

**KALAMAZOO COUNTY LAND BANK  
AUTHORITY  
APRIL 14<sup>TH</sup> 2011  
MINUTES**

**Members Present:** Balkema, Bland, Kisscorni, Marquardt, Rowe, Vander Ark, Vliek  
**Staff Present:** Boring, Clarke, Hartmann, Ramer  
**Others Present:** Ken Bizzell, Alice Wright, Chris Vogt, David H Vogt, Thell Woods, Brittany Roth, Brandt Iden

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

**Citizens Time:**

**David Vogt-** resident and landlord in Kalamazoo County, expressed his interest in purchasing 1006 N. Westnedge as a side-lot to his adjacent income property

**Thell Woods-** resident of Kalamazoo County, shared information with the board from a workshop that he went to in Lansing- "Developing Sustainable Communities" where he learned about the importance of the role that the Land Bank can have in place-making

**Alice Wright-** resident of Kalamazoo County, residing in the property adjacent to 1006 N. Westnedge of which the land lords, David and Chris Vogt, are approaching the Land Bank to purchase as a side-lot in order to place a fence for security and garden for beautification

**Chris Vogt-** resident of Paw Paw, owns 9 income properties in Kalamazoo including 1004 N. Westnedge and expressed interest in acquiring 1006 N. Westnedge

**Kenn Bizzell-** employee at the Kalamazoo Deacon's Conference, expressed interest in purchasing 1006 N. Westnedge as a part of a land assembly plan for expansion of the Deacon's conference facilities

**CONSENT AGENDA**

**1. Accounts Payable & Monthly Statement**

- a. Approval of December 2010, January 2011 and February 2011 Financial Statements

Chairperson Balkema presented the financials. Rowe suggested that the board move to receive the financials as submitted for approval at May's board meeting. Kisscorni moved to receive the financials. Bland seconded. The vote passed unanimously.

**2. Appointment of Land Bank Vice Chair**

Chairperson Balkema requested nominations for a board member to serve as vice chair of the Land Bank Authority. Vliek nominated Kisscorni given his professional experience with the City's Brownfield Authority. Kisscorni consented to the nomination. Vliek moved to elect Kisscorni as vice chair. Bland seconded. The vote passed unanimously.

**CHAIRS REMARKS**

**Foreclosure Report**

Balkema updated the board on the status of tax foreclosures as of March 31<sup>st</sup>, 2011 which includes 265 properties. Vander Ark inquired about the outlook for the 2012 tax foreclosures. Balkema stated that 2012 will be a difficult year for tax payers due to the City taxes that were turned over to the County that need to be collected by March 31<sup>st</sup>, 2012. Balkema stated that there is \$32 million out in delinquent taxes including some commercial properties.

## **Executive Director Report**

Executive Director, Kelly Clarke reported on the following items:

### **- Marketplace development**

Eight homes are currently under construction. The first four homes will be ready for the Homebuilders Parade of Homes in June. This is a signature project that will engage the community around the NSP program. Vlieg suggested that Land Bank staff get in touch with the Edison Neighborhood Association to request the post light program for the new development which would add aesthetic unity and lighting to the project. Staff will work to have Marketplace information published in Bronson's newsletter as outreach to its employees.

### **- Update on Creamery Charrette**

The Land Bank, in partnership with Byce & Associates, the Edison Neighborhood Association and OCBA Landscape Architects, will be hosting a design charrette on Thursday, April 21<sup>st</sup> at the Edison Neighborhood Association. The Land Bank board is invited to attend the stakeholder lunch from 12-1:30pm. Residents, local churches and businesses have been invited to attend the open house from 4-6pm. There will also be a designated time for 4<sup>th</sup> and 5<sup>th</sup> grade students from Edison Environmental Academy to participate in the charrette. Vlieg inquired about the state of the building currently being used as a church in front of the Creamery. Clarke stated that the Land Bank is in negotiations with the Florida owner. The City and Land Bank will work with City staff and the environmental consultants soon to be procured to determine if the church building is eligible for demolition utilizing grant funds.

**Round 1-** Contractors have been selected and work will begin soon on these properties. 1630 Krom, along with other Northside properties have been found to have significant structural and foundation issues. As a result, the City and the Land Bank (with support of the neighborhood association) are discussing a strategy which would include a focus on new builds rather than rehabs on the northside.

**Round 2-** includes two properties on Egleston and rehabs should be completed by late August.

**Round 3-** three historic rehabs in the Stuart neighborhood on Willard Street – the Land Bank is managing these rehabs. An RFP is planned to go out in May after the historic commission approves the design plans.

### **- Update on Demolitions**

There are 12 demos in progress with another 13 going out to bid in May. Clarke showed photos of the demos that have occurred at 430 W. Patterson, 732 East Crosstown and 1318 N. Burdick to demonstrate the aesthetic improvement that removal of blight can have on a street.

### **- Update on Senior Projects**

**Blakeslee:** Envirologic, an environmental consulting firm, performed a walk-through on the terrain of the Blakeslee site and gave preliminary advice that construction could occur simultaneous with the demo of the old state hospital. Five of the 12 acres are buildable and the Land Bank wishes to preserve as much of the natural topography on the site as possible. Kisscorni stated that the site is in the City's Brownfield plan so that the Land Bank can have access to the various tools that the BRA can supply. Clarke showed images of the design concept for the independent senior villas and stated that she'll present further information to the board at the May board meeting and seek board approval to issue a design/build RFP.

**NACD Senior Housing:** The NACD Senior site is proposed to have 9 units of senior living. Board discussion took place about the number of units needed to make the development financially feasible. A budget proforma is being worked on to ensure that the development is feasible with technical assistance from the Center for Community Progress. It will be a high quality development with New Orleans style architecture. NACD will hire a property manager to oversee the site. Clarke will prepare a project summary for this project to be presented at the May board meeting – the Land Bank will seek approval from the board at the May meeting to enter into a developer agreement to move forward with this site.

**- Update on Professional Development of Staff – MSHDA conference**

The Land Bank has recently hired Kenn Hartmann as the Assets and Acquisitions Manager. Mr. Hartmann is currently working on obtaining his builders license allowing him to be up to date on the most recent laws and codes impacting the building industry so that he will be well placed to monitor Land Bank construction projects and oversee and approve construction draw requests.

All staff attended the MSHDA conference on Affordable Housing where they had the opportunity to attend several workshops as well as network with MSHDA staff that are providing technical assistance to administer the NSP program. Workshops included the real-estate development process and developing proformas for rental projects as well as long term management of rental projects.

**- Update on Professional Services retained (Realtor, Title Services Provider)**

Land Bank staff have interviewed two realtor firms and plan to contract with both firms. The Edison neighborhood will be assigned to the firm who has significant experience working in this neighborhood while the remaining NSP2 neighborhoods (East Side, Fairmont, Northside, Stuart and Vine) will be awarded to the other company who has eight real estate agents prepared to work with the Land Bank on the NSP2 program. This should help to ensure NSP2 homes are widely marketed.

**- Update on sidelots/community gardens**

14 side lots have been sold and several lots have been adopted for community gardens.

**- Update on Bankers Meeting and Outreach Plans for buyers**

The Land Bank has a meeting scheduled to gather the bank partners (including mortgage officers), KNHS homebuyer counseling staff, a MSHDA representative, and City/Land Bank staff to continue to engage the banking community as a partner to provide mortgage loans to NSP2 homebuyers.

**1006 N. Westnedge**

Board discussion took place regarding the disposition of 1006 N. Westnedge in response to the earlier public comments regarding this lot. Vlieg suggested that the Land Bank contact the City planner to seek an opinion in relation to community development objectives. Balkema suggested that the two prospective candidates could submit a sealed bid with the highest bidder resulting in the successful side lot candidate. Land Bank staff will seek to obtain a letter from the City planner, contact NACD for their input, and provide a broader aerial shot for the board to look over at May's board meeting. Balkema also requested that each entity attend and submit their highest bid.

VanderArk moved to adjourn at 10am. Rowe seconded. The vote passed unanimously.