

## **Kalamazoo County Land Bank Fast Track Authority**

### **Board of Directors Meeting Minutes—December 8, 2016**

Members Present: Mary Balkema, Heather Isch, Carl Roberts, Alberta Griffin, Terry Dorgan, Becky Fulgoni

Members Absent: Alberta Griffin, Jerome Kisscorni

County Liaison Present: Commissioner Stephanie Moore

Staff Present: Kelly Clarke, Tammy Lahman, Michelle Tombro Tracy, Amanda Wilholt

Community Members Present: Rachel Grover

The regular meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Balkema at 8:37 a.m. at 1523 Riverview Drive, Kalamazoo, MI 49004.

Balkema called for a motion to approve the October 2016 meeting minutes. Fulgoni made the motion to approve the October 2016 minutes, subject to adding “is in the process of transferring deeds to the KCLBA” to the incomplete sentence found in the Board Chair Remarks section. Isch seconded. All were in favor and the motion carried.

#### Additions to the Agenda

None

#### Citizens' Time

None

#### Board Chair Remarks

Balkema spoke of the partnership with Western Michigan University for the demolition of 941 Bellevue and 945 Bellevue; two parcels in which the Land Bank has owned since December 2015.

#### Executive Director Report

Clarke provided updates on the winner of the Fare Games competition. She reported that the announcement of the winner, Pho on the Block, has generated positive feedback from the community and also extended special recognition to Fulgoni for being a champion of the Fare Games Committee. Clarke also provided updates on Merchants Crossing, Vicksburg Mill, Washington Square, as well as new faces at Riverview Launch.

#### Consent Agenda

Lahman gave an overview of the October 2016 financial reports as well as the acceptance of funds. Tombro Tracy spoke of a waiver of 5/50 funds for the owner of 807 N. Church in exchange for an advance payment of \$350 so he is able to combine the parcels. Board approval was needed to approve this waiver. Balkema called for a motion to approve the October 2016 financial reports as well as the waiver request. Isch made the motion to approve, Dorgan seconded. All were in favor and the motion carried.

#### Regular Agenda

1. Updated Accounting and Financial Management Policies – Balkema called for a motion to approve the updated Accounting and Financial Management Policies. Dorgan made the motion to approve. Fulgoni seconded. All were in favor and the motion carried.
2. 2016 Budget Amendment - Balkema called for a motion to approve the 2016 Budget Amendment. Dorgan made the motion to approve. Isch seconded. All were in favor and the motion carried.
3. Fund Balance Policy - Balkema called for a motion to approve the newly drafted Fund Balance Policy. Dorgan made the motion to approve. Fulgoni seconded. All were in favor and the motion carried.
4. Fund Balance Commitment - Balkema called for a motion to approve the Fund Balance Commitment. Dorgan made the motion to approve. Isch seconded. All were in favor and the motion carried.

#### Adjournment

Balkema called for a motion to adjourn at 9:37 a.m. Fulgoni made the motion to adjourn. Dorgan seconded. All were in favor and the motion carried.

Respectfully submitted,  
Terry Dorgan, Treasurer and Secretary