9th Street. Expenditures were mentioned for the DDA's contributions to Music in the Parks, although they were not noted in the report.

The Treasurer's Report was received by the Board.

Banner Expansion

Mr. Kobb and Ms. Stefforia provided an update on the status of the banner expansion project. Prior to issuing any permits, Consumer's Energy requires additional information to be submitted through their new software. The Board reviewed the different banner options.

Call to Order

Once Vice Chair Corakis arrived, the Board had a quorum, so the meeting was called to order.

Approval of Agenda

Supervisor Bell made a motion with support from Chair Redman to approve the agenda with the Oath of Office item removed; motion passed.

Approval of Minutes

Vice Chair Corakis made a motion, with support from Chair Redman to approve the minutes from the March 19, 2026, meeting; motion passed unanimously.

Other Items / Updates

The sidewalks on the west side of South 9th Street, between Stadium Drive and W KL Avenue, are currently under construction. Ms. Stefforia shared that the sidewalks on South 9th Street, south of Stadium Drive, will be repaired as a Township project.

Village Commercial Zoning Ordinance amendments are underway following the adoption of the Oshtemo 2045 Comprehensive Plan. This will continue over the next year, and the Planning Department will provide an update at the next meeting.

The group discussed the Sunset Pointe Condominiums project.

Ms. Stefforia noted the poor condition of the plantings at the Oshtemo Community Center, but the landscape contractor, Leonard's, indicated they will rectify the landscaping.

Ms. Stefforia also noted that the Township was applying for a grant from the Safe Streets and Roads for All (SS4A) from the U.S. Department of Transportation. Chair Redman had signed a letter of support for the Township's application. The group discussed the application, including potentially assisting financially, and how the Oshtemo 2045 Comprehensive Plan supports the application as well.

There being no further business items, the meeting was adjourned at 3:46 p.m.

Oshtemo Charter Township Downtown Development Authority

Minutes Prepared: May 28, 2026

Minutes Approved:

PERIOD ENDING 06/30/2026

% Fiscal Year Completed: 49.59

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	YTD BALANCE 06/30/2026 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2026 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DDA (Downtown Development Authority)						
Revenues						
Dept 000 - General						
Account Type: Revenue						
248-000-40000	Carryover	77,797.00	0.00	0.00	77,797.00	0.00
248-000-40400	Current Real Property Tax	212,000.00	271,519.42	0.00	(59,519.42)	128.08
248-000-66500	Interest Earned	7,500.00	2,632.89	0.00	4,867.11	35.11
248-000-67700	Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total Revenue:		297,297.00	274,152.31	0.00	23,144.69	92.21
Total Dept 000 - General		297,297.00	274,152.31	0.00	23,144.69	92.21
Dept 931 - Revenue						
Account Type: Revenue						
248-931-69600	Proceeds from Sale of Bonds/Notes	0.00	0.00	0.00	0.00	0.00
Total Revenue:		0.00	0.00	0.00	0.00	0.00
Total Dept 931 - Revenue		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		297,297.00	274,152.31	0.00	23,144.69	92.21
Expenditures						
Dept 728 - Economic Development						
Account Type: Expenditure						
248-728-70200	Salaries	5,200.00	3,221.28	2,000.00	1,978.72	61.95
248-728-70300	Salaries-Staff	0.00	0.00	0.00	0.00	0.00
248-728-71500	Payroll Taxes - FICA	300.00	89.77	0.00	210.23	29.92
248-728-72200	Pension Plan	350.00	0.00	0.00	350.00	0.00
248-728-72800	Supplies	500.00	0.00	0.00	500.00	0.00
248-728-73000	Postage	250.00	0.00	0.00	250.00	0.00
248-728-80100	Community Events	2,050.00	1,050.00	0.00	1,000.00	51.22
248-728-80100.GISPOL	Community Events	0.00	0.00	0.00	0.00	0.00
248-728-80800	Consultants	90,000.00	0.00	0.00	90,000.00	0.00
248-728-82500	Accounting & Audit Fees	2,000.00	921.43	76.04	1,078.57	46.07
248-728-82600	Legal Fees	0.00	0.00	0.00	0.00	0.00
248-728-90300	Legal Notices	0.00	0.00	0.00	0.00	0.00
248-728-92000	Water/Sewer	500.00	159.50	0.00	340.50	31.90
248-728-92100	Electric	2,000.00	326.51	46.25	1,673.49	16.33
248-728-93300	Repairs and Maintenance	38,000.00	1,328.14	0.00	36,671.86	3.50
248-728-96100	BOR/MTT Refunds	0.00	0.00	0.00	0.00	0.00
248-728-96250	Outdoor Decorations	8,500.00	0.00	0.00	8,500.00	0.00
248-728-97500	Capital Outlay/Obligated Projects	40,500.00	0.00	0.00	40,500.00	0.00
248-728-97600	Capital Outlay/Land Acquisition	101,847.00	91,846.68	0.00	10,000.32	90.18
248-728-97700	Emergency Assistance Program	0.00	0.00	0.00	0.00	0.00
248-728-99100	Debt Service - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
248-728-99500	Debt Service - INTEREST	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		291,997.00	98,943.31	2,122.29	193,053.69	33.89
Total Dept 728 - Economic Development		291,997.00	98,943.31	2,122.29	193,053.69	33.89

PERIOD ENDING 06/30/2026

% Fiscal Year Completed: 49.59

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2026 AMENDED BUDGET	YTD BALANCE 06/30/2026 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2026 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DDA (Downtown Development Authority)						
Expenditures						
Account Type: Expenditure						
248-903-99100	Debt Service - Principal	0.00	0.00	0.00	0.00	0.00
248-903-99500	Debt Service - Interest	0.00	0.00	0.00	0.00	0.00
Total Expenditure:		0.00	0.00	0.00	0.00	0.00
Total Dept 903		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		291,997.00	98,943.31	2,122.29	193,053.69	33.89
Fund 248 - DDA (Downtown Development Authority):						
TOTAL REVENUES		297,297.00	274,152.31	0.00	23,144.69	92.21
TOTAL EXPENDITURES		291,997.00	98,943.31	2,122.29	193,053.69	33.89
NET OF REVENUES & EXPENDITURES		5,300.00	175,209.00	(2,122.29)	(169,909.00)	3,305.83

CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION REGARDING
CLOSED SESSION OF July 16, 2026**

WHEREAS, it is necessary for the Oshtemo Township Downtown Development Authority Board to meet and consult with its Attorney for purposes of discussing the purchase or sale of real estate and to do so in an open meeting would have a detrimental effect upon the Township's position and could disclose matters protected by attorney-client privilege; and

WHEREAS, Section 8 of the Open Meetings Act, 1976 PA 267, as amended, permits a public body to meet in closed session to consult with its attorney regarding material exempt from discussion and disclosure as set forth above.

NOW, THEREFORE, BE IT RESOLVED that, in accordance with the Open Meetings Act, the Oshtemo Township Downtown Development Authority Board hereby determines to meet in closed session this 16th day of July, 2026, to consult with its Attorney regarding the purchase or sale of real estate and to consider material exempt from discussion or disclosure by state law.

A motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon a roll call vote, the following voted "Aye":

The following voted "Nay":

The following was absent:

The Chair declared that the Resolution has been adopted by at least 2/3 of the members of the Board.

ROBERT REDMAN, Chair
Oshtemo Charter Township Downtown Development Authority

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Township Downtown Development Authority Board held on July 16, 2026, at which meeting ____ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

ROBERT REDMAN, Chair