



Downtown
Kitchener
Business
Improvement
Area

September 24, 2025
8:30 a.m. – 10:30 a.m.
260 King St. W., #300
Kitchener, Ontario

BOARD OF DIRECTORS - MEETING MINUTES

Present: Linda Jutzi, Darryl Moore, Cara Watson, Phong Tran, Councillor Debbie Chapman, Jordan Dolson, Julie Phillips, Sarah Pearson, Councillor Stephanie Stretch, Michael Rederer, Martha Wallace, Aura Hertzog, and Sgt. Ryan Leslie.

Guest(s): Cory Bluhm

Regrets: Jessica Toomer, Laird Robertson, and Mayor Berry Vrbanovic.

Recorder: Stefanie Golling

The meeting began with Darryl Moore as Chair.

APPROVAL OF AGENDA/DECLARATION OF CONFLICTS

Moved by Julie Phillips, seconded by Cara Watson

"That the Board approves the September 24, 2025, agenda."

Carried Unanimously

APPROVAL OF MINUTES

Moved by Sarah Pearson, seconded by Cara Watson

"That the Board approves the August 27, 2025, minutes."

Carried Unanimously

WATERLOO REGIONAL POLICE SERVICE

Sgt. Ryan Leslie provided the following updates:

- The new visibility officer, Cst. Lucas Ndichu will replace Cst. Tori Harshman.
- Continued efforts to maintain presence and address concerns at Gaukel Street have shown success.
- Collaboration with Ray of Hope to monitor and manage issues in a nearby parking lot.
- The BIA's community impact statement has been received and is being used effectively in court to demonstrate real costs and impacts. The statement is serving as a valuable example for other municipalities.

SURPLUS FUND

Linda Jutzi and Jordan Dolson noted that they are waiting to hear back from the City of Kitchener and hope to have additional information shortly.

EVENT COST OVERVIEW

Linda Jutzi provided Directors with a cost overview to highlight hard costs for event setup, noting that these costs do not include the extensive marketing campaigns which drive traffic to programming.

Directors further discussed: vendor costs for members, road closure expenses, and potential event sponsorship.

ANNUAL TOWN HALL MEETING

Linda Jutzi reminded Directors that the upcoming Annual Town Hall Meeting is scheduled for Monday, October 20th, at 1:30 p.m.

Directors discussed the meeting format and required Board support.

DRAFT 2026 OPERATING BUDGET

Linda Jutzi presented the revised 2026 draft Operating Budget following the September Board of Directors meeting.

Directors discussed budgeted expenses under the categories of Activate, Beautify & Enhance, and Safety.

Moved by Darryl Moore, seconded by Jordan Dolson

"Amend the 2026 draft Operating Budget to increase horticulture by \$10,000 and remove the Clean Team."

Carried Unanimously

Moved by Darryl Moore

"To add the Ambassadors back into Safety, at \$44,000 for 2026."

Not Carried

Moved by Michael Rederer, seconded by Sarah Pearson

"To approve the amended draft 2026 Operating Budget, as presented by Linda Jutzi."

Carried Unanimously

Action item: Linda Jutzi to provide the Board with a revised patio program plan at a future meeting.

ADJOURNMENT

Moved by Julie Phillips, seconded by Sarah Pearson

"That the meeting adjourns."

Carried Unanimously