

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

### **Board of Directors Meeting Minutes—June 11, 2015**

Members Present: Mary Balkema, Michael Collins, Terry Dorgan, Jerome Kisscorni, Chuck Vliek, Becky Fulgoni

Members Absent: Dr. Addis Moore

County Liaison Absent: Commissioner Stephanie Moore

Staff Present: Kelly Clarke, Sarah Frame, Tammy Lahman

Community Members Present: Dave Stegink, Rachael Grover, Ethan Alexander, Erin Denay

The regular meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Balkema at 8:30 a.m. in room 311 of the Kalamazoo County Administration Building, 201 W. Kalamazoo Ave., Kalamazoo, MI 49007.

A motion to excuse Dr. Addis Moore was made by Collins, Dorgan seconded all were in favor, and the motion carried.

Balkema welcomed new member Becky Fulgoni to the board of directors and introduced her to the others directors.

A motion to approve the April 2015 meeting minutes was made by Vliek, Collins seconded all were in favor, and the motion carried.

Additions to the Agenda: None

Citizens' Time: None

#### Presentation

Ethan Alexander, Director of Open Roads Bike Programs and Erin Denay, Program Director, gave an overview of their mission, core programs, team structure, curriculum, and partnerships. They moved into the new offices/workshop at Riverview as of June 1, and are still working on finishing off their space. They expressed their gratitude about having the opportunity to locate their first permanent office at Riverview Launch.

#### Consent Agenda

1. Acceptance of April 2015 Financials
2. Acceptance of Grant Funds - \$300,000 in MEDC Core Communities funds via pass through the City of Kalamazoo for Riverview Launch

A motion to approve the consent agenda was made by Dorgan, Kisscorni seconded, all were in favor, and the motion carried.

#### Regular Agenda

1. BDO Audit for 2014 Fiscal Year

Balkema explained the audit performed by BDO Accounting for the 2014 fiscal year came back as clean with no findings. She thanked Land Bank former staffer Amanda Woodin, and current staffer Tammy Lahman for their hard work on this process. Vliek made a suggestion to build a replacement reserve account into next year's budget for rental properties that don't currently have a reserve. Balkema asked for a motion to approve the 2014 audit. Dorgan made the motion, Collins supported, all were in favor and the motion carried.

## 2. Option Agreement for the Vicksburg Mill

Balkema gave an overview of the timeline of events for the property up to its present status. An offer was presented before the board in 2014 and accepted, but a purchase agreement has not been signed due to delays on the buyer's side. The Land Bank Projects Committee asked to see movement toward a final sale. The option agreement will formalize and move the deal closer to a final purchase, giving the buyer incentives to close by September 30, 2015. Balkema called for a motion to approve the terms of the option agreement presented to the board. Collins made the motion, it was supported by Vliek, all were in favor and the motion carried.

## 3. 627 Gilbert property disposition

Balkema explained the status of the property at 627 Gilbert, which was foreclosed and transferred to the Land Bank. The elderly owners have been paying rent to the Land Bank, but obtaining a rental certificate isn't possible with the house's current state of disrepair. The Board members asked that the Land Bank staff work with the Liggins family to pursue other options that would better align with the Land Bank's policy to not sell properties back to the foreclosed owner or their immediate family. Balkema called for a motion to approve the sale of 627 Gilbert as long as the sale is consistent with Land Bank policies. Kisscorni made the motion, Dorgan supported, all were in favor and the motion carried.

### Executive Director Report

Executive Director Clarke provided the Board with updates on the following items:

1. Update on Washington Square rentals, then and now photos, and upcoming Art Hop event on August 7.
2. Discussion of Land Bank projects, then and now, including the Kalamazoo creamery, Union Street court, and Riverview Launch.
3. 1310 Bank Street – The Executive Director reported the City will be purchasing this property with a view to expansion of the Farmers Market. The Land Bank must repay the \$30,000 recoverable grant to LISC for due diligence associated with this purchase. The City will reimburse the Land Bank for all 3<sup>rd</sup> party costs, with Land Bank staff providing their services pro-bono. Estimated 3<sup>rd</sup> party expenses are approx. \$14,000, which will be reimbursed to LISC after receipt of funds from the City. The remaining unused funds will be reimbursed to LISC.

Balkema adjourned the meeting at 9:42 a.m.

Respectfully submitted,  
Terry Dorgan, Treasurer and Secretary