

Kalamazoo County Land Bank
Fast Track Authority
December 3, 2009
Minutes

Members Present: Balkema, Kisscorni, Montoya, Rowe, Vander Ark, Ziegler
Members Absent: Marquardt
Others Present: Jeff Hawkins, Peggy Bresnahan, Jeff Chamberlain, Thell Woods, Laura Lam, Lotta Jarnefelt, Dave Artley, Martha Aills

The meeting was called to order by Chairperson Balkema at 8:10am in Conference Rm. 105 of the Kalamazoo County Admin. Bldg, 201 West Kalamazoo Ave., Kalamazoo, MI, 49007.

Approval of November 12, 2009 Minutes- Kisscorni moved. Ziegler seconded. Vote passed unanimously.

Additions to the Agenda: Change to #2 to say Acceptance of Bylaws. Change to #4i to say Approval of Acceptance of \$100,000 grant from LISC, #4ii to say Approval of Acceptance of \$75,000 recoverable grant from KNHS, #4iii to say Approval of Acceptance of \$330,000 grant from the city of Kalamazoo, and #4iv to say Approval of Purchase and Sale Agreement of \$480,000 to purchase the Market Place Project contingent upon receiving the aforementioned grants and permits the Chairperson to sign all applicable documents.

1. Approval of Mission Statement

Minor discussion ensued over the two options for the mission statement. Kisscorni stated that both options are broad enough to be sufficient. Rowe stated concern about the terminology in option 2, "creating new property owners", as being too specific. Vander Ark motioned to approve and accept mission statement 1 for the LBA. Rowe seconded. Vote passed unanimously. The mission statement reads as follows: "The mission of the Kalamazoo County Land Bank Authority is to create vibrant communities through eliminating blighted properties, creating affordable housing opportunities, stabilizing property values by acquiring, developing and disposing of properties and returning properties to the tax rolls."

2. Acceptance of Bylaws

Balkema presented changes to the Bylaws that were requested and approved at the Nov. 12th meeting

3. Approval of Priorities and Policies

Balkema discussed the edited priorities and policies that were submitted by Amy Hovey from the Genesee Institute. Discussion ensued around pg. 14, 7.1 (donations). Clarification showed that the LBA is not required to accept donated land with adverse environmental conditions; however, it could acquire such properties through the tax reversion process. Vote passed unanimously.

4. Property Maintenance, Renovation, & Development

a. Market Place Project (Collins St.)

The Director of Community Planning and Development, Jeff Chamberlain, presented on the history of the Market Place site. He talked about how the creation of the LBA and the funding made available through NSP (Neighborhood Stabilization Program) work together to help move the project forward through acquisition of Market Place by the LBA. The purchase of the property is \$480,000. The LBA will be granted \$100,000 from LISC, \$75,000 recoverable grant payable to LISC, and \$330,000 from the City of Kalamazoo (NSP1). He said that the next steps include preparing the appropriate documentation to be approved at the City Commission meeting on Dec. 21st, composing the grant agreements, and finally closing on the agreement. Ziegler added that LISC will be available to provide technical assistance to the LBA in terms of the development piece. Balkema made disclosure that she is on the LISC LAC board. Vander Ark moved to approve the purchase and sale agreement of \$480,000 to purchase Market Place contingent upon receiving the above stated grants and authorized the Chair to sign all applicable papers. Rowe seconded.

i. Approval of Acceptance of \$100,000 grant from LISC

All in Favor: Rowe, Vander Ark, Balkema, Montoya

Abstained: Ziegler per employment at LISC, Kisscorni per employment with the City of Kalamazoo

Absent: Marquardt

Vote passed: 4/7

ii. Approval of Acceptance of \$75,000 pass-through recoverable grant from KNHS

All in Favor: Vander Ark, Balkema, Montoya, Rowe

Abstained: Ziegler per employment at LISC, Kisscorni per employment with the City of Kalamazoo

Absent: Marquardt

Vote passed: 4/7

iii. Approval of Acceptance of \$330,000 grant from the City of Kalamazoo

All in Favor: Balkema, Montoya, Rowe, Vander Ark, Ziegler

Abstained: Kisscorni per employment with City of Kalamazoo

Absent: Marquardt

Vote passed: 5/7

iv. Approval of Purchase and Sale Agreement of \$480,000 to purchase the Market Place Project contingent upon receiving the aforementioned grants and permits the Chairperson to sign all applicable documents.

All in Favor: Balkema, Montoya, Rowe, Vander Ark

Abstained: Kisscorni per employment with the city of Kalamazoo, Ziegler

per employment with LISC
Absent: Marquardt
Vote passed: 4/7

5. Accounts Payable & Monthly Statement
 - a. Laptop and Software
Balkema shared expected expenses:
Laptop: \$950
Software: \$230
BS&A Cost Accounting Software: \$2000
Projector: awaiting quote
Website: purchased domain name KalamazooLandBank.org
 - b. Budget Report
Balkema handed out the budget report.

6. Meeting Schedule
 - a. 2nd Thursday of every other month at 8am
 - i. Feb/Apr/June/August/Oct/Dec

The LBA board was asked to schedule these dates for meetings.

Announcements: ***Next Board Meeting: Thursday, February 11th at 8am in the Kalamazoo County Administration Building in room 105.***

Public Comment

David Artley shared that when bylaws are changed they should be accepted by a vote and that the LBA could adopt a conflict policy/code of ethics. He also said that the board should vote on the agreement to purchase the land and accept the budget report (not approve the report).

Thell Woods raised a question as to whether or not a person could purchase a property that they have previously forfeited due to tax foreclosure. The Priorities and Policies document was cited from page 4 under section 2 which says: "Individuals and entities that were the prior owners of property at the time of the tax foreclosure which transferred title to the Treasurer shall be ineligible to be the transferee of such property from the Treasurer."

Adjournment made by Balkema at 8:56am.

Respectfully Submitted on Behalf of Al Rowe,

Kristen Ramer, Recording Secretary