

Agenda

Northside Cultural Business District Authority Board of Directors

City of Kalamazoo



Thursday, April 18, 2024

6:00 PM

Kalamazoo City Hall/Community Room - 241 W. South Street

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 March 21, 2024 (Action: Motion to approve)

D. DIRECTOR COMMENTS

E. STAFF REPORTS AND UPDATES

1. Social District Expansion (Jared Chambers, Business Specialist, CPED)

F. NEW BUSINESS

1. Step Aside Request (Kevin Ford, SPK Coordinator, CPED)

G. UNFINISHED BUSINESS

1. NCBDA Committee Formation (Board & Staff)

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. PUBLIC COMMENTS

J. ADJOURNMENT

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

March 21, 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, Matthew Norman, Marilyn Pulley, Tami Rey, Ricky Thrash

DIRECTORS ABSENT: Chad Dodd, Kiar Gamsho, Damian Henderson

Also present from the City of Kalamazoo were :

- Kevin Ford, Shared Prosperity Coordinator
- James Baker, Director of Public Services
- Jared Chambers, Business Specialist
- Jaime Marsman, Community Investment Administrative Assistant

*Arrived after Roll Call

The meeting was called to order at 6:00 p.m. At 6:00 p.m. quorum did not exist. The Board proceeded to Agenda Item D (Ransom Street Project Update) to allow time for additional Board members to arrive.

ROLL CALL

Roll call was taken at 6:29 p.m., and it was determined that quorum did exist.

APPROVAL OF THE AGENDA

Director Jordan-Woods requested that Agenda Items F.2 and F.3 be tabled until the next meeting of the NCDBA Board due to time constraints.

Director Rey, seconded by Director Pulley motioned to approve the Agenda as amended. A voice vote was taken, and the agenda was approved.

APPROVAL OF NCDBA MINUTES

Mayor Anderson, seconded by Director Rey, motioned to approve the minutes from January 18, 2024. A voice vote was taken, and the motion was approved.

PUBLIC COMMENTS

The following members of the public introduced themselves:

- Chelsie Downs-Hubbarth, Community Investment Manager, City of Kalamazoo
- Jared Chambers, Business Specialist, City of Kalamazoo
- Lou Bilancio, Ecumenical Senior Center
- Joel East, Surveyor with Wightman

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

March 21, 2024

DIRECTOR'S COMMENTS

The Board introduced themselves.

NEW BUSINESS

1. Ransom Street Project Update

Director James Baker was present to give an update on the Ransom Street construction project.

Director Baker provided drawings for Board review. Construction is progression from Pitcher to Rose. The goal is to be between Rose and Park Street in June. There will be a seawall/retaining wall in front of Metro that will be built with the reclaimed bricks from the street. This will be approximately 4 feet tall at its highest point and will taper down.

There was discussion regarding the Walking/Live Museum Cultural Monument locations in regards to the retaining wall. Director Baker affirmed that the retaining wall was always in the project. Dan Dombos, consultant from Abonmarche, noted that the retaining wall is necessary due to the steep slope. Director Baker demonstrated the location of the educational/historical Walking/Live Museum Cultural Monument features on the construction map, noting that they do not interfere with the retaining wall. Director Baker assured the Board that the monuments would be well-lit. Director Jordan-Woods emphasized the importance of lighting and safety for pedestrians. Lighting contracts have been awarded to Consumers Energy.

Tree selection was discussed. Director Jordan-Woods noted that specific trees were requested to give uniformity to the street. Director Baker stated that there are only three types of trees on the Kalamazoo Mall and Michigan Ave. The Ransom project was originally designed with 12 different types of trees and was re-designed to comply with the request for the specific trees.

Director Baker stated that he contacted Begonia Brothers regarding the request from the Board for a proposal for holiday lighting in the same way that the downtown trees are wrapped. Director Jordan-Woods stated that Phase 1 should be for Ransom only. Director Baker agreed that the quote would be done in phases to allow for options. Director Baker stated that the quotes from Begonia Brothers would be provided to the Board for direction. Director Jordan-Woods stated that the quotes should not include Michigan Ave as this is not in the district. Director Thrash noted that the current lighting situation for the Northside is very poor.

2. Social District Expansion

This item was tabled until the May 2023 meeting due to time constraints.

3. Step Aside

This item was tabled until the May 2023 NCBDA meeting due to time constraints.

OLD BUSINESS

1. Committee/Subcommittee Formation

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

March 21, 2024

Director Jordan-Woods stated that the Board would like to engage the businesses in the district. Director Jordan-Woods suggested the formation of a Marketing Committee, Fundraising Committee and Community Engagement Committee. She noted the importance of better-utilizing members of the community. Director Jordan-Woods asked the Board if they felt these three committees would address the issue. Director Norman affirmed that he believes that this would offer more opportunities for engagement and suggested that they meet the months that the NCBDA Board does not meet.

Director Jordan-Woods asked for input on what to include in the Marketing Committee and stated that reach-out to businesses and residents regarding this would need to happen.

Director Jordan-Woods stated that the Board would reach out to potential candidates for these Committees and requested emails from the public who were in attendance.

The Board discussed moving their meetings to monthly. Director Pulley requested additional information regarding the Ransom Street project and a tour regarding details. Director Baker stated that he would like to meet again with the Board and can offer additional details.

2. Boundary Expansion

Director Jordan-Woods stated that the boundaries of the current NCBDA TIF do not include the new development activity on Frank Street.

COMMUNICATION & ANNOUNCEMENTS

None.

STAFF UPDATES

None.

ADJOURNMENT

Director Thrash, seconded by Director Norman motioned to adjourn the meeting. The meeting was adjourned at 7:14 p.m.

Submitted by:

Jaime Marsman, Community Investment Administrative Assistant

Approved on: _____