

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

October 7, 2013
Minutes

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

Members Absent: None

Others Present: Jeff Burdick, Tim Perrone, Kate Snyder, Sandy Gower, Brian Reed, Veronica Garcia-Wing

The meeting was called to order by Chairperson Schertzing at 5:01 p.m. Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the August 19, 2013 Minutes

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE AUGUST 19, 2013 MINUTES. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda: None

Limited Public Comment: None

1. Community Projects Update
- Paro Building Community Chalkboard

Executive Director Burdick updated the board on the Paro Building Community Chalkboard. He stated the building was a 2013 tax foreclosure and is located on the northwest corner of Kalamazoo and Hayford. The project is a way to gather community input about the site and surrounding area without having to facilitate a number of community meetings.

Chairperson Schertzing updated the board on the Worthington Place condominium project in Leslie and introduced Brian Reed, Leslie City Manager. Mr. Reed stated the City is planning to reject the transfer of the foreclosed parcels and hopes to see them placed in the Land Bank for a more thoughtful and coordinated future development. Comm. Bahar-Cook inquired about the structure of the Condominium Association. Chairperson Schertzing stated there is no active association at this time. The plan at this time is to attempt to acquire the two owner-occupied units and dissolve the condo plan entirely. Eliminating the condo association will make the property much more attractive to potential developers.

2. 1112 Prospect Street Demolition and Neighborhood Playground Proposal – discussion item

Executive Director Burdick stated that when Sparrow Hospital demolished Ingham Elementary School, the neighborhood lost the only playground within its boundaries. The home at 1112 Prospect Street has been slated for demolition by the Land Bank, but we have been unable to find a funding source to take the building down. Sparrow Hospital is interested in demolishing the building and constructing a playground on the site, but is interested in the Land Bank maintaining ownership for tax purposes. Executive Director Burdick was interested in counsel's opinion as to any potential liability issues arising from the Land Bank owning a playground. Tim Perrone stated erecting a playground on Land Bank property would be creating an attractive nuisance and open the Land Bank up to potential liability. There are ways to mitigate or diminish that liability, but the more prudent plan would be to transfer ownership to another entity with a reverter clause in the event the property is no longer used as a playground. Comm. McGrain stated he did not believe Sparrow was interested in holding title to the property, but that he was interested in trying to find a way to facilitate the project and turn this eyesore into a community asset. Comm. Bahar-Cook inquired if the property could be transferred to the County Parks Department. Mr. Perrone stated it could be. Comm. Bahar-Cook also inquired if Sparrow would be willing to cover the cost of any necessary rider on the Land Bank's insurance policy. Executive Director Burdick will schedule a meeting between himself, Comm. McGrain, Comm. Bahar-Cook, and John Shaski from Sparrow Hospital to further discuss Sparrow's proposal for 1112 Prospect Street.

3. ICLBA Public Relations – update

Chairperson Schertzing introduced Kate Snyder from Piper and Gold Public Relations. Ms. Snyder discussed current public relations strategies and objectives with the board. The board would like staff to think about quantitative ways to measure the effectiveness of our public relations efforts.

4. Strategic Plan – Outcome #5 – *More transparent, efficient internal operations* – discussion item

Executive Director Burdick reminded the board of their desire to regularly discuss the Land Bank's strategic plan, a copy of which is included in the meeting materials. Comm. Bahar-Cook requested a staff listing, including job descriptions. She also stated her belief that the dashboards included in the meeting packets were a great way to keep the board updated on what has been going on. Comm. Nolan suggested including the topic on the agenda of the next scheduled meeting date that does not have any County committee meetings also scheduled.

5. Property Maintenance, Renovation & Development

5a. Residential Property Update – Dashboard

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

5b. Commercial Property Update

Chairperson Schertzing stated the update was included in the dashboard.

5c. Vacant Lot Update

Chairperson Schertzing stated the information was included in the dashboard.

5d. Garden Program Update – Dashboard

Chairperson Schertzing stated the update was included in the board packet. He stated we are in the process of finding a new Garden Program Coordinator to replace Melissa Lott who has taken another position.

5e. Completed and Pending Sales

Chairperson Schertzing stated the update was included in the board packet.

5f. General Legal Update - Counsel

Mr. Perrone stated the land contract forfeiture matters continue to progress. They have until December to pay on their judgments. He also stated we have one rental eviction pending. A claim against the Land Bank has been filed in small claims court regarding the trimming of a tree. Mr. Perrone stated the facts of the case were strongly in the Land Bank's favor.

6. Accounts Payable & Monthly Statement

6a. Accounts Payable Approval – August 2013 and September 2013

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE ACCOUNTS PAYABLE FOR AUGUST 2013 AND SEPTEMBER 2013.

Comm. McGrain inquired about the work Kuntzsch Business Services (KBS) is doing for the Land Bank. Executive Director Burdick stated KBS is helping to develop a strategic plan for the Land Bank's property inventory.

MOTION CARRIED UNANIMOUSLY.

6b. Monthly Statement – July 2103, and August 2013

The July 2013, and August 2013 monthly financial statements were received and placed on file. Comm. McGrain inquired about payments on the revolving line of credit. Executive Director Burdick stated a significant payment was made in the last week, which will be reflected in the September monthly financial statement.

Comm. McGrain left at 6:28 p.m.

7. Chairman and Executive Director Comments

Executive Director Burdick stated the Garden Program Coordinator position has been posted. We have already received about twenty applications. The deadline is October 18th. He stated he has had two meetings with LEAP regarding the preparation of an RFP for the former DeLuxe Inn site. Mason City Council will be holding a public hearing on setting up an OPRA District for the Ash St properties.

Announcements: None

Limited Public Comment: None

The meeting adjourned at 6:40 p.m.

Respectfully submitted,
Joseph Bonsall