

**Kalamazoo County Land Bank
Fast Track Authority**

May 13, 2010

Minutes

Members Present: Balkema, Kisscorni, Rowe, Vander Ark, Ziegler
Members Tardy: Montoya
Members Absent: Marquardt
Others Present: Jeff Hawkins, Kenn Hartman, Leroy Crabtree, David Locey, Martha Ails, Peggy Bresnahan, David Artley, Roger Erikson

The meeting was called to order by Chairperson Balkema at 8:35am in room 207A of the Kalamazoo County Administration Building, 201 West Kalamazoo Ave., MI, 49007.

Chairperson Balkema asked for a motion to excuse absent members. Vander Ark motioned. Kisscorni seconded. Vote passed unanimously.

Approval of April 8th, 2010 Minutes- Kisscorni motioned. Ziegler seconded. Vote passed unanimously.

Public Comment- Leroy Crabtree brought to the attention of the board that the last minutes posted on the Land Bank's website are from February 2010. Balkema stated that anyone who wishes to be added to the list to receive the agenda and minutes can do so.

1. Accounts Payable & Monthly Statement

April's monthly expenses amounted to \$158.29. Kisscorni inquired about the \$50,000.00 deposit that was made during the month. Balkema stated that it is the first deposit of the \$100,000.00 amount to be transferred from the delinquent tax revolving fund to the Land Bank's general fund. Kisscorni moved to accept the April 2010 monthly statement. Vander Ark seconded. Vote passed unanimously.

2. Land Bank Conference

The Land Bank Conference is scheduled for Sunday, June 6th- Tuesday, June 8th. Balkema requested that the Board approve sending 2 staff members and 1 board member to the conference. Ziegler and Kisscorni stated that they would be attending. Ziegler moved to approve sending 2 staff and 1 board member. Rowe seconded. Vote passed unanimously.

3. Property Maintenance, Renovation, & Development

A. Balkema shared an update on the NSP2 plan and requested that the board approve resolution to request certain tax foreclosed parcels from the Kalamazoo County Treasurer with permission from the County Board. The parcels include:

1. 46 NSP2 Eligible Lots with Existing Housing Structures
2. 40 NSP2 Eligible Vacant Lots

3. Kalamazoo Creamery located on Portage and Lake St. (4 parcels)
Vander Ark moved to accept the Approval of Resolution to Request the Purchase of the
aforementioned tax foreclosed parcels. Rowe seconded. Vote passed unanimously.

- B. Balkema shared a brief update on the status of other County foreclosed parcels.
- C. Balkema gave a brief update on the Market Place project. A Phase I Environmental Review has suggested the need to complete a Phase II Review. The Land Bank is currently working on this and will update the board at the next meeting of its progress.
- D. Balkema stated that the tax-sale will be held on July 28th at 12noon at the Radisson Hotel. Registration begins as 11am.
- E. Balkema shared about the progress of the Edible Edison Community Garden and requested that the Land Bank Board approve the Lease Agreement between the City of Kalamazoo and the Land Bank. Vander Ark moved to approve the lease agreement. Rowe seconded. The vote passed. Kiscorni abstained per his employment with the city.

Discussion ensued around the process of hiring an Executive Director for the Land Bank. It was agreed that the Executive Committee will review the resumes, choose the top 5-7 candidates and perform the interviews. The top 3-4 candidates will then interview before the board either at a special meeting or at the next Board meeting which is scheduled for June 10th at 8:30am.

- 4. Meeting Schedule
 - 2nd Thursday of every month at 8:30am
 - i. June 10/July 8/August 12

Vander Ark motioned to adjourn the meeting at 9:30am. Balkema adjourned the meeting.