



PUBLIC NOTICE

REGULAR MEETING OF THE BOARD

Monday, November 6, 2017 at 5:00 - 6:15 pm

Human Resources Conference Room (D&E), Human Services Building
5303 S. Cedar, Lansing MI

Please mute cell phones to avoid disrupting the meeting.

BOARD OF DIRECTORS

Eric Schertzing
CHAIR

Kara Hope
VICE-CHAIR

Deb Nolan
TREASURER

Sarah Anthony
SECRETARY

Brian McGrain
MEMBER

EXECUTIVE DIRECTOR

Jeanna M. Paluzzi

**INGHAM COUNTY
LAND BANK**
FAST TRACK AUTHORITY

3024 Turner Street
Lansing MI 48906

517.267.5221

inghamlandbank.org



AGENDA (as amended 11-3-17)

1. **Call to Order**
2. **Approval of minutes**
 - A. October 16, 2017 Regular Board meeting
3. **Amendments to the agenda**
4. **Limited public comment** 3 Minutes per person
5. **Resolutions**
 - A. Transfer 825 West Saginaw Street to Orabe Fuller
 - B. Transfer three Simken Avenue parcels to City of Lansing
6. **Community projects update** *Statuses unchanged since last month*
 - A. Simken Ave: Proposed soccer field + outdoor adventure park
 - B. Pleasant Grove School: Funding for redevelopment feasibility study
7. **Property maintenance, renovation & development reports**
 - A. Residential, garden, and commercial property dashboard
 - B. Completed and pending sales whiteboard
 - C. Residential rental properties status report
 - D. General legal counsel update
8. **Accounts payable & monthly statements**
 - A. Approval of accounts payable: Oct 2017
 - B. Receipt of Statement of Revenue and Expense: Sept 2017
 - C. FY2018 budget proposal *Rescheduled for Dec 2017 meeting*
9. **Board Chairman and Executive Director comments**
 - A. Executive Director *Report included in packet*
 - B. Board Chairman
10. **Announcements**
11. **Limited public comment** 3 Minutes per person
12. **Adjournment**

Creating place. Creating community. Creating opportunity.

**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 programs and activities. 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 a supervisory bonus from the Land Bank, in addition to County compensation. Comm. Nolan stated she did not recall the Board approving of the changes, as with other boards she has sat on. Bonsall 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. Her preference would always be to see the most detail possible. 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



Date: November 1, 2017
To: Board of Directors
From: Jeanna M. Paluzzi, Executive Director
Re: Resolution to transfer 825 W Saginaw to Ms. Orabe Fuller

This memo provides background information regarding the proposed transfer of 825 West Saginaw Street, Lansing, Michigan, otherwise identified as parcel # 33-01-01-17-227-311.

BACKGROUND

This parcel was transferred to the Land Bank at the end of the 2016 County Treasurer tax foreclosure process. Its street frontage is 32 feet wide; as such, not considered buildable for residences.

Willie and Orabe Fuller are the contiguous landowners on all sides: they own the two parcels to the east, two parcels to the west, and the adjacent parcel to the south. One could consider the Land Bank parcel the hole in their doughnut.

Staff obtained a broker's price opinion, which came in at \$900.00.

STAFF RECOMMENDATION

Staff recommends transfer at \$900.

INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY

**Resolution to Approve the Transfer of
825 West Saginaw Street, Lansing, Michigan
to Orabe Fuler**

RESOLUTION # 17-

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, ("the Act") establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Act allows a foreclosing governmental unit, such as the Ingham County Treasurer, to enter into an intergovernmental agreement with the State Land Bank Fast Track Authority providing for the exercise of the powers, duties, functions, and responsibilities of an authority under the Act, and for the creation of a County Land Bank Fast Track Authority (the "Authority") to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into such an intergovernmental agreement under the Act; and

WHEREAS, the Ingham County Land Bank Fast Track Authority received title to 825 West Saginaw Street, Lansing, Michigan (Parcel ID #: 33-01-01-17-227-311) in 2016 through tax foreclosure; and

WHEREAS, the Ms. Orabe Fuller would like to purchase the vacant parcel located 825 W Saginaw Street, Lansing, Michigan for a sale price of \$900.00 with the intent to complete the assembly of residential land with this interior parcel; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has policies, procedures and administrative rules regarding the disposition of commercial property which require board approval;

THEREFORE, BE IT RESOLVED, that the Authority authorizes the transfer of 825 West Saginaw Street, Lansing, Michigan to the Orabe Fuller for a sale price not less than \$900.00. The property conveyance shall contain a reverter clause prohibiting the property's use for any sexually oriented business as defined by law, medical marijuana business or dispensary, or casino.

AYE:

NAY:



Date: November 3, 2017
 To: Board of Directors
 From: Jeanna M. Paluzzi, Executive Director
 Re: Resolution to sell three vacant parcels on Simken Drive to the City of Lansing

This memo provides background information regarding the proposed sale of three vacant parcels on Simken Drive to the City of Lansing, Michigan. Simken Drive is southeast of the Pleasant Grove/Holmes Road intersection. These three parcels are:

33-01-01-32-101-031
 33-01-01-32-101-411
 33-01-01-32-101-421

BACKGROUND

Beginning in August 2006 the three apartment buildings on these parcels experienced owner bankruptcy, utility shutoffs, tenants vacated on short notice, fire, serious code violations, and neglect. As a result, the City of Lansing demolished the buildings, investing somewhere around \$60,000 in that activity. The parcels then went through the tax foreclosure process in 2010. After City rejection, the parcels came to the Land Bank. The Land Bank has leased the parcels to the South Side Community Coalition, which has maintained the northernmost parcel.

The Land Bank has some experience in offering parcels for recreational space. Sparrow donated funds for about \$40,000 in playground equipment on a Land Bank parcel in a neighborhood east of the hospital.

Place-making investments in the Pleasant Grove/Holmes area include a potential town square development at the shopping plaza in the southwest corner of the intersection. The town square plan's focal point is an art installation, designed with input from the surrounding neighborhood. Invest Health Lansing is engaged in identifying potential reuses of the Pleasant Grove School in the northeast corner of the intersection.

PROPOSAL

During 2017 Land Bank representatives have participated in meetings with South Side Community Coalition and Capital Area Soccer League, their consultants, Lansing Planning and Neighborhood Development, and Lansing Economic Area Partnership to develop a plan for a soccer field and outdoor adventure trail on these three parcels. Initially I expressed willingness to lease the three parcels directly to the South Side Community Coalition for those intended uses, thinking the level of capital investment would be similar to that made at Sparrow Field. Over the summer the team has vetted development costs and firmed up the project budget. The budget calls for about \$660,000 in capital investments.

City Planning, Soccer League and South Side Community Coalition representatives and I met to discuss several ownership alternatives. I indicated that I would be updating the Land Bank Board about project discussions.

At the September 2017 Land Bank Board meeting, I solicited the Board's opinion about (1) maintaining ownership of parcels that will see significant capital investment and (2) extending Land Bank liability insurance coverage for an intense, constant use. The Board expressed interest in seeking another owner, and I communicated that preference back to City Planning, Capitol Area Soccer League and South Side Community Coalition colleagues. Collectively, they agree that City ownership (via Planning and Neighborhood Development) of the three parcels and their subsequent lease to the South Side Community Coalition is a positive, workable solution.

Upon Land Bank approval, City Planning will be requesting Planning Commission approval to recommend purchase the three parcels at its November Board meeting. Upon Planning Commission approval, the recommendation to purchase will go before City Council for approval.

Local fundraising has been lucrative to date. Neighborhood outreach has occurred, but began in earnest in October, with presentations at Southwest Action Group (business owners) and Ward 3 meetings.

Soccer field and adventure trail construction is anticipated to commence in Spring 2018.

Staff recommends transfer to the City of Lansing for a nominal or no amount.

FINANCIALS

33-01-01-32-101-031
Simken Dr
Project: 010087
Inventory \$1,000.00
2017 Exp \$0.00

33-01-01-32-101-411
Simken Dr (3530)
Project: 010088
Inventory \$1,000.00
2017 Exp \$235.00

33-01-01-32-101-421
Simken Dr (3520)
Project: 010089
Inventory \$1,000.00
2017 Exp \$238.21

Total to date: \$3,473.21

INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY

**Resolution to Approve the Sale of
Three Vacant Parcels on Simken Drive, Lansing, Michigan
to the City Of Lansing**

RESOLUTION # 17-

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, ("the Act") establishes the State Land Bank Fast Track Authority; and

WHEREAS, the Act allows a foreclosing governmental unit, such as the Ingham County Treasurer, to enter into an intergovernmental agreement with the State Land Bank Fast Track Authority providing for the exercise of the powers, duties, functions, and responsibilities of an authority under the Act, and for the creation of a County Land Bank Fast Track Authority (the "Authority") to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into such an intergovernmental agreement under the Act; and

WHEREAS, the Ingham County Land Bank Fast Track Authority received title to three vacant parcels on Simken Drive, Lansing, Michigan (Parcel ID #: 33-01-01-32-101-031, 33-01-01-32-101-411, and 33-01-01-32-101-421) in 2010 through tax foreclosure; and

WHEREAS, the City of Lansing, through its Planning and Neighborhood Development Department, would like to purchase the vacant parcels located on Simken Drive, Lansing, Michigan for a sale price of \$1 per parcel. Said Department shall enter into a license/lease agreement with the South Side Community Coalition for an outdoor adventure trail and an undersized non-regulation sized soccer field; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has policies, procedures and administrative rules regarding the disposition of commercial property which require board approval;

THEREFORE, BE IT RESOLVED, that the Authority authorizes the transfer of three vacant parcels on Simken Drive, Lansing, Michigan to the City of Lansing for a sale price not more than \$3. The property conveyance shall contain a reverter clause prohibiting the property's use for any sexually oriented business as defined by law, medical marijuana business or dispensary, or casino.

AYE:

NAY:



Residential, garden and commercial property dashboard

October 31, 2017

Property Inventory	Inventory as of 12/31/2016	Acquired as of 10/31/2017	Rental or Garden as of 10/31/2017	Demolished as of 10/31/2017	Sold as of 10/31/2017	Current Inventory as of 10/31/2017
Structures	115	8	(2)	(57)	22	42
Rentals	25	0	2	0	0	27
Gardens	155	0	33	0	0	188
Vacant Land	836	3	(32)	57	46	818
Commercial Rental	2	0	0	0	0	2
Commercial Vacant	22	0	(1)	1	3	19
Commercial	7	0	0	(1)	1	5
TOTAL(S)	1,162	11	0	58	72	1,101

Land Contracts (L/C)	Current L/C as of 10/31/2017
L/C Residential	15
L/C Commercial	1
L/C Total	16

Approved Line of Credit as of 10/31/2017	
Total Line of Credit	\$ 5,000,000.00
Obligated	\$ 3,450,000.00
Available Balance	\$ 1,550,000.00

For Sale (by Program)	Pending Sales as of 10/31/2017	Sold as of 10/31/2017	Current For Sale as of 10/31/2017
NSP2	0	1	0
HOME	0	4	0
CDBG	0	0	1
LB As-Is	0	10	0
LB	0	6	0
Eden Glen	2	1	10
TOTAL(S)	2	22	11



Completed and pending sales whiteboard
October 31, 2017

Parcel #	Address	AMI	Grant	Agent	Price	Offer	Notes
33-01-01-08-482-061	734 Princeton Avenue	80%	CDBG	Nancy B	\$98,000		
33-01-01-28-184-071	2614 Wayburn Road		LB	TBD	TBD		Under Renovation
33-01-01-06-161-021	3018 Amherst Drive		LB	TBD	TBD		Under Renovation
33-01-05-04-381-151	213 Warrington Street		LB	TBD	TBD		Under Renovation
33-19-10-08-352-003	603 Carom Circle, Mason		LB	TBD	TBD		Under Renovation
Eden Glen Condominiums							
33-01-05-10-227-002	6103 Scotmar Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-009	6117 Scotmar Drive (3 Bdm)	80%	CDBG	Maggie G.	\$49,500	\$ 49,500	OFFER
33-01-05-10-227-017	6133 Scotmar Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-020	6139 Scotmar Drive	n/a	LB	Maggie G.	\$45,000		
33-01-05-10-227-022	6143 Scotmar Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-061	1733 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-063	1737 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-064	1739 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000	\$ 45,000	Sold 11/3/17
33-01-05-10-227-068	1723 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-069	1725 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-076	1703 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
33-01-05-10-227-078	1707 Maisonette Drive	80%	CDBG	Maggie G.	\$45,000		
As Is - Unrenovated							
33-04-04-14-100-003	4642 Haslett Rd (Vacant Land)				\$ 45,000	\$ 29,000	OFFER
Commercial							
33-01-01-09-255-(125,101,111)	Center & Beaver	n/a	Comm.	ICLB	\$7,500	\$ 7,500	OFFER
33-01-01-09-279-002 (171)	Center & Liberty	n/a	Comm.	ICLB	\$7,500	\$ 7,500	OFFER
33-01-01-14-30-111	2221 E Kalamazoo	n/a	Comm.	ICLB		\$ 12,500	OFFER
33-01-01-08-427-091	1141 N. Pine Street	n/a	Comm.	ICLB	\$299,900	\$ 265,000	OFFER
33-01-01-21-203-003	Former Deluxe Inn - 122 E Malcol	n/a	Comm.	ICLB	\$400,000	\$ 450,000	OFFER

Asterisk (*) indicates Broker Price Opinion or Pre-Rehab Appraisal



Residential rental properties status report

October 31, 2017

Type	Address	City	ZIP	Status	#Bedrooms	Rent
Apt	6107 Scotmar Dr	Lansing	48911	Application	2	700.00
Apt	6125 Scotmar Dr	Lansing	48911	Occupied	2	700.00
Apt	6131 Scotmar Dr	Lansing	48911	Occupied	2	700.00
Apt	1734 Maisonette Dr	Lansing	48911	Occupied	3	900.00
Apt	1746 Maisonette Dr	Lansing	48911	Application	3	900.00
Apt	1754 Maisonette Dr	Lansing	48911	Occupied	2	700.00
Apt	1758 Maisonette Dr	Lansing	48911	Occupied	2	700.00
Apt	1735 Maisonette Dr	Lansing	48911	Occupied	2	650.00
Apt	1727 Maisonette Dr	Lansing	48911	Occupied	2	700.00
Apt	1705 Maisonette Dr	Lansing	48911	Occupied	2	700.00

SF	4327 Aurelius	Lansing	48910	Occupied	2	700.00
SF	323 Astor	Lansing	48910	Occupied	2	650.00
SF	3325 W Holmes Rd	Lansing	48911	Occupied	3	900.00
SF	818 N Fairview	Lansing	48912	Occupied	3	800.00
SF	1125 N Chestnut St	Lansing	48906	Occupied	3	700.00
SF	725 S Hayford	Lansing	48912	Occupied	2	600.00
SF	1217 W Michigan Ave	Lansing	48915	Occupied	3	700.00
SF	1014 S Pennsylvania	Lansing	48912	Occupied	3	900.00
SF	1026 S Grand	Lansing	48910	Occupied	3	850.00
SF	1024 S Pennsylvania	Lansing	48912	Application	3	850.00
SF	842 Edison Ave	Lansing	48910	Occupied	2	700.00
SF	124 S Eighth St A	Lansing	48912	Occupied	2	700.00
SF	124 S Eighth St B	Lansing	48912	Occupied	2	700.00
SF	729 S Hayford	Lansing	48912	Vacant	2	600.00
SF	120 S Eighth St A	Lansing	48912	Renovation	2	700.00
SF	120 S Eighth St B	Lansing	48912	Renovation	1	550.00
SF	1019 Durant St	Lansing	48915	Renovation	2	700.00

Comm	826 W Saginaw	Lansing	48915	Ingham County Animal Control	n/a	1.00
Comm	1715 E Kalamazoo St	Lansing	48912	Go Green Trikes/Lansing Bike Co-op	n/a	25.00

SF	653 S Hayford	Lansing	48912	LUFPA	2	125.00
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Occupied

Vacant

Eviction In Process

Applications In Process

Renovation In Process

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN					
10/13/2017	GEN	14354	BWL	BOARD OF WATER & LIGHT	778.77
10/13/2017	GEN	14355	CONSUMERS	CONSUMERS ENERGY	193.54
10/13/2017	GEN	14356	CONSUMERS	CONSUMERS ENERGY	161.15
10/13/2017	GEN	14357	DTE	DTE ENERGY	296.22
10/13/2017	GEN	14358	LESLIE	CITY OF LESLIE	90.77
10/13/2017	GEN	14359	MMRMA	MICHIGAN MUNICIPAL RISK MANAGEMENT	4,980.75
10/13/2017	GEN	14360	LANSING CI	CITY OF LANSING	240.00
10/13/2017	GEN	14361	REGISTER	INGHAM COUNTY REGISTER OF DEEDS	90.00
10/13/2017	GEN	14362	CAP IMAG	CAPITAL IMAGING	167.80
10/13/2017	GEN	14363	DONEGAL	DONEGAL INSURANCE GROUP	1,110.00
10/13/2017	GEN	14364	STATE FARM	STATE FARM INSURANCE	1,358.00
10/13/2017	GEN	14365	HASS	HASSELBRING CLARK CO	232.17
10/13/2017	GEN	14366	CEDAM	CEDAM	149.00
10/13/2017	GEN	14367	AMR	AMR ALLIANCES	110.00
10/13/2017	GEN	14368	COHL	COHL, STOKER & TOSKEY, P.C.	573.90
10/13/2017	GEN	14369	SHERIFF	INGHAM COUNTY SHERIFF'S OFFICE	132.88
10/13/2017	GEN	14370	CINNAIRE	CINNAIRE TITLE SERVICES, LLC	8,264.85
10/13/2017	GEN	14371	HAMMOND	HAMMOND FARMS LANDSCAPE SUPPLY INC	260.00
10/13/2017	GEN	14372	KWIK CAR	KWIK CAR WASH	17.98
10/13/2017	GEN	14373	MI FLEET	MICHIGAN FLEET FUELING SOLUTIONS LL	438.19
10/13/2017	GEN	14374	SHERWIN	THE SHERWIN-WILLIAMS CO.	33.61
10/13/2017	GEN	14375	VETS	VET'S ACE HARDWARE	87.60
10/13/2017	GEN	14376	GRANGER	GRANGER CONTAINER SERVICE	226.31
10/13/2017	GEN	14377	FELDPAUSCH	FELDPAUSCH CLEANING SERVICES, LLC	245.00
10/13/2017	GEN	14378	KWIK	KWIK REPO INC	3,750.00
10/13/2017	GEN	14379	PEST CONTR	PEST CONTROL SPECIALISTS LLC	145.00
10/13/2017	GEN	14380	LANE'S	LANE'S REPAIR	95.00
10/13/2017	GEN	14381	KELLEY	KELLEY APPRAISAL COMPANY	400.00
10/13/2017	GEN	14382	ETC	ETC	783.00
10/13/2017	GEN	14383	J & J HARD	J & J HARDWOODS, INC.	3,800.00
10/13/2017	GEN	14384	MANNIK	MANNIK SMITH GROUP	2,042.00
10/13/2017	GEN	14385	FREDRICKSO	SCOTT FREDRICKSON CONSTRUCTION	150.00
10/13/2017	GEN	14386	ALL STAR	ALL STAR SNOW REMOVAL	2,970.00
10/13/2017	GEN	14387	MCKISSIC	MCKISSIC CONSTRUCTION	2,295.00
10/13/2017	GEN	14388	FRITZY	FRITZY'S LAWN & SNOW	2,475.00
10/13/2017	GEN	14389	LAKE	LAKE STATE LAWN-LANDSCAPING & SNOW	4,320.00
10/13/2017	GEN	14390	PALUZZI	JEANNA PALUZZI	157.22
10/13/2017	GEN	14391	INGHAM	INGHAM COUNTY TREASURER	49,926.58
10/13/2017	GEN	14392	CONSUMERS	CONSUMERS ENERGY	23.50
10/26/2017	GEN	14393	BWL	BOARD OF WATER & LIGHT	345.83 V
10/26/2017	GEN	14394	BWL	BOARD OF WATER & LIGHT	146.36 V
10/26/2017	GEN	14395	CONSUMERS	CONSUMERS ENERGY	17.92 V
10/26/2017	GEN	14396	BWL	BOARD OF WATER & LIGHT	345.83
10/26/2017	GEN	14397	BWL	BOARD OF WATER & LIGHT	146.36
10/26/2017	GEN	14398	CONSUMERS	CONSUMERS ENERGY	17.92
10/26/2017	GEN	14399	LESLIE	CITY OF LESLIE	108.31
10/26/2017	GEN	14400	MENARDS	CAPITAL ONE COMMERCIAL	190.36
10/26/2017	GEN	14401	VERIZON	VERIZON WIRELESS	150.12
10/26/2017	GEN	14402	HASS	HASSELBRING CLARK CO	126.00
10/26/2017	GEN	14403	ADT	ADT SECURITY SERVICES, INC	164.34
10/26/2017	GEN	14404	COMCAST	COMCAST	258.47
10/26/2017	GEN	14405	PITNEY	PURCHASE POWER	208.99
10/26/2017	GEN	14406	DBI	DBI BUSINESS INTERIORS	1,419.26
10/26/2017	GEN	14407	ARTS COUNC	ARTS COUNCIL OF GREATER LANSING	65.00
10/26/2017	GEN	14408	EATON	EATON FARM BUREAU CO-OP	41.75
10/26/2017	GEN	14409	CINNAIRE	CINNAIRE TITLE SERVICES, LLC	988.00
10/26/2017	GEN	14410	EDEN	EDEN GLEN CONDO ASSOCIATION	6,530.00
10/26/2017	GEN	14411	AARON SMIT	AARON SMITH	89.00
10/26/2017	GEN	14412	CAP IMAG	CAPITAL IMAGING	105.00
10/26/2017	GEN	14413	KELLEY	KELLEY APPRAISAL COMPANY	175.00
10/26/2017	GEN	14414	TDG	TDG ARCHITECTS	1,000.00
10/26/2017	GEN	14415	PALUZZI	JEANNA PALUZZI	94.39
10/26/2017	GEN	14416	STEWART	THE STEWARDSHIP NETWORK	420.00
10/26/2017	GEN	14417	J & J HARD	J & J HARDWOODS, INC.	4,300.00
10/26/2017	GEN	14418	BOLLE	BOLLE CONTRACTING, INC	98,350.00
10/26/2017	GEN	14419	REGISTER	INGHAM COUNTY REGISTER OF DEEDS	5.00
10/26/2017	GEN	14420	REGISTER	INGHAM COUNTY REGISTER OF DEEDS	30.00
10/26/2017	GEN	14421	INGHAM	INGHAM COUNTY TREASURER	46,674.51
10/26/2017	GEN	14422	MCKISSIC	MCKISSIC CONSTRUCTION	2,295.00
10/26/2017	GEN	14423	NORTHWEST	NORTHWEST INITIATIVE	3,120.00
10/26/2017	GEN	14424	FRITZY	FRITZY'S LAWN & SNOW	2,475.00
10/30/2017	GEN	14425	NORTHWEST	NORTHWEST INITIATIVE	1,380.00

GEN TOTALS:

Total of 72 Checks:	265,354.51
Less 3 Void Checks:	510.11
Total of 69 Disbursements:	264,844.40

STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS

September 30, 2017

Assets	
Cash	\$ 242,115.00
Accounts Receivable	\$ -
Land Contract Receivable	\$ 616,520.61
Land Contract Interest Receivable	\$ 23,108.39
Land Contract Escrow	\$ 3,729.13
Notes Receivable	\$ -
Specific Tax Receivable	\$ 131,432.41
Specific Tax Receivable - Prior Year	\$ 178,192.07
Payroll	\$ -
Employer Tax Liability CDBG	\$ -
OCOF Receivable	\$ -
Ingham County Receivable	\$ 55,576.35
Lansing City Receivable - General	\$ -
CDBG County Receivable	\$ -
CDBG Receivable - Lansing Demo	\$ -
CDBG Lansing Rehab Receivable	\$ 202,166.64
CDBG City TA Receivable	\$ -
NSP 3 Lansing City Receivable	\$ -
NSP County Receivable	\$ -
NSP 2 Receivable	\$ -
HOME Lansing City Receivable	\$ -
Michigan Blight Elimination Rec	\$ -
HHF MSHDA Receivable	\$ 667,662.83
MSDHA Ash Street Rec	\$ -
Brownfield Receivable - Ingham Cnty	\$ 369,006.28
Due from other funds	\$ -
Inventory - NSP2	\$ -
Inventory	\$ 2,108,044.44
Fixed Assets	\$ 236,763.70
Land Improvements	\$ (23,676.38)
Fixed Assets - Rental	\$ 834,235.71
Accumulated Depreciation - Rental	\$ (193,638.71)
Total Assets	\$ 5,451,238.47

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

8B1

STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS

September 30, 2017

Liabilities	
Accounts Payable	\$ 314,294.12
Notes Payable - PNC Bank	\$ 3,450,000.00
Due to MSHDA - NSP 2	\$ -
Due to Ingham County	\$ 793,181.69
Due to MSHDA	\$ -
Due to City of Lansing	\$ 488,860.36
Due from other funds	
Rental Deposit	\$ 10,004.00
Good Faith Deposits	\$ 5,525.95
Land Contract Escrow	\$ 1,117.35
Deferred Revenue	
Employee Contribution - Health Care	\$ 559.83
Total Liabilities	\$ 5,063,543.30
Retained Earnings	\$ (12,401.53)
Total Net Assets	\$ 400,096.70

STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
September 30, 2017

	2017 Amended Budget	2017 YTD 9/30/2017	%
Revenues			
Ingham County allocation	\$ 400,000.00	\$ 400,000.00	100.00%
Property Sales	\$ 1,420,099.00	\$ 1,068,560.53	75.25%
Interest Income	\$ 38,200.00	\$ 54,663.32	143.10%
Brownfield Revenue	\$ -	\$ -	0.00%
HOME Developer Fee Income	\$ 69,213.00	\$ 69,212.70	100.00%
HOME Program Revenue	\$ 183,675.00	\$ 183,674.21	100.00%
Specific Tax	\$ 195,000.00	\$ 159,983.22	82.04%
CDBG Program Revenue	\$ 143,000.00	\$ 31,076.20	21.73%
NSP1 Program Revenue	\$ 860.00	\$ 860.00	100.00%
NSP2 Program Revenue	\$ 860.00	\$ 259.78	30.21%
Hardest Hit Blight Elimination Funding	\$ 800,000.00	\$ 523,947.50	65.49%
Rental Income	\$ 181,440.00	\$ 131,403.00	72.42%
Lansing Reinvestment Revenue	\$ -	\$ -	0.00%
Late Fee Revenue	\$ 800.00	\$ 871.56	108.95%
Donation Revenue	\$ 10.00	\$ 10.00	100.00%
Miscellaneous Revenue	\$ 350.00	\$ 347.97	99.42%
Non-Purchase Acquisition Real Property	\$ -	\$ -	0.00%
Neighborhoods in Bloom	\$ -	\$ -	0.00%
DNR Grant	\$ -	\$ 1,000.00	0.00%
Garden Program Revenue	\$ 12,000.00	\$ 12,549.16	104.58%
Total Revenue	\$ 3,445,507.00	\$ 2,638,419.15	76.58%

Non-Administrative Expense			
Property Acquisitions	\$ 71,000.00	\$ 36,674.34	51.65%
Loss on Inventory	\$ -	\$ -	0.00%
Depreciation/Depletion	\$ -	\$ -	0.00%
Land Bank Cost of Projects (renovations, assoc. fees, etc.)	\$ 660,052.00	\$ 419,366.32	63.54%
Land Bank Current Year Taxes	\$ 10,500.00	\$ 8,543.91	81.37%
Lawn/Snow/Maintenance	\$ 268,000.00	\$ 135,715.00	50.64%
Brownfield Debt	\$ -	\$ -	0.00%
HOME Grant Expenses	\$ 190,000.00	\$ 190,142.16	100.07%
CDBG Renovation Expenses	\$ 143,000.00	\$ 105,449.77	73.74%
NSP1 Lansing City	\$ 15,000.00	\$ 9,893.03	65.95%
NSP2 Expenses	\$ 25,000.00	\$ 17,029.25	68.12%
NSP3 Expenses	\$ -	\$ 6,812.44	0.00%
Hardest Hit Blight Elimination Funding	\$ 800,000.00	\$ 538,405.83	67.30%
MI Blight Elimination Grant Expenses	\$ -	\$ 12,404.00	0.00%
Neighborhoods in Bloom	\$ 20,000.00	\$ 16,425.39	82.13%
DNR Grant	\$ -	\$ 1,100.00	0.00%
Demolitions	\$ 9,500.00	\$ -	0.00%
Total Non-Administrative Expense	\$ 2,212,052.00	\$ 1,497,961.44	67.72%

STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
September 30, 2017

	2017 Amended Budget	2017 YTD 9/30/2017	%
Administrative Expense			
Office Supplies	\$ 8,000.00	\$ 4,087.01	51.09%
Audit Fee	\$ 14,725.00	\$ 14,725.00	100.00%
Communication	\$ 5,000.00	\$ 3,420.69	68.41%
Security	\$ 2,000.00	\$ 1,061.94	53.10%
Membership Fees	\$ 1,250.00	\$ 1,250.00	100.00%
Rental Expense	\$ 600.00	\$ 500.00	83.33%
Vehicle Expense	\$ 7,000.00	\$ 4,901.44	70.02%
Postage	\$ 1,500.00	\$ 745.02	49.67%
Office Expense (Utilities, Lawn/Snow, etc)	\$ 6,000.00	\$ 4,675.96	77.93%
Media/Public Relations	\$ 7,500.00	\$ 2,599.92	34.67%
Consultants/Legal/Contractual Services	\$ 67,700.00	\$ 30,526.27	45.09%
Computer Software Upgrade/Annual fee	\$ 26,100.00	\$ 22,125.52	84.77%
Travel/Mileage	\$ 1,000.00	\$ 353.20	35.32%
Prof.Training/Conferences	\$ 750.00	\$ 510.00	68.00%
Payroll Expense (incl. intern)	\$ 372,198.71	\$ 213,798.38	57.44%
Health Insurance and Benefit Expenses	\$ 62,530.00	\$ 53,668.16	85.83%
Building Maintenance	\$ 131,500.00	\$ 4,428.43	3.37%
Interest Expense	\$ 80,000.00	\$ 60,025.24	75.03%
AmeriCorps	\$ 9,000.00	\$ 8,940.00	99.33%
Equipment Small Purchase	\$ 7,500.00	\$ 1,485.39	19.81%
Bank Fee	\$ 1,200.00	\$ 820.91	68.41%
Prior Year Expense	\$ -	\$ -	0.00%
Insurance	\$ 15,000.00	\$ (827.06)	-5.51%
Garden Program Expense	\$ 12,000.00	\$ 27,894.96	232.46%
Land Contract Default	\$ 160,000.00	\$ 157,058.37	98.16%
Community Development Projects	\$ 12,000.00	\$ 12,000.00	100.00%
Lansing Brownfield Expense	\$ -	\$ -	0.00%
Depreciation and Depletion	\$ -	\$ 11,838.19	0.00%
Rental Depreciation	\$ 42,700.00	\$ 41,711.81	97.69%
Rental Program Expense	\$ 79,844.00	\$ 56,036.26	70.18%
Total Administrative Expense	\$ 1,134,597.71	\$ 740,361.01	65.25%

Total Operating Expense	\$ 3,346,649.71	\$ 2,238,322.45	66.88%
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Total Net Revenue & Expense, end of period	\$ 98,857.29	\$ 400,096.70	
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Executive Director's Report

October 12, 2017 – November 1, 2017

Important dates

Nov 14	Vibrant Communities and Financial Empowerment Summit, Detroit
Nov 28	Housing and Neighborhood Resource Summit @ Pleasant Grove Elementary
Dec 4	Regular Board meeting
Dec 6	Michigan Community Development Assn technical conference @ MSU

External relations

Funders

- Staff met with City flood hazard mitigation staff on October 18. We negotiated potential roles and responsibilities and budget items. Next step is writing up a scope of work. Anticipated work load is nominal, only a handful of demolitions a year.

Housing organizations

- Age-Friendly Lansing Housing Committee held its last meeting. To date, City planning and zoning staff joined in the meeting focused on housing stock, and MSU Land Policy Institute staff joined our placemaking meeting. We have two more meetings scheduled, at which we will draft strategies for meeting the demand for age-friendly housing.

Neighborhood associations

- Roxanne and I are attending LiNCS meetings monthly.

Others in our network

- Attended the Arts Council's Creative Placemaking Summit. Keynote speaker was very well received. She emphasized the need to support small business and creative enterprises, not sacrifice their local economic impact in pursuit of big box business. She also stressed the importance of smoothing the regulatory path to old commercial building restoration to lend character to local communities.
- Met Andy Schor's transition manager to discuss Land Bank activities and engagement and collaboration with City staff.
- Attended Runway Lansing's annual event. Met designers potentially looking at production space. Also met a just-in-time sportswear designer who might develop a mutually beneficial relationship with the soccer field/outdoor adventure trail developers on our Simken Ave parcels.
- Met MSU's Janet Lilley to review her study of off-campus undergraduate and graduate student housing distribution around Greater Lansing. She will have three years of data to present after the new year.

Community projects

- See the separate report provided for Board agenda item #5.

Programs

Treasurer's annual foreclosure process

- Title transfers from Treasurer's Office anticipated at end of year.

Disposition plan review

- Staff and I have completed 90% of its review of the disposition plan for all Lansing parcels. It marked the beginning of an exciting new era in Land Bank life: post-Recession community revitalization work. I hope to provide you with a presentation at our December Board meeting.

Sales pipelines

EDEN GLEN CONDOS

- We close/d on a 2BR condo November 3.
- Marketing strategy well underway: posters around town, direct mailing to two income-qualified apartment complexes, flyers at major employers. Next is contact with Lansing Housing Commission, and nearby faith-based and social service organizations. I am also filming a series of videos with the Center for Financial Health about mortgage readiness.
- Karl will be completing the punch lists of repairs at the CDBG renovated condos this week.
- Staff will conduct a walk-through of our remaining 10 condos and identify rehab priorities this week. LB will list these market-priced condos one at a time, so that we do not lose any condo sales to buyers not qualifying for down payment assistance.

112 MALCOLM X/OLD DELUXE INN SITE

- Engaged in a purchase agreement negotiation with Urban Systems and our Realtor. Draft agreement went out week of Oct. 31 for Urban Systems review. Once comments are considered, we will have our attorney review the document.

1141 N PINE/SCHOOL FOR THE BLIND SUPERINTENDENT'S HOUSE

- TWG informed us that the School for the Blind campus will be on the National Historic Registry. Dawn and I attended a meeting with SHPO to discuss ramifications with current landowners. Future remodels of the Superintendent's house will likely require at least review and feedback from the State Historic Preservation Office, on behalf of the feds.

NEW CONSTRUCTION

- Lansing Development Office is providing HOME funding to underwrite two new construction projects. One is on Marywood; the other, on Samantha. Specs for both are under development.

REHABS

- Lansing Development Office is providing HOME funding to underwrite one rehab project, on Pattengill in the Moores River neighborhood. It is in the spec writing stage.
- Internal funds will be used to rehab five homes: Amherst and Wayburn rehab projects under contract. Warrington and Durant are being bid out. 8th Street specs are being developed.

INVESTOR PROGRAM

- Nothing new to report until after staff's disposition review process completes in November.

LB rentals

- Nothing new to report this period.

Garden program

- Gardens are going into hibernation for the winter.
- Our new Americorps person started in October.

Internal operations

2018 budget

- Dawn, Joe, and I updated 2018 budget numbers, reflecting the desire for a used dump trailer or dump truck for both garden and property management use. Also included is the budget for another \$20,000 grant from the City of Lansing to manage the Neighborhoods in Bloom program for another year. Funding covers both staff time and plant materials. Plant materials will go to neighborhood associations to beautify public spaces and corridor beautification along South Pennsylvania Ave.
- The 2018 budget proposal will not be put on the November Board meeting agenda. I am still working with the Controller and Human Resources Director to resolve concerns regarding the supervisory bonuses provided two County employees since January 2015.

Staff

- Board members and I met with the Controller, Human Resources Director, and Financial Services Director to discuss supervisory bonus payments and related concerns.

Tools

- Three staff computers timed out and were replaced. A fourth was installed in the conference room for meetings (and use outside the building). We were able to upgrade all users to a much more functionally robust version of Outlook, and upgrade all to MS Office 2016.

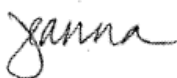
LB office + pole barn

- None of the bidders quoted prevailing wages for a commercial project, so Roxanne is soliciting updated bids for consideration.

Communications + outreach

- No change in focus since last Board meeting.

Respectfully submitted,



Jeanna M. Paluzzi
Executive Director