

NORTHSIDE CULTURAL BUSINESS DISTRICT AUTHORITY BOARD
NOVEMBER 21, 2019

A meeting of the Northside Cultural Business District Authority (NCDBA) Board of Directors was held on Thursday, November 21, 2019 at 6:00 p.m. in the office of the Northside Association for Community Development, 612 N. Park Street.

DIRECTORS PRESENT: Kiar Gamscho, Ricky Thrash, Chad Dodd, Ken Nacci, Mattie Jordan-Woods, Marilyn Pulley, Mayor David Anderson

DIRECTORS ABSENT: Jon Durham, William Roland, Damian Henderson

Also present were Development Coordinator, Antonio Mitchell and Code Administration Clerk/Cashier, Beth Cheeseman.

Called meeting to order at 6:01pm

APPROVAL OF THE AGENDA

Director Nacci moved to approve the agenda as presented by consensus.

By unanimous consent the board adopted its meeting agenda as presented.

APPROVAL OF MINUTES

Director Nacci, supported by Director Thrash, moved to approve the minutes from the board meeting on October 17, 2019. With a voice vote the motion passed.

Director Pulley asked about the maps noted in the minutes. Director Jordan Woods asked if Mr. Mitchell could show the Directors the map. Mr. Mitchell showed them the map and explained they could write on the map to make needed changes.

PUBLIC HEARINGS

There were no public hearings during this meeting.

LEGAL COUNSEL UPDATE

Mr. Mitchell asked for clarification of the request for legal counsel. He said that, to his knowledge, the City Attorney would not provide legal counsel to the Board. Director Jordan Woods indicated that the request was for City staff to ask permission of the City Commission for the attorneys to provide legal counsel for the Board.

Director Nacci reminded board members that they had authorized Director Jordan Woods to send a letter to the City Commission to make the request. The board members reviewed minutes from the previous meeting. After some discussion, it was agreed to postpone the discussion until Mayor Anderson arrived.

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D & O INSURANCE QUOTE

Director Nacci met with the Ron Jackson Insurance agency and filled out an application. He said it was submitted to an underwriter in Atlanta. It was not within Atlanta's realm of coverage, so it was then submitted to another underwriter in Cincinnati. He did not yet have a quote to report.

Director Nacci said he did get a quote from another agency on behalf of a very similar organization. He said that quote was \$1800. He recalled that the previous Mayor said there needed to be a conversation in the City about how new boards are formed and how insurance is done. Mr. Mitchell did not have knowledge of a conversation taking place. Director Nacci suggested they move forward with Mayor Anderson. Director Dodd said he thought the previous Mayor said they were volunteers and didn't need insurance. Director Nacci clarified the previous Mayor had said they would not need it until the TIF plan is completed and they start receiving grants. He said when they start receiving money, then they would need insurance. Director Nacci assured the other Directors that it won't be money out of their pockets.

Director Thrush asked for clarification regarding the need for insurance. Director Jordan Woods said there is a possibility of lawsuits against them because they are voting and making decisions regarding money and other issues. Director Nacci agreed, saying if people don't like their decisions, they could possibly file discrimination suits. Director Jordan Woods thought when she sat on City advisory boards, they were protected. Director Nacci commented that was different because they are not an advisory, they are an authority. He believed the City's Brownfield Authority has insurance. He expressed surprise that the City cannot insure the board.

Mr. Mitchell indicated that Mayor Anderson would need to have that conversation to clarify with the City Attorney. He didn't believe the City could insure the Board. Director Nacci stated that at the last meeting, two things were going to happen – he would get quotes and the Mayor was going to have a conversation. He said the question for Mayor Anderson is if the City will pay for insurance, not is it covered. Director Jordan Woods said Planner Anderson indicated there was money designated for the Northside for win-win projects, not for insurance. Mr. Mitchell encouraged the Board to clarify the issue with Mayor Anderson.

TIF PLAN DISCUSSION

Boundaries Property Address Map from City of Kalamazoo

Director Jordan Woods said the Board all voted on the boundaries and agreed that if there was a property that should be in the boundaries, they will put it in. She recalled that Director Pulley had asked for someone to set up an in-service to show them the process. Director Nacci said Director Kik was willing to participate in a work session to educate the board on the nuances of a TIF plan. Director Nacci indicated Director Kik said she would like to bring Mr. Joe Agostinelli in to help. He is educated in TIF. Director Jordan Woods asked the board for permission to contact Director Kik to set up a date. She polled the board members for preferred dates and times. The Board settled on a preferred date of December 12 from 3-5 pm with an alternative date of December 11 from 3-5pm. Director Marilyn asked if the City will bring all the materials. Mr. Mitchell told them to ask them to bring the materials.

TIF Plan Assistance

Director Nacci said in the work session, they will present how TIF works and some of the nuances. They will learn what to do when there is Brownfield Authority overlap - who catches the revenue or how they would jointly combine. He reminded the Board they will still need to write a TIF plan. He wondered if

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that would follow the workshop. Director Jordan Woods agreed that after the workshop, they will immediately look for time to write a TIF plan.

MEETING THE MAYOR

Mayor Anderson joined the meeting at 6:42pm

Director Jordan Woods asked Mayor Anderson if the City Commission could authorize payment for officers' insurance for at least a three-year period. She believed that at that time, the TIF program would generate money and they could include the insurance in the budget. Director Nacci stated that the Brownfield Authority must have insurance, and he wondered from where and how they get it.

Director Jordan Woods shared with Mayor Anderson that they are in a position with no money, but they are making legal decisions. She asked Mayor Anderson if he would ask the City Commission's permission to allow the City attorneys to provide legal counsel to the Board. Director Nacci pointed out that Director Kik and Planner Anderson said legal would help to a certain point. Mayor Anderson asked what specific legal tasks they would need assistance with. Director Nacci agreed to send that information to him.

Director Jordan Woods also shared with Mayor Anderson that they want to have an in-service about TIF plans. From there they would put together a TIF plan. The Board's first date of choice is Thursday, December 12 from 3-5pm. Their alternate date would be Wednesday, December 11 from 3-5 pm. She said they want to make sure the entire board understands the activities that go into the TIF plan. The Mayor confirmed they will need to notice for a work session. Mr. Mitchell said Scott Borling, City Clerk, said he needs 48 hours' notice and he will post the notice.

The Board members introduced themselves to Mayor Anderson.

They shared the information about the CNA training and graduates with Mayor Anderson. Mr. Mitchell clarified that it was SPK and FFE money used for this training. Director Jordan Woods said they did acknowledge to the participants that without the city dollars, the training would not have happened. She also shared about the construction training program. Director Jordan Woods indicated this was all a part of the neighborhood plan.

COMMUNITY COMMENTS

None

OTHER ITEMS

Director Jordan Woods gave some announcements. There will be a Northside resident update/input dinner on December 17 to talk about plans for 2020. She stated that the residents created the Neighborhood Plan, and now they need to let them know what is being accomplished.

At the dinner they will share the results of the CNA program. They paid Michigan Career Technical Institute to come to the neighborhood and provide the training and they partnered with Bronson Hospital to try to ensure the participants can get a job. They will be looking at other companies to partner with for CNA training. They also want to let them know of their application for dollars for construction. If the application is successful, that will be 10 weeks of training. Several companies, like AVB and CSM,

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stated if residents get their college certification, then they will be partners to hire. We want the neighborhood to know they are working on this as part of increasing wealth mentioned in the Neighborhood Plan.

Director Jordan Woods also spoke about development of three tiny houses and an 800 square foot commercial building. The commercial building will house the leasing office and some wrap-around services. The houses are specifically for those with a criminal background. On December 2nd, it will go before the City Commission to sell NACD the vacant lot for \$100. This property is on the SE Corner of North and Westnedge.

She also talked about some plans for the lot next to where they will build the tiny houses. The white building will be renovated to become incubator spaces for small businesses. They will provide small spaces for small rents. The green building, previously a cab company, will be torn down.

Director Jordan Woods said they haven't decided about the Jones property. They are thinking of constructing a three-story building with residential on the 2nd and 3rd floor and commercial on street level. The commercial space would be for a laundry mat, daycare, and some retail.

She also shared that the City owns 501 N. Westnedge. Director Kik asked her to put it on the agenda for discussion the night of the dinner. They would like to have input on what residents say they want to see on that property. Some developers from out of town have already approach the City about the 501 N. Westnedge building. Director Jordan Woods said the City will do a phase I and phase II and clean up any contamination of the property. Mr. Mitchell stated there have been several people interested in the property and they want to make sure it is complimentary to the neighborhood and fits into the wishes of the residents as much as possible. Director Jordan Woods said she is not so sure the City will agree to a non-profit. Mr. Mitchell agreed it would be best to get back on tax- roles.

Director Jordan Woods announced they will have a home Christmas decorating contest for Northside residents. Director Gamsho asked if businesses could participate, and Director Jordan Woods stated they can decorate, but not win any prizes. Director Jordan Woods said there will be \$50 gift cards for the first-place winners. Second and third place prizes will be prizes donated from Northside businesses.

Director Pulley asked if they are going to meet in December. The Board decided on a brief meeting in December.

Mr. Mitchell asked them to make sure you look at the map on their way out. He reminded them they can write on it to add or change things. Once the changes are made, they can get the new map laminated.

ADJOURNMENT

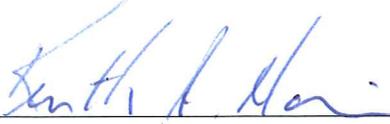
Director Nacci, with support from Director Pulley, made a motion to adjourn the meeting. All voted in favor. The meeting adjourned at 7:00 p.m.

Submitted by:



Beth Cheeseman, Code Administration Clerk/Cashier

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Director Ken Nacci, Secretary

Approved on: 1/16/2020