

**INGHAM COUNTY LAND BANK  
FAST TRACK AUTHORITY**

May 6, 2013  
Minutes

Members Present: Eric Schertzing, Comm. Bahar-Cook, Comm. Nolan, Comm. McGrain, Comm. Hope

Members Absent: None

Others Present: Jeff Burdick, Mary Ruttan, Tim Perrone, Joe Bonsall, Lynne Martinez, Desiree Kirkland, Chris Kolbe, Carol Skillings, Erika Noud

The meeting was called to order by Chairperson Schertzing at 5:06 p.m. Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the April 8, 2013 Minutes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHR-COOK, TO APPROVE THE APRIL 8, 2013 MINUTES.

Comm. Bahar-Cook stated there was a typo in the first paragraph of page two of the minutes. The time of adjournment should be shown as 6:45 p.m.

MOTION, AS AMENDED, CARRIED UNANIMOUSLY.

Additions to the Agenda: None

Limited Public Comment:

Chairperson Schertzing introduced Jeff Burdick as the Land Bank's new Executive Director.

1. Community Projects Update

Chairperson Schertzing introduced Erika Noud from REACH Studio Art Center. Ms. Noud thanked the Land Bank for allowing REACH to use the former Deluxe Inn site for its spring event being held on June 1<sup>st</sup> from 12:00 – 5:00 p.m. in conjunction with Lansing's Be a Tourist in Your Home Town.

2. 200 Huron Street (Old Oak Tree)

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE ADOPT A LOT LEASE AGREEMENT FOR 200 HURON ST, LANSING.

Comm. McGrain asked if staff had had any communication with Carol Skillings since her email on April 22<sup>nd</sup>. Mary Ruttan stated staff has not had any additional communication with Ms. Skillings. Ms. Skillings was expected to be in attendance to request a waiver of the indemnification clause included in the agreement. Tim Perrone stated he had reviewed the document and the indemnification language is included to protect the Land Bank from liability during the lease period. Comm. Bahar-Cook thanked staff for continuing to help find solutions to this issue.

MOTION CARRIED UNANIMOUSLY.

3. Resolution to Authorize Revolving Loan Fund Borrowing

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. HOPE, TO ADOPT THE RESOLUTION AUTHORIZING THE RENEWAL OF THE CURRENT OBLIGATION, AN ADDITIONAL REVOLVING LOAN BORROWING AND REQUESTING THE FULL FAITH AND CREDIT PLEDGE FROM INGHAM COUNTY.

Chairperson Schertzing reviewed the information included in the meeting packet. Comm. McGrain inquired if the renewal of the existing loan could be separated from the additional loan. Chairperson Schertzing stated they could be separated, but bond counsel costs would be decreased by doing them at the same time. Comm. Nolan stated she would be interested in separating the processes and participating in a planning session for strategic decision making regarding any additional obligation. Comm. McGrain requested the two items be voted on separately.

MOTION TO RENEW THE CURRENT OBLIGATION FOR A PERIOD NO LONGER THAN FIVE YEARS CARRIED UNANIMOUSLY.

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MCGRAIN, TO TABLE AN ADDITIONAL REVOLVING LOAN BORROWING. MOTION CARRIED UNANIMOUSLY.

4. Resolution to Approve the Sale of 136 S. Magnolia, Lansing

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHAR-COOK, TO ADOPT THE RESOLUTION AUTHORIZING THE SALE OF 136 S. MAGNOLIA, LANSING TO ABRAHAM CUDDEBACK.

Comm. Nolan asked if the Land Bank could place a limit on the number of existing rentals for a prospective investor to be approved. Mr. Perrone stated we could. Comm. Bahar-Cook expressed concern the Land Bank would not be able to control the renovations under taken by the investor. Comm. Nolan suggested adding language to the final whereas section of the resolution requiring all renovations be made to City of Lansing code requirements. Comm. Bahar-Cook also expressed concern about an investor purchasing without the owner-occupancy covenant flipping the property after the sale had been finalized. Comm. McGrain stated that while he too has concerns about the actual functioning of the process, he is excited to see the investment in the neighborhood and is in favor of moving forward with the test case. Ms. Ruttan stated staff could prepare a specification sheet for the renovations to be incorporated into the agreement. Mr. Perrone suggested adding a right of first refusal within the first five years of sale to the agreement to allay the board's concerns about investors flipping rentals. Chairperson Schertzing reminded the board that this is a test case and we hope to fine-tune the process based on our experiences. Comm. Bahar-Cook requested the specification sheet and right of first refusal be added to the agreement.

MOTION, AS AMENDED, CARRIED UNANIMOUSLY.

Chairperson Schertzing noted that Ms. Skillings had arrived at the meeting and recapped the prior vote for her benefit. Ms. Skillings stated that she had investigated the possible costs of liability insurance sufficient to indemnify the Land Bank and that she would be willing to personally pay that expense on behalf of the Westside Neighborhood Association.

5. Resolution to Authorize CDBG Demolition Agreement

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. HOPE, TO ADOPT THE RESOLUTION AUTHORIZING THE CHAIR AND EXECUTIVE DIRECTOR TO ENTER INTO A CDBG DEMOLITION AGREEMENT WITH THE CITY OF LANSING.

Comm. Nolan asked how many houses were expected to be demolished under the agreement. Chairperson Schertzing stated 24 demolitions were planned. Comm. McGrain inquired how the properties would be selected. Ms. Ruttan stated the properties were needed demolitions with no other available funding source, several of which were fire damaged. Comm. McGrain asked if there would be any restrictions that stayed with the lot. Ms. Ruttan replied that there were not any ongoing restrictions to the properties.

MOTION CARRIED UNANIMOUSLY.

6. Resolution to Purchase Tax Foreclosed Parcels

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. NOLAN, TO ADOPT THE RESOLUTION REQUESTING THE PURCHASE OF CERTAIN TAX FORECLOSED PARCELS BY INGHAM COUNTY FOR THE LAND BANK FAST TRACK AUTHORITY.

Comm. McGrain asked how this year's foreclosures compared to last year. Chairperson Schertzing stated the number of structures was about the same. However, the overall condition of the structures is better than prior years. He also noted there were fewer occupied structures compared to last year.

MOTION CARRIED UNANIMOUSLY.

- 7. Property Maintenance, Renovation & Development
- 7a. Residential Property Update – Dashboard

Chairperson Schertzing stated the dashboard was included in the meeting packet. Comm. Nolan requested the number of land contracts be included in future dashboards.

- 7b. Commercial Property Update

Chairperson Schertzing stated there was no commercial property update this month.

- 7c. Garden Program Update – Dashboard

Chairperson Schertzing stated the Garden Program dashboard was included in the packet.

- 7d. Vacant Lot Update

Chairperson Schertzing stated a parcel on Brynford Street in Lansing Township had been sold.

- 7e. General Legal Update - Counsel

Mr. Perrone stated there were no legal items to report.

- 7f. Capital Community Bike Share

Chairperson Schertzing stated a letter was included in the meeting packet. Lynne Martinez recapped the contents of the letter and Bike Share's progress to date. She stated the requested matching funds would be used to conduct a pilot demo site.

**MOVED BY COMM. NOLAN, SUPPORTED BY COMM. BAHAR-COOK, TO GRANT \$5,000.00 IN MATCHING FUNDS TO CAPITAL COMMUNITY BIKE SHARE FOR THE ESTABLISHMENT OF PILOT DEMONSTRATION SITE.**

Comm. Bahar-Cook asked what would happen if Bike Share did not receive matching funds from its other prospective partners? Ms. Martinez stated the program would not draw the Land Bank's funds until it had matching commitments from its other partners.

MOTION CARRIED UNANIMOUSLY.

- 8. Accounts Payable & Monthly Statement
- 8a. Accounts Payable Approval – April 2013

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. MCGRAIN TO APPROVE THE ACCOUNTS PAYABLE FOR APRIL 2013. MOTION CARRIED UNANIMOUSLY.

- 8b. Monthly Statement – March 2013

The March 2013 monthly financial statement was received and placed on file.

- 9. Chairman and Executive Director Comments

Chairperson Schertzing stated he had been named the recipient of CEDAM's Community Economic Development Leader of the Year for 2013 based upon the work he has undertaken at the Land Bank and Treasurer's office.

Announcements:

Comm. Nolan requested that the strategic plan be included on every meeting agenda.

Limited Public Comment: None

The meeting adjourned at 6:22 p.m.

Respectfully submitted,

Joseph Bonsall