



Business Board of Directors Meeting Minutes April 3, 2025

Commission Members Present: David Anderson, Coty Dunten, Patrese Griffin (present at 4:51pm), and Gwendolyn Hooker

Commission Members Absent: Kizzy Bradford

Kalamazoo County Commissioner Present: None

Kalamazoo County Staff Present: Mary Balkema

Administrative Service Provider and Recording Secretary Present: Holly Dean

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 5:01p.m. Dean conducted the roll call.

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Dunten

Support by Anderson

Motion approved

Approve Minutes of the March 6, 2025 Meeting

Griffin asked for approval of the meeting minutes from March 6, 2025. The minutes were approved as submitted.

Motion by Dunten

Support by Anderson

Motion approved

Public Comment on Agenda Items and Non-Agenda Items

None

Reports

2024 Audit Presentation

Ben Walker of Seber Tans, PLC presented the 2024 Independent Auditor's report that included an opinion of the financial statements as unmodified and clean. Walker reviewed the details of the financial report, including restricted and unrestricted funds, and the auditor's letter to the commission. Walker fielded questions from Anderson. Walker concluded that there were no finding or questioned costs and no weakness in internal controls. Balkema thanked Walker and Seber Tans, PLC for all their work. A motion was made to accept the 2024 audit as submitted.

Motion by Dunten
Support by Anderson
Motion approved

Financial Reports

The preliminary March 2025 financial reports were distributed prior to the meeting and were summarized by Dean. Dean explained that the financial reports can be reviewed, but not accepted at this time as the February and March Sugarloaf activity was still pending.

Bethany House – A written report was distributed prior to the meeting and noted that both upstairs bathtubs and walk-in shower were re-caulked. In addition, the staff is working to resolve some additional plumbing issues.

Veterans Initiative – A written report was distributed prior to the meeting and noted that a pest issue has arisen. The initial treatment was performed and the cost of \$500 was waived. Monthly treatments going forward will be \$90.

FUSE – A written report of activity was distributed prior to the meeting and noted that the smoke detectors and fire extinguishers had their annual inspection. There were several expired smoke and smoke/CO2 detectors that had to be replaced. Staff performed this work.

Old Business

2015 Millage – Creating Permanent Housing – Sugarloaf

RFP for onsite Wraparound Services – Vice President Hooker said the portal is open, although no applications have been received yet. The portal closes on April 17, 2025.

Millage Housing Expenses – The year-to-date expenses were distributed prior to the meeting. Vice President Hooker asked to table the phone purchase until next month.

Liability Insurance Bethany House, FUSE, and Keystone

Commissioner Anderson will go over this at the next meeting.

New Business

None

Public Comment on Agenda and Non-Agenda Items

Charles Hannah states he often gets roped into watching other people's belongings. He informed the Board that there are two women who are currently on the streets and need to be allowed back



at the Kalamazoo Gospel Mission until they can be housed. He urges the Board to make the Kalamazoo Gospel Mission aware of encouraging a clean slate policy.

Shona Espinoza stated her mom passed away a couple of months ago. Her dad is a veteran and is worried about being able to keep his home. She states her dad receives \$1,100 - \$1,200 per month and this is not enough to live on. She states there are too many barriers and there needs to be more access to programs. She also stated there is a lack of communication with the organizations that provide assistance programs.

Joanna Babcock acknowledged the condition of Fox Ridge Apartments and that it was brought up at the last meeting. She encouraged the Board to speak with State Representative Julie Rogers. She also stated that a mass text message was sent out and only reached 200 out of 800 people. She wants to see the landlord/management at Fox Ridge Apartments held accountable.

Amanda Charbonneau would like to know why the bid information is not on the County's bid posting website. She also stated she cannot find the RFP website.

Commissioner Member Comments

Secretary Dunten stated she would share the RFP bid link directly. She also made sure the link was working.

President Griffin acknowledged Charles' comment and stated she knows everyone is strapped. She expressed her condolences for Shona's loss and stated the work to remove barriers needs to continue. In addition, she thanked Joanna for bringing up Fox Ridge Apartments and would like to figure out what is happening with the families. President Griffin expressed the issues with the federal government are not making things any easier. Lastly, she thanked everyone for showing up and participating.

Meeting Adjourned: 5:34 pm

Submitted by: Holly Dean