

Kent County Land Bank Authority
Board Meeting Minutes
April 16, 2015

1. Call to Order-Meeting was called to order by Board member Rosalynn Bliss at 8:10 a.m.
2. Roll Call-Present, Bliss, Ponstein, Kaminski, Maas. Absent (excused) Parrish.
3. Approval of Agenda-Motion by Ponstein to approve, support by Maas. Motion carried.
4. Approval of Minutes, 3/19/2015 Meeting. Motion by Maas to approve without change, support by Ponstein. Motion carried.
5. Public Comment- Dave Bandlow, DEQ introduced himself to the attendees. He is a member of the Remediation and Redevelopment Division. Bandlow offered to make the DEQ division available to partner with the KCLBA, stating the DEQ has an extensive database on assessments and records of contamination. KCLBA staff member deVelder stated the DEQ is starting work on a contaminated site at 551 Leonard. It will save money for the KCLBA allowing for redevelopment. DeVelder added generally the first call made regarding commercial properties is the DEQ to see if funds are available for clean up.
6. Advisory Council- KCLBA Executive Director David Allen discussed changes in the advisory council stating Co-Chair Gregory Conway had stepped down. Several additional advisory council positions are currently vacant or members will be stepping down once replacements are appointed. Allen explained the advisory council self-selects replacements and makes recommendations to the KCLBA Board of Directors. Allen stated the advisory council viewed a power point presentation and promotional video at their meeting. A 12 month meeting schedule was presented to the advisory council members.
 - a. Motion to approve new members: Brian Hofstra – Founder Bank and Trust, Ben Sietsma – Rockford Development Group, Taffy Dickerson – Seeds of Promise Neighborhood, Association, Karla Walker – Huntington Bank. Motion by Maas to approve new members, support by Ponstein. Motion carried.
 - b. 12 Month Meeting Schedule:
 - i. June 9, 2015 (2015 Local Unit Development Agreement Approval)
 - ii. August 11, 2015 (Production Update)
 - iii. October 13, 2015 (Production/Sales Update)
 - iv. November 3, 2015 (2016 Budget Approval)
 - v. February 9, 2016 (2015 Year Review)
7. Executive Director Report- Executive Director Allen called on KCLBA staff Accountant Vince Lambert to present financial reports to the Board.
 - a. Financials – Vince Lambert- Lambert reviewed the financial reports presented to the Board noting the budget was \$11,000 over for the month because of payment for the annual audit fell within the month. Allen added a cash flow analysis is done weekly. Funds from MSHDA for demolitions should be released within the next month. Sale of 28th Street property is held up until completion of environmental assessment.
 - i. March Balance Sheet
 - ii. March P&L

- iii. March Budget Versus Actual
 - b. Media/Communications Update-Allen reported the shift in the 2015 budget reducing the amount in the legal category to Media & Communications to better communicate the KCLBA message. He stated there had been some great press recently, MiBiz, GRBJ and Detroit Free Press. Facebook has had 25,000 views statewide. Board members commented this is in line with the strategic plan.
 - c. Production Report-David deVelder, KCLBA staff Director of Real Estate Development presented the production report to the Board.
 - i. 2015 Tax Foreclosure Update-deVelder reported preliminary numbers appeared high but turned out to be 10% less than last year.
David Allen added the City of Grand Rapids has 107 parcels of vacant land. The KCLBA is working with the City's Economic Development Department to transfer vacant land to the KCLBA to sell buildable lots or transfer unbuildable lots to neighbors. Lots will be sold at market value. Considering an "Adopt a Lot" program to avoid maintenance costs on vacant lots.
8. Open Discussion-Allen discussed a meeting with Senator Stabenow's office stating we are at the tail end of the real estate crisis with 400 vacant properties Countywide "stuck in process" by bank foreclosures. Allen is also reaching out to the Center for Community Progress to set up a roundtable discussion.
Board member Bliss shared comments regarding lunch meeting with John Irwin & Steve Steinhower, stating they had glowing things to say about KCLBA.
- David Allen reminded the Board members of the cancellation of the May, 2015 Board meeting.
9. Adjournment-meeting was adjourned at 9:00 a.m.

Next Meeting

June 18, 2015

KCLBA Office 347 S Division