

Agenda

Northside Cultural Business District Authority Board of Directors

City of Kalamazoo



Thursday, July 18, 2024

6:00 PM

Northside Association for Community Development, 612 N Park 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 June 20th, 2024. (Action: Motion to approve)

D. PUBLIC COMMENTS

E. BOARD COMMENTS

F. NEW BUSINESS

1. NCBDA Social District Policy
2. Policy Procedure for NCBDA Committee Members to Attend Conferences

G. UNFINISHED BUSINESS

1. Budget for Cultural Monuments
 - A. Compensation for Northside Historians
2. Ecumenical Senior Center Budget - July 27th Event

H. COMMUNICATIONS AND ANNOUNCEMENTS

I. STAFF REPORTS AND UPDATES

J. ADJOURNMENT

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

June 20, 2024

A meeting of the Northside Cultural Business District Authority (NCDBA) Board of Directors was held on Thursday, June 20, 2024 at 6:00 p.m. at 702 N Burdick St.

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

DIRECTORS ABSENT: Marilyn Pulley, Kiar Gamsho, Chad Dodd, Matthew Norman, Chad Dodd

Also present from the City of Kalamazoo were:

- Kevin Ford, Shared Prosperity Coordinator
- Erin Hahn, Community Investment Administrative Assistant

The meeting was called to order at 6:05 p.m.

ROLL CALL

Roll call was taken at 6:05 p.m. and it was determined that quorum did not exist. **

**Mayor David Anderson arrived at 6:10 p.m., at which point quorum did exist

APPROVAL OF THE AGENDA

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

APPROVAL OF NCDBA MINUTES

It was discovered that on page 7 of the May 2024 minutes, Damien Henderson seconded the motion to adjourn the meeting, but he was not present at the May meeting. It was determined that Chad Dodd seconded the motion.

Director Jordan-Woods stated that the minutes also did not include that the board voted to celebrate the Northside Cultural Business District in July.

Director Thrash seconded by Mayor Anderson motioned to approve the minutes from May 16, 2024. A voice vote was taken, and the minutes were approved.

PUBLIC COMMENTS

Two community members, Raymond Ryan and Amina Shakir, introduced themselves, and Lou Bilancio, the program manager of the Senior Ecumenical Center introduced himself.

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

June 20, 2024

NEW BUSINESS

1. There was no new business to discuss.

UNFINISHED BUSINESS

1. Planning Committee Assignment: Combine Committees to Ensure Greater Participation

a. Economic Vitality and Organization

- i. Director Jordan-Woods stated that one of the Board's major priorities is to increase the number of Northside residents who own businesses, and that the Board is looking for dollars to assist residents that currently own businesses.

b. Design and Promotion

- i. Director Jordan-Woods stated that another major goal of the Board is to ensure that the rich history of the Northside is reflected in the cultural markers.
- ii. Board members and community members were given a print-out of different design ideas for the cultural markers, and it was determined that the 3rd idea was the idea the Board would like to move forward with. What was significant about this design was the LED lights that will not only attract visitors to the cultural markers, but also make them feel safer by adding lighting to the space. Additionally, the design includes a QR code on each marker, which would direct visitors to the information in a digital format.
- iii. Director Jordan-Woods stated that at the last committee meeting, the committee voted on the content of the pillars, which will highlight different categories such as businesses (both multigenerational and black-owned), residents (current and past), and will showcase the rich history and culture of the Northside.

2. Historical Markers – Resident/Business Engagement

Director Jordan-Woods opened a discussion about who else the Board should try to get on the committee to identify names of people who have been long-term members of the community. Mayor Anderson suggested Lucinda Simpson.

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

June 20, 2024

Director Jordan-Woods stated that the plan moving forward is to collect data, including the names and stories of Northside residents, specifically multi-generational families, business owners, etc., and then to organize the data into categories. She suggested that Public Media Network might be a good resource to help organize the data.

Lou Bilancio suggested that the Board partner with the Ecumenical Senior Center for their community yard sale on July 24th. There would be a cookout, yard sale, and a table for data collection for the historical marker project. Director Henderson affirmed that the collaboration was a good idea. Director Rey also agreed and suggested that the event should be advertised through multiple mediums so that it is accessible to those without internet. Mayor Anderson suggested published in MLive, and work with Luis Pena, the City's Historic Preservation Coordinator.

Director Jordan-Woods suggested getting the word out with a post card invitation as well as a social media event posting. She also suggested that the event have a raffle and other activities to draw as many people as possible. She suggested that they utilize the Board's funds and resources so that the burden is not just on the Ecumenical Senior Center to make the event a success.

Director Jordan-Woods suggested that data collection boxes could also be placed at grocery stores and churches in the neighborhood, so the project reaches as many people throughout the community as possible.

Director Thrash suggested a social media campaign in which people could share their memories of the Northside. It was determined that the Board needs to create a Facebook page and possibly other social media.

Raymond Ryan asked what the deadline of the project is, and Director Jordan-Woods stated that the timeline is up to the Board, but they hope to have the pillars up by the end of September, and that the committee can decide the date that information stops being collected.

Director Thrash expressed concern about the lighting connecting to city utilities. Director Jordan-Woods explained that the wiring for the lighting already exists at all 36 sites and the pillars would connect to it.

Director Jordan-Woods stated that the artwork should be done by artists from the Northside or Eastside to keep the dollars circulating in the community. She stated that the Northside has a rich history of people who are passionate about the neighborhood and that the Board needs to make sure the pillars honor as many people as possible, not just a select few. She expressed that it is up to the Board to change the narrative of the Northside, because it is a neighborhood of choice for many people.

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD

June 20, 2024

It was decided that all Board members would work on finding ways to promote the data collection and bring forth names of people they know as well as family members.

It was decided that Director Rey will work with Lou to finalize plans for the July 24th event at the Senior Ecumenical Center. At the next meeting, Director Rey will give a report on the progress. Director Jordan-Woods stated that other board members, specifically Director Thrash, may be asked to help with this coordination.

COMMUNICATION & ANNOUNCEMENTS

1. Board Reports and Updates

- a. Director Henderson inquired about the construction being done on Ransom Street, saying that there were sewer line issues connecting two households and causing back-ups. Kevin Ford will connect Director Henderson to James Baker and report back. Mayor Anderson will also work to resolve this issue.
- b. There was a discussion about Brownfield development potential and what the timeline would look like for projects routed through the program. Kevin Ford stated that he would work with Jamie McCarthy and the legal representative of Brownfield to educate the board about this in the July meeting. Mayor Anderson said that it is significantly hurting the resources of the new DDA/DEGA, because all new developments are using Brownfield, so the TIF dollars are being allocated to the Brownfield, not back to the DDA/DEGA. Director Jordan-Woods stated that that is why the Board needs to understand how Brownfields work to have a clear understanding of what the Board's budgets will look like and to avoid the same problems that have affected DDA/DEGA in the past.

2. Staff Reports and Updates

There were no updates from City staff.

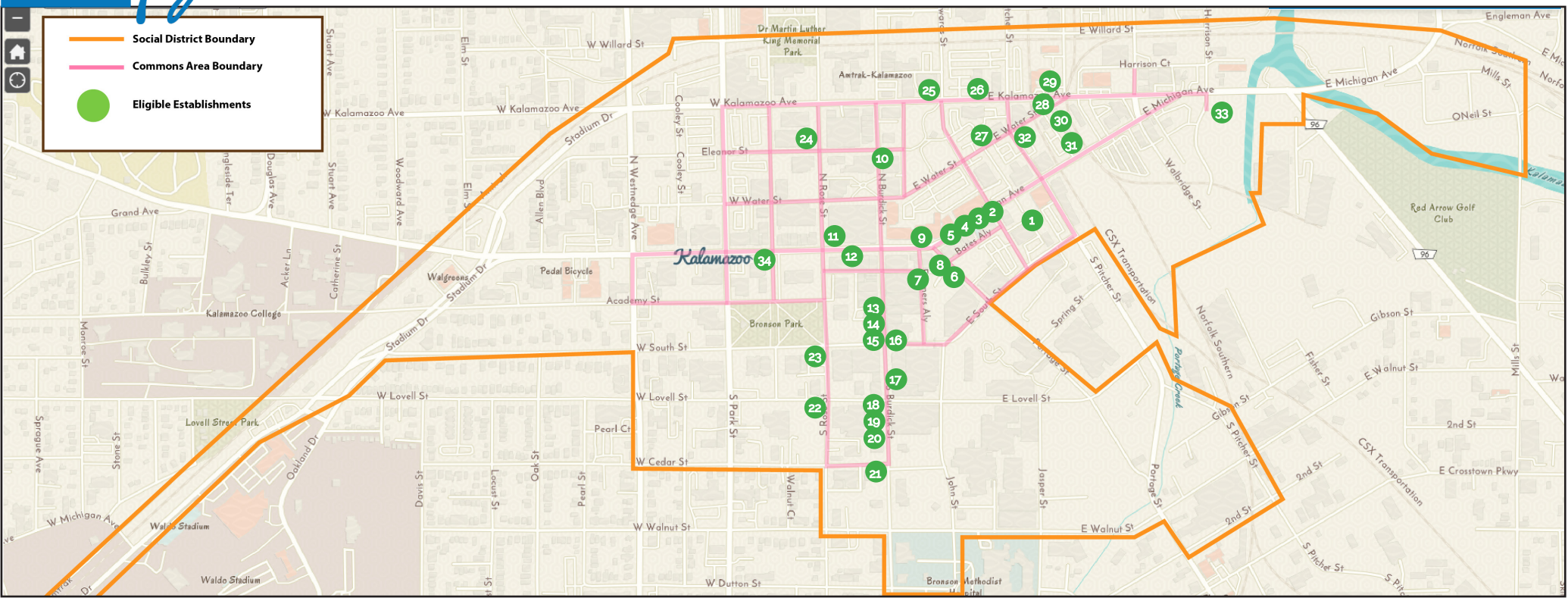
ADJOURNMENT

Director Rey seconded by Director Henderson motioned to adjourn the meeting. The meeting was adjourned at 7:07 p.m.

Submitted by: Erin Hahn, Community Investment Administrative Assistant

Approved on: _____

Downtown Kalamazoo Commons Area Locations



- | | | | |
|---|-------------------------|-----------------------------|--|
| 1 Entertainment District
The Gatsby
Wild Bull
District Square
Skydeck
Loft 310 | 8 LFG | 17 The Hub | 26 Shakespeare's Pub |
| 2 Coney Island | 9 The Wine Loft | 18 The Grazing Table | 27 Kalamazoo Beer Exchange |
| 3 Tempo Vino | 10 Final Gravity | 19 The State Theatre | 28 Water Street Coffee Joint |
| 4 Green Top Tavern | 11 Radisson Plaza Hotel | 20 Harvey's on the Mall | 29 New Belgian Brewery |
| 5 Saugatuck Brewing Co | 12 Junglebird | 21 Papa Pete's | 30 HopCat |
| 6 Stamped Robin | 13 Principle | 22 Factory Coffee | 31 Maru Sushi |
| 7 Xperience | 14 Rustica | 23 Park Club | 32 Old Dog Tavern |
| | 15 Taco Bob's | 24 Kalamazoo Hotel Partners | 33 600 Kitchen and Bar |
| | 16 Roca | 25 Tin Can Bar | 34 Kalamazoo Non-Profit
Advocacy Coalition (KNAC) |



Downtown Kalamazoo Social District and Commons Area(s)

Operation:

1. The Social District and Commons Areas shall be open for operation Sunday through Thursday from 10am to 10pm, and Friday and Saturday from 10am to midnight.
2. No tents or lighting shall be installed within the Social District or Commons Area(s) without City permission.
3. No amplified sound shall be used in the Social District or Commons Areas without City permission.
4. Umbrellas may be installed but shall not be mechanically fastened to street or sidewalk surfaces.
5. Dogs are permitted in the Social District and Commons Areas (the City's leash laws still apply, as does the obligation to pick up after your dog).

Access:

1. Pedestrian access shall be maintained to all buildings in the Social District and Commons Areas as required by the City of Kalamazoo.
2. Emergency access shall be maintained to all adjacent properties in the Social District and Commons Areas as required by the City of Kalamazoo.

Alcohol:

1. Alcoholic beverages are allowed in the Commons Area(s) only in accordance with a Social District Permit issued by the Michigan Liquor Control Commission (MLCC), any accompanying MLCC regulations, and City of Kalamazoo requirements.
2. Alcoholic beverages shall only be purchased at the licensed premises of a Social District Permit holder and must be consumed in designated Commons Areas.

Seating, Tables, and Related Furnishings:

1. The Downtown Economic Growth Authority will maintain any seating, tables, and related furnishings that have been purchased and deployed by KDP within the Social District.
2. Seating, tables, and related furnishings that have been provided by individual Social District Permit Holders shall be the sole responsibility of the Social District Permit Holders and must comply with ADA accessibility requirements. Under certain circumstances, Social District Permit holders may use public space for seating, tables, and related furnishings. Interested Social District Permit holders must contact Kalamazoo Downtown Partnership for necessary reviews and municipal approvals.
3. Related furnishings are defined as planters, fencing, spatial delineators or other elements that are deployed as part of a seating expansion within the Social District.

Signage

1. Downtown Economic Growth Authority in consultation with the City will provide signage that designates the Commons Area(s) and Commons Area(s) boundaries.
2. Existing City of Kalamazoo sign ordinances are still applicable within Social District and Commons Area(s)

Trash and Recycling:

1. Downtown Economic Growth Authority will provide temporary trash cans and/or recycling cans within Commons Area(s) and at Commons Area boundaries and will maintain these trash cans and/or recycling cans and conduct trash removal operations at these locations for the duration of the Social District and Commons Area operation so long as it is economically feasible to do so.
2. At locations where existing trash cans are already installed, Downtown Economic Growth Authority and City of Kalamazoo will continue their current maintenance and trash removal operations.

Review:

1. The Management and Maintenance Plan shall be included in any future Social District reviews conducted by the City of Kalamazoo or other entities.
2. Downtown Economic Growth Authority shall be included in any review and consulted on any revisions to the Social District and Management and Maintenance Plan.
3. Alcoholic beverages consumed in Commons Areas are required to be in designated cups per the requirements of the MLCC and the City of Kalamazoo.
4. Social District Permit holders are responsible for the sale of alcohol on their licensed premises in accordance with their individual Social District Permits and all MLCC rules and regulations, including confirming the consumer's identification and age, and prohibiting the sale of alcohol to intoxicated parties.
5. The City Manager is authorized to exclude from the Social District any premises authorized by the Michigan Liquor Control Commission under a special license during the effective period of the special license.
6. During regular patrols, Kalamazoo Department of Public Safety will monitor Commons Area(s) as assigned for compliance with MLCC and City of Kalamazoo rules and regulations.
7. Downtown Economic Growth Authority staff and/or contractors will also monitor Commons Areas and report compliance issues to the proper authorities so long as it is economically feasible to do so.
8. Additional commons areas may be considered at a future date by City Commission.



Downtown Kalamazoo Social District and Commons Area(s)

MAP #	MAP NAME	LARA BUSINESS ID	ACCOUNT NAME	DBA	ADDRESS
1	Entertainment District	140780	Piano Bar, LLC	Monaco Bay and Wild Bull	300 E Michigan Ave Kalamazoo, MI 49007-3833
2	Coney Island	140871	Coney Island Lunch, Inc.	Coney Island Lunch	266 E Michigan Ave Kalamazoo, MI 49007-3910
3	Tempo Vino	160919	Irene E. Kokkinos, L.L.C	Vintner's Cellar Winery of Kalamazoo	260 E Michigan Ave Kalamazoo, MI 49007-3910
4	Green Top Tavern	248853	Green Top, LLC	N/A	250 E Michigan Ave Kalamazoo, MI 49007-3910
5	Saugatuck Brewing Co.				200 E Michigan Ave Kalamazoo, MI 49007-3961
6	Stamped Robin	248951	Bird Nest, LLC	The Stamped Robin	128 Portage St Kalamazoo, MI 49007-4802
7	Xperience				
8	LFG	0262314	L.F.G. Bar LLC	L.F.G. Bar	116 Portage St Kalamazoo, MI 49007-4802
9	The Wine Loft	225791	Blue Eyes Group, LLC	The Wine Loft	161 E Michigan Ave Kalamazoo, MI 49007-3926
10	Final Gravity	246299	Decatur Tastings LLC	Final Gravity Brewing Co.	246 N Kalamazoo Mall Kalamazoo, MI 49007-3828
11	Radisson Plaza Hotel	132610	Greenleaf Hospitality Group, Inc.	Radisson Plaza at Kalamazoo Center	120 W Michigan Kalamazoo, MI 49007
12	Junglebird				
13	Principle	238969	Noble Experiment LLC	Principle	230 S Kalamazoo Mall Ste 100 Kalamazoo, MI 49007-4838
14	Rustica	221402	Rustica LLC	Rustica	236 S Kalamazoo Mall Kalamazoo, MI 49007-4838
15	Taco Bob's	232336	Bandak, Inc.	Taco Bobs	248 S Kalamazoo Mall Kalamazoo, MI 49007-4838
16	Roca				
17	The Hub				359 N Burdick St Kalamazoo, MI 49007-3829
18	The Grazing Table				
19	The State Theatre	2775	Mardi Gras Enterprises, Inc.	Harvey's on the Mall & State Theatre	404 S Burdick St Kalamazoo, MI 49007-5218



Downtown Kalamazoo Social District and Commons Area(s)

MAP #	MAP NAME	LARA BUSINESS ID	ACCOUNT NAME	DBA	ADDRESS
20	Harvey's on the Mall				
21	Papa Pete's				
22	Factory Coffee				
23	Park Club				
24	Kalamazoo Hotel Partners				
25	Tin Can Bar				
26	Shakespeare's Pub				
27	Kalamazoo Beer Exchange				
28	Water street Coffee Joint				
29	New Belgian Brewery				
30	Hop Cat				
31	Maru Sushi				
32	Old Dog Tavern				
33	600 Kitchen				
34	Kalamazoo Non-Profit Advocacy Coalition (KNAC)				

Account No: E 245-728-00.000-811.000 Title: PROFESSIONAL DEVELOPMENT Fiscal Year: 2024

Debit / Credit: D	Account Class: E4 SERVICES	Cash / Inv Code:	Locked: N
Status Code: 0	Report Group 1:	Nominal / Real:	Budget Account:
JC Required: N	Report Group 2:	Budgeted: Y	
Standard Acct: Y	Account Type:	Allotment: N	Year End Estimate: 0.00

Account Activity				
Period	Total Budget	Encumbrances	Expenditures	Balance
1	2,458.00	0.00	0.00	2,458.00
Totals:	2,458.00	0.00	0.00	2,458.00

Account No: E 245-728-00.000-801.000 Title: PROFESSIONAL AND CONTRACTUAL SERVICES Fiscal Year: 2024

Debit / Credit: D	Account Class: E4 SERVICES	Cash / Inv Code:	Locked: N
Status Code: 0	Report Group 1:	Nominal / Real:	Budget Account:
JC Required: N	Report Group 2:	Budgeted: Y	
Standard Acct: Y	Account Type:	Allotment: N	Year End Estimate: 0.00

Account Activity				
Period	Total Budget	Encumbrances	Expenditures	Balance
1	5,000.00	0.00	0.00	5,000.00
Totals:	5,000.00	0.00	0.00	5,000.00

Account No: E 245-728-00.000-727.003 Title: POSTAGE Fiscal Year: 2024

Debit / Credit: D	Account Class: E3 SUPPLIES	Cash / Inv Code:	Locked: N
Status Code: 0	Report Group 1:	Nominal / Real:	Budget Account:
JC Required: N	Report Group 2:	Budgeted: Y	
Standard Acct: Y	Account Type:	Allotment: N	Year End Estimate: 0.00

Account Activity				
Period	Total Budget	Encumbrances	Expenditures	Balance
1	200.00	0.00	0.00	200.00
Totals:	200.00	0.00	0.00	200.00

Account No: E 245-728-00.000-880.000 Title: PROMOTION AND ADVERTISTING Fiscal Year: 2024

Debit / Credit: D	Account Class: E4 SERVICES	Cash / Inv Code:	Locked: N
Status Code: 0	Report Group 1:	Nominal / Real:	Budget Account:
JC Required: N	Report Group 2:	Budgeted: Y	
Standard Acct: Y	Account Type:	Allotment: N	Year End Estimate: 0.00

Account Activity				
Period	Total Budget	Encumbrances	Expenditures	Balance
1	2,500.00	0.00	0.00	2,500.00
Totals:	2,500.00	0.00	0.00	2,500.00