

Kalamazoo County Land Bank Fast Track Authority
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October 13, 2011
Minutes

Members Present: Balkama, Bland, Kisscorni, Rowe, Vliek

Members Absent: Marquardt

Staff Present: Executive Director Kelly Clarke, Catie Boring, Tom Doherty

Others Present: Thell Woods, Jeff Hawkins, Greg Vliestra, Mike Flynn, Ken Peregón, Phil Stinchcomb, Martha Aills, Jack Urban, Justin VanderArk

A. Call to Order

The meeting was called to order by Chairperson Balkema at 8:30 am in room 105 of the Kalamazoo County Admin Building, 201 W. Kalamazoo Ave., Kalamazoo, MI 49007.

B. Roll Calls

C. Approval of Minutes-September 8, 2011

Rowe motioned to approve the minutes. Bland seconded. The vote passed unanimously.

D. Additions to the Agenda

E. Citizens Time

Thell Woods discussed his appreciation for the Land Bank working hard and the media portraying the good efforts recently-referencing the recent article for Marketplace.

CONSENT AGENDA

1. Accounts Payable & Monthly Statement

Balkema requested the board approve Accounts Payable and Monthly to date. Rowe motioned to approve. Kisscorni seconded. The vote passed unanimously.

2. April, May, June Financials

Bland questioned the difference in property sales. Balkema clarified that the Land Bank is moving properties from the tax sale that is very low value, but is now back on the tax rolls.

Balkema noted that the NSP2 grant is helping with staff costs and is noted in financial report, as the board requested. Balkema stated that the books are reconciled and show a successful year for the Land Bank.

Bland requested a quicker report out for financials. Balkema said she will work on a monthly report.

Kisscorni raised concern for the meager budget for properties held, that they most likely will need a bigger maintenance budget. Balkema announced that the county only gave the Land Bank 100K, versus the 150K that was asked. To alleviate those costs, the County Treasurer will hold properties until demo has been complete.

The County Board awarded 500K to the Treasurer due to the compelling Pitcher Street property to deal with.

Vliek motioned to approve the financial. Kisscorni seconded. Vote passed unanimously.

CHAIR REMARKS

1. MSHDA Public Disclosure regarding REMAX and the Marketplace Development

Kelly discussed the relationship with the city of Kalamazoo, NSP2, Home Builders Assoc. regarding Marketplace.

The land bank owns the property, but not responsible for contracts. MSHDA okayed 100% funding-but HBA is responsible for sales. HBA processed procurement carefully, and REMax was the successful proposal. The Land Bank purposefully stayed out of the procurement process, but MSHDA and HUD have asked for waiver of conflict of interest. Part of the Conflict of Interest is public disclosure

Rowe read disclosure aloud.

No vote needed-but part of public record.

2. Policy Bulletin #8

Conflict of interest and code of ethics to be signed by all members.

3. Line of Credit

MSHDA and other funding partners have asked the Land Bank to get a line of credit. Balkema asked a few banks for proposals. PNC's proposal would give a revolving line of credit at 0.84%, with full faith in credit to the county. The Land Bank would use the line to do moderate repairs in order to sell properties, then pay back immediately.

Bland questioned if HUD or MSHDA would have problem. Clarke stated MSHDA and HUD would most likely be delighted to see land banks get on their feet-putting tools in place beyond stimulus grant.

Vliek stated reimbursable loans are tough for non-profits, the bank offer is phenomenal.

Balkema needs to do more work with the county to work this out. Balkema asked for approval of the board to add the full faith in credit item to the next County Commissioner Agenda. Vliek motioned to approve. Bland seconded.

The vote passed unanimously.

4. Thank you for service-Justin VanderArk

Balkema thanked VanderArk for his efforts to form the board and his service during the last 2 years.

Executive Director Report

Kelly Clarke reported out on the following items:

Land Bank Conference will be held October 14-16 in Kalamazoo. The Land Bank will be responsible for \$10,000 in sponsorship. Clarke introduced Mike Flynn and Ken Peregon, representing the firms in the Design Build Contract. Flynn and Peregon gave an overview of the site plan and answered questions from the board.

Marketplace-1 sale, 3 purchase offers so far. Tickets available for the Parade of Homes going on right now.

Land Bank new construction taking place now on Rose Street and Willard Street. Partnership between Drain Commissioner Pat Crowley, Ken Peregon, and the Land Bank to implement a rain garden on the Willard Street development has been successful so far.

NSP2 rehabs are finishing up, one purchase offer on 923 Russell.

NSP2 Scattered site demos-spreadsheet in board packet-15 complete, 12 more to go.

Community Garden Resource Shed announced and volunteers requested. Property disposition spreadsheet attached to packet. Creamery to be demolished by the end of the year.

Board members chosen for 501c(3), application in process.

LISC awarded \$72,000 to support the Land Bank's operations. New staff person to be hired to enhance the financial accounting.

Picture of Habitat Fast Build- Land Bank acquired the property and sold it to habitat for \$1 earlier this year.

Other notes:

Vliek encouraged the Land Bank to make a call to ROI about the newly demolished property on Portage Street.

Vliek stated that the Land Bank was awarded a "Greening Grant" and that the letter should be out shortly.

Jeff Hawkins suggested an Open House or presentation to the Young Professionals Chamber Group about Marketplace to promote sales.

Vliek commented that nothing like Marketplace has ever been done in the city of Kalamazoo, and that we should expect a domino effect in the surrounding neighborhood.

Rowe commented that the publicity for Marketplace is helping the sales of other NSP2 homes with lower values.

ADJOURNMENT

Balkema requested a motion to adjourn the meeting. Rowe motioned to adjourn. Kisscorni seconded. The vote passed unanimously. The meeting was adjourned at 9:45.