



Meeting Minutes

Kalamazoo County Land Bank Fast Track Authority
Board of Directors Meeting Minutes – July 10th, 2025
Riverview Launch

The Thursday, July 10th, 2025 meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Board Chair Thomas Whitener at 9:27a.m.

Members Present: Thomas Whitener, Antonio Mitchell, Barb Ogrin ,Sharon Ferraro, John Taylor

Members Absent: Pat Clark, Riley Luksomski

County Liaison:

Staff Present: Zac Bauer, Derek Mann, I'yanna Wilson, Tracy Whaley,

Community Members:

Approval of May Minutes

Taylor made a motion to approve the May 2025 minutes.
Ferraro seconded the motion.
Motion carried unanimously.

Approval of Closed Session Minutes

Taylor made a motion to approve the closed session meeting minutes.
Ferraro seconded the motion.
Motion carried unanimously.

Additions to the Agenda

Director Bauer requested to add Princeton Ave Development to the agenda.

Citizens Time - N/A

Commissioner Liaison Comments - N/A

Reports and Presentations

a. Homeward Promise: March St.

Whaley presented the upgrades that were made on the home on March St. Whaley shared the residents' reaction to the new siding and landscaping of the home. Whaley detailed the work that was done on March St., which is what the team will be slowly working through in the portfolio.

Foster proposed the question on a timeline for potential homeownership. Director Bauer detailed that we are in the process of working through how to move toward homewardship for the residents.

Discussion ensued regarding the project and how to bring attention to the rehabilitation work that is being done. Whitener detailed that the Land Bank is partnering with Secondwave Media, and we could work with them to highlight the work that is being done. Within the discussion, board members detailed that they would like signage at Homeward Promise homes that are actively being worked on.

b. Financial Report: Kate Jefferson & Julee Wheadon

Jefferson overviewed the January through May 2025 financial report. Jefferson detailed that there will be a budget amendment presented in the future.

Ogrin requested it be printed larger for review.

The Land Bank is seeing more activity this year for expenses. Mitchell inquired about the difference between last year's expenditures and this year's. Our expenditures are higher due to the work being conducted, but we are receiving grant revenue to cover the expenditures.

c. Legal Counsel time

Attorney Foster provided insight on the NACD option agreement. This option agreement expires on July 13th and has been in place for four years. Bauer has met with their leadership team for a discussion of the option agreement. Mitchell provided insight on the meeting with NACD concerning their building plans.

Discussion ensued regarding ending the option agreement, holding costs and maintenance of the parcels, and a potential development agreement for the NACD option parcels. Whitener discussed needing to update the option agreement to include the prospective buyer to be

responsible for the maintenance of the parcel, which could include mowing, tree clean-up, and snow removal

Taylor made a motion to allow the NACD option agreement to expire and allow the Executive Director to develop a new option agreement.

Ferraro seconded the motion.

Motion carried unanimously.

Attorney Foster informed the board on the Blight Elimination status for the City of Kalamazoo and Kalamazoo County. At the last board meeting, the board approved the Land Bank to work with the City of Kalamazoo and Kalamazoo County for the Blight Elimination Grant. Since the last meeting, the City of Kalamazoo documents have been executed, and the documents have been provided to the City of Kalamazoo attorney's office for review. Additionally, awaiting information for Fishbeck's Phase I and II. The Kalamazoo County process is awaiting a resolution for a closed permit for the demolition site.

At the last board meeting, the Board of Directors approved the Land Bank to use the remaining Blight Elimination funds for Homeward Promise. The staff was able to identify three homes for rehabilitation and stabilization with the remaining \$812,000. Director Bauer provided the board with ideation for one of the homes.

Taylor made a motion to authorize the Board Chair or Executive Director to finalize and executive any necessary document to complete the Blight Elimination Grant for the Kalamazoo County Land Bank.

Mitchell seconded the motion.

Motion carried unanimously.

Discussion ensued regarding the investment within the neighborhood. Taylor emphasized the need for signage while the work at the homes is being done.

Attorney Foster provided insight on Duckett Drive. The development was brought to the Land Bank through Dover Birch. Pure Architects provided an ideation to explore what could be developed on the parcel. The parcel is under the option for purchase, and closing is scheduled for August. Due Diligence has been started and is awaiting results.

Discussion ensued on the location and the setback of the parcel. Taylor inquired about the square footage and funding. Director Bauer detailed that fundraising would need to be conducted. This development could be an attached single-family development.

Taylor made a motion to authorize the Board Chair and Executive Director to purchase the Duckett Dr. parcel.

Ferraro seconded the motion.

Motion carried unanimously.

Attorney Brauer provided the board with insight on the Brownfield Redevelopment Plan and application for Eastside Square. The request for Eastside Square has been submitted to the Kalamazoo County Brownfield Authority. The application is scheduled to be on the agenda for the meeting on July 24th at 3 p.m.

The staff and legal team have been meeting concerning the scattered site Brownfield Plan. One plan will be developed, and the team is working on receiving concurrence resolutions. Attorney Brauer detailed the eligible costs for the plan, which could be environmental, demolition, land bank cost for clearing title, title insurance, cost associated with site preparation, and more.

Taylor inquired if there was an administrative fee for the Brownfield Authority. There is an administrative fee for the Brownfield Authority. Taylor expressed support for the Brownfield Scattered Site Plan.

Chair's Remarks

Whitener provided comments on 2026 and excited for the opportunities for next year. Chair Whitener is monitoring federal grant statuses to gain an understanding of the potential effects.

Executive Director Report

Bauer congratulated Taylor and Mitchell on joining the Board of Directors. Bauer provided insight on the W Maple property. At the last meeting, the board approved Kent Company to install helical piers and tiebacks, but there is additional foundation underneath the home. The team is actively working with Pure Architects to develop solutions.

MSHDA approved the 1.5 million request for Out of County Critical Home Repair. There will be a request for a new staff member to support that work.

Director Bauer informed the board of working to revitalize Vibrant Kalamazoo.

Director Bauer provided insight on the strategic plan with the Center for Community Progress. The board will receive updates from the team at the next board meeting.

Regular Agenda

Blight Elimination – Demolition Agreement

Mann provided insight on the Request for Proposal process. After reviewing the submissions and references, Mann selected Pitch company for the demolition of the seven Homeward Promise homes.

Mitchell motion to accept the RFP submitted by Pitch Company for the demolition

Ogrin seconded the motion.

Motion carried unanimously.

Capital Expenditures

Bauer provided some insight on several improvements that will need to be conducted for the building and operations. One of the items would be a vehicle purchase. The purchase of the vehicle would allow staff to conduct larger maintenance work. More information will be provided for the board at the next meeting.

Princeton Ave Development

Mann provided insight on Princeton Ave. development. The City of Kalamazoo is requesting the Land Bank to create density. Mann is working on conducting historical studies and environmental work. Once the work is completed, the land bank will submit a parcel division application.

Bauer provided insight on the additional funding. The Princeton Ave Development is being funded through a grant from the City of Kalamazoo. Director Bauer is having conversations with the Kalamazoo Community Foundation for a low-interest loan.

Committee Reports: No Committee Reports

Board Member Comment

Mitchell provided comments on the importance of being on the Land Bank board. Mitchell wanted to make sure that he was involved in the process. He is excited to be a part of the process for the next couple of years.

Adjournment: **Next Meeting** – September 11th, 2025, at 9:30 a.m.

Ferraro made a motion to adjourn.

Mitchell seconded the motion.

Motion to adjourn 10:55 a.m.