

Approved September 8, 2009

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

August 3, 2009
Minutes

Members Present: Eric Schertzing, Comm. DeLeon, Comm. Copedge and Comm. Bahar-Cook

Members Absent: Comm. Nolan

Others Present: Mary Ruttan, Joe Bonsall, Dave Stoker, Bruce Johnston and Dorothy Boone

The meeting was called to order by Chairperson Schertzing at 5:30 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the June 1, 2009 Minutes

Correction to the minutes to include the second Members Present should be Members Absent. MOVED BY COMM. COPEEDGE, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE JUNE 1, 2009 MINUTES AS AMENDED. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

Additions to the Agenda

4e. September Meeting

Limited Public Comment: None

1. Resolution Establishing a Freedom of Information Act Policy.

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. DE LEON, TO APPROVE THE RESOLUTION ESTABLISHING A FREEDOM OF INFORMATION ACT POLICY.

Ms. Ruttan indicated the Land Bank did not have a formally accepted FOIA Policy. The proposed policy is the same as the Ingham County FOIA policy. Comm. Bahar-Cook presented a friendly amendment to include the Land Bank board members be notified of any FOIA request received.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

2. Property Maintenance, Renovation and Development

a. Neighborhood Stabilization Program 2 (NSP2)

Chairman Schertzing thanked Dorothy Boone and Mary Ruttan for their hard work in preparing the NSP2 application in the amount of \$22,000,000. Chairman Schertzing stated these funds are available on a competitive basis. Twelve cities and twelve Land Bank Authorities under the leadership of MSHDA formed a consortium to apply for the funding. Comm Bahar-Cook inquired regarding the time frame. Ms. Boone indicated the funds need to be committed within three years. Bruce Johnston state this is a long term solution. Chairman Schertzing explained this is Federal Funding and not dependent on state budgets. Ms. Ruttan stated in addition to the NSP2 funds their will also be Technical Assistance funding available to Land Banks.

b. Ingham County Neighborhood Stabilization Program

Chairman Schertzing explained the Ingham County Neighborhood Stabilization Mason project in partnership with the Ingham County Housing Commission. Mr. Johnston reported the County received \$300,000 from the competitive bid process through MSHDA's NSP1 program. The funds are to be used to acquire and renovate 4 structures with in the City of Mason. The funds roll over for an additional 12-16 projects. Mr. Johnston stated that City of Mason is very eager to participate in this project with the County and Land Bank.

c. New York Avenue Alley Project

Chairman Schertzing presented a site drawing of the proposed alley project. He explained the improved parking, drainage and lighting issues this project will address. One of the biggest challenges is to engage the neighborhood. There are always issues regarding vegetation on private property verses alley right of way. This project will require several public entities working together.

d. Pine Manor Project

Chairman Schertzing presented a display board of before and after pictures of Pine Manor the former Superintendents House on the School for the Blind Property. The public hearing for rezoning will be on August 17, 2009 and Comm. De Leon indicated she would be able to speak at the hearing. Mr. Schertzing stated we have a letter of intent to purchase from a commercial design studio for the sum of \$250,000. Ms. Ruttan indicated this site received a Five Star Plus energy rating after renovations. Chairman Schertzing indicated we have a complaint of civil rights violation with one of our vendors and an individual. He is will be addressing the issue through mediation. Comm. De Leon stated this issue relates to a cultural and perception differences.

e. 3411 E. Michigan Avenue

Chairman Schertzing stated we received two proposals for the redevelopment of the property at 3411 E. Michigan Avenue. The review committee met and disqualified one proposal because it did not meet the requirements of the proposal. Ms. Ruttan stated she will be sending a certified letter to the disqualified developer. The review committee has

asked for additional information from the other developer. They will meet in late August and make a recommendation to the Land Bank board in September.

f. Demolition

A listing of the August demolitions was presented. Ms. Ruttan stated there would be additional NSP1 demolitions started later this year.

g. Property Update

The property update report was reviewed. Ms. Ruttan highlighted the property at 2029 Hillcrest as our first HOME dollars renovation. Chairman Schertzing reported on the open houses at 1138 W. Maple and 3706 S. Deerfield. Mr. Schertzing also presented an update on the 18,000 sq ft warehouse on Keystone. He has been contacted by Citizens Bank regarding purchasing back the property.

h. General Legal Update – Counsel

Mr. Stoker said he is not aware of any pending legal issues regarding the Land Bank at this time.

3. Accounts Payable and Monthly Statement

- a. Accounts Payable Approval – May 2009
- b. Accounts Payable Approval – June 2009

MOVED BY COMM. COPELAGE, SUPPORTED BH COMM. BAHAR-COOK, TO APPROVE THE ACCOUNTS PAYABLE FOR MAY 2009 AND JUNE 2009. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

- c. Monthly Statement – April 2009
- d. Monthly Statement – May 2009

The April 2009 and May 2009 Monthly Statements were received and placed on file.

4. Items from the Chairman and Executive Director

- a. Deluxe Inn

Chairman Schertzing stated he signed a buy/sell agreement in the amount of \$400,000. The sellers will not sign the agreement until the final court action regarding the eviction of tenants. Attorney Stoker indicated all issues regarding the buy/sell agreement have been agreed upon. Chairman Schertzing stated there are two developers that have expressed an interest in the property. Comm. Bahar-Cook inquired regarding the demolition of the building. Chairman Schertzing indicated it should come down to achieve more density but was not certain at this time.

b. Brownfield

Chairman Schertzing explained the brownfield plan has not been approved by MEDC. He will be meeting with them later in the month to help develop a resolution to their concerns regarding residential brownfield sites, adjacent and contiguous parcels and how those relate to economic development. Ms. Ruttan stated the MEDC has a lot of new staff and we have a learning curve to accommodate.

c. NSP Coordinator

Ms. Ruttan stated we have hired Linda Schonberg from Shiawassee Community Development to coordinate our NSP and HOME program. The position is self-funded through the programs.

d. Audit

Ms. Ruttan presented the 2008 audit for review. She indicated the Land Bank is a component part of the County Audit. In 2009 the Land Bank will need a compliance audit because of the use of Federal Funds.

e. September Meeting

Chairman Schertzing suggested the board meet on September 8, 2009 at 5:30 to address the 3411 E. Michigan Ave. review committee recommendation. Ms. Ruttan will contact Comm. Nolan and Comm. Copedge for confirmation.

Announcements: None

Public Comment: None

The meeting adjourned at 6:36 p.m.

Respectfully submitted,

Joe Bonsall