

Kent County Land Bank Authority
Board Meeting Minutes
March 19, 2015, 8:00 a.m.
KCLBA Office
347 S. Division Ave

1. Call to Order- Meeting was called to order by Board Chair Kenneth Parrish at 8:05 a.m.
2. Roll Call-Board Members All Board members present.
3. Approval of Agenda-Motion by Ponstein to approve the agenda, support by Bliss. Motion carried.
4. Approval of Minutes-2-19-2015 Meeting- Motion by Ponstein to approve the minutes as written, support by Kaminski. Motion carried.
5. Public Comment-none
6. Advisory Council –David Allen informed the Board of the upcoming Advisory Council meeting scheduled on March 24. Recommendations will be made to replace several advisory council members. KCLBA Board will be presented a list of replacement recommendations at the April Board meeting.
7. Executive Director Report – The following report was presented by David Allen, Executive Director, KCLBA.
 - a. Vince Lambert, KCLBA staff accountant presented the February financial reports to the Board.
 - i. February 2015 Balance Sheet
 - ii. February 2015 P&L
 - iii. February 2015 Budget Versus Actual
 - iv. 2014 Audit-Lambert reported the audit was completed and went well with no recommendations. The audit was conducted by Rehmann CPAs. The final report should be completed by May 15.

Allen added there will be a significant change in the Balance Sheet next month due to pending sales of 4 major projects.
 - b. Production Report-presented by KCLBA Executive Director David Allen. Allen shared comments and feedback from the Legislative Breakfast on March 16, 2015. He discussed the increase in the budget for Public Relations followed by a video presentation prepared by Collaboration Matters, the agency contracted to assist with P.R. and social media. The video is posted on the KCLBA website and has had over 1000 views currently.
 - i. Fair Housing 49507 Project Area Grants-Allen reported the Fair Housing Center has received a settlement from Wells Fargo and will use some of the funds to complete projects in the 49507 target area. The KCLBA has been granted funds to offset the cost of building new homes in the target area where demolitions have been completed. Allen stated the KCLBA is working with several local contractors.
 - ii. 2013 Property Follow Up-David deVelder, KCLBA Director of Real Estate Development reported on the remaining unsold 2013 properties. The majority of the non-buildable vacant lots have been sold. A survey of sold properties was conducted to determine if permits had been pulled for repairs. 72 permits pulled, 10 projects did not require permits, 6 properties no work had begun due to weather and year end sale, 10 did not pull permits. DeVelder will report to the City Inspections Department after meeting with

the builders. Some of the non-profits have not started renovations on properties they purchased.

8. Reschedule May Meeting-Allen informed the KCLBA Board of a conflict in schedule for the May meeting because of the Reclaiming Vacant Properties Conference in Detroit from May 19-21. All KCLBA staff members will be attending the conference. The Board voted to cancel the May 2015 meeting.
9. Open Discussion-Allen stated there was a great article in the Grand Rapids Business Journal on the importance of the Land Bank. Allen informed the Board of meetings with the industrial team from NAI Wisinski on the future sale of commercial sites following clean up. Board member Mass noted the 2 homes being built in Grandville look good and fit well in the neighborhood.
10. Adjournment-Board Chair Parrish adjourned the meeting at 8:40 a.m.

Next Meeting

April 16, 2015 8 AM

KCLBA Office 347 S Division