

**Kalamazoo County Land Bank
Fast Track Authority**

Feb 11, 2010

Minutes

Members Present: Balkema, Kisscorni, Marquardt, Montoya, Rowe, Ziegler
Members Absent: Vander Ark
Others Present: Kristen Ramer, Laura Lam, David Artley, Jeff Hawkins, Thell Woods, Ryan Rider, Martha Aills, Lotta Jarnenfelt, John Faul

The meeting was called to order by Chairperson Balkema at 8:05am in Conference Rm. 105 of the Kalamazoo County Admin. Bldg, 201 West Kalamazoo Ave., MI, 49007.

Marquardt moved to excuse Kisscorni's tardiness. Rowe seconded. Vote passed unanimously.

Approval of December 3, 2009 Minutes- Marquardt moved. Rowe seconded. Vote passed unanimously.

1. Approval of the Year End Annual Report

Rowe moved to accept the Year End Annual Report with the correct spelling of Tahirih Ziegler's name. Marquardt seconded. Vote passed unanimously.

2. NSP2 Funding Update

Balkema presented the NSP2 award amount and implementation plan to the board using the power point "NSP2 Sideshow Revised 2-10-10" (also on KalamazooLandBank.org). Marquardt moved to accept NSP2 grant and approve chairperson Balkema to sign all necessary documentation. Ziegler seconded. The vote passed unanimously.

3. Property Maintenance, Renovation, & Development

Balkema updated the board on the standing of the Market Place development. We are in the process of conducting a phase one environmental assessment. The land bank has also consulted three title companies and will be acquiring title insurance from the lowest bid.

4. Accounts Payable & Monthly Statement

Montoya moved to accept January's monthly statement. Rowe seconded. Discussion ensued as to whether the 2010 budget can be revised upon receiving additional monies. Balkema stated that it will continuously be changed and resubmitted to the board for approval throughout the year. The vote passed unanimously.

Marquardt moved to accept the 2009 yearly budget/expense report. Rowe seconded. The vote passed unanimously.

5. Smart Growth Conference Approval

Balkema reported on information gained from the Smart Growth Conference via power point entitled "Smart Growth Conference" (also on KalamazooLandBank.org). Kristen Ramer, LISC AmeriCorps received a \$1,000 scholarship to attend the conference which made the total conference cost \$1139.77.

6. Voting Procedure

Hosting a conference call which is open to the public is an acceptable way to vote on special actions according to the IGA 4.07. However, the land bank board would like to meet on a monthly basis to ensure transparency with the public.

7. Meeting Schedule

The next meeting is scheduled for Thursday, April 8th at 8am in room 105 of the County Admin. Bldg, 201 West Kalamazoo Ave., Kalamazoo, MI, 49007. Meetings will proceed on the 2nd Thursday of every month at 8am in room 105 of the County Admin Bldg. The chair will call special meetings with the executive committee when actions require immediate attention.

Kisscorni inquired about staffing the land bank to assist with NSP2 implementation. MSHDA, the City of Kalamazoo and the Land Bank will be meeting next week to discuss staffing needs and which entity will staff each position.

The land bank will host a meeting for area Title Agencies to discuss their involvement with the land bank. Balkema, Marquardt and Montoya will attend the meeting.

Chairperson Balkema adjourned the meeting at 9:01am.

Respectfully Submitted on Behalf of Al Rowe,

Kristen Ramer, Recording Secretary