

APPROVED JANUARY 7, 2008

**INGHAM COUNTY THE INGHAM COUNTY LAND BANK  
FAST TRACK AUTHORITY**

December 3, 2007

Minutes

Members Present: Chairman Schertzing, Comm. Rebecca Bahar-Cook, and Comm. Curtis Hertel

Members Absent: Comm. Dale Copedge, Comm. Debbie DeLeon

Others Present: Mary Ruttan, Dave Stoker, Bruce Johnston, Dorothy Boone, Joseph Bonsall, James Linton

The meeting was called to order by Chairman Schertzing at 5:56 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing, Michigan.

Approval of the November 5, 2007 Minutes

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. BARHAR-COOK, TO APPROVE THE NOVEMBER 5, 2007 MINUTES. MOTION CARRIED UNANIMOUSLY. ABSENT: COMM COPEEDGE, COMM DELEON

Additions to the Agenda:

- 4c. White Meridian Township Brownfield Plan
- 4d. Review Committee 3411 E. Michigan Avenue
- 4e. Expedited Quiet Title Action
- 4f. Eviction

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. BARHAR-COOK, TO APPROVE AMENDED AGENDA. MOTION CARRIED UNANIMOUSLY.

ABSENT: COMM. COPEEDGE, COMM. DELEON

Limited Public Comment: - None

1. Tentative 2008 Meeting Schedule

MOVED BY COMM. HERTEL, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE TENTATIVE 2008 MEETING SCHEDULE.

Comm. Hertel stated he would be unable to attend the meeting scheduled for January 7, 2008. Comm. Bahar-Cook stated she would be unable to attend the meetings scheduled for April 7, 2008 and July 7, 2008.

MOTION CARRIED UNANIMOUSLY.  
ABSENT: COMM. COPEEDGE, COMM. DELEON

2. Property Maintenance, Renovation & Development
  - a. Neighborhood Preservation Program – MSHDA

Mr. Johnston stated the Neighborhood Preservation Program of the Michigan State Housing Development Authority is designed to impact targeted neighborhoods rather than single houses utilizing various techniques such as structural improvements and neighborhood beautification projects. Unlike some other programs, existing homeowners may also be eligible to receive program funds. Mr. Johnston stated that the Neighborhood Preservation Program may work well in conjunction with the School for the Blind project to have an even greater impact on the community. Ms. Boone indicated the Neighborhood Preservation Program can be utilized to enhance current endeavors such as the School for the Blind project by generating matching funds from MSHDA. Comm. Bahar-Cook asked if the School for the Blind was an area targeted by the City of Lansing. Ms. Boone stated it was.

- b. Property Update

Chairman Schertzing indicated the State of Michigan will be doing the clean up on the Action Auto Site. Mr. Linton stated this will have a minor ramification to the Brownfield Plan, but nothing extra ordinary. This raised the question regarding the purchase of the Masonic Lodge. Chairman Schertzing stated we have not heard from them. We made an offer of the appraised value of \$90,000.00. Attorney Stoker stated we can not offer less than the fair market value, but it is a policy decision as to whether to offer more. Commissioner Bahar-Cook inquired regarding a deadline to offer. Chairman Schertzing indicated we could make it 12/31/07.

Ms. Ruttan indicated renovations are moving along slowly, but several are scheduled to begin in 2008. Berten & Timber are scheduled to finish before year end. The new construction at 309 W. Grand River will be in the parade of homes in June 2008. Chairman Schertzing indicated this project is an expected loss of \$20,000, however we can work with the city to offset the loss or help with a down payment assistance program. The Maple Lodge and Pine/Willow purchase will close on Friday 12/7 and the Olds Avenue property will close on Thursday 12/6.

- c. General Legal Update

Attorney Stoker stated our three legal actions are in the same legal stage as previously mentioned, however, the 3411 E. Michigan Avenue (Dollar) has progressed to the case evaluation stage this week. He expects case advisement on Tuesday 12/8. He will prepare oral arguments and expects to receive summary disposition next week. No new information regarding the other two cases.

3. Contracts and Bills
  - a. Accounts Payable Approval – November

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. HERTEL, TO APPROVE THE ACCOUNTS PAYABLE FOR NOVEMBER.

MOTION CARRIED UNANIMOUSLY.  
ABSENT: ABSENT: COMM. COPEDGE, COMM. DELEON

b. Monthly Statement – November – Placed on file

4. Items from the Executive Director and Chairman

a. Good Neighbor Program (DHUD)

Ms. Ruttan stated we have been approved to purchase seventeen properties. She expects to close on all the properties by year end. Comm. Bahar-Cook inquired if we were going to establish a policy regarding the disposition of the properties acquired through this program. Chairman Schertzing stated this is a tool to build capacity to dramatically impact our communities and provide resources to further the Land Bank's mission. Comm. Bahar-Cook felt this was an opportunity to help the Non-profits build their reserve funds and further their goals. Policies and procedures need to be established for any non-profit wanting to participate in the program including an application process.

b. Donation

Chairman Schertzing stated he received a \$500.00 donation from Mercantile Bank and will use it towards Smart Growth America.

c. White Meridian Township Brownfield Plan

Chairman Schertzing stated Susan Pigg presented the County Brownfield approved plan to Meridian Township and they rejected the plan. Meridian opposed the five year Meridan Township tax capture for the counties site remediation revolving fund. The only way for this to be accomplished this year is for the county board to acquiesce. Chairman Schertzing plans to attend meetings and work through this issue. Chairman Hertel stated it was only fair for the township tax to be captured if all other taxing jurisdictions are captured. Chairman Schertzing stated the Brownfield Attorney is reviewing the situation.

d. Review Committee 3411 E. Michigan Avenue

Ms. Ruttan stated the review committee met on 11/27/07 to establish the additional needed information and questions for the two proposal respondents. The deadline for the response is December 17, 2007 at 5:00 pm. Comm. Bahar-Cook requested the addition information request be sent to each board member. Comm. Hertel inquired regarding bid guarantee. Ms. Ruttan stated this was accidentally omitted. This item would be requested from each respondent. Comm. Bahar-Cook would like clarification between the letter received from Authentic properties and a bid guarantee. Attorney Stoker stated the letter appears to be more of a good faith deposit than a guarantee.

e. Expedited Quiet Title Action

Ms. Ruttan stated we are currently using Tax Title Services in California to issue title insurance through First American. The Land Bank statue allows for a quiet title action that local title insurance companies will accept. Attorney Stoker will prepare documentation regarding the process.

f. Eviction

Ms. Ruttan stated we have one rental property. They currently are behind in their rental payments. We are going to start the eviction process. Chairman Schertzing indicated he tried to get them housing counseling to no avail.

Announcements: None

Public Comment: None

The meeting adjourned at 6:44 p.m.

Respectfully submitted,

Mary Ruttan