



**Business Board of Directors Meeting Minutes
August 17, 2023**

Commission Members Present: David Anderson, Kizzy Bradford (present at 5:08p.m.), Gwendolyn Hooker, and Patrese Griffin

Commission Members Absent: Coty Dunten

Kalamazoo County Commissioner Present: Tami Rey

Kalamazoo County Housing Director Present: None

Administrative Service Provider and Recording Secretary Present: Lisa Willcutt

Call to Order and Roll Call

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue by President Griffin at 4:33pm. Willcutt conducted the roll call. A motion was made to excuse Dunten's absence.

Motion by Hooker

Support by Anderson

Motion approved

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Anderson

Support by Hooker

Motion approved

Approve Minutes of the July 6, 2023 Meeting

Griffin asked for approval of the meeting minutes from July 6, 2023. The minutes were approved as submitted.

Motion by Hooker

Support by Anderson

Motion approved

Public Comment on Agenda Items and Non-Agenda Items

Tobi Hanna-Davies of Interfaith Strategy for Advocacy & Action in the Community (ISAAC) thanked the KCPHC for their work and noted that she and others from ISAAC were in attendance to show their support.

Willcutt stated that the KCPHC may want to consider that, if Integrated Services of Kalamazoo (ISK) is selected to be awarded the Millage grant and does a good job, they may want to consider awarded the remaining funds to ISK rather than creating affordable housing. She noted that a new Budget & Workplan will be due 45 days before the end of the year to the Board of Commissioners. She went on to say that the MOU (Memorandum of Understanding) that was signed between the KCPHC and the Kalamazoo County Board of Commissioners (BOC) allows for the BOC to request funds be returned to the county.



Reports

Financial Reports

Willcutt summarized the July 2023 Financial Reports that were distributed prior to the meeting noting that Foxfire Rent income was greater than what was budgeted. Specifically, during July \$7,343.00 in rents were received and explained that the funds were due but were paid in a lump sum by ISK. She went on to say that an additional \$1,049.00 was received in August 2023 for a total of \$8,392.00. Due to the fact that the budget does not account for this additional income, Willcutt asked that a motion be made to increase the Foxfire Rents budget line item by \$8,392.00 to account for the additional income.

Motion by Anderson

Support by Hooker

Motion approved

Willcutt went on to report that the expenditure for air conditioning replacement at Keystone House was reimbursed by ISK. There was a motion to accept the July Financial Reports.

Motion by Anderson

Support by Hooker

Motion approved

Bethany House

Willcutt reported that there were no additional updates.

Veterans Initiative

Willcutt reported that there were no additional updates.

FUSE

Willcutt reported that there were no additional updates.

Portage Condominium

Willcutt reported that there were no additional updates.

Old Business

Veterans Homeless Initiative – Common Area Furniture

Willcutt stated the furniture was delivered and that approximately \$17,500 remains to be spent on interior improvements to the building. The commissioners asked that Tyrone Thrash, the house manager, give his opinion on additional improvements.

2015 Millage

Griffin stated that the discussion regarding Creating Transitional Housing is on hold.

In regard to the applications submitted for Removing Barriers to Housing Griffin stated that the application from Kalamazoo Housing Advocates was withdrawn. Comments were made by Anderson, Hooker and Griffin. A motion was made to accept the proposal submitted by ISK and grant it in full.



Motion by Hooker
Support by Anderson

No discussion took place. A motion was made to table the vote until the end of the meeting.

Motion by Hooker
Support by Anderson
Motion approved

In regard to the sale of the Portage condominium, commissioners modified the scope of work proposed to ready the condominium for sale. A motion was made to approve the scope of work to prepare the condominium for sale that does not exceed \$13,000.

Motion by Hooker
Support by Anderson
Motion approved

Hooker brought her previous motion back to the floor and reiterated that the motion was to provide ISK with \$200,000 to provide services to remove barriers to housing.

Motion by Hooker
Support by Anderson

Roll call vote:
Anderson – Abstain
Griffin – Yes
Hooker – Yes
Bradford - Yes
Motion passed

New Business

None.

Public Comment on Agenda and Non-Agenda Items

None.

Commissioner Member Comments

Anderson asked that the KCPHC consider changing the meeting start time to 5:00p.m. to accommodate Bradford's schedule.

Brandford stated that she has been looking for new housing and has found the application fees to be burdensome. She conveyed her disappointment in the housing situation and things there is something that needs to be put in place to regulate application fees.



Hooker stated that she can sympathize with Bradford regarding her housing challenges and pointed out that the City of Kalamazoo has done work that addresses application fees and other challenges through their housing ordinance. Hooker also stated she was open to changing the meeting time to 5:00p.m. on the first Thursday of each month. She reminded those present to get out and find out what is going on in the community.

Griffin agreed with changing the meeting time and asked Willcutt to check with the county to see if this was possible.

Meeting Adjourned: 6:10pm

Submitted by: Lisa Willcutt