

Agenda

Northside Cultural Business District Authority Board of Directors

City of Kalamazoo



Thursday, March 21, 2024

6:00 PM

Kalamazoo Metro Transit Boardroom / Community Room - 530 N. Rose St.

A. CALL TO ORDER/ROLL CALL

B. ADOPTION OF AGENDA

(Action: Motion to approve the agenda)

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Northside Cultural Business District Authority Board meeting on January 18, 2024 (Action: Motion to approve)

D. PUBLIC COMMENTS

E. DIRECTOR COMMENTS

F. NEW BUSINESS

1. Ransom St. project update - James Baker, Public Services Director, City of Kalamazoo (10 mins.)
2. Social District Expansion - Jared Chambers, Business Specialist, City of Kalamazoo (10 mins.)
3. Step Aside - Kevin Ford, SPK Coordinator, City of Kalamazoo (10 mins.)

G. UNFINISHED BUSINESS

1. Committee/Subcommittee Formation - Board (10 mins.)
2. Boundary Expansion - Board (10 mins.)

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

J. ADJOURNMENT

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

January 18, 2024

A meeting of the Northside Cultural Business District Authority (NCDBA) Board of Directors was held on Thursday, January 18, 2024 at 6:00 p.m. at 530 N Rose.

DIRECTORS PRESENT: Mayor David Anderson, Mattie Jordan-Woods, *Chad Dodd, Damian Henderson, Tami Rey, Ricky Thrash

DIRECTORS ABSENT: Kiar Gamsho, Matthew Norman, Marilyn Pulley

Also present were Paul Thuringer, Economic Development Supervisor, Kevin Ford, Shared Prosperity Coordinator, and Community Investment Administrative Assistant, Jaime Marsman from the City of Kalamazoo

*Arrived after Roll Call

The meeting was called to order at 6:03 p.m.

ROLL CALL

Roll call was taken, and it was determined that quorum did exist.

APPROVAL OF THE AGENDA

Director Rey, seconded by Mayor Anderson motioned to approve the Agenda. A voice vote was taken, and the agenda was approved.

APPROVAL OF NCBDA MINUTES

Mayor Anderson, seconded by Director Rey, motioned to approve the minutes from November 16, 2023. A voice vote was taken, and the motion was approved.

CITIZEN COMMENTS

None.

DIRECTOR'S COMMENTS

Mayor Anderson welcomed Director Rey to the Board. Mattie Jordan-Woods congratulated Director Rey on her appointment to Chair of the Kalamazoo County Board of Commissioners.

Director Jordan-Woods commented that the Kalamazoo Public Library is moving the Northside Library location from the Douglass due to security issues. She questioned whether the Board would want to support sending a letter of support to the Kalamazoo Public Library.

Director Rey motioned to authorize Director Jordan-Woods to send a letter of support to the Kalamazoo Public Library on behalf of the NCBDA Board, seconded by Mayor Anderson. A voice

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vote was taken, and the motion was approved.

Director Jordan-Woods stated that she would draft a letter of support. She emphasized the importance of letting the community know the importance of the Northside library.

NEW BUSINESS

1. Board Member Reappointment

Director Jordan-Woods explained that Director Dodd's term will expire on March 31, 2024. Director Dodd affirmed that he would be willing to be reappointed for another term.

Director Henderson motioned to reappoint Chad Dodd to another term on the NCBDA Board, seconded by Director Thrash. A voice vote was taken, and the motion was approved.

This will go to City Commission for approval at the 2nd meeting in February.

OLD BUSINESS

1. NCBDA Bylaw Amendments Update – Kevin Ford

Mr. Ford noted that the bylaw amendments were included in the packet. The first change is to change the language in Article B.1 to reflect what is in the TIF plan. There is no legal issue with this.

The other amendment was Article III, Section A. This has also been discussed at previous Board meetings. Director Jordan-Woods clarified that the change should reflect that the Mayor is not included in the computation for the 9 members, as this Board has percentage-based seating requirements. It was noted that the Mayor is required to be on the Board, per City Commission rules. It was noted that the Mayor's seat is a designated seat. Article 3, Section A should state that the Board consists of 8 appointed members plus the mayor.

Director Henderson motioned to approve the change to the NCBDA Bylaws as described above, seconded by Director Dodd. A voice vote was taken, and the motion was approved.

The Bylaw Amendments will be sent to the City Commission for approval.

2. NCBDA TIF District Amendment Discussion

Director Jordan-Woods stated that it was discussed at the NCBDA November meeting to amend the TIF boundaries to include both sides of Westnedge and Frank Street.

Mr. Thuringer noted that the process is extensive to amend the TIF Plan. A step sheet was shared. Director Jordan-Woods stated that not doing so could cost the NCBDA significantly in revenue.

Mr. Thuringer suggested that City staff do some analysis regarding the proposed changes. He requested a map from Director Jordan-Woods as to what the proposed capture area would be. Director Jordan-Woods stated that it would be the same as the current map, but it would include both sides of Westnedge and Frank. It needs to be clarified whether funds can be used to assist residents/businesses on these streets as it is currently understood that funds could be used to assist with items such as sidewalks.

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Director Jordan-Woods stated that the TIF Plan states Westnedge, but doesn't clarify the right or left side.

Director Jordan-Woods suggested that another way to promote the TIF District is to take the entire month of July as a promotional tool. For example, a Street Fair, etc. The purpose of this is to bring more attention and awareness to the fact that this is a created area similar to the downtown area. July would be the NCBDA Awareness Month where businesses are highlighted and there is a marketing push.

Mr. Ford noted that National Small Business Week is April 28 – May 4. It was noted that the weather for outdoor events may be more conducive to participation in the summer months.

Director Dodd noted that July is a busy month.

Director Jordan-Woods stated that awareness needs to be raised regarding the boundaries of the TIF District.

Director Thrash asked whether the Mt. Zion apartments would benefit the TIF. It was shared that they have received a PILOT, which releases them from property taxes. This will not directly affect the finances of the TIF District, however, it will bring the potential for other developers and businesses to the area, which will benefit the area.

Director Jordan-Woods noted that the Board needs to look at more ways to generate revenue. There was discussion on how the Board could apply for grants. Director Jordan-Woods asked if the City would be able to assist with this. She shared examples of placemaking grants or applying for grants through the City as a 501-(c)3. She stated that building revenue would allow the NCBDA to distribute small business grants.

Director Jordan-Woods stated that she is looking into the cost of the street lighting so that grants can be looked for to assist with the costs. She encouraged the Board to get creative.

Mr. Ford stated that if the boundaries are amended, both the steps to amend the boundaries and the plan would need to be followed.

The discussion was tabled until further information regarding the boundaries is available.

COMMUNICATION & ANNOUNCEMENTS

None.

STAFF UPDATES

Mr. Thuringer shared that analysis on expanding the social district into the Northside continues. City Staff is looking into how this can be accomplished without forming a new district. City staff hopes to have further answers in March.

ADJOURNMENT

Director Henderson, seconded by Director Thrash motioned to adjourn the meeting. The meeting was adjourned at 6:43 p.m.

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Submitted by:

Jaime Marsman, Community Investment Administrative Assistant

Approved on: _____

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