



**Kalamazoo County Land Bank Fast Track Authority
Board of Directors Special Meeting Minutes – June 8th, 2023
Riverview Launch**

Meeting Minutes

The Thursday, June 8th meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Chair Thomas Whitener at 8:35 a.m.

Members Present: Thomas Whitener, Qianna Decker, Carl Roberts, Rebekah Kik, Pat Clark, Shawntel Lindsey, Tami Rey

Members Absent:

County Liaison Present: N/A

Staff Present: Sidney Ellis

Community Members Present: Zach (LISC)

Approval of May 11, Meeting Minutes

Kik made a motion to approve the May 11th Meeting Minutes. Seconded by Clark.
All were in favor and the motion carried.

Approval of Closed Session Meeting Minutes

Clark made a motion to accept the closed session meeting minutes on April 13th, 2023. Seconded by Roberts.
All were in favor and the motion carried.

Additions to the Agenda

Citizens Time: N/A

Commissioner Liaison Comments: N/A

A. Reports and Presentations

Financial Report

Decker made a motion to have Director Ellis present a full and complete board packet in a single email and file prior to each meeting.

Kik seconded that motion.

Discussion ensued concerning the board packet. It was requested that the entire packet is included each time that the board is updated.

There were Aye and Nay votes present.

The motion carried.

Krol gave a review of the financial standing and financial statements of the Land Bank. As of April, there is 1.1 million dollars in cash and will continue to grow. Krol briefly overviewed the gains and losses of the Land Bank with the Eastside Square and Tustin. Discussion ensued concerning the Tustin financial report. A discussion will take place with the executive committee surrounding budget amendments. It was suggested to create a budget amendment with the knowledge from the first quarter to create an accurate view of financials.

Homeward Promise Update

Intrepid statements were provided to the board and the board had concerns surrounding residents' rent. Rey inquired concerning inquires of communication with the residents surrounding rent status. To assist with directing the resident to proper resources and solutions. Decker inquired for information from Intrepid concerning their communication with the residents surrounding rental status (i.e.: information surrounding late rent notices). Foster will reach out to Intrepid concerning communication of rent status and why there are residents there are behind. It was asked for Director Ellis to send a request that Intrepid send a representative to the board meetings and Real Estate Committee meeting. Director Ellis was directed to ask Intrepid to have data of number of people behind, number of individuals behind are on Section 8 vouchers, status of vouchers, collection actions, and how those actions affect the Section 8 vouchers brought to the Real Estate Committee. Prior to looking toward evictions, the board would like to know more information about Intrepid actions and look at policies to develop an understanding. The conversation surrounding Intrepid, and the new lease has been tabled and moved to the Real Estate Committee. Once the Real Estate Committee has a greater understanding, they will develop solutions and bring them to the board.

Meet & Greet occurring June 8th from 5 to 7:30 p.m. Consumer Energy packets and food bank information will be handed to residents. There will be items for children at the event. After the Meet & Greet, residents will be invited to the Land Bank to have further conversations.

Eastside Square

Director Ellis had a conversation with Ryan at GlasAssociates and he understands our position on change orders. That it must be a need and not a want. The project is moving toward the finish line to meet the November deadline.

Legal Counsel Time

Foster provided updated on the Pavilion Township negotiations discussion within the June 5th special meeting. Signatures for development agreement, collateral agreement, and subordination with 1st Source have been exchanged, but Brownfield Authority signature is needed. The changes asked for during the special meeting were included in the agreements.

The Homeward Promise MOU was provided to the board. Kurt gave an overview of the MOU and the terms of the agreement.

Chair's Remarks

Whitener expressed excitement with surrounding the Meet & Greet and kicking off the Homeward Promise Project.

Executive Director Report

Director Ellis submitted a grant with the assisted of Rey and Clark. Administrative Assistant position has been filled by Iyanna Wilson. The Property and Project position has been taken by Derek Mann and will start July 10th. The board was provided with a LOI for Eastside Square. Ellis had a conversation is Kalamazoo Community Foundation for funding and there is potential to apply for gap funding. WSP has asked to use a part of the Land Bank property for dredging for another wall. WSP has been provided with dates for meetings to ensure that the noise will not impact the meeting progress. Homeward Promise homes will be undergoing inspection by the city on July 13th due to expired registration.

Regular Agenda

- 1139 Division St adopt a lot request.

- Ellis provided background on the property.

Clark made a motion to approve the 1139 Division St adopt a lot request.
Lindsey seconded that motion.

All were in favor. The motion carried.

- Open Roads request to install bike rack.
 - Ellis provided background on the grant provided to Open Roads and the bike rack station.

Clark made a motion to approve the Open Roads request to install a bike rack.
Roberts seconded that motion.

All were in favor. The motion carried.

Real Estate Committee Update

Director Ellis is checking with Zoom to ensure that the platform won't cut off the meeting prior to the next meeting.

DEI Committee Update

The committee met on June 1st. Land Bank metrics will be updated by the admin. The County has released information surrounding their virtual training system. The Land Bank will adopt the training and customize it. The Land Bank will develop its own DEI plan for staff to use.

Board Member Comments:

Homeownership Pop Shop will occur on June 24th.

Closed Session

Adjournment: Next Meeting- Thursday, July 13, 2023

Rey made a motion to adjourn.

Clark seconded that motion.

All were in favor and the motion carried.