

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

October 16, 2017 Regular Meeting
Minutes

Members Present: Eric Schertzing, Comm. Anthony, Comm. Hope, Comm. Nolan

Members Excused: Comm. McGrain

Others Present: Joseph Bonsall, Jeanna Paluzzi, Tim Perrone, Dawn Van Halst

1. Call to Order

The meeting was called to order by Chairperson Schertzing at 5:00 p.m. in Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

2. Approval of the September 18, 2017 meeting minutes

MOVED BY COMM. HOPE, SUPPORTED BY COMM. NOLAN, TO APPROVE THE SEPTEMBER 18, 2017 MINUTES.

Chairperson Schertzing inquired if Mid-Michigan Recovery Services had been able to conduct any further neighborhood outreach regarding the sale of 1141 N Pine St, Lansing. Executive Director Paluzzi replied that Bob Johnson from City of Lansing Planning and Neighborhood Development has suggested several outreach opportunities, including Head Start and Mid-Michigan Leadership Academy. Comm. Nolan suggested any outreach efforts also include Rina Risper, an active member of the neighborhood and wider community.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Anthony, Comm. McGrain

3. Amendments to the agenda: None

4. Limited public comment: None

5. Resolutions: None

Comm. Anthony arrived at 5:04 p.m.

6. Community projects update

6a. Simken Ave: Proposed soccer field and outdoor adventure park

Executive Director Paluzzi provided background and an overview of the information contained in the meeting packet. She had originally planned on having a resolution to approve selling the property at tonight's meeting. However, the resolution was pulled at the request of the City of Lansing. The City is waiting for a grant related to the project to be finalized. Otherwise, she stated the project is progressing smoothly. Comm. Nolan stated that she continues to hear good things about this project from the community.

6b. Pleasant Grove School: Funding for redevelopment feasibility study

Executive Director Paluzzi provided background and an overview of the information contained in the meeting packet. She has discovered that Ingham County CDBG funds cannot be used to help cover the costs of the feasibility study because they are earmarked for projects outside of the City of Lansing. A representative from the Mikey 23 Foundation has expressed interest in the property. The foundation, which is led by Michael McKissic, works to train at-risk youth in the construction trades.

7. Property maintenance, renovation & development reports

7a. Residential, garden, and commercial property dashboard

Chairperson Schertzing stated the dashboard was included in the meeting packet.

7b. Completed and pending sales

Chairperson Schertzing stated the sales report was included in the meeting packet. Executive Director Paluzzi highlighted an enhanced marketing strategy for the Eden Glen condos, including posters, targeted mailings, and outreach to employers in the immediate vicinity. She stated our biggest hurdle is finding mortgage-ready buyers at that price-point. Staff is also working on establishing a pipeline of non-CDBG units for buyers who fail to qualify under the CDBG program guidelines, but are otherwise ready to purchase. Comm. Anthony asked about outreach to the faith-based community. Executive Director Paluzzi replied that a number of faith-based groups were on the distribution list for the posters and mailings, but we could do more. Comm. Anthony stated she would be more than happy to help make those connections.

7c. Residential rental properties status report

Chairperson Schertzing stated the rental property status report was included in the meeting packet.

7d. General legal counsel update

Tim Perrone stated two evictions had been conducted as a result of land contract forfeitures.

8. Accounts Payable & Monthly Statement

8a. Approval of accounts payable – September 2017

MOVED BY COMM. ANTHONY, SUPPORTED BY COMM. NOLAN , TO APPROVE THE ACCOUNTS PAYABLE FOR SEPTEMBER 2017.

Comm. Anthony asked what the payment to the University of Massachusetts was for. Executive Director Paluzzi responded that the payment was for soil testing for the garden program. The University of Massachusetts provides a more detailed report at lower cost than can be obtained from MSU Extension. Comm. Nolan inquired about the payment to the Ingham County Treasurer. Chairperson Schertzing stated the payment was for the purchase of tax-foreclosed parcels.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

8b. Transmittal of monthly financial statement – August 2017

The monthly financial statement for August 2017 was received and placed on file.

8c. Presentation of FY2018 budget proposal

Executive Director Paluzzi provided an overview of the proposed fiscal year 2018 budget. She noted that it was presented in a new format designed to help show how funds flow through the Land Bank's various activity areas. Comm. Nolan stated she felt that because some Land Bank employees are Ingham County employees and others are not, that it would be beneficial to create a special part-time position for the Executive Director within the County. This would allow the Executive Director to supervise County union employees. Comm. Anthony expressed the need to include the union in any discussion related to changes in supervision or oversight of County positions. Comm. Nolan stated her surprise that two staff members were receiving additional compensation for assisting the Executive Director with the supervision of other employees. Chairperson Schertzing replied that a previous Executive Director had organized the office that way, but new leadership may want to go with another management style. Comm. Nolan stated she did not recall the Board approving of the changes, as with other boards she has sat on. Staff stated the compensation amounts had been included in the payroll line items of the approved annual budgets for fiscal years 2015-17. Comm. Anthony said that she has served on many boards and they all do things in different ways; some approve payroll as a lump sum and some approve payroll position by position. While her preference would always be to see the most detail possible, presenting payroll as a lump sum was not an incorrect methodology. Comm. Anthony suggested that policies and procedures for budgeting could be established to avoid future confusion. Comm. Nolan requested that an outline of the personnel changes initiated in 2015 be presented at the November Board meeting, along with an opinion from counsel as to any possible legal issues.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. ANTHONY, TO INCREASE THE EXECUTIVE DIRECTOR'S SALARY BY 2% IN THE FY2018 PROPOSED BUDGET. MOTION CARRIED UNANIMOUSLY. Absent: Comm. McGrain

9. Board Chairman and Executive Director comments

9a. Executive Director comments

Executive Director Paluzzi provided an overview of the information included in the meeting packet. She highlighted that staff is reviewing the strategic disposition plan for the Land Bank's parcel inventory. The process is expected to be complete in December.

9b. Board Chairman comments

Chairperson Schertzing stated the 2017 Preservation Lansing Awards ceremony would be held at 5:30 p.m. Wednesday evening at the Robin Theater in REO Town. The Ingham County Treasurer is being recognized for efforts to encourage the preservation of historic properties through the tax-foreclosure auction process.

10. Announcements: None

11. Limited Public Comment: None

12. Adjournment

Chairperson Schertzing declared the meeting adjourned at 6:18 p.m.

Respectfully submitted,
Joseph G Bonsall