

## Kalamazoo County Land Bank Fast Track Authority

### Board of Directors Meeting Minutes—October 8, 2015

Members Present: Mary Balkema, Terry Dorgan (joined at 8:48 AM), Chuck Vlieg, Becky Fulgoni

Members Absent: Jerome Kisscorni

County Liaison Absent: Commissioner Stephanie Moore

Staff Present: Kelly Clarke, Sarah Frame, Tammy Lahman

Community Members Present: None

The regular meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Balkema at 8:35 a.m. at 1523 Riverview Dr, Kalamazoo, MI 49004.

A motion to approve the August 2015 meeting minutes was made by Fulgoni, Vlieg supported, all were in favor, and the motion carried.

Additions to the Regular Agenda: Vicksburg Mill option extension was added. Land Bank board appointment was taken off the regular agenda and addressed in Chair remarks.

Citizens' Time: None

#### Board Chair Remarks

Balkema explained that there are currently two open seats on the Board of Directors since Pastor Moore declined to renew his term, and Michael Collins term expired at the end of September. Collins term renewal was recommended to the County Board of Commissioners, and there are 6 other applicants who have expressed interest in serving on the Land Bank board. Vlieg said he thought the Land Bank board should recommend a second candidate to the County Board, so Balkema proceeded to read the applications of the candidates. The board identified three candidates to be brought in for interviews with the Land Bank board in November. The County Board is expected to conduct interviews and vote on appointments in December 2015.

#### Executive Director Report

- Washington Square – LISC & ENA funding secured 2 additional blade signs for businesses which have been installed over 1350 Portage and 1315 Portage. The City will be making improvements to the alleyway that runs next to the Color Lab. Land Bank staff are working to develop a plan for the Washington Square parking lot.
- Riverview Launch – Construction is substantially complete, and the public phase of the capital campaign is underway, continuing until the spring of 2016. The County Parks Department has included a Riverview Launch boat launch in their 5 year master plan in order to plan for funding. They are better equipped to manage the risks and activities associated with a recreational facility.
- With HOME funding from the City of Kalamazoo, the Land Bank will be partnering with Urban Alliance to renovate a home on Clinton Street, starting within the next month. Urban Alliance will utilize hard-to-employ neighborhood residents for the renovations to assist in job skill training.
- Responsible Disposition – Kalamazoo Collective Housing bought a Land Bank property on South Rose and are working to remediate the mold and renovate the home. A Land Bank rental on Duke Street was vacated and sold to an investor who put significant investment in renovations and currently has the home listed for sale.
- The Land Bank continues to look for ways to measure impact and determine what outcomes are happening due to our work. Staff are looking to potentially bring on an urban planning intern to collect impact data.

#### Consent Agenda

1. Acceptance of August 2015 Financials
2. Acceptance of Grant Funds - \$85,473 from the City of Kalamazoo for the renovation of a home on Clinton Street.

A motion to approve the consent agenda was made by Vlieg, Fulgoni supported, all were in favor, and the motion carried.

## Regular Agenda

### 1. 2015 Budget Amendment

Tammy Lahman presented an overview of the 2015 budget amendment, including an increase in revenues due to property sales, rental income from Riverview Launch, and the receipt of Kalamazoo Community Foundation operational grant. It was proposed that \$100,000 in capital be spent on much-needed repairs to 1350 Portage, including a new roof and upper story windows. Discussion followed regarding the source of funding for the repairs at 1350 Portage. Balkema called for an additional board meeting in November to regarding long term approach for deploying capital and making strategic investments. Balkema called for a vote on the 2015 budget amendment, Dorgan made the motion, Fulgoni supported, all were in favor and the motion carried.

### 2. 2016 Budget

Lahman provided a detailed review of the proposed 2016 budget. Balkema called for a vote on the 2016 budget. Dorgan made the motion, Vlieg supported, all were in favor and the motion carried.

### 3. Vicksburg Mill Amendment

The option approved at the August 2015 board meeting expired on September 30, 2015. The buyer has proposed two changes to the option presented, including 1) An extension of 18 months instead of 12 months, and 2) \$4,000 put into escrow for safety improvements would be refundable. Board members expressed the desire to accept the first amendment extending the option to 18 months, but to reject the second amendment to reimburse the escrow funds. Balkema called for a motion to approve the extension with the above mentioned conditions. Vlieg made the motion, Dorgan supported, all were in favor and the motion carried.

Board members conferred on a date for the special board meeting in November, and agreed on Thursday, November 19 at 8 a.m. at 1523 Riverview Dr, Kalamazoo, MI 49004.

Balkema adjourned the meeting at 11:01 a.m.

Respectfully submitted,  
Terry Dorgan, Treasurer and Secretary