



Downtown
Kitchener
Business
Improvement
Area

August 26, 2026
8:30 a.m. - 10:30 a.m.
260 King St. W., #300
Kitchener, Ontario

BOARD OF DIRECTORS - MEETING MINUTES

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

Regrets: Darryl Moore, Laird Robertson, Mayor Berry Vrbanovic, Aura Hertzog

Guests: Cory Bluhm, Arnold Yescas, and Lori Muller.

Recorder: Stefanie Golling.

The meeting began at 8:33 a.m., with Cara Watson as Chair.

APPROVAL OF AGENDA/DECLARATION OF CONFLICTS

Moved by Phong Tran, seconded by Martha Wallace

"That the Board approves the August 26, 2026, agenda."

Carried Unanimously

APPROVAL OF MINUTES

Moved by Jordan Dolson, seconded by Phong Tran

"That the Board approves the July 22, 2026, minutes."

Carried Unanimously

WATERLOO REGIONAL POLICE SERVICE

Cst. Ryan Leslie joined the meeting on behalf of WRPS to share several updates, including continued resources dedicated to King East, pedestrian education, and a change in Visibility Officers.

Q2 FINANCIAL REPORT

Phong Tran presented the Q2 Financial Reports. Directors further discussed the Connect and Safety spending categories.

Moved by Councillor Stephanie Stretch, seconded by Sarah Pearson

"To approve the Q2 Financial Report, as presented by Phong Tran."

Carried Unanimously

PATIO PROGRAM UPDATE

Linda Jutzi shared an update on the program, noting that letters have been sent to existing patio operators outlining changes and next steps. Teardown in 2026 will be scheduled for after Kitchener-Waterloo Oktoberfest.

Action Item: Cory Bluhm will ensure that a letter outlining the 2027 process is sent to patio operators in early January.

ECONOMIC DEVELOPMENT UPDATES

Cory Bluhm shared an update on behalf of Economic Development regarding the fire at the Kitchener Market and the reactivated Tarif Task Force.

FAR EAST ASIAN NIGHT MARKET

Arnold Yescas and Lori Muller joined the meeting to share the success of the Far East Asian Night Market, highlighting tourism impacts, member inclusion, and future planning.

Directors further discussed surveying vendors, entertainment and improved recognition.

2027 DRAFT OPERATING BUDGET

Linda Jutzi presented the second draft of the 2027 Operating Budget. Directors reviewed the line items in the Activate and Beautify & Enhance categories and further discussed the disbursement of funds to outside organizations.

ADJOURNMENT

Moved by Julie Phillips, seconded by Phong Tran

"That the meeting adjourns."

Carried Unanimously