

**Kalamazoo County Land Bank
Fast Track Authority
June 9th 2011
Minutes**

Members Present: Balkema, Bland, Kiscorni, Marquardt, Rowe, Vander Ark, Vliek
Staff Present: Clarke, Hartmann, Ramer
Others Present: Thell Woods, Brandt Iden, Gail Sutherland, Martha Ails, Peggy Bresnahan, Mary Wyatt

The meeting was called to order by Chairperson Balkema at 8:33am in room 105 of the Kalamazoo County Administration Building, 201 West Kalamazoo Ave., Kalamazoo, MI 49007.

Approval of May 12th, 2011 Minutes- Vander Ark moved. Vliek seconded. Vote passed unanimously.

Additions to the Agenda- Kiscorni requested that the board discuss the formation of a projects committee where projects could be vetted by three members of the board prior to presenting at the board meetings for approval. Balkema add to regular agenda as item f.

Citizens Time- Thell Woods asked the board if they were aware that there's a company that may be interested in renovating the Blakeslee hospital. Balkema stated that no one has come forward to express interest and the proposed project has been in the newspaper.

CONSENT AGENDA

Items on the consent agenda were voted on with one vote.

1. Accounts Payable & Monthly Statement
 - a) March Financials

Balkema presented the financials as of March with a cash position of \$83,000. She also presented the NSP2 budget as shown on Opal which demonstrates the money spent since the onset of the grant. The Land Bank has spent \$652,465 and has \$5,469,206. Half of the total grant allocation (\$6,121,671) shall be spent by September 30th, 2011. The majority of the money spent from the general fund is on salaries of which 80% is reimbursed by the grant on a monthly basis. Balkema will present a budget amendment at a later date to the board to move the NSP2 grant money into the general fund line item.

2. Authorization of the Land Bank Chair and/or Executive Director to execute all necessary contracts and documents to implement the NSP2 program in accordance with County purchasing and procurement policies and MSHDA and HUD rules and requirements.

Balkema stated that there are a lot of contracts that need to be executed in an aggressive manner thus the request to move forward with all necessary contracts.

3. Authorization of the Land Bank Chair and/or Executive Director to accept the donation of 1424 Portage if sufficient funds can be secured to repair the failing and fire damaged roof

After discussion, the board agreed that if sufficient funding is identified to appropriately secure the building for future investment, they'd be interested in accepting the property as a donation from ROI to support the neighborhood and community desire to see the building restored to its historic nature. Over the next month, the Land Bank staff and chair will seek to identify and raise the appropriate funds for the project and inform the board at July's meeting of the outcome to determine acceptance of the property.

4. Approve Land Bank to acquire certain 2011 tax foreclosed parcels for future development

Balkema presented the list of strategic acquisitions that the Land Bank would like to purchase from the Treasurer under the first right of refusal. She reported that the Treasurer foreclosed on 200 parcels on March 31st, 2011 and that Land Bank staff have gone through the list to identify those that are strategic with the NSP2 plan. The board requested that the list identify whether the properties are structures or vacant lots.

The board discussed the projects committee concept that Kiscorni proposed and decided that Balkema, Vlieg, and Kiscorni would participate on the committee which will vet projects prior to requesting board approval to move forward on proposed projects. Vander Ark will serve as the alternate in case one of the members is unable to attend a meeting. Vander Ark moved to approve the consent agenda. Marquardt seconded. Vote passed unanimously.

Executive Director Report

- Update on NSP2 Budget

Clarke presented the NSP2 project pipeline budget to the board and updated them on the status of each line item. 3.9 million of total NSP2 grant needs to serve people who are at or below 50% of area median income.

- Update on Willard Rehab IFB

Bids are out- due date is Monday, June 13th. The Historic commission expressed gratitude toward the Land Bank for investing in these 3 properties in the Stuart Historic neighborhood.

- Update on Rose/Norway New Build IFB

There are plans for three new builds on Rose and Norway in the Northside neighborhood. Land Bank staff have engaged multiple stakeholders, including the NACD Director, around the architectural plans and has received support to move forward.

- Update on Creamery Demo

Land Bank staff have a meeting with the environmental consultant today and the project is moving forward

- Update on 1424 Portage- see above

- Update on Senior Projects- both projects are moving forward and the budget has been approved by Land Bank Board and NACD agreed to it

Vander Ark moved to adjourn at 9:23am. Rowe seconded. Vote passed unanimously.

Respectfully Submitted on Behalf of Al Rowe,

Kristen A Ramer