

## Kalamazoo County Land Bank Fast Track Authority

### Board of Directors Meeting Minutes—May 15, 2014

**Members Present:** Mary Balkema, Michael Collins, Terry Dorgan, Christopher Haenicke, Dr. Addis Moore, Jerome Kisscorni (joined at 8:35), Chuck Vlieg (joined at 8:39)

**Staff Present:** Kelly Clarke, Amanda Woodin, Sarah Frame

**Others Present:** Commissioner Phil Stinchcomb, Thell Woods, Kristy VanderMolen, Doug Havera

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, Michigan 49007.

A motion to approve the February 2014 meeting minutes was made by Haenicke, seconded by Moore, motion carried.

No additions to the agenda were made.

No comments were made during Citizens' Time.

#### Chair's Remarks

Chair Balkema gave a brief overview of tax foreclosure trends in Kalamazoo County, and the state of recent foreclosures, many of which are occupied. She explained a new anti-blight partnership with municipalities to demolish structures - the County Treasurer will pay for 50% of the demolition cost, the municipality will pay the remainder. The Land Bank will partner in disposing of the vacant parcels.

#### Consent Agenda

1. Approval of \$100,000 LISC Operational support grant
2. Acceptance of January, February and March 2014 Financials
3. Acceptance of changes to accounting and financial management policies

A motion to approve items on the consent agenda was made by Dorgan, Haenicke supported, motion carried.

#### Regular Agenda

1. Acceptance of Audit Report  
VanderMolen and Havera, of BDO USA presented an unqualified opinion on the 2013 audited financial statements. The board thanked Amanda Woodin for her great work. Vlieg moved to approve the audit report, Moore seconded, and the motion carried.
2. Acceptance of budget amendment  
Staff member Woodin explained the budget amendment needed for 2014 in the general and rental funds. Dorgan moved to approve the amendment, Kisscorni seconded, motion carried.
3. Balkema presented board assignments for the Finance & Executive Committee and the Projects Committee as well as a Community Outreach Liaison. Collins moved to approve the assignments, Haenicke seconded, motion carried.

#### Executive Director Report

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

1. Anti-blight update and County blight removal collaborative
2. HOME grant rehabs
3. Riverview Launch fundraising efforts and early site work, volunteer day in June

4. Close out activity for NSP2 grant and request for NSP2 Program Income grant for Prairie Gardens Phase II
5. Washington Square collaborative efforts and marketing Edison Place residential and commercial space

A motion was made to move into closed session to discuss a real estate matter at 9:38 a.m. by Collins, Kisscorni supported, and the motion carried.

At 9:50 a.m. closed session concluded and open session was reopened.

1. Vlieg made a motion to accept parcel [number 06-14-311-031](#) from a private holder (Winslow Land Company) for the purposes of remediating and demolishing structures in the larger area and returning the parcel to the private owner after the structures are removed. Kisscorni supported, and the motion carried.

Treasurer Dorgan moved to adjourn the meeting, Kisscorni supported, and the meeting adjourned at 10:07 a.m.

Respectfully submitted,

Terry Dorgan, Treasurer and Secretary

## Closed Session – Real Estate

Balkema spoke about the roof collapse on the Vicksburg mill property due to extreme snow events in 2014. An insurance claim is in process, and two buyers will be submitting offers on the property to be presented and evaluated by the board in June.

Balkema explained the need to assemble land on a contaminated site on the Kalamazoo River in order for DEQ to demolish and clean up parts of the site. She is working with a local landowner and the US Marshal Service to gain site control in order to accomplish this clean up. An adjacent structure held by a private owner needs to be demolished as a part of this project and the owner has indicated willingness to transfer the property to the Land Bank for blight removal if the property is returned.