



Meeting Minutes
Kalamazoo County Land Bank Fast Track Authority
Board of Directors Meeting Minutes – October 18th, 2024
Riverview Launch

The Thursday, October 10th meeting of the Kalamazoo County Land Bank Authority Board of Directors was called to order by Board Chair Whitener at 8:33 a.m.

Members Present: Thomas Whitener, Riley Lukomski, Chelsie Downs-Hubbarth
Sharon Ferraro joined at 8:36 a.m.
Pat Clark: 8:41 a.m.

Members Absent: Tami Rey & Carl Roberts

County Liaison Present: John Taylor

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

Community Members: Brian Krol, Rachel Foster, Kurt Bauer, Therese Searles

Approval of September Minutes

Lukomski made a motion to approve the September meeting minutes.

Ferraro seconded the motion.

Motion carried unanimously.

Additions to the Agenda

Whitener moved Commissioner Liaison comments after roll call. Additionally, removed the item Mt. Zion Option agreement from the agenda.

Ferraro made a motion to approve the agenda.

Downs-Hubbarth seconded the motion.

Citizens Time - N/A

Commissioner Liaison Comments:

Commissioner Taylor provided the board insight on site remediation dollars that will become available with Kalamazoo County. \$750,000 have been earmarked for site remediation.

Reports and Presentations:

Financial Report:

Krol provided insight on the financial report. \$950,000 is reported in cash. January-August income statement reflects a net loss of \$114,000 which includes all programs and activities. In September, the Land Bank received the \$421,000 developer fee for Project Stride. Krol will be connecting with Director Bauer on a budget amendment and the 2025 budget.

Krol introduced the board needing to have a timeline for Eastside Square LISC loan. There are six more months before action will be taken.

Commissioner Taylor inquired about the timeline for selling Eastside Square. Whitener informed Taylor that the condos are on the market. Locket-Jones Realty is working with interested parties.

Property Management Report

Whaley provided insight on Homeward Promise. Two new properties are being leased, one of which being a voucher transfer. Whaley is continuing her work with the Homeward Promise tenants.

Homeward Promise Update

Mann provided insight on the rental rehabs. Mann will start the conversations with Valley Vision Construction and Development concerning the rehabilitation of two of the Dewey street properties. Mann will be creating a milestone, payment, and construction schedule.

Sales and Facilities Report

Wilson provided the sales and facilities report. Applications have been rolling in. Since the last board meeting, there has been 1 sale and 1 pending sale.

The greenhouse tenant has moved out of the facility. The real estate committee has been in discussion with the next steps for the greenhouse. There was a break-in to Riverview Launch, which affected Open Roads, staff is actively working on the facility issues.

There has been an increase of rentals for Riverview Launch. Local organizations and governmental entities have rented out the space. Kalamazoo Contractors Developers Connect (KCDC) holds their 1st Friday meeting at the Land Bank. October's meeting including Lt. Governor Gilchrist.

Eastside Square

Whitener provided an update on Eastside Square. There was a buyer under contract for Eastside Square, however, the buyer had to back out of the sale. The condos are still being advertised and the feedback has been positive.

Wilson provided insight on the commercial space. Peterson has posted the commercial space on the MLS. The application is live and the website page is live. There has been some interest and Peterson has been actively working with individuals as they expressed interest.

Legal Counsel

Brauer provided updates on Project Stride. The developer fee has been received. Brauer is waiting to hear from the Brownfield Authority legal counsel concerning a development agreement.

Brauer introduced Project Free Bird on behalf of Plaza Corp. The developers are looking to redevelop the Spearflex building from five stories and 57 units of office space to housing. Plaza Corp is looking to conduct a Transformational Brownfield Plan. Once completed, the taxable value of the property will marginally increase. There are two ways the land bank can participate: control the property with a development agreement or the land bank taking ownership of the property prior to December 31st.

Representatives from Plaza Corp, Trisha and Mark, presented the board with a presentation concerning the Plaza Corp's work, Project Free Bird and Spearflex. The Spearflex building is located next to Shakepeares. The construction for this project will only include interior renovations. The renovations will not include Shakespeare's Pub.

This project will begin construction in 2026 and have the building be occupied in 2027. The project will include 1-beds and studio apartments with an affordability restriction.

Questions were presented to the Plaza Corp representatives. Commissioner Taylor raised concern about the City of Kalamazoo potential loss of revenue. Commissioner Taylor stated if the City of Kalamazoo accepts the potential loss of revenue and the Land Bank evaluates its benefits then he is okay with exploring the project.

Foster will be connecting with the City of Kalamazoo's attorney for potential conflict of interest for Ferraro as she is on the Brownfield board.

There was a City of Kalamazoo and the Brownfield Authority to ensure that there is enthusiastic support for this project. There will be another meeting as everyone wasn't able to attend.

Commissioner Taylor, Whitener, and Bauer will set up a meeting with Mary Balkema to discuss Project Free Bird.

Brauer provided some insight on next steps. The Land Bank would require a full environmental assessment to ensure the Land Bank is protected. Brauer would like to identify the projected 5/50 revenue for the Land Bank and the developer fee.

Discussion ensued on when the Land Bank would need to hold title to the property. The Land Bank would need to hold title until the Transformational Brownfield Plan is approved. The Land Bank would need to hold the title prior to December 31st.

Commissioner Taylor, Whitener, and Bauer will set up a meeting with Mary Balkema to discuss Project Free Bird for potential supplemental funding.

Downs-Hubbarth made a motion to give Executive Director and Whitener the authority to negotiate and develop the agreement for Project Free Bird and bring it back to the full board for final approval.

Clark seconded the motion.

Motion carried unanimously

Chair's Remarks

Whitener provided remarks in regard to the Land Bank staff. The end of year is approaching and Whitener reflected on the actions the board has taken throughout the year with Homeward Promise, Eastside Square, and day-to-day operations. Whitener provided reflections from the Michigan Land Bank Association Conference. He presented on the projects that the Land Bank is conducting. The reception from other Land Banks has been positive and they have inquired on the innovative project of the Kalamazoo County Land Bank.

Regular Agenda

Real Estate Committee Update

There was no quorum present at the real estate meeting so items have been tabled. Wilson will be working with committee members on getting a meeting time that works since there are scheduling conflicts.

DEI Committee Update

Roberts term has ended and looking to appoint a new chair. Wilson will work with Downs-Hubbarth and Lukomski to find a new time for the DEI committee.

Closed Session (if needed)

Lukomski made a motion to enter a closed session to discuss an ongoing legal matter.

Clark seconded the motion.

Roll Call Vote:

Clark - Yay, Downs-Hubbarth - Yay, Lukomski - Yay , Ferraro - Yay, Whitener -Yay

No Nays were present.

{Enter closed session}

{Exit closed session}

Whitener called the meeting to order from the closed session.

Clark made a motion to approve the closed session minutes.

Downs-Hubbarth seconded the motion.

Motion carried unanimously.

Board Member Comment

Lukomski inquired with Bauer regarding his needs for onboarding. Bauer will be connecting with each board member to get to know them.

Downs-Hubbarth indicated that she will have to leave early for November and December. Requested to move any approval to the beginning of the meeting.

Clark made the suggestion to expand the board as it may help with quorum. To change the amount of board members, the bylaws would need to be adjusted.

Adjournment: Next Meeting- Thursday, November 14th, 2024

Ferraro made a motion to adjourn at 10:13 a.m.

Clark seconded the motion.

Motion carried unanimously.