Agenda
Northside Cultural Business District Authority Board of Directors

City of Kalamazoo

Thursday, May 16, 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 April 18, 2024 **(Action: Motion to approve)**

D. PUBLIC COMMENTS

E. DIRECTOR COMMENTS

F. NEW BUSINESS

1. Ransom St. Cultural Monument Exercise

G. UNFINISHED BUSINESS

1. Committee Formation

2. Step Aside Request

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

J. ADJOURNMENT

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD
April 18, 2024

A meeting of the Northside Cultural Business District Authority (NCDBA) Board of Directors was held on Thursday, April 18, 2024 at 6:00 p.m. at 241 W South Street.

DIRECTORS PRESENT: Mayor David Anderson, Mattie Jordan-Woods, Chad Dodd, Kiar Gamsho, Damian Henderson, Matthew Norman, Marilyn Pulley, Tami Rey**, Ricky Thrash

DIRECTORS ABSENT: Mayor David Anderson

Also present from the City of Kalamazoo were :

- Antonio Mitchell, Director of Community Planning & Economic Development
- Kevin Ford, Shared Prosperity Coordinator
- Jared Chambers, Business Specialist
- Jaime Marsman, Community Investment Administrative Assistant

** Left the meeting at 6:40 p.m.

The meeting was called to order at 6:00 p.m.

ROLL CALL

Roll call was taken at 6:09 p.m., and it was determined that quorum did exist.

APPROVAL OF THE AGENDA

Director Jordan-Woods requested to move the Step Aside Request to the next meeting due to time constraints.

Director Pulley motioned to move the Step Aside Request to the May NCBDA Meeting, seconded by Director Gamsho. A voice vote was taken, and the motion was approved.

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

APPROVAL OF NCBDA MINUTES

Director Dodd, seconded by Director Henderson, motioned to approve the minutes from March 21, 2024.

Director Jordan-Woods stated that the minutes do not reflect that Director Pulley motioned to move the meetings to monthly, with a second from Director Thrash. She stated that the NCBDA meetings will now be moved to monthly with every other meeting being held to an hour. Location of these meetings will be TBD.

Director Pulley, seconded by Director Norman, motioned to approve the minutes as corrected from March 21, 2024. A voice vote was taken, and the motion was approved.

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DIRECTOR'S COMMENTS

Director Jordan-Woods asked that each Board member be provided with a copy of the TIF Plan.

STAFF REPORTS AND UPDATES

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

Mr. Chambers presented information on the possible social district expansion into the NCBDA. He noted that there are currently three businesses in the Northside that would like to participate: Green Door Distillery, Louie's Trophy House and Brewery Outre.

Mr. Chambers provided information on what a social district license means and how it affects patrons of these establishments. A business needs to have a liquor license in order to receive a social district license. He noted that a requirement of the all social districts is a maintenance plan. There was discussion regarding the current downtown social district. The Downtown Development Authority pays for the maintenance plan for the current social district. Director Jordan-Woods requested copies of the maintenance plan that the Downtown social district uses.

It was discussed that a social district is a separate district created by the City. If the current social district was expanded into the NCBDA area, any business in that area desiring to participate would apply for a social district license through the state and then get a permit through the City. This permit is issued by the Clerk's office and approved by the City Commission. The current social district boundaries were explained.

Mr. Chambers stated that the current maintenance plan of the social district would be expanded into the NCBDA with the same services being provided. It was confirmed that the DDA does not receive a portion of the fees that the City receives for the social district permits and pays for the Downtown Ambassador program, which provides the maintenance plan services. Mr. Mitchel affirmed that there would, likewise, be fees for expansion into the NCBDA that would need to be covered by the NCBDA. Mr. Mitchell shared information on Redevelopment Liquor Licenses, for businesses in the TIF district, which are more affordable but are affixed to the location and cannot be moved as the business moves.

Mr. Chambers stated that the total fee for maintenance services to expand the social district to encompass the entire NCBDA TIF Boundary would be $235,000 per year. The total maintenance service fee to just encompass the three current businesses would be $123,000 per year.

The Board discussed whether the businesses should cover this fee. Director Pulley agreed that the businesses should pay for the services. Director Gamsho noted that this would likely be cost-prohibitive. Director Rey stated that she would like to encompass the entire district and that the businesses should participate in paying for this, especially if the district only encompasses the three businesses. Mr. Mitchell affirmed that the boundaries of the social district can be changed as needed/desired. Director Norman stated that this should be a shared cost as it brings people into the distrct. Director Henderson stated that the businesses should pay. Director Thrash stated that the NCBDA should pay. Director Jordan-Woods noted that the majority of the board members felt that the businesses should be required to pay for these services.

Mr. Mitchell summarized that he is hearing that the Board is supportive of the social district but are not looking for assistance with funding but rather believe the businesess should raise the money for themselves.

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Director Jordan-Woods noted that the first priority of the NCBDA, as written in the TIF Plan, is to provide financial incentives to increase the number of resident-owned businesses, especially those by underserved, underrepresented, historically disenfranchised, historically excluded, and low-income residents. She asked the Board for permission to reach out to the three existing businesses regarding the social district and share that, while the expansion of the social district is being discussed, there are established district priorities that the NCBDA will be funding and the social district is not the top priority and inquire whether the businesses would be willing to fund or fundraise to support this.

Mr. Chambers stated that the social district is not inclusive of the NCBDA as it exists outside of this. He noted that he is asking for opinions and feedback on whether the board thinks it would be good for the district. Director Jordan-Woods stated that she would not support the city supporting the funding of this as it does not align with the NCBDA goals and priorities that have already been established. It was discussed that the Board is not in support of the city funding, or assisting to find funds for, the social district expansion in the district.

Mr. Mitchell stated that similar services need to be in place in the expanded district. The Ambassador program would need to be expanded into the expanded area. The DDA TIF district pays for the Ambassador program. Director Jordan-Woods questioned the amount of the quote. Mr. Chambers noted that the NCBDA is much larger than the current social district. Director Jordan-Woods stated that the board needs to understand what the maintenance plan entails. This will be discussed again at the next meeting.

Mr. Mitchell stated that this was brought before the board for consideration and discussion. If they desire the expansion, then cost needs to be discussed further. Mr. Mitchell stated that the board has stated that if the three businesses are willing to pay for this that the Board would support it. Further research on this would be needed. If the NCBDA says that the board does not want to expand then this would not be possible. Mr. Mitchell confirmed that the district needs to be created in an established TIF district therefore the Board has the authority to determine whether they desire this in their district.

The Board will be provided with a copy of the DDA Maintenance Plan and will withhold stating whether they are interested in exploring this social district expansion until all information has been received.

Director Jordan-Woods asked Mr. Chambers to inquire with the businesses if they would consider paying for a portion of the maintenance plan. She asked him to convey to them that the Board is open to options and are in the process of gathering all necessary information.

Mr. Chambers stated that he did not believe it was feasible for the three businesses to carry the costs and noted that the goal of the social district is to benefit the entire district (with the benefits of the maintenance plan) and all of the businesses within it.

Director Gamsho requested examples of other social districts within the state.

NEW BUSINESS

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

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

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UNFINISHED BUSINESS

1. NCBDA Committee Formation (Board & Staff)

Mr. Ford provided handouts regarding proposed committee information. Director Jordan-Woods reminded the Board that the first priority of the NCBDA, as written in the TIF Plan, is to provide financial incentives to increase the number of resident-owned businesses, especially those by underserved, underrepresented, historically disenfranchised, historically excluded, and low-income residents.

Director Jordan-Woods stated that the NCBDA Board will review the handout and will come ready for discussion at the next meeting.

Mr. Ford stated that the TIF Plan is online and hard copies can be provided for those who would like one.

COMMUNICATION & ANNOUNCEMENTS

Mr. Mitchell encouraged the Board to consider the creation of an Executive Committee to discuss agenda formation and prepare board members for the meeting. This committee would likely be three Board members. The Executive Committee can also assist with sharing and facilitating during the meeting.

Director Pulley asked if there was any reply regarding her tour of construction projects.

Director Jordan-Woods noted that the Board would also like to request a list of businesses in the district. Mr. Ford noted that all parcels are itemized in the TIF Plan which is the foundation of a list.

PUBLIC COMMENTS

None.

ADJOURNMENT

Director Henderson, seconded by Director Pulley motioned to adjourn the meeting. The meeting was adjourned at 7:01 p.m.

Submitted by:

_____
Jaime Marsman, Community Investment Administrative Assistant

Approved on: _____

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