

PUBLIC NOTICE

Chair
ERIC SCHERTZING
Vice-Chair
DEB NOLAN

Appointed Members
KARA HOPE, Secretary
BRIAN MCGRAIN, Treasurer
SARAH ANTHONY

Ingham County Land Bank Fast Track Authority

3024 Turner Street, Lansing Michigan 48906 517.267.5221 Fax 517.267.5224

THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY WILL MEET ON MONDAY, MAY 2, 2016 AT 5:00 P.M., IN THE PERSONNEL CONFERENCE ROOM (D&E), HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING

Agenda

Call to Order

Approval of Minutes – March 7, 2016

Additions to the Agenda

Limited Public Comment – 3 minutes per person

1. Community Projects Update
 - a. 1112 Prospect Park Celebration Event – **Sunday, May 15: 1:30-3pm** and nomination for Love Lansing Neighborhood Impact Award on May 18
 - b. MSU School of Planning, Design and Construction students final presentation for Paro Building site (**Tuesday, May 3: 5:45pm** Berkey Hall Room 104)
 - c. Good Morning Old Town event hosted by Land Bank at 1141 N. Pine (former Superintendent's House @Michigan School for the Blind Campus) **Friday, May 6: 8:30am -10am**
2. Update of Land Bank Communications Plan and presentation of May 2016 Communications Report – Presentation by Piper and Gold
3. Resolution to Purchase Tax Foreclosed Parcels
4. Resolution to update Ingham County Land Bank's Policies and Procedures per auditor's request
5. Resolution to enter into a Contract for Services Arrangement with the City of Lansing for the Ingham County Land Bank to manage the City's Neighborhoods in Bloom 2016 program
6. Property maintenance, renovation & development
 - a. Residential, Garden and Commercial Property Update-Dashboard
 - b. Completed and Pending Sales
 - c. Land Bank Residential Rental Properties List
 - d. General legal update- Counsel
7. Accounts Payable & Monthly Statement
 - a. Accounts Payable Approval – March and April 2016
 - b. Monthly Statements – December 31, 2015 (unaudited), February 29, 2016
8. Chairman & Executive Director Comments
 - a. Update on progress with development of former Deluxe Inn site
 - b. Staff request to raise threshold on Prevailing Wage Policy – discussion

Announcements

Public Comment – 3 minutes per person

Adjournment

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

March 7, 2016
Minutes

Members Present: Eric Schertzing, Comm. Hope, Comm. Nolan

Members Absent: Comm. Anthony, Comm. McGrain

Others Present: Jeff Burdick, Tim Perrone, Joseph Bonsall, Dawn Van Halst,
Richard Floyd, John Sears

The meeting was called to order by Chairperson Schertzing at 5:05 p.m. in Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the February 1, 2016 Minutes

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. HOPE, TO APPROVE THE FEBRUARY 1, 2016 MINUTES.

Chairperson Schertzing stated the minutes showed Comm. Nolan supporting her own motion under agenda item 3. Joseph Bonsall stated the motion was seconded by Comm. Hope.

MOTION, AS AMENDED, CARRIED UNANIMOUSLY. Absent: Comm. Anthony, Comm. McGrain

Additions to the Agenda: None

Limited Public Comment: None

1. Community Projects Update

Executive Director Burdick updated the board on interest in 2221 E Kalamazoo, Lansing from the MSU School of Planning, Design & Construction for an in-fill project. Demolishing the property under HHF would leave three vacant building sites on the corner of Kalamazoo and Hayford in Lansing.

2. Resolution – Proposal by Sears to construct two multi-family rental developments on two Land Bank-owned sites in Lansing, MI

MOVED BY COMM. HOPE, SUPPORTED BY COMM. NOLAN, TO ADOPT THE RESOLUTION AUTHORIZING THE CHAIRMAN AND EXECUTIVE DIRECTOR TO NEGOTIATE AN OPTION TO PURCHASE AGREEMENT WITH JOHN SEARS FOR THE PROPERTIES LOCATED AT 406 LIBERTY ST, 1226 CENTER ST, 1425 CENTER ST, 318 BEAVER ST, AND 1419 CENTER ST, LANSING, MI.

Executive Director Burdick provided an overview of the information contained in the meeting packet. A Community meeting was held on February 18th and was well attended by neighbors. Chairperson Schertzing noted the Land Bank can only profit \$500 on parcels demolished under HHF. He asked about limitations on the other parcels. Executive Director Burdick stated our policies and procedures state properties should be sold for fair market value. Specific tax capture will help offset any loss on the sale of the properties. Comm. Nolan stated she was excited about the project and was comfortable moving forward.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Anthony, Comm. McGrain

3. Resolution – Proposed purchase of a portion of the Worthington Place site in Leslie, MI by Richard Floyd

MOVED BY COMM. HOPE, SUPPORTED BY COMM. NOLAN, TO ADOPT THE RESOLUTION AUTHORIZING THE CHAIRMAN AND EXECUTIVE DIRECTOR TO NEGOTIATE A PURCHASE AGREEMENT FOR A PORTION OF THE WORTHINGTON PLACE SITE IN LESLIE, MI WITH RICHARD FLOYD.

Chairperson Schertzing provided an overview of the information in the meeting packet. He stated the proposed improvements to school busing may help the School District pass a new sinking fund millage this summer.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Anthony, Comm. McGrain

4. Review Item – Hardest Hit Blight Elimination Group 11 Properties

Executive Director Burdick provided an overview of the information in the packet. Comm. Nolan stated she had reservations about banking some of these properties for future infill construction. Chairperson Schertzing stated the new constructions would be paid for with grant dollars from the City of Lansing.

Comm. Nolan left at 5:27 p.m. Chairperson Schertzing noted that Comm. Nolan's departure had resulted in a loss of quorum.

The meeting adjourned at 5:27 p.m.

Respectfully submitted,
Joseph G Bonsall



Communications Update April 2016

Strategy and Tactic Updates:

OBJECTIVE ONE: Increase understanding of the Ingham County Land Bank and its role in the community.

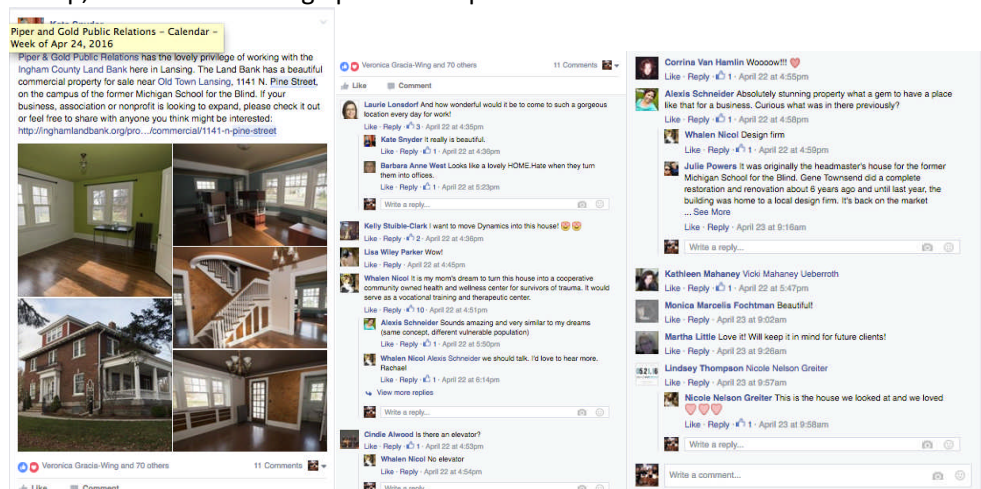
- STRATEGY ONE: Develop and implement processes and concepts for common communications functions including media, events, presentations, etc.
 - TACTIC: Updated media tips and talking points document for a common language reference when addressing media.

OBJECTIVE TWO: Support home sales efforts and increase the number of homes sold.

- STRATEGY ONE: Focus on selling the remaining NSP2 home as well as the South Lansing condominiums
 - TACTIC: Assess and implement advertising and direct marketing efforts.
 - Moved forward on full strategy to promote 1142 Camp St., including outreach to neighborhood organizations, MSU programs, etc.

OBJECTIVE THREE: Increase visibility for vacant land, non-single family residential and commercial properties, investments, rentals and redevelopment projects.

- STRATEGY ONE: Focus on selling commercial properties.
 - TACTIC: Posted 1141 N. Pine on the Facebook group, Not Your Mother's Networking Group, and received a huge positive response.



- TACTIC: Promote rental property availability through ads and outreach.
- City Pulse ad and fliers currently in circulation.

OBJECTIVE FOUR: Support and maintain strategic communications planning and messaging for Land Bank programs or partner organizations.

- STRATEGY ONE: Support and maintain strategic communications and messaging over the summer
 - TACTIC: Review communications plan and update to bring into alignment
 - Reduced budget by 20 percent to reduce 2016 marketing and advertising expenses.

Measurement of Success:

Homes and Properties Sold YTD: 6

- 4012 Hillborn Lane
- 4817 Sylvester Avenue
- 1132 Comfort
- 6115 Yunker Street
- 1738 Maisonette
- 6159 Scotmar

Homes with Accepted Offers YTD: 9

- 1745 Maisonette Drive
- 1225 Allen Street
- 6055 Wise Road
- 1017 Princeton Avenue
- 1600 W Willow
- 1035 Morgan Street
- 6115 Yunker
- 627 Tisdale Avenue
- 1329 W Lenawee

Media Analysis: Analysis of the quality of media coverage and quantity of storytelling opportunities.

- City Pulse published a story on the City Clerk's failure to publish a notice. It mentions the new proposal to bring TWG Development to the region in partnership with the Ingham County Land Bank Fast Track Authority and Cinnaire.

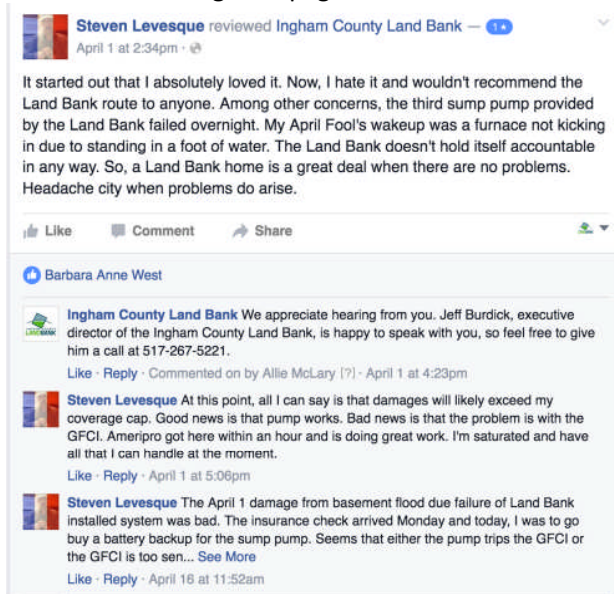
Media Clips:

3/25/2016	City Pulse	School for the Blind error	http://lansingcitypulse.com/article-12944-School-for-the-Blind-error.html
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Social Media Metrics:

- Current Facebook Fans: 1,817 Likes (up from 1,773).
- Current Twitter Followers: 1,015 (up from 1,009).
- The word cloud below represents the most frequent terms appearing on the Land Bank's Facebook page. This gives us a good idea of what topics are resonating the most.

- Posts with the largest impressions this month include:
 - Lansing Blight Elimination survey
 - Development Office Homeowner Rehabilitation grant
 - mLive: Michigan's plan to stymie foreclosure, eliminate blight approved
 - Rental properties
 - LSJ: Lansing-area housing market among best in U.S.
- There was one negative page review this month:



INGHAM COUNTY LAND BANK AUTHORITY

**RESOLUTION REQUESTING THE PURCHASE OF CERTAIN TAX
FORECLOSED PARCELS BY INGHAM COUNTY FOR THE LAND BANK
FAST TRACK AUTHORITY**

RESOLUTION #16-05

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 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 Land Bank staff has evaluated the 2016 tax foreclosed parcels to determine their redevelopment potential compared to their purchase cost; and

WHEREAS, the attached list of parcels based on the review of professional staff to date, fit the Land Bank priorities and programs; and

WHEREAS, this list will be amended due to changes in property status, expiration of judicial payment extension, program funding capacity, local unit rejections and strategic development priorities,

THEREFORE BE IT RESOLVED, the Authority requests that the County Board purchase the amended list of properties encompassing the Land Bank priorities and transfer to the Land Bank.

AYE:

NAY:

ABSENT:

Parcel Number	Address1	City	Postal Code	Minimum Bid Amount
33-01-01-03-101-091	SANFORD AVE	LANSING	48906	1,135.71
33-01-01-03-378-051	2324 COMMONWEALTH AVE	LANSING	48906	18,695.11
33-01-01-04-103-122	326 W FREDERICK AVE	LANSING	48906	13,633.92
33-01-01-04-109-101	622 CARRIER ST	LANSING	48906	8,606.72
33-01-01-04-276-081	541 E PAULSON ST	LANSING	48906	4,456.40
33-01-01-04-301-141	2703 TAYLOR ST	LANSING	48906	11,469.07
33-01-01-04-328-231	TURNER ST	LANSING	48906	2,126.52
33-01-01-04-426-592	426 CHILSON AVE	LANSING	48906	6,070.19
33-01-01-05-427-041	2730 N M L KING JR BLVD	LANSING	48906	14,849.16
33-01-01-05-451-021	N GRAND RIVER AVE	LANSING	48906	1,489.73
33-01-01-05-451-031	N GRAND RIVER AVE	LANSING	48906	4,031.42
33-01-01-06-131-035	ALFRED AVE	LANSING	48906	1,564.12
33-01-01-06-178-031	3020 YOUNG AVE	LANSING	48906	4,911.44
33-01-01-06-279-091	2606 LAFAYETTE AVE	LANSING	48906	7,046.09
33-01-01-08-127-521	1425 MUSKEGON AVE	LANSING	48915	10,132.12
33-01-01-08-201-571	1217 MUSKEGON AVE	LANSING	48915	9,377.36
33-01-01-08-203-031	1434 REDWOOD ST	LANSING	48915	5,520.02
33-01-01-08-228-311	1411 ROOSEVELT AVE	LANSING	48915	6,872.90
33-01-01-08-232-061	1514 ROSENEATH AVE	LANSING	48915	4,393.86
33-01-01-08-282-051	ROOSEVELT AVE	LANSING	48915	2,407.85
33-01-01-08-328-011	1208 COMFORT ST	LANSING	48915	9,876.50
33-01-01-08-378-251	817 N JENISON AVE	LANSING	48915	8,089.92
33-01-01-08-404-041	1126 WESTMORELAND AVE	LANSING	48915	7,390.30
33-01-01-08-405-061	1214 GLENN ST	LANSING	48915	7,207.89
33-01-01-08-405-111	1135 LINWOOD ST	LANSING	48915	14,651.55
33-01-01-08-406-161	1123 THEODORE ST	LANSING	48915	8,780.40
33-01-01-08-408-071	1003 WESTMORELAND AVE	LANSING	48915	9,868.42
33-01-01-08-455-271	923 N M L KING JR BLVD	LANSING	48915	18,003.80
33-01-01-08-479-011	922 CHICAGO AVE	LANSING	48915	2,118.39
33-01-01-08-481-102	716 N M L KING JR BLVD	LANSING	48915	9,419.66
33-01-01-08-482-191	729 CHICAGO AVE	LANSING	48915	7,751.17
33-01-01-09-229-061	1910 THOMPSON ST	LANSING	48906	7,485.12
33-01-01-09-252-191	1503 TURNER ST	LANSING	48906	17,296.58
33-01-01-09-304-021	1118 N PINE ST	LANSING	48906	16,208.29
33-01-01-09-352-221	623 BROOK ST	LANSING	48906	21,239.59
33-01-01-09-360-231	515 W OAKLAND AVE	LANSING	48906	8,904.08
33-01-01-09-476-041	808 CENTER ST	LANSING	48906	5,728.54
33-01-01-10-103-011	1913 N HIGH ST	LANSING	48906	2,319.30
33-01-01-10-103-031	1903 N HIGH ST	LANSING	48906	19,696.92
33-01-01-10-106-051	825 E NORTH ST	LANSING	48906	15,292.03
33-01-01-10-131-181	1601 MASSACHUSETTS AVE	LANSING	48906	13,805.91
33-01-01-10-153-311	1545 N HIGH ST	LANSING	48906	1,706.43
33-01-01-10-180-161	1315 MASSACHUSETTS AVE	LANSING	48906	6,398.95
33-01-01-10-181-381	1311 VERMONT AVE	LANSING	48906	5,494.62
33-01-01-10-183-231	1229 CLEVELAND ST	LANSING	48906	7,567.83
33-01-01-10-254-121	1419 OHIO AVE	LANSING	48906	15,353.47
33-01-01-10-304-101	1108 N HIGH ST	LANSING	48906	7,470.22

33-01-01-10-326-561	1108 E GRAND RIVER AVE	LANSING	48906	19,385.29
33-01-01-10-327-121	1110 CAMP ST	LANSING	48906	8,821.04
33-01-01-10-329-381	1021 JOHNSON AVE	LANSING	48906	10,399.81
33-01-01-10-378-191	715 JOHNSON AVE	LANSING	48906	4,654.53
33-01-01-10-401-140	CLARK ST	LANSING	48906	1,803.58
33-01-01-10-408-061	1108 CLEVELAND ST	LANSING	48906	7,430.49
33-01-01-14-104-291	N HAYFORD AVE	LANSING	48912	2,362.84
33-01-01-14-104-301	519 N HAYFORD AVE	LANSING	48912	12,250.27
33-01-01-14-136-291	331 N FRANCIS AVE	LANSING	48912	8,479.89
33-01-01-14-352-041	413 S CLEMENS AVE	LANSING	48912	6,085.63
33-01-01-14-353-151	426 S MAGNOLIA AVE	LANSING	48912	7,089.52
33-01-01-14-360-001	501 S HAYFORD AVE	LANSING	48912	7,487.33
33-01-01-15-104-341	904 LINDEN GROVE	LANSING	48912	8,658.75
33-01-01-15-104-401	508 LESHER PLACE	LANSING	48912	4,416.64
33-01-01-15-154-091	917 JEROME ST	LANSING	48912	11,837.51
33-01-01-15-154-201	910 VINE ST	LANSING	48912	8,452.85
33-01-01-15-311-001	900 PROSPECT ST	LANSING	48912	8,139.68
33-01-01-15-358-271	830 LARNED ST	LANSING	48912	9,976.23
33-01-01-15-376-241	1116 E KALAMAZOO ST	LANSING	48912	66,459.95
33-01-01-15-405-091	CLIFFORD ST	LANSING	48912	1,423.70
33-01-01-15-408-081	LATHROP ST	LANSING	48912	1,368.33
33-01-01-15-479-121	513 LESLIE ST	LANSING	48912	5,812.40
33-01-01-16-106-011	528 N SYCAMORE ST	LANSING	48933	12,372.88
33-01-01-17-227-241	727 W SAGINAW ST	LANSING	48915	8,619.82
33-01-01-17-227-311	825 W SAGINAW ST	LANSING	48915	5,495.23
33-01-01-17-228-321	915 W LAPEER ST 1	LANSING	48915	9,649.38
33-01-01-17-231-291	433 N BUTLER BLVD	LANSING	48915	11,860.00
33-01-01-17-258-121	1210 W OTTAWA ST	LANSING	48915	10,815.64
33-01-01-17-258-181	1112 W OTTAWA ST	LANSING	48915	12,507.77
33-01-01-17-276-111	1014 W IONIA ST	LANSING	48915	19,895.36
33-01-01-17-384-071	1800 W ST JOSEPH ST	LANSING	48915	7,044.74
33-01-01-20-107-201	1901 WILLIAM ST	LANSING	48915	5,802.06
33-01-01-20-130-131	1607 W MALCOLM X ST	LANSING	48915	27,768.86
33-01-01-20-412-041	1208 EDWARD ST	LANSING	48910	12,743.14
33-01-01-20-480-011	1711 S M L KING JR BLVD	LANSING	48910	15,482.34
33-01-01-20-480-021	1715 S M L KING JR BLVD	LANSING	48910	14,090.96
33-01-01-20-489-041	1817 S RUNDLE AVE	LANSING	48910	10,240.59
33-01-01-21-253-040	1033 S GRAND AVE	LANSING	48910	22,613.54
33-01-01-21-258-085	227 E SOUTH ST	LANSING	48910	16,288.77
33-01-01-21-277-070	1016 BEECH ST	LANSING	48912	7,180.26
33-01-01-21-360-141	612 W MT HOPE AVE	LANSING	48910	6,183.53
33-01-01-21-380-121	1716 COLEMAN AVE	LANSING	48910	10,455.33
33-01-01-21-382-101	1843 DAVIS AVE	LANSING	48910	2,731.13
33-01-01-21-430-040	535 TORRANCE CT	LANSING	48910	3,392.09
33-01-01-21-431-095	1508 BAILEY ST	LANSING	48910	7,910.28
33-01-01-21-451-015	138 GARDEN ST	LANSING	48910	10,454.22
33-01-01-21-484-020	1815 LINVAL ST	LANSING	48910	3,832.03
33-01-01-22-132-041	1017 PARKER ST	LANSING	48912	7,488.85
33-01-01-22-203-161	924 DAKIN ST	LANSING	48912	11,873.10
33-01-01-22-206-142	1042 DAKIN ST	LANSING	48912	5,211.99

33-01-01-22-207-021	1015 DAKIN ST	LANSING	48912	4,609.25
33-01-01-22-207-181	1024 MCCULLOUGH ST	LANSING	48912	5,935.97
33-01-01-22-208-181	1034 LATHROP ST	LANSING	48912	10,553.12
33-01-01-22-228-041	721 LESLIE ST	LANSING	48912	10,356.86
33-01-01-22-253-211	1416 WALSH ST	LANSING	48912	3,682.59
33-01-01-22-256-101	1233 BENSCH ST	LANSING	48912	9,347.50
33-01-01-22-277-101	1142 LESLIE ST	LANSING	48912	9,593.49
33-01-01-22-277-121	1132 LESLIE ST	LANSING	48912	9,467.79
33-01-01-22-280-162	1236 ALLEN ST	LANSING	48912	8,633.83
33-01-01-22-283-262	1820 PERKINS ST	LANSING	48912	2,272.81
33-01-01-22-309-291	912 BAKER ST	LANSING	48910	10,312.05
33-01-01-22-352-011	1507 LYONS AVE	LANSING	48910	11,990.07
33-01-01-22-353-031	1609 DONORA ST	LANSING	48910	14,321.01
33-01-01-22-353-131	1709 DONORA ST	LANSING	48910	11,133.39
33-01-01-22-354-191	1700 LYONS AVE	LANSING	48910	4,893.49
33-01-01-23-103-091	704 S MAGNOLIA AVE	LANSING	48912	3,212.39
33-01-01-23-127-061	723 S FRANCIS AVE	LANSING	48912	7,622.92
33-01-01-23-153-021	1210 S CLEMENS AVE	LANSING	48912	4,626.87
33-01-01-23-153-071	1228 S CLEMENS AVE	LANSING	48912	8,016.68
33-01-01-26-302-021	2023 HAMELON ST	LANSING	48910	11,530.72
33-01-01-27-108-021	2009 DONORA ST	LANSING	48910	8,975.64
33-01-01-27-158-391	TISDALE AVE	LANSING	48910	1,327.55
33-01-01-27-476-050	AURELIUS RD	LANSING	48910	7,416.56
33-01-01-27-476-055	AURELIUS RD	LANSING	48910	685.52
33-01-01-28-106-021	2113 S RUNDLE AVE	LANSING	48910	6,673.63
33-01-01-28-106-101	2106 BEAL AVE	LANSING	48910	10,583.22
33-01-01-28-179-131	2523 EATON RD	LANSING	48910	10,091.86
33-01-01-28-285-071	569 LINCOLN AVE	LANSING	48910	15,499.44
33-01-01-28-303-081	627 DUNLAP ST	LANSING	48910	5,783.20
33-01-01-28-331-101	100 DUNLAP ST	LANSING	48910	11,297.07
33-01-01-28-351-361	621 W HODGE AVE	LANSING	48910	1,228.90
33-01-01-28-452-231	3116 S CEDAR ST	LANSING	48910	6,545.28
33-01-01-29-159-001	2801 PLEASANT GROVE RD	LANSING	48910	4,800.29
33-01-01-29-229-161	2004 S RUNDLE AVE	LANSING	48910	10,149.28
33-01-01-29-277-051	2501 STIRLING AVE	LANSING	48910	15,135.43
33-01-01-30-478-121	3318 AVALON ST	LANSING	48911	9,209.65
33-01-01-31-126-281	W HOLMES RD	LANSING	48911	5,287.51
33-01-01-31-127-141	3406 WAINWRIGHT AVE	LANSING	48911	10,628.48
33-01-01-31-203-051	3114 GLENBROOK DR	LANSING	48911	8,833.50
33-01-01-31-254-181	4120 INGHAM ST	LANSING	48911	6,798.66
33-01-01-31-279-011	4209 RICHMOND ST	LANSING	48911	5,449.16
33-01-01-31-328-371	3211 RONALD ST	LANSING	48911	10,081.97
33-01-01-31-352-211	4710 STILLWELL AVE	LANSING	48911	14,791.58
33-01-01-31-405-381	2811 LEYBURN CT	LANSING	48911	13,615.20
33-01-01-32-101-311	1901 W HOLMES RD	LANSING	48910	16,144.36
33-01-01-32-152-331	1921 CARVEL CT	LANSING	48910	6,571.35
33-01-01-32-203-072	1408 HILLCREST ST	LANSING	48910	15,516.64
33-01-01-32-203-081	HILLCREST ST	LANSING	48910	1,347.26
33-01-01-32-353-131	4909 HUGHES RD	LANSING	48910	8,517.77
33-01-01-32-402-231	4400 S M L KING JR BLVD	LANSING	48910	4,661.57

33-01-01-33-151-101	3827 BURCHFIELD DR	LANSING	48910	3,602.32
33-01-01-33-428-100	535 SAMANTHA ST	LANSING	48910	6,738.74
33-01-01-33-433-161	612 JULIA ST	LANSING	48910	4,295.88
33-01-01-34-229-045	REX ST	LANSING	48910	1,021.42
33-01-01-35-326-131	2621 DIER ST	LANSING	48910	7,640.62
33-01-01-35-353-132	2018 IRENE ST	LANSING	48910	11,441.21
33-01-05-04-377-001	5835 ROLFE RD	LANSING	48911	6,635.70
33-01-05-05-301-081	SELFRIDGE BLVD	LANSING	48911	918.34
33-01-05-05-302-081	5812 S M L KING JR BLVD	LANSING	48911	14,345.81
33-01-05-05-302-091	S M L KING JR BLVD	LANSING	48911	3,739.19
33-01-05-05-329-081	5933 VALENCIA BLVD	LANSING	48911	9,280.66
33-01-05-05-376-151	5818 VALENCIA BLVD	LANSING	48911	7,265.59
33-01-05-05-378-021	6013 VALENCIA BLVD	LANSING	48911	8,870.47
33-01-05-05-429-251	923 R G CURTIS AVE	LANSING	48911	12,193.34
33-01-05-06-180-201	3411 VIOLA DR	LANSING	48911	26,980.12
33-01-05-06-201-282	3009 W JOLLY RD	LANSING	48911	23,317.51
33-01-05-06-226-041	2416 MIDWOOD ST	LANSING	48911	9,091.25
33-01-05-06-433-041	2422 WEBSTER ST	LANSING	48911	8,821.14
33-01-05-06-434-061	5840 PIPER AVE	LANSING	48911	10,283.54
33-01-05-06-480-031	2500 W MILLER RD	LANSING	48911	7,156.60
33-01-05-09-177-031	6347 SOMMERSET RD	LANSING	48911	15,784.02
33-01-05-09-202-321	6120 GARDENIA AVE	LANSING	48911	8,753.63
33-01-05-09-203-001	300 E MILLER RD	LANSING	48911	9,804.41
33-01-05-10-477-112	7000 AURELIUS RD	LANSING	48911	7,202.42
33-02-02-06-176-055	3300 BIBER	EAST LANSING	48823	8,426.97
33-02-02-09-201-003	SLEEPY HOLLOW	EAST LANSING	48823	7,601.83
33-09-09-16-100-003	627 S ONONDAGA RD	MASON	48854	1,366.88
33-09-09-26-351-013	4444 W BARNES RD	MASON	48854	4,094.27
33-09-09-34-226-006	4545 W BARNES RD	MASON	48854	4,627.24
33-14-14-12-300-002	3330 WOODS RD	LESLIE	49251	10,988.90
33-14-14-20-200-001	KINNEVILLE RD	LESLIE	49251	5,022.77
33-14-14-22-351-006	4484 RACE RD	LESLIE	49251	4,131.74
33-17-14-21-452-008	208 E RACE	LESLIE	49251	7,934.56
33-18-07-02-401-001	FOXBOROUGH DR	WILLIAMSTON	48895	691.76
33-20-01-13-109-114	611 GLENMOOR 2A	EAST LANSING	48823	8,285.23
33-20-02-18-202-003	641 GUNSON	EAST LANSING	48823	10,134.41
33-20-02-18-202-009	1025 SNYDER	EAST LANSING	48823	14,398.43
33-21-01-11-456-021	1041 KIMBERLY DR #7	LANSING	48912	5,326.18
33-21-01-14-382-015	528 S CHARLES ST	LANSING	48912	1,539.06
33-21-01-14-382-016	528 S CHARLES ST	LANSING	48912	1,656.25
33-21-01-18-180-004	234 N DEERFIELD AVE	LANSING	48917	3,798.26
33-21-01-18-207-005	412 N CATHERINE ST	LANSING	48917	10,001.82
33-21-01-18-404-008	2701 W MICHIGAN AVE	LANSING	48917	18,850.30
33-21-01-18-428-016	124 HUNGERFORD ST	LANSING	48917	5,768.74
33-21-01-18-432-013	341 HAZE ST	LANSING	48917	1,518.02
33-25-05-11-359-007	2532 BERYL STREET	HOLT	48842	11,068.36
33-25-05-15-408-008	2129 DEAN AVENUE	HOLT	48842	15,280.67
33-25-05-17-127-001	SANIBEL HOLLOW	HOLT	48842	4,449.16
33-25-05-18-226-016	HORSTMAYER ROAD	LANSING	48911	1,045.17
33-25-05-18-226-019	GROVENBURG ROAD	LANSING	48911	5,746.18

33-42-16-26-108-019	118 N CENTER ST	STOCKBRIDGE	49285	29,380.02
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INGHAM COUNTY LAND BANK AUTHORITY

**RESOLUTION TO AMEND THE EXISTING POLICIES AND PROCEDURES OF THE
INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY**

RESOLUTION #16-06

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, Section 4.08(d) of the Intergovernmental Agreement requires the Board to adopt policies to implement day-to-day operations of the County Authority; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has approved the general Priorities, Policies and Procedures; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has approved the Administrative Rules that facilitate the implementation of the Priorities, Policies and Procedures; and

WHEREAS, it is necessary to update the Authority’s policies to maintain compliance with federal grant requirements;

THEREFORE BE IT RESOLVED, that the Authority approves the proposed addition of Item Eight to the Procurement Policies and Procedures as approved by the Land Bank attorney; and

THEREFORE BE IT FURTHER RESOLVED, that the Authority approves the proposed Federal Grant Program Expense Allowability and Cash Management Policy as approved by the Land Bank attorney; and

THEREFORE BE IT FURTHER RESOLVED, that the Authority approves the proposed Conflict of Interest Policy as approved by the Land Bank attorney.

Aye:

Nay:

Absent:



PROCUREMENT POLICIES & PROCEDURES

1. Any purchase of goods or services less than \$5,000.00 require the approval of the Chairman/Executive Director.
2. Any purchase of goods or services between \$5,000.00 - \$25,000.00 requires three written quotation request and approval by the Chairman/Executive Director.
3. Any purchase of goods or services over \$25,000.00 requires a formal sealed bid request and full board approval.
4. Request For Proposals will be used for a specific need and on all commercial re-development projects. They will be date and time specific. They will be opened and read publicly at the time and date specified in the proposal. Proposals received after the time and date specified will not be accepted.
5. Professional services are defined as unique, technical and/or infrequent functions performed by an independent contractor by education, experience and/or technical ability to provide services. Professional services engagements may involve partnerships, corporations, or individuals. The competitive bidding requirements are not applicable in the following circumstances:
 - a. Transactions between the Ingham County Land Bank and any other governmental unit;
 - b. Emergency repairs or services;
 - c. Real Estate purchases;
 - d. Sole-source purchases;
 - e. Construction purchases;
 - f. Professional services under \$25,000.00.
6. Preference will be given to a vendor who operates a business within the legally defined boundaries of Ingham County as follows:

To be considered for preference as operating a business within the legally defined boundaries of Ingham County, the vendor must register as a "registered local vendor" (RLV) by providing the Land Bank with a verifiable physical business address (not a P.O. Box) within Ingham County at which the business is conducted.

The RLV who submits a responsive quote which is within 5% of the lowest responsive quote shall be given the opportunity to reduce its quote to meet the lowest responsive Quote, and upon doing so, shall be considered to be the lowest responsive quote, provided however, that the initial lowest responsive quote is not from another RLV.

In the event that two (2) or more RLVs submit responsive quotes which are within 5% of the lowest responsive quote, the RLV with the lowest responsive quote shall be given the opportunity to reduce their quote to meet or be less than the lowest responsive quote, and upon doing so, shall be considered to be the lowest responsive quote, provided however, the initial lowest responsive quote is not from another RLV. In the event of a tie between two RLVs, where all other factors are equal in the sole discretion of the Land Bank, and where the Land Bank is unable to break the tie through additional

negotiations, the award of the quote shall be by coin toss. However, negotiations shall be based solely upon the quote price, and the Land Bank shall not negotiate any changes to, or otherwise vary, the specifications, contract requirements or scope of work.

The RLV who submits a responsive proposal which includes a cost proposal which is within 5% of the cost of the lowest responsive proposal shall be given the opportunity to reduce its proposed cost to meet the cost of the lowest responsive proposal, and upon doing so, the proposal shall be evaluated as having a cost component which is the lowest; provided however, that the initial lowest responsive proposal is not from another RLV. Having the lowest cost proposal, however, does not necessarily result in the award of the proposal, because of other factors also being evaluated. In addition, a lowered cost proposal by an RLV which is premised upon, in whole or in part, changes to or variances to the published specifications, contract requirements or scope of work shall be considered non-responsive and will not be considered.

In the event that two (2) or more RLVs submit responsive proposals which are within 5% of the lowest responsive proposal, and the lowest responsive proposal is not from another RLV, the RLV with the lowest responsive proposal shall be given the opportunity to reduce the cost portion of their proposal to meet or be less than the cost component of the lowest responsive proposal. That proposal will be evaluated with the revised cost proposals. Having the lowest cost proposal, however, does not necessarily result in the award of the proposal, because of other factors also being evaluated.

If the RLVs who are given the opportunity to reduce cost quotes or proposals are unable or unwilling to reduce their quote or proposal costs to match the lowest responsive quote or proposal of a non-RLV, then the quote/proposal shall be awarded without regard to RLV status.

RLVs who utilize non-RLVs as subcontractors for more than 50% of the value in a specific quote/proposal shall not be entitled to preference as a RLV for that specific quote or proposal.

When a RLV submits a responsive quote or proposal which is equal to a bid or proposal submitted by a non-RLV, then the responsive quote or proposal shall be awarded to the RLV.

The following purchases are exempt from the provisions of this policy:

- a. Purchases resulting from exigent emergency conditions where any delay in completion or performance would jeopardize public health, safety or welfare of the citizens of the County, or where in the judgment of the Land Bank the operational effectiveness or a significant Land Bank function would be seriously threatened if a purchase was not made expeditiously;
- b. Purchases with any sole source supplier for supplies, materials, or other equipment;
- c. Purchases between the Ingham County Land Bank and any other governmental unit.

Any person, firm, corporation or entity intentionally submitting false information to the Land Bank in an attempt to qualify for the local purchasing preference shall be barred from bidding on Land Bank contracts or a period of not less than three years.

Nothing in this policy shall be deemed to waive or constrain, in any manner, the sole discretion of the Land Bank, including, but not limited to:

- a. The right, in the exercise of sole discretion, to reject any and all quotes/proposals, waive any and all informalities and/or to negotiate contract terms with the successful bidder/vendor;
 - b. The right, in the exercise of sole discretion, to disregard all nonconforming, non-responsive, unbalanced or conditionals quotes/proposals;
 - c. The right, in the exercise of sole discretion, to evaluate the qualifications of the bidders/vendors, whether or not the quotes comply with the prescribed requirement, and alternatives and unit prices if requested in the quote/proposal forms;
 - d. The right, in the exercise of sole discretion, to consider the qualifications and experience of subcontractors and other organizations (including those who are to furnish items of material or equipment), or to evaluate operation costs, maintenance considerations, performance data and guarantees of materials and/or equipment;
 - e. To conduct such investigation as is deemed, in the exercise of sole discretion, necessary to assist in the evaluation of any quote/proposal and/or to establish the responsibility, qualifications and financial ability of the bidders/vendors, proposal subcontractors and other persons or organizations to do the work in accord with the contract documents to the Land Banks satisfaction and/or within the prescribed time;
 - f. The right, in the exercise of sole discretion, to reject the quote/proposal of any bidder/vendor who does not pass any such evaluation to the Land Banks satisfaction;
 - g. The right, in the exercise of sole discretion, to reject all bids and suspend, discontinue or abandon the project/purchase, re-bid the project/purchase, or change or amend the requirements of the project/purchase.
7. Ingham County Land Bank will follow the same procedures regarding the Living Wage as directed by the Ingham County Board of Commissioners.
8. In the event any provision of this policy is in conflict with any provision required under a Federal Grant Award authorized by the Board of Directors and executed by the Chairman/Executive Director, the requirements of the Federal Grant Award will supersede this policy.



FEDERAL GRANT PROGRAM EXPENSE ALLOWABILITY AND CASH MANAGEMENT POLICY

ALLOWABILITY

The Ingham County Land Bank Fast Track Authority (the “Land Bank”) ensures that costs charged to federal grants are in accordance with the individual grant Agreements and approved budgets as well the regulations contained in the U.S. Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and Subpart E- Cost Principles. Individual grant coordinators who are responsible for administering each respective grant are also responsible for determining whether costs are allowable. The grant coordinators provide oversight by monitoring the costs charged to the grants for allowability. All expenditures and payroll related charges are also subject to the Land Bank's existing approval processes.

CASH MANAGEMENT

The Land Bank generally pays for all eligible grant expenses and then requests reimbursement. The Land Bank will ensure the time elapsing between the transfer of funds and disbursements is as brief as administratively feasible in situations where funds are being received in advance, rather than on a reimbursement basis.



CONFLICT OF INTEREST POLICY

BOARD OF DIRECTORS

Article 3, Subsection 3.6 of the Bylaws of the Ingham County Land Bank Fast Track Authority (the "Land Bank") state a director who has a direct or indirect personal or financial interest in any matter before the Corporation shall disclose his or her interest prior to any action on the matter by the Corporation, which disclosure shall become part of the record of the Corporation's official proceedings. The disclosure shall be made by written instrument on the standard form approved by the Board of Directors, and copies of the disclosure form shall be filed with the Secretary of the Board of Directors. The interested director shall further refrain from participation in the Corporation's action relating to the matter. Each director, upon taking office and annually thereafter, shall acknowledge in writing that they have read and agreed to abide by this section.

EMPLOYEES

No employee of the Land Bank may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. Any real or apparent conflict of interest must be disclosed to the Executive Director by written instrument on the standard form. Any disclosure by the Executive Director shall be made to the Board Chair. Copies of the disclosure form shall be maintained in the relevant personnel file. Employees of the Land Bank must neither solicit nor accept gratuities, favors, or anything of monetary value in excess of \$25.00 from contractors or parties to subcontracts. In the event an employee of the Land Bank is found to be in violation of this policy, they may be subject to disciplinary action up to and including termination.

This policy is intended to be used in conjunction with, not to replace, the Land Bank's approved Ethics Policy.



May 2, 2016

To: Ingham County land Bank Board Members

From: Jeff Burdick, Executive Director

Subject: Proposed Resolution #16-06 amending the Land Bank's policies and procedures

The US Office of Management and Budget (OMB) has issued grant reforms in the document titled Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Working in conjunction with our auditors, staff has identified three areas in which changes or additions to our policies and procedures are required:

1. Procurement
Paragraph 8 will be added to the Land Bank's existing Procurement Policy. In the event any provision of the Land Bank's policy is in conflict with any provision required under a Federal Grant Award, the requirements of the Federal Grant Award will supersede the policy.
2. Allowability & Cash Management
The Land Bank is required to have a written policy on expense allowability and cash management.
3. Conflict of Interest
Since its inception the Land Bank has relied upon Article 3, Subsection 3.6 of its Bylaws and the adopted Ethics Policy to guide the actions of employees and directors. The new OMB guidelines contain mandatory conflict of interest language that must be included in a written policy, including provisions for disciplinary action.

Failure to adopt these required changes will result in a finding on our fiscal year 2016 single audit.

Recommendation:

Staff recommends that the Board adopt Resolution #16-06 amending the Land Bank's policies and procedures to be in compliance with the new OMB guidelines.

INGHAM COUNTY LAND BANK AUTHORITY

RESOLUTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACTUAL AGREEMENT WITH THE CITY OF LANSING TO ADMINISTER THE CITY OF LANSING'S NEIGHORHOODS IN BLOOM PROGRAM IN 2016

RESOLUTION # 16-

WHEREAS, the Land Bank Fast Track Act, 2003 PA 258, being MCL 124.751 *et seq.*, (Athe 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 City of Lansing desires to reduce blight and enhance neighborhoods by planting perennial and annual plants in the City; and

WHEREAS, the City of Lansing has determined that the Ingham County Land Bank possesses the experience and expertise through its Garden Program and grant management acumen to manage and serve as a fudiciary for its Neighborhoods in Bloom program, which will serve to reduce blight and enhance City neighborhoods; and

WHEREAS, the Land Bank will provide technical assistance throughout the overall program in 2016, and select and purchase the materials used for the program; and

WHEREAS, the project budget shall be \$40,000, with the Land Bank receiving a 10% administration payment; and

WHEREAS, the project shall be complete by October 31, 2016.

THEREFORE BE IT RESOLVED, that the Board authorize the Executive Director to enter into a contractual agreement with the City of Lansing for the Ingham County Land Bank to administer the 2016 Neighborhoods in Bloom program.

YEAS:

NAYS:

ABSENT:

**CONTRACT FOR SERVICES BETWEEN THE CITY OF LANSING
AND
THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY
(NEIGHBORHOODS IN BLOOM 2016)**

THIS CONTRACT is made and entered into this ____ day of _____, 2016, between the City of Lansing (City), 124 W. Michigan Ave, Lansing, MI 48933, and the Ingham County Land Bank Fast Track Authority (Land Bank), 3024 Turner St, Lansing, MI 48906

WHEREAS, the City desires to reduce blight and enhance neighborhoods by planting perennial and annual plants in the City; and

WHEREAS, the Land Bank possesses the experience, expertise and training to manage the program.

NOW, THEREFORE, in consideration of the covenants and promises contained in this Contract, the parties agree as follows:

SECTION I. THE LAND BANK'S DUTIES

The Land Bank agrees to perform the following duties:

- A. Provide technical assistance throughout overall project through the Ingham County Land Bank Garden Program.
- B. Select products for, purchase, and assemble all Neighborhoods in Bloom garden kits.
- C. Identify gardeners to support the neighborhood projects where needed.
- D. Design, plant, and maintain the Pennsylvania Ave. corridor pilot project.
- E. Provide technical assistance to the gardeners throughout the summer to maintain gardens and plan for fall event to prepare gardens for winter.
- F. Purchase all materials and services according to the project budget.
- G. Attend all meetings and workdays associated with the planning and implementation of the program.

The above activities shall be completed no later than October 31, 2016.

SECTION II: THE CITY'S DUTIES

The City agrees to perform the following duties:

The City will work collaboratively with the Land Bank to identify neighborhood organizations which will be provided garden kits and to achieve project goals.

SECTION III: COMPENSATION AND BUDGET

City shall compensate Land Bank for its services under this Contract in the following manner:

The City will pay to the Land Bank Forty Thousand and 00/100 (\$40,000.00) Dollars on or before fourteen (14) days after execution of the contract by both parties. There shall be no additional compensation. In the event the Land Bank fails to utilize all compensation as set forth in this agreement, any unspent money shall be returned to the City within fourteen (14) days of termination of the Project.

The budget shall be spent as follows:

Administration: \$4,000

Print/Promotion: \$5,000 (yard signage, t shirts, promotional materials)

Corridor Pilot: \$10,000 (materials for Pennsylvania Ave corridor project Potter Park to Haco Dr.)

Neighborhood Projects: \$21,000 (to purchase all materials to create neighborhood kits)

Land Bank will provide documentation satisfactory to the City that funds have been spent as outlined above no later than fourteen (14) days after project completion as determined by the Department of Planning and Neighborhood Development.

SECTION IV: GENERAL TERMS AND CONDITIONS APPLICABLE TO BOTH PARTIES

The following duties and responsibilities apply equally to the City and the Land Bank unless the language of the provision clearly indicates that it applies only to the City or the Land Bank.

1. **INSURANCE.** The Land Bank shall provide the City with a certificate of insurance providing for a commercial liability insurance policy on an occurrence basis with policy limits of at least one million dollars (\$1,000,000) to include, but not be limited to, personal injury, bodily injury, property damage and contractual liability. The Land Bank shall have the City listed as an additional insured on the certificate of insurance. The insurance certificate shall state that the insurance policy cannot be amended or canceled unless the City is given thirty (30) days written notice. The insurance company issuing the certificate shall strike from the certificate the usual words in the cancellation clause of the certificate which state "endeavor to" or "failure to mail such notice shall impose no obligation or liability of any kind upon the company". The Land Bank shall also furnish to the City a certificate of insurance covering the Land Bank's Workers Compensation responsibilities for the Land Bank's employees. Failure of the Land Bank to provide the certificates of insurance or receipt by the City of a Notice of Cancellation of the insurance policies by the Land Bank's insurance company(s) shall constitute a material breach of this contract and the City may then, at its sole option, terminate this Contract immediately.

2. LIABILITY.

- A. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the Land Bank in the performance of this Contract shall be the responsibility of the Land Bank, and not the responsibility of the City, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Land Bank, or anyone directly or indirectly employed by the Land Bank, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Land Bank or its employees by statute or court decisions.
- B. All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the City in the performance of this Contract shall be the responsibility of the City and not the responsibility of the Land Bank if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any City employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the City or its employees as provided by statute or court decisions.
- C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the City and the Land Bank in fulfillment of their responsibilities under this Contract, such liability, loss, or damage shall be borne by the City and the Land Bank in relation to each party's responsibilities under these joint activities provided that nothing herein shall be construed as a waiver of any governmental immunity by the City, the Land Bank or their employees, respectively, as provided by statute or court decisions.

3. ASSURANCES AGAINST DISCRIMINATION. Land Bank assures that it shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment because of race, creed, color, religion, national origin or ancestry, gender, age, marital status, height, weight or disability/handicap unrelated to the person's ability to perform the duties of a particular job or position. Breach of this provision shall constitute a material breach of this Contract and authorizes the City to, in its sole discretion, immediately terminate this Contract.

4. DISPUTE RESOLUTION. In the event a dispute arises between the City and the Land Bank concerning the performance of this Contract, the parties agree to meet, and negotiate in good faith, in order to attempt to resolve the dispute. Said meeting shall take place within thirty (30) days after one party sends the other party written notice identifying the cause or reason for the dispute and requesting a meeting. The City and the Land Bank agree that neither party will file any lawsuit for the purpose of resolving a dispute, or exercise its right to terminate the Contract, until sixty (60) days after the date on which the parties held their final meeting to resolve the dispute. THIS PARAGRAPH DOES NOT APPLY TO DISPUTES INVOLVING ACTS, CONDUCT, ERRORS, NEGLIGENCE OR OMISSIONS BY THE PARTY THAT ARE IDENTIFIED IN THIS CONTRACT AS CONSTITUTING A MATERIAL BREACH OF THIS CONTRACT.

5. ASSIGNMENT. This is a Contract for Professional Services and the Land Bank may not assign its interest in this Contract without the express written consent of the City.

6. RELATIONSHIP BETWEEN THE PARTIES. This Contract shall not be construed to establish any employer/employee, master/servant, or principal/agent, relationship between the City and the Land Bank.

7. AMENDMENTS. Changes to this Contract will only be valid if they are in writing and signed by the Land Bank and the City.

8. NOTICES. Any Notice/Communication required, or permitted, under this Contract from one party to another, including the Land Bank's request for assistance from City personnel in carrying out Land Bank's duties under this Contract, shall be deemed effective if the party sending the Notice/Communication hand delivers the Notice or communication to the other Party or if the Party sends the Notice/Communication through first class mail to the other Party. The Parties agree that Notices and Communications should be sent to the Parties at the following addresses:

LAND BANK

Jeff Burdick, Director
3024 Turner St.
Lansing, MI 48906

CITY:

Andi Crawford
316 N. Capitol Ave.
Lansing, MI 48933

WITH COPY TO:

Bob Johnson, Director
Department of Planning and
Neighborhood Development
316 N. Capitol Ave.
Lansing, MI 48933

9. SEVERABILITY. If a court of competent jurisdiction declares any part, portion or provision of this Contract invalid, unconstitutional or unenforceable, the remaining parts, portions and provisions of this Contract shall remain in full force and effect.

10. ENTIRE CONTRACT. This Contract constitutes the entire Agreement between the Parties with respect to the subject matter identified in the Contract, and no modification or revision to the Contract shall have any force and effect unless it complies with the provisions of Paragraph 7, SECTION IV of this CONTRACT. The failure of any Party to insist on the strict performance of any condition, promise, agreement, or undertaking set forth herein shall not be construed as a waiver or relinquishment of the right to insist upon strict performance of the same condition, promise, agreement or undertaking at a future time.

11. HEADINGS. The Titles of the Sections and Paragraphs of this Contract are provided for reference purposes only. If any discrepancy or disagreement exists between a Title and the text of the section or paragraph, the text shall control.

12. SIGNATURES. The individual or officer who signs this Contract certifies through his/her signature that he/she is authorized to sign this Contract on behalf of the entity that he/she represents.

13. GOVERNING LAW. This Contract shall be governed, and interpreted in accordance with, the laws of the State of Michigan. The parties agree that any action to enforce this Contract may be brought in any state or federal court that possesses subject matter jurisdiction.

SIGNATURE SECTION

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

BY: _____

Jeff Burdick

Its: Executive Director

CITY OF LANSING

BY: _____

Virg Bernero

Its: Mayor

Witness: _____

Chris Swope

Its: City Clerk

Approved as to form only:

I hereby certify that funds are available in
Account _____

City Attorney

Randy Endsley, Accounting Manager

April 7, 2016

MEMORANDUM

TO: Susan Stachowiak, Bob Johnson, Eric Schertzing, Jeff Burdick, & Karl Dorshimer

CC: Brian Winkelmann & Bill Bont, M2B2, LLC Members

FROM: Mike Huszti, Project Manager, M2B2, LLC

RE: **WoodSpring Suites Concept Plan & Requested City Items**

Thank you for meeting with us to suggest ideas that helped shape Brian's concept site plan, elevation and floor plan which are attached for your review and comments. We propose to develop a WoodSpring Suites Signature branded hotel, which is a modernized and premium version of Value Place.

Building & Site Plan Features

- 1) "L" shaped building fronting on Washington & Malcom X, with 130 parking spaces.
- 2) Zero lot lines & flat roof.
- 3) NW corner has a curved exterior wall, and the first floor of this space includes a showroom to display a historic REO or Oldsmobile car that can be seen from the Street via a large window.
- 4) The lobby, fitness center, snack shop & guest laundry front Washington Street, and have the exterior appearance of ground level retail shops. These spaces are accessed through the main hotel entrance on the East side of the building.
- 5) The five building pictures you sent as examples of architectural styles all featured brick facades, so the subject project follows this suggestion with a dark red brick facade, yellow brick accent bands, and a cornice above the first level and around the perimeter of the flat roof.

Please note that this plan is subject to Corporate WoodSpring Franchisor approval, as this is the first urban version of this hotel.

Requested City Help

We request City help with the following:

- 1) The 8,000 gallon underground oil storage tank requires Brownfield / EPA Superfund financial assistance for a phase 2 environmental assessment and a baseline environmental assessment (BEA), which will likely involve monitoring wells to determine if any pollution plume is moving off site.
- 2) Brownfield assistance (TIF & Credits) for site preparation items including removing existing buried foundations, removing the underground oil tank, and underground storm water management. Assistance with these items would help make this project competitive with a conventional suburban location.
- 3) Analysis of potential Property Tax Exemption and Neighborhood Enterprise Zone Certificates is requested to help mitigate the additional costs created by modifying the building design to fit into an urban context.

- ✓ 4) There are two legal descriptions for the subject site on the ALTA survey, and we propose to purchase the description that does not include the concrete retaining wall along the river. Please see the site plan for further details.
- ✓ 5) The land area between the edge of the Grand River and the Southern property line is proposed to become an extension of the BWL river front park, with pedestrian access provided at the Eastern edge of the hotel site. Is the BWL open to extending their river walk park to this area as part of the new sub station project? The four story (approximately 45' height) hotel will have views towering over the two story sub station facade wall, so the unsightly 50' high array of towers and transformers will be very visible. The proposed park extension would help mitigate this.
- ✓ 6) East & West bound signage on 496 identifying the REO Town exits and the WoodSpring Suites hotel. This will help mitigate poor visibility of the new building to 496 traffic (caused by the steep difference in grade).
- ✓ 7) Landscaping on the Washington Street bridge over 496 to create a pedestrian friendly connection from REO Town to downtown.
- ✓ 8) The 0.45 acre neighboring site to the East contains a dilapidated building and a large pile of refuse. What can the City do to resolve this?
- ✓ 9) An address on Washington Ave. is requested. Please let us know what this address is.

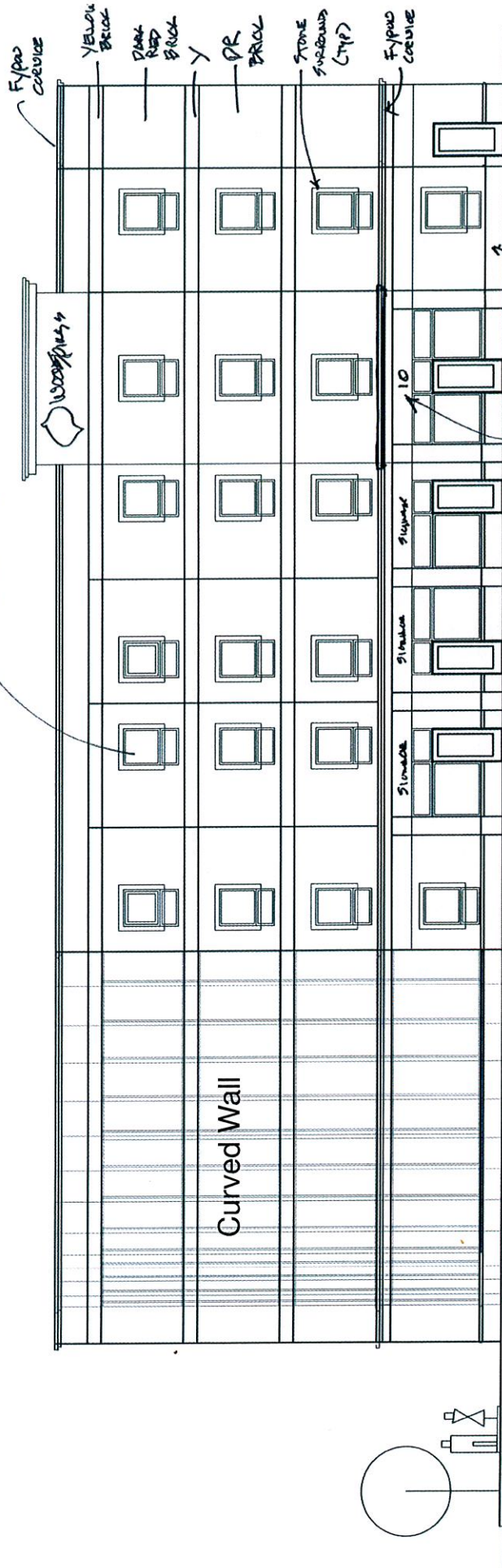
Schedule Meeting

Our development team looks forward to to your review of this concept plan, and your thoughts on the items requested of the City. I will coordinate with Jeff to schedule a meeting to discuss this project further. In the meantime, feel free to call or email me with any questions or comments.

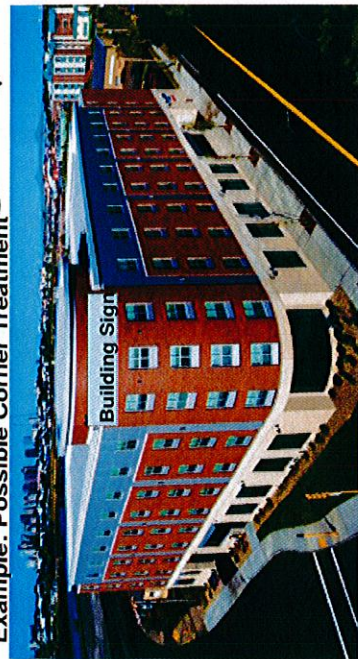
Best Regards,

Mike Huszti
Project Manager
M2B2, LLC

4' x 4' 1" IN. G LASS
IN ALUM. FRAME



Example: Possible Corner Treatment



WASHINGTON STREET ELEVATION

2 Colors of Brick Bands
2 CORNICES
STOREFRONTS TO SIDEWALK



Ingham County Land Bank Rental Properties

As of: 4/21/2016

Type	Address	City	Zipcode	Occupant Name
Apt	108 WORTHINGTON PLACE	Leslie	49251	Michael & Cathy Bliss
Apt	107 WORTHINGTON PLACE	Leslie	49251	VACANT
Apt	116 WORTHINGTON PLACE	Leslie	49251	Laurence Ellsy
Apt	115 WORTHINGTON PLACE	Leslie	49251	Nicole Page
Apt	113 WORTHINGTON PLACE	Leslie	49251	Rosemary Sidlosky
Apt	6107 Scotmar Dr	Lansing	48911	VACANT
Apt	6125 Scotmar Dr	Lansing	48911	Terry Lewis
Apt	6131 Scotmar Dr	Lansing	48911	Erika Demyers
Apt	1734 Maisonette Dr	Lansing	48911	Angela Coleman
Apt	1746 Maisonette Dr	Lansing	48911	VACANT
Apt	1754 Maisonette Dr	Lansing	48911	VACANT
Apt	1758 Maisonette Dr	Lansing	48911	Angelia Miller
Apt	1735 Maisonette Dr	Lansing	48911	Erica Mitchell
Apt	1727 Maisonette Dr	Lansing	48911	Rachel Hodge
Apt	1705 Maisonette Dr	Lansing	48911	Henry Hernandez

SF	4327 Aurelius	Lansing	48910	Robert Burns/Terry Lickman
SF	323 Astor	Lansing	48910	Mary Lambert
SF	3325 W Holmes Rd	Lansing	48911	Cassandra Murphy
SF	818 N Fairview	Lansing	48912	Sylvana Newell
SF	1125 N Chestnut St	Lansing	48906	VACANT
SF	1026 S Grand	Lansing	48910	VACANT
SF	533 Denver	Lansing	48910	VACANT
SF	725 S Hayford	Lansing	48912	Raul Lopez
SF	729 S Hayford	Lansing	48912	Presyce Rogers
SF	1217 W Michigan Ave	Lansing	48915	Yadira Romero
SF	1014 S Pennsylvania	Lansing	48912	Lisa & Douglas Lauer
SF	842 Edison Ave	Lansing	48910	VACANT
SF	124 S Eighth St A	Lansing	48912	VACANT
SF	124 S Eighth St B	Lansing	48912	VACANT

Comm	122 W Grand River	Williamston	48895	The Sweet Cake Company
Comm	826 W Saginaw	Lansing	48915	Ingham County Animal Control
Comm	1715 E Kalamazoo St	Lansing	48912	Go Green Trikes/Lansing Bike Co-op

SF	653 S Hayford	Lansing	48912	LUFPA
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Occupied

Vacant

Eviction In Process

INGHAM COUNTY LAND BANK
ACTIVITY REPORT
April 30, 2016

Property Inventory	Inventory as of 12/31/2015	Acquired as of 4/30/2016	Rental or Garden as of 4/30/2016	Demolished as of 4/30/2016	Sold as of 4/30/2016	Current Inventory as of 4/30/2016
Structures	159	0		(57)	9	93
Rentals	36	0			0	36
Gardens	119	0	19	1	0	139
Vacant Land	829	0	(19)	56	5	861
Commercial Rental	3	0			0	3
Commercial Vacant	16	0			0	16
Commercial	8	0			0	8
TOTAL(S)	1,170	0	0	0	14	1,156

Land Contracts (L/C)	Current L/C as of 4/30/2016
L/C Residential	21
L/C Commercial	1
L/C Total	22

Approved Line of Credit as of 4/30/2016	
Total Line of Credit	\$ 5,000,000.00
Obligated	\$ 4,500,000.00
Available Balance	\$ 500,000.00

For Sale (by Program)	Pending Sales as of 4/30/2016	Sold as of 4/30/2016	Current For Sale as of 4/30/2016
NSP2	1	0	2
HOME	3	1	6
CDBG	3	0	3
LB	1	8	17
Eden Glen	0	0	15
TOTAL(S)	8	9	43

Ingham County Land Bank - For Sale								
Parcel #	Address	AMI	Grant	Agent	Listing	Price	Offer	Notes
33-01-01-22-281-061	1225 Allen Street	120%	NSP-2	Brian H.	3/3/2016	\$55,000	\$55,000	Closing by May 6th
33-01-01-10-327-021	1142 Camp Street	120%	NSP-2	Maggie G.	4/15/2016	\$45,000		
33-01-05-06-455-051	6055 Wise Road	80%	HOME	Adriane L.	7/7/2016	\$99,900	\$99,900	
33-01-01-32-302-005	4527 Pleasant Grove Road	80%	HOME	Brian H.	6/25/2016	\$69,000	\$69,000	Back-up offer in.
33-01-01-28-283-092	627 Tisdale Avenue	80%	HOME	Adriane L.	7/26/2016	\$110,000	\$110,000	Back-up offer in.
33-01-01-17-452-311	1329 W Lenawee Street	80%	HOME	Brian H.	7/25/2016	\$101,500	\$101,500	
33-01-01-20-411-001	(1603) Park Avenue	80%	HOME	City		\$115,000		Unfinished
33-01-01-17-135-151	1705 S. Genesee Drive	80%	HOME	Adriane L.	10/1/2016	\$115,000	\$115,000	
33-01-01-04-456-211	218 Mosley Avenue	80%	HOME	ICLB				Unfinished
33-01-01-31-203-061	3100 Glenbrook Drive	80%	HOME	ICLB		\$73,900*		Unfinished
33-01-01-08-428-291	1017 Princeton Avenue	80%	CDBG	Maggie G.	8/13/2016	\$60,000	\$60,000	Closing: 5/6 @ 3pm
33-01-01-08-176-201	1600 W. Willow Street	80%	CDBG	Maggie G.	7/13/2016	\$60,000		
33-01-01-22-131-081	1035 Morgan Street	80%	CDBG	Brian H.	6/1/2016	\$54,000	\$54,000	
33-01-01-08-482-061	734 Princeton Avenue	80%	CDBG	ICLB				Unfinished
33-01-05-05-376-111	5844 Valencia Blvd.	80%	CDBG	ICLB		\$50-53,000*		Unfinished
33-01-01-08-176-461	1517 Redwood Street	n/a	LB	Adriane L.	7/1/2016	\$49,900		
33-01-01-08-454-091	818 Holten Street	n/a	LB	Maggie G.	6/7/2016	\$55,000		
33-01-05-10-205-133	6140 Beechfield Drive	n/a	LB	Adriane L.	7/1/2016	\$47,500*		
Eden Glen Condominiums								
33-01-05-10-227-020	6139 Scotmar Drive	n/a	LB	ICLB				Do Not Show
33-01-05-10-227-043	1742 Maisonette Drive	n/a	LB	ICLB				Unfinished
33-01-05-10-227-076	1703 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-068	1723 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-061	1733 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-064	1739 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-078	1707 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-069	1725 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-063	1737 Maisonette Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-053	1745 Maisonette Drive (3 Bdm)	80%	CDBG	ICLB		\$52,500	\$49,800	City DPA Question
33-01-05-10-227-002	6103 Scotmar Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-022	6143 Scotmar Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-007	6113 Scotmar Drive	80%	CDBG	ICLB		\$45,000		
33-01-05-10-227-009	6117 Scotmar Drive (3 Bdm)	80%	CDBG	ICLB		\$49,500		
33-01-05-10-227-017	6133 Scotmar Drive	80%	CDBG	ICLB		\$45,000		
As Is - Unrenovated								
33-01-01-17-253-071	1314 W. Ionia	n/a	As-Is	ICLB		\$9,900*	\$7,860	Closing: 4/29
33-01-01-33-428-212	532 Emily Avenue	n/a	As-Is	ICLB		\$7,800		GLHC?
33-01-01-06-179-021	3028 Alfred Avenue	n/a	As-Is	ICLB		\$12,500*		
33-01-01-15-126-181	1111 Orchard Street	n/a	As-Is	ICLB		\$16,500*		
33-01-01-10-378-231	729 Johnson Avenue	n/a	As-Is	ICLB		\$11,000*		
33-01-01-09-327-041	1214 N. Grand River Avenue	n/a	As-Is	ICLB		\$8,000*		
33-01-01-14-354-181	400 S. Hayford	n/a	As-Is	ICLB		\$6,000*		
33-01-01-29-278-021	2509 S. MLK Blvd.	n/a	As-Is	ICLB		\$9,000*		
33-01-01-22-130-051	1023 S. Pennsylvania Avenue	n/a	As-Is	ICLB		\$15,500*		
33-01-01-22-107-171	1024 S. Pennsylvania Avenue	n/a	As-Is	ICLB		\$19,500*		
33-01-01-22-253-131	1140 McCullough	n/a	As-Is	ICLB		\$12,000*		
33-01-01-22-280-001	1201 Lathrop Street	n/a	As-Is	ICLB		\$18,500*		
33-01-01-33-404-171	208 E. Everettdale	n/a	As-Is	ICLB		\$22,000*		
33-01-05-04-226-121	565 Armstrong Road	n/a	As-Is	ICLB		\$19,900*		Keep on As Is list?
33-01-01-28-101-131	713 W. Mount Hope Avenue	n/a	As-Is	ICLB		\$12-14k*		
2015 Tax Foreclosures								
33-01-01-15-478-111	501 Shepard Street	n/a	TF	ICLB		\$49,900*		
Commercial								
33-01-01-09-255-(125,101,111)	Center & Beaver	n/a	Comm.	ICLB		\$7,500		
33-01-01-09-279-002 (171)	Center & Liberty	n/a	Comm.	ICLB		\$7,500		
33-01-01-09-127-011	North & Seager	n/a	Comm.	ICLB		\$5,000		
33-01-01-08-427-091	1141 N. Pine Street	n/a	Comm.	ICLB		\$299,900		Superintendent
33-01-01-21-203-003	E Malcolm X Street	n/a	Comm.	ICLB				Deluxe Inn
33-01-01-14-309-111	2221 E. Kalamazoo Street	n/a	Comm.	ICLB				Paro Building

Last Updated: 4/27/2016 -- Saved on the L:\Sales Team\White Board Updates

Asterisk (*) indicates Broker Price Opinion

Ingham County Land Bank - Side Lot Tracking - Application Pending Closing - 2016

#	Parcel ID #	Street Address	City/State/Zip	ICLB Program	Price	Application Name	Date Received	Application Status
1	33-01-01-10-303-181	N High Street (1115)	Lansing, MI 48906	NSP-2	\$ 860.00	Eduardo Alvarado	8/18/2015	Closing: 4/29 @ 3pm
2	33-01-01-04-106-331	Fairfiled Avenue (511)	Lansing, MI 48906	HHF - Round 2	\$ 500.00	Roxanne Sellers	5/13/2015	Lien Discharge Requested
3	33-01-01-05-455-291	N. MLK Blvd. (931)	Lansing, MI 48915	HHF - Round 2	\$ 500.00	Stephan Williams	8/14/2015	Lien Discharge Requested
4	33-01-01-08-476-041	MLK Jr Blvd (912)	Lansing, MI 48915	HHF - Round 2	\$ 500.00	Lawton Hiner	7/31/2015	Lien Discharge Requested
5	33-01-01-09-307-131	W. Killborn (512)	Lansing, MI 48906	HHF - Round 2	\$ 500.00	Angeline McAllister	5/6/2015	Lien Discharge Requested
6	33-01-01-14-305-181	S. Hayford Avenue (235)	Lansing, MI 48912	HHF - Round 3	\$ 500.00	Michael Spitzley	9/18/2015	Lien Discharge Requested
7	33-01-01-28-334-031	Astor Avenue (218)	Lansing, MI 48910	HHF - Round 1	\$ 500.00	Joseph Sheerin	8/15/2015	Lien Discharge Requested
8	33-01-01-28-432-121	Denver Avenue (713)	Lansing, MI 48910	HHF - Round 1	\$ 500.00	Jason Dale	8/11/2015	Lien Discharge Requested
9	33-01-01-29-426-241	Dunlap Street (712)	Lansing, MI 48910	HHF - Round 1	\$ 500.00	Michael Wickey	8/14/2015	Lien Discharge Requested
10	33-01-01-08-201-151	Greenwood Avenue (1304)	Lansing, MI 48915	HHF - Round 5	\$ 500.00	Gary Lieberman	9/15/2015	Pending Grant Close Out
11	33-01-01-10-153-061	Ballard Road (1546)	Lansing, MI 48906	NSP-2 PI 1	\$ 860.00	Ben DeGroot	6/30/2015	Pending Grant Close Out
12	33-01-01-10-154-311	E. Grand River (1005)	Lansing, MI 48906	NSP-2 PI 1	\$ 860.00	Peter Gearhart	9/28/2015	Pending Grant Close Out
13	33-01-01-10-154-311	E. Grand River (1005)	Lansing, MI 48906	NSP-2 PI 1	\$ 860.00	Isaac Francisco	9/28/2015	Pending Grant Close Out
14	33-01-01-10-181-211	Massachusetts Avenue (1214)	Lansing, MI 48906	NSP-2 PI 1	\$ 860.00	Arno Keaton	3/27/2015	Pending Grant Close Out
15	33-01-01-10-411-171	E. Grand River (1548)	Lansing, MI 48906	NSP-2 PI 1	\$ 860.00	Earl V. Fraker	6/18/2015	Pending Grant Close Out
16	33-01-01-16-108-171	N. Walnut (521)	Lansing, MI 48906	HHF - Round 8	\$ 1,000.00	Joe Vitale	3/20/2015	Pending Grant Close Out
17	33-01-01-29-476-301	Loa Street (911)	Lansing, MI 48910	HHF - Round 1	\$ 500.00	Roy Mireles	7/23/2015	Pending Grant Close Out
18	33-01-01-09-307-031	N. Pine (1022)	Lansing, MI 48910	HHF - Round 2	\$ 500.00	Theodore Reuschel	6/22/2015	Pending Grant Close Out
19	33-01-01-21-427-105	Linval Street (1418)	Lansing, MI 48910	HHF - Round 4	\$ 500.00	Frances Pasch	9/23/2015	Pending Grant Close Out
20	33-01-01-31-202-101	2919 W Holmes	Lansing, MI 48911	HHF - Round 8	\$ 500.00	Jan Hite	4/12/2016	Pending Grant Close Out

Ingham County Land Bank - Side Lot Tracking - Application Closed - 2016

#	Parcel ID #	Street Address	City/State/Zip	ICLB Program	Price	Application Name	Date Sold	Application Status
1	33-01-01-08-409-431	W. Maple Street (1215)	Lansing, MI 48915	NSP-2	\$ 1,596.00	Thomas J. Blanc	2/19/2016	Sold
2	33-10-10-21-101-027	Hull Road (1031)	Mason, MI 48854	LUR - 2015	\$ 1,000.00	Teresa & Victor Miller	2/16/2016	Sold

Last Updated: 4/27/16 -- Saved on the L:\Sales Team\Vacant Lots\Sale Documents\Updated Documents\Residential Side Lot - Sales Tracking

User: JEFF

CHECK DATE FROM 03/01/2016 - 03/31/2016

DB: Iclb

Check Date	Check	Vendor Name	Amount
Bank GEN			
03/16/2016	13023	BOARD OF WATER & LIGHT	367.87
03/16/2016	13024	BOARD OF WATER & LIGHT	539.21
03/16/2016	13025	BOARD OF WATER & LIGHT	1,060.71
03/16/2016	13026	BOARD OF WATER & LIGHT	959.24
03/16/2016	13027	CONSUMERS ENERGY	529.82
03/16/2016	13028	CONSUMERS ENERGY	572.00
03/16/2016	13029	CONSUMERS ENERGY	1,667.08
03/16/2016	13030	CONSUMERS ENERGY	337.27
03/16/2016	13031	DELHI TOWNSHIP	46.95
03/16/2016	13032	THE SHERWIN-WILLIAMS CO.	31.21
03/16/2016	13033	COMCAST	235.84
03/16/2016	13034	GRANGER CONTAINER SERVICE	299.90
03/16/2016	13035	BESCO WATER TREATMENT, INC.	18.78
03/16/2016	13036	HASSELBRING CLARK CO	284.25
03/16/2016	13037	COHL, STOKER & TOSKEY, P.C.	716.40
03/16/2016	13038	INGHAM COUNTY SHERIFF'S OFFICE	49.84
03/16/2016	13039	JULIA NAGY	188.75
03/16/2016	13040	MARIA MASTEJ	300.00
03/16/2016	13041	VET'S ACE HARDWARE	25.94
03/16/2016	13042	KWIK CAR WASH	26.97
03/16/2016	13043	LANSING ICE & FUEL	279.29
03/16/2016	13044	BWB CLEANING	195.00
03/16/2016	13045	SCHAFER'S INC	579.84
03/16/2016	13046	FLOORING AMERICA CARPET STUDIO	611.89
03/16/2016	13047	CAPITAL EQUIPMENT & SUPPLY	118.18
03/16/2016	13048	THEE ELECTRIC COMPANY	1,595.00
03/16/2016	13049	KEBS, INC.	1,600.00
03/16/2016	13050	ETC	10,174.90
03/16/2016	13051	ETC	1,917.00
03/16/2016	13052	MICHIGAN ENERGY OPTIONS	2,550.00
03/16/2016	13053	COMMERCIAL CLEANING	2,455.36
03/16/2016	13054	CENTER FOR FINANCIAL HEALTH	1,200.00
03/16/2016	13055	SUPERIOR SAW	76.88
03/16/2016	13056	DBI BUSINESS INTERIORS	72.29
03/16/2016	13057	MASTERWORK, L.L.C.	20,112.59
03/16/2016	13058	EDEN GLEN CONDO ASSOCIATION	6,510.00
03/16/2016	13059	FAIRFIELD PLACE CONDOMINIUM ASSOC	200.00
03/16/2016	13060	LJ TRUMBLE BUILDERS	4,951.00
03/16/2016	13061	MCKISSIC CONSTRUCTION	3,595.00
03/16/2016	13062	SECOND CHANCE EMPLOYMENT	2,440.00
03/16/2016	13063	HOLISTIC LANDSCAPE, INC	3,200.00
03/16/2016	13064	FRITZY'S LAWN & SNOW	8,170.00
03/16/2016	13065	SCHUMACHER'S FOUR SEASONS	3,600.00
03/16/2016	13066	DENNIS GRAHAM	94.92
03/16/2016	13067	ROXANNE CASE	63.18
03/16/2016	13068	SC SERVICES ENVIRONMENTAL	155,896.00
03/16/2016	13069	SC SERVICES ENVIRONMENTAL	60,064.00
03/16/2016	13070	BOLLE CONTRACTING, INC	135,000.00
03/16/2016	13071	BOLLE CONTRACTING, INC	40,140.00
03/16/2016	13072	BOARD OF WATER & LIGHT	78.43
03/16/2016	13073	CONSUMERS ENERGY	110.09
03/16/2016	13074	INGHAM COUNTY REGISTER OF DEEDS	14.00
03/17/2016	13075	INGHAM COUNTY REGISTER OF DEEDS	14.00
03/30/2016	13076	Void	0.00 V
03/31/2016	13077	PNC BANK, NA	5,990.16
03/31/2016	13078	PNC BANK, NA	11,176.02

GEN TOTALS:

Total of 56 Checks:

493,103.05

Less 1 Void Checks:

0.00

Total of 55 Disbursements:

493,103.05

User: JEFF

CHECK DATE FROM 04/01/2016 - 04/30/2016

DB: Iclb

Check Date	Check	Vendor Name	Amount
Bank GEN			
04/01/2016	13079	BOARD OF WATER & LIGHT	685.21
04/01/2016	13080	BOARD OF WATER & LIGHT	228.20
04/01/2016	13081	CONSUMERS ENERGY	814.23
04/01/2016	13082	DELHI TOWNSHIP	98.60
04/01/2016	13083	ADT SECURITY SERVICES, INC	134.37
04/01/2016	13084	CAPITAL ONE COMMERCIAL	27.54
04/01/2016	13085	VERIZON WIRELESS	140.94
04/01/2016	13086	BESCO WATER TREATMENT, INC.	18.78
04/01/2016	13087	USAA	304.18
04/01/2016	13088	HASSELBRING CLARK CO	301.90
04/01/2016	13089	DBI BUSINESS INTERIORS	398.68
04/01/2016	13090	LANSING CITY TREASURER	200.00
04/01/2016	13091	PIPER & GOLD PUBLIC RELATIONS	5,373.75
04/01/2016	13092	JULIA NAGY	425.30
04/01/2016	13093	CITY PULSE	916.38
04/01/2016	13094	FLOORING AMERICA CARPET STUDIO	80.00
04/01/2016	13095	KELLY CLEANING SERVICE	318.00
04/01/2016	13096	BWB CLEANING	130.00
04/01/2016	13097	MOLENAAR & ASSOCIATES, INC	350.00
04/01/2016	13098	LANE'S REPAIR	233.02
04/01/2016	13099	BB CONTRACTING	6,926.90
04/01/2016	13100	J & A DRAIN CLEANERS	250.00
04/01/2016	13101	J & J HARDWOODS, INC.	1,275.00
04/01/2016	13102	MASTERWORK, L.L.C.	13,199.00
04/01/2016	13103	NORTHWEST INITIATIVE	3,880.00
04/01/2016	13104	JOSEPH G BONSALE	78.17
04/01/2016	13105	INGHAM COUNTY TREASURER	7,703.09
04/01/2016	13106	INGHAM COUNTY TREASURER	17,169.25
04/13/2016	13107	BOARD OF WATER & LIGHT	930.26
04/13/2016	13108	BOARD OF WATER & LIGHT	575.27
04/13/2016	13109	CONSUMERS ENERGY	1,000.87
04/13/2016	13110	CONSUMERS ENERGY	307.01
04/13/2016	13111	CONSUMERS ENERGY	468.23
04/13/2016	13112	CONSUMERS ENERGY	115.71
04/13/2016	13113	CITY OF LESLIE	917.71
04/13/2016	13114	GRANGER CONTAINER SERVICE	299.90
04/13/2016	13115	MARYELLEN LEWIS	322.67
04/13/2016	13116	JOEL KANE	504.27
04/13/2016	13117	KWIK CAR WASH	26.97
04/13/2016	13118	LANSING ICE & FUEL	455.94
04/13/2016	13119	MIDWEST POWER EQUIPMENT	15.00
04/13/2016	13120	VET'S ACE HARDWARE	53.94
04/13/2016	13121	BWB CLEANING	130.00
04/13/2016	13122	COMMERCIAL CLEANING	1,021.32
04/13/2016	13123	C2AE	45.13
04/13/2016	13124	LANE'S REPAIR	211.88
04/13/2016	13125	KEBS, INC.	2,000.00
04/13/2016	13126	KELLEY APPRAISAL COMPANY	350.00
04/13/2016	13127	J & J HARDWOODS, INC.	2,475.00
04/13/2016	13128	MICHIGAN ENERGY OPTIONS	475.00
04/13/2016	13129	ETC	3,204.85
04/13/2016	13130	UNIVERSITY OF MASSACHUSETTS	264.00
04/13/2016	13131	COMPOST KATIE	150.00
04/13/2016	13132	JOHN KROHN	325.82
04/13/2016	13133	LINDA HORAK	281.21
04/27/2016	13134	BOARD OF WATER & LIGHT	367.57
04/27/2016	13135	BOARD OF WATER & LIGHT	387.90
04/27/2016	13136	BOARD OF WATER & LIGHT	216.10
04/27/2016	13137	CONSUMERS ENERGY	348.83
04/27/2016	13138	CITY OF LESLIE	84.74
04/27/2016	13139	PURCHASE POWER	77.48
04/27/2016	13140	ADT SECURITY SERVICES, INC	155.76
04/27/2016	13141	COMCAST	226.34
04/27/2016	13142	VERIZON WIRELESS	140.02
04/27/2016	13143	CLARK HILL	425.00
04/27/2016	13144	CAPITAL ONE COMMERCIAL	41.28
04/27/2016	13145	HOME DEPOT CREDIT SERVICES	50.86
04/27/2016	13146	CRITER CONTROL OF GREATER LANSING	1,114.64
04/27/2016	13147	DBI BUSINESS INTERIORS	107.10
04/27/2016	13148	EDEN GLEN CONDO ASSOCIATION	6,510.00
04/27/2016	13149	FAIRFIELD PLACE CONDOMINIUM ASSOC	250.00
04/27/2016	13150	COHL, STOKER & TOSKEY, P.C.	1,244.85
04/27/2016	13151	JULIA NAGY	177.83
04/27/2016	13152	BWB CLEANING	130.00
04/27/2016	13153	HASSELBRING CLARK CO	245.09
04/27/2016	13154	PIPER & GOLD PUBLIC RELATIONS	5,475.00
04/27/2016	13155	CENTER FOR FINANCIAL HEALTH	1,200.00
04/27/2016	13156	MOLENAAR & ASSOCIATES, INC	350.00

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CHECK REGISTER FOR INGHAM COUNTY LAND BANK
CHECK DATE FROM 04/01/2016 - 04/30/2016

Page: 2/2

Check Date	Check	Vendor Name	Amount
04/27/2016	13157	KELLEY APPRAISAL COMPANY	700.00
04/27/2016	13158	INGHAM COUNTY SHERIFF'S OFFICE	29.28
04/27/2016	13159	CAPITOL CITY PLUMBING	380.75
04/27/2016	13160	BB CONTRACTING	3,105.00
04/27/2016	13161	LAFONTAINE FORD, INC	40.08
04/27/2016	13162	FLOORING AMERICA CARPET STUDIO	2,422.63
04/27/2016	13163	DICK CORTRIGHT	3,281.60
04/27/2016	13164	SIELOFF GLASS AND SCREEN	39.75
04/27/2016	13165	INGHAM COUNTY TREASURER	5,883.55
04/27/2016	13166	MARIA MASTEJ	300.00
04/27/2016	13167	WILDTYPE	1,500.00
04/27/2016	13168	INGHAM CONSERVATION DISTRICT	237.50
04/27/2016	13169	SECOND CHANCE EMPLOYMENT	900.00

GEN TOTALS:

Total of 91 Checks:	116,734.98
Less 0 Void Checks:	0.00
Total of 91 Disbursements:	116,734.98

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
DECEMBER 31, 2016 (unaudited)

Assets	
Cash	\$ 49,937.98
Accounts Receivable	\$ -
Land Contract Receivable	\$ 920,473.50
Land Contract Interest Receivable	\$ 8,284.73
Land Contract Escrow	\$ 18,454.24
Notes Receivable	\$ -
Specific Tax Receivable	\$ 144,311.42
Payroll	\$ (14,914.34)
Employer Tax Liability CDBG	\$ -
Specific Tax Receivable - Prior Year	\$ 20,116.57
OCOF Nonprofit Receivable	\$ 5,322.68
Ingham County Receivable	\$ 340.00
Lansing City Receivable - General	\$ 2,489.32
CDBG County Receivable	\$ -
CDBG Receivable - Lansing Demo	\$ 0.01
CDBG Lansing Rehab Receivable	\$ 317,766.52
CDBG City TA Receivable	\$ -
NSP 3 Lansing City Receivable	\$ -
NSP County Receivable	\$ -
NSP 2 Receivable	\$ 33,309.15
HOME Lansing City Receivable	\$ 27,000.00
Michigan Blight Elimination Rec	\$ 98,826.00
Hardest Hit Fund MSHDA Rec	\$ 1,875,644.11
MSDHA Ash Street Rec	\$ -
Brownfield Rec	\$ 10,865.00
Due from other funds	\$ 3,439,389.29
Inventory - NSP2	\$ 100,000.00
Inventory	\$ 3,310,545.49
Fixed Assets	\$ 236,763.70
Fixed Assets - Rental	\$ 891,542.39
Accumulated Depreciation - Rental	\$ (143,013.94)
Total Assets	\$ 11,353,453.82

Liabilities	
Accounts Payable	\$ 1,837,211.52
Notes Payable - PNC Bank	\$ 4,325,000.00
Due to MSHDA - NSP 2	\$ -
Due to Ingham County	\$ 1,173,916.82
Due to MSHDA	\$ 99,999.78
Due to City of Lansing	\$ 578,908.61

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
DECEMBER 31, 2016 (unaudited)

Due from other funds	\$ 3,439,389.29
Rental Deposit	\$ 10,550.00
Good Faith Deposits	\$ 10,438.00
Land Contract Escrow	\$ (1,882.60)
Deferred Revenue	\$ -
Employee Contribution - Health Care	\$ -
Total Liabilities	\$ 11,473,531.42

Retained Earnings	\$ 604,763.96
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Total Net Assets	\$ (724,841.56)
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INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
DECEMBER 31, 2015 (unaudited)

	2015 Amended 8/1/2015	2015 YTD 12/31/2015	%
Revenues			
Ingham County allocation	\$ 400,000.00	\$ 400,000.00	100.00%
Property Sales	\$ 1,385,000.00	\$ 500,370.03	36.13%
Non-purchased Acquisition - Real Property	\$ -	\$ 354,755.37	
Interest Income	\$ 84,000.00	\$ 78,334.30	93.26%
HOME Developer Fee Income	\$ 110,000.00	\$ 67,606.30	61.46%
HOME Program Revenue	\$ 750,000.00	\$ 672,547.22	89.67%
Specific Tax	\$ 160,000.00	\$ 154,928.50	96.83%
CDBG Technical Assistance Grant	\$ -	\$ -	
CDBG Program Revenue	\$ 301,400.00	\$ 208,737.95	69.26%
NSP1 Program Revenue	\$ -	\$ 72,226.25	
NSP2 Program Revenue	\$ 477,300.00	\$ 33,787.63	7.08%
NSP2-PI-1 Program Revenue	\$ 155,500.00	\$ 155,540.00	100.03%
NSP2-PI-2 Program Revenue	\$ -	\$ 231,000.00	
NSP3 Program Revenue	\$ -	\$ -	
NSP3 Sale Proceeds	\$ -	\$ -	
Hardest Hit Blight Elimination Funding	\$ 4,500,000.00	\$ 2,712,932.61	60.29%
Rental Income	\$ 288,000.00	\$ 208,389.44	72.36%
MI Blight Elimination Grant (Blind School)	\$ -	\$ -	
MHCDF Grant (Ash Street Project)	\$ -	\$ -	
Brownfield Revenue	\$ -	\$ -	
Lansing Reinvestment Revenue	\$ -	\$ 7,816.70	
Late Fee Revenue	\$ -	\$ 1,813.61	
Donation Revenue	\$ -	\$ 10,672.41	
Miscellaneous Revenue	\$ -	\$ 2,218.38	
Garden Program Revenue	\$ 7,500.00	\$ 9,393.25	125.24%
Total Revenue	\$ 8,618,700.00	\$ 5,883,069.95	68.26%

Non-Administrative Expense			
Property Acquisitions	\$ 245,000.00	\$ 33,777.57	13.79%
Land Bank Cost of Projects (renovations, assoc. fees, etc.)	\$ 500,000.00	\$ 342,332.45	68.47%
Land Bank Current Year Taxes	\$ 25,000.00	\$ 6,290.07	25.16%
Loss on Inventory - Land Value	\$ -	\$ 213,854.52	
Prior Year Adjustment - Land Value	\$ -	\$ (170,405.84)	
Lawn/Snow/Maintenance	\$ 300,000.00	\$ 218,499.50	72.83%
Brownfield Debt	\$ 125,000.00	\$ 45,000.00	36.00%
HOME Grant Expenses	\$ 750,000.00	\$ 767,679.98	102.36%
CDBG TA Grant Expenses	\$ -	\$ -	
CDBG Renovation Expenses	\$ 257,400.00	\$ 210,134.50	81.64%
NSP1 Lansing City	\$ -	\$ 58,816.42	
NSP County	\$ -	\$ (3,500.00)	
NSP2 Expenses	\$ 477,300.00	\$ 92,303.98	19.34%
NSP2 -PI-1 Expenses	\$ 155,500.00	\$ 168,576.97	108.41%
NSP2 -PI-2 Expenses	\$ -	\$ 220,308.75	
NSP3 Expenses	\$ -	\$ -	
MHCDF Grant (Ash Street Project)	\$ -	\$ -	
Hardest Hit Blight Elimination Funding	\$ 4,500,000.00	\$ 2,675,334.88	59.45%
MI Blight Elimination Grant Expenses	\$ -	\$ 200,416.73	
Demolitions	\$ 50,000.00	\$ -	0.00%
Total Non-Administrative Expense	\$ 7,385,200.00	\$ 5,079,420.48	68.78%

Administrative Expense			
Office Supplies	\$ 12,000.00	\$ 10,439.23	86.99%
Audit Fee	\$ 16,200.00	\$ 19,700.00	121.60%
Administrative Expense Cont.			
Communication	\$ 4,000.00	\$ 4,177.84	104.45%
Security	\$ 3,000.00	\$ 2,925.24	97.51%
Membership Fees	\$ 1,500.00	\$ 2,015.00	134.33%
Rental Expense	\$ 20,600.00	\$ 20,845.13	101.19%
Office Expense (Utilities, Lawn/Snow, etc)	\$ 5,500.00	\$ 7,195.37	130.82%
Postage	\$ 3,500.00	\$ 3,634.92	103.85%
Media/Public Relations	\$ 25,000.00	\$ 15,393.19	61.57%

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
DECEMBER 31, 2015 (unaudited)

	2015 Amended 8/1/2015	2015 YTD 12/31/2015	%
Consultants/Legal/Contractual Services	\$ 75,000.00	\$ 98,859.35	131.81%
Computer Software Upgrade/Annual fee	\$ 30,000.00	\$ 25,238.80	84.13%
Travel/Mileage	\$ 5,000.00	\$ 4,320.69	86.41%
Prof.Training/Conferences	\$ 3,500.00	\$ 3,530.00	100.86%
Payroll Expense	\$ 465,000.00	\$ 481,550.84	103.56%
Health Insurance and Benefit Expenses	\$ 112,600.00	\$ 78,114.87	69.37%
Building Maintenance	\$ 55,000.00	\$ 61,253.92	111.37%
Interest Expense	\$ 55,000.00	\$ 48,803.54	88.73%
Vehicle Expense	\$ 8,000.00	\$ 4,067.44	50.84%
AmeriCorps	\$ 15,000.00	\$ 9,292.00	61.95%
Equipment Small Purchase	\$ 10,000.00	\$ 1,080.88	10.81%
Bank Fee	\$ 1,400.00	\$ 1,262.47	90.18%
Insurance	\$ 27,637.00	\$ 9,070.30	32.82%
Garden Program Expense	\$ 30,000.00	\$ 33,541.05	111.80%
Land Contract Default	\$ -	\$ 405,735.93	
Community Development Projects	\$ 10,000.00	\$ 832.65	8.33%
Rental Program Expense	\$ 100,000.00	\$ 175,610.38	175.61%
Total Administrative Expense	\$ 1,094,437.00	\$ 1,528,491.03	139.66%

Total Operating Expense	\$ 8,479,637.00	\$ 6,607,911.51	77.93%
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Total Net Revenue & Expense, end of period	\$ 139,063.00	\$ (724,841.56)	
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Assets

- Cash
- Accounts Receivable
- Land Contract Receivable

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
FEBRUARY 29, 2016

Assets	
Cash	\$ 39,921.00
Accounts Receivable	\$ -
Land Contract Receivable	\$ 914,452.79
Land Contract Interest Receivable	\$ 49,597.80
Land Contract Escrow	\$ 18,454.24
Notes Receivable	\$ -
Specific Tax Receivable	\$ 142,878.32
Payroll	\$ -
Employer Tax Liability CDBG	\$ -
Specific Tax Receivable - Prior Year	\$ 20,116.57
OCOF Nonprofit Receivable	\$ 5,322.68
Ingham County Receivable	\$ (4,337.33)
Lansing City Receivable - General	\$ 2,489.32
CDBG County Receivable	\$ -
CDBG Receivable - Lansing Demo	\$ 0.01
CDBG Lansing Rehab Receivable	\$ 177,208.04
CDBG City TA Receivable	\$ -
NSP 3 Lansing City Receivable	\$ -
NSP County Receivable	\$ -
NSP 2 Receivable	\$ 33,309.15
HOME Lansing City Receivable	\$ 27,000.00
Michigan Blight Elimination Rec	\$ -
HHF MSHDA Receivable	\$ 1,232,960.61
MSDHA Ash Street Rec	\$ -
Brownfield Rec	\$ -
Due from other funds	\$ 3,439,389.29
Inventory - NSP2	\$ 100,000.00
Inventory	\$ 3,240,545.49
Fixed Assets	\$ 236,763.70
Fixed Assets - Rental	\$ 891,542.39
Accumulated Depreciation - Rental	\$ (143,013.94)
Total Assets	\$ 10,424,600.13

Liabilities	
Accounts Payable	\$ 468,949.39
Notes Payable - PNC Bank	\$ 4,375,000.00
Due to MSHDA - NSP 2	\$ -
Due to Ingham County	\$ 1,169,493.09
Due to MSHDA	\$ 99,999.78
Due to City of Lansing	\$ 578,908.61

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
FEBRUARY 29, 2016

Due from other funds	\$ 3,439,389.29
Rental Deposit	\$ 10,050.00
Good Faith Deposits	\$ 11,939.00
Land Contract Escrow	\$ 771.01
Deferred Revenue	\$ -
Employee Contribution - Health Car	\$ 601.09
Total Liabilities	\$ 10,155,101.26

Retained Earnings	\$ (119,801.10)
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Total Net Assets	\$ 389,299.97
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INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
FEBRUARY 29, 2016

	2016 Amended Feb-16	2016 YTD 2/29/2016	%
Revenues			
Ingham County allocation	\$ 400,000.00	\$ 400,000.00	100.00%
Property Sales	\$ 1,206,200.00	\$ 144,205.50	11.96%
Interest Income	\$ 50,900.00	\$ 50,966.35	100.13%
HOME Developer Fee Income	\$ 125,100.00		0.00%
HOME Program Revenue	\$ 140,000.00	\$ 66,718.30	47.66%
Specific Tax	\$ 190,000.00	\$ -	0.00%
CDBG Technical Assistance Grant	\$ -	\$ -	
CDBG Program Revenue	\$ 420,000.00	\$ -	0.00%
NSP1 Program Revenue	\$ 4,300.00	\$ -	0.00%
NSP2 Program Revenue	\$ 104,300.00	\$ 296.00	0.28%
NSP2-PI-1 Program Revenue			
NSP3 Program Revenue	\$ -	\$ -	
NSP3 Sale Proceeds	\$ -	\$ -	
Hardest Hit Blight Elimination Funding	\$ 3,500,000.00	\$ 60,000.00	1.71%
Rental Income	\$ 232,300.00	\$ 23,282.50	10.02%
MI Blight Elimination Grant (Blind School)	\$ -	\$ -	
MHCDF Grant (Ash Street Project)	\$ -	\$ -	
Brownfield Revenue	\$ -	\$ -	
Lansing Reinvestment Revenue	\$ -	\$ -	
Late Fee Revenue	\$ -	\$ 147.93	
Donation Revenue	\$ -	\$ 25.00	
Miscellaneous Revenue	\$ -	\$ 50.00	
Garden Program Revenue	\$ 500.00	\$ 1,576.55	315.31%
Total Revenue	\$ 6,373,600.00	\$ 747,268.13	11.72%

Non-Administrative Expense			
Property Acquisitions	\$ 200,000.00	\$ -	0.00%
Land Bank Cost of Projects (renovations, assoc. fees, etc.)	\$ 333,000.00	\$ 104,411.60	31.35%
Land Bank Current Year Taxes	\$ -	\$ -	
Lawn/Snow/Maintenance	\$ 350,900.00	\$ 15,565.00	4.44%
Brownfield Debt	\$ 60,000.00	\$ -	0.00%
HOME Grant Expenses	\$ 140,000.00	\$ 47,204.94	33.72%
CDBG TA Grant Expenses	\$ -	\$ -	
CDBG Renovation Expenses	\$ 420,000.00	\$ 10,462.45	2.49%
NSP1 Lansing City	\$ 21,600.00	\$ 1,220.90	5.65%
NSP County	\$ -	\$ -	
NSP2 Expenses	\$ 112,000.00	\$ 4,140.94	3.70%
NSP2 -PI-1 Expenses	\$ -	\$ -	
NSP2 -PI-2 Expenses	\$ -	\$ 1,701.78	
NSP3 Expenses	\$ -	\$ -	
MHCDF Grant (Ash Street Project)	\$ -	\$ -	
Hardest Hit Blight Elimination Funding	\$ 3,500,000.00	\$ 54,490.75	1.56%
MI Blight Elimination Grant Expenses	\$ -	\$ (12,404.00)	
Demolitions	\$ 30,000.00	\$ -	0.00%
Total Non-Administrative Expense	\$ 5,167,500.00	\$ 226,794.36	4.39%

Administrative Expense			
Office Supplies	\$ 12,000.00	\$ 466.62	3.89%
Audit Fee	\$ 16,200.00	\$ -	0.00%
Communication	\$ 5,000.00	\$ 713.12	14.26%
Security	\$ 2,000.00	\$ 290.13	14.51%
Membership Fees	\$ 1,500.00	\$ 350.00	23.33%
Rental Expense	\$ 600.00	\$ 150.00	25.00%
Administrative Expense Cont.			
Office Expense (Utilities, Lawn/Snow, etc)	\$ 5,500.00	\$ 741.50	13.48%
Postage	\$ 4,000.00	\$ -	0.00%
Media/Public Relations	\$ 25,000.00	\$ 2,485.74	9.94%
Consultants/Legal/Contractual Services	\$ 93,700.00	\$ 3,117.60	3.33%
Computer Software Upgrade/Annual fee	\$ 22,500.00	\$ 25,881.24	115.03%
Travel/Mileage	\$ 6,000.00	\$ -	0.00%
Prof.Training/Conferences	\$ 3,500.00	\$ 650.00	18.57%

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
FEBRUARY 29, 2016

	2016 Amended Feb-16	2016 YTD 2/29/2016	%
Payroll Expense (incl. intern)	\$ 477,600.00	\$ 46,914.41	9.82%
Health Insurance and Benefit Expenses	\$ 69,700.00	\$ 27,314.26	39.19%
Building Maintenance	\$ 60,000.00	\$ 3,615.51	6.03%
Interest Expense	\$ 55,000.00	\$ -	0.00%
Vehicle Expense	\$ 8,000.00	\$ 399.97	5.00%
AmeriCorps	\$ 13,500.00	\$ 4,250.00	31.48%
Equipment Small Purchase	\$ 13,000.00	\$ -	0.00%
Bank Fee	\$ 1,400.00	\$ 188.53	13.47%
Insurance	\$ 21,400.00	\$ -	0.00%
Garden Program Expense	\$ 5,000.00	\$ 225.65	4.51%
Land Contract Default	\$ 50,000.00	\$ -	0.00%
Community Development Projects	\$ 15,000.00	\$ 4,000.00	26.67%
Lansing Brownfield Expense	\$ 8,300.00	\$ -	0.00%
Rental Program Expense	\$ 75,000.00	\$ 9,419.52	12.56%
Total Administrative Expense	\$ 1,070,400.00	\$ 131,173.80	12.25%

Total Operating Expense	\$ 6,237,900.00	\$ 357,968.16	5.74%
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Total Net Revenue & Expense, end of period	\$ 135,700.00	\$ 389,299.97	
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Assets

- Cash
- Accounts Receivable
- Land Contract Receivable

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
MARCH 31, 2016

Assets	
Cash	\$ (26,560.28)
Accounts Receivable	\$ -
Land Contract Receivable	\$ 953,006.77
Land Contract Interest Receivable	\$ 44,376.65
Land Contract Escrow	\$ 22,760.01
Notes Receivable	\$ -
Specific Tax Receivable	\$ 142,729.81
Payroll	\$ 14,586.17
Employer Tax Liability CDBG	\$ -
Specific Tax Receivable - Prior Year	\$ 20,116.57
OCOF Nonprofit Receivable	\$ 5,322.68
Ingham County Receivable	\$ (7,076.67)
Lansing City Receivable - General	\$ 2,489.32
CDBG County Receivable	\$ -
CDBG Receivable - Lansing Demo	\$ 0.01
CDBG Lansing Rehab Receivable	\$ 177,208.04
CDBG City TA Receivable	\$ -
NSP 3 Lansing City Receivable	\$ -
NSP County Receivable	\$ -
NSP 2 Receivable	\$ 33,309.15
HOME Lansing City Receivable	\$ 27,000.00
Michigan Blight Elimination Rec	\$ -
HHF MSHDA Receivable	\$ 892,702.11
MSDHA Ash Street Rec	\$ -
Brownfield Rec	\$ -
Due from other funds	\$ 3,439,389.29
Inventory - NSP2	\$ 100,000.00
Inventory	\$ 3,143,097.73
Fixed Assets	\$ 236,763.70
Fixed Assets - Rental	\$ 891,542.39
Accumulated Depreciation - Rental	\$ (143,013.94)
Total Assets	\$ 9,969,749.51

Liabilities	
Accounts Payable	\$ 314,649.88
Notes Payable - PNC Bank	\$ 4,375,000.00
Due to MSHDA - NSP 2	\$ -
Due to Ingham County	\$ 1,169,493.09
Due to MSHDA	\$ 99,999.78
Due to City of Lansing	\$ 578,908.61

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF NET ASSETS
STATEMENT OF REVENUES, EXPENSES AND CHANGE IN NET ASSETS
MARCH 31, 2016

Due from other funds	\$ 3,439,389.29
Rental Deposit	\$ 12,350.00
Good Faith Deposits	\$ 11,939.00
Land Contract Escrow	\$ 4,482.88
Deferred Revenue	\$ -
Employee Contribution - Health Car	\$ 983.85
Total Liabilities	\$ 10,007,196.38

Retained Earnings	\$ (119,801.10)
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Total Net Assets	\$ 82,354.23
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INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
MARCH 31, 2016

	2016 Amended Feb-16	2016 YTD 3/31/2016	%
Revenues			
Ingham County allocation	\$ 400,000.00	\$ 400,000.00	100.00%
Property Sales	\$ 1,206,200.00	\$ 252,237.11	20.91%
Interest Income	\$ 50,900.00	\$ 53,275.31	104.67%
HOME Developer Fee Income	\$ 125,100.00		0.00%
HOME Program Revenue	\$ 140,000.00	\$ 66,718.30	47.66%
Specific Tax	\$ 190,000.00	\$ -	0.00%
CDBG Technical Assistance Grant	\$ -	\$ -	#DIV/0!
CDBG Program Revenue	\$ 420,000.00	\$ -	0.00%
NSP1 Program Revenue	\$ 4,300.00	\$ -	0.00%
NSP2 Program Revenue	\$ 104,300.00	\$ 296.00	0.28%
NSP2-PI-1 Program Revenue			#DIV/0!
NSP3 Program Revenue	\$ -	\$ -	#DIV/0!
NSP3 Sale Proceeds	\$ -	\$ -	#DIV/0!
Hardest Hit Blight Elimination Funding	\$ 3,500,000.00	\$ 91,250.00	2.61%
Rental Income	\$ 232,300.00	\$ 33,365.00	14.36%
MI Blight Elimination Grant (Blind School)	\$ -	\$ -	#DIV/0!
MHCDF Grant (Ash Street Project)	\$ -	\$ -	#DIV/0!
Brownfield Revenue	\$ -	\$ -	#DIV/0!
Lansing Reinvestment Revenue	\$ -	\$ -	#DIV/0!
Late Fee Revenue	\$ -	\$ 389.56	#DIV/0!
Donation Revenue	\$ -	\$ 25.00	#DIV/0!
Miscellaneous Revenue	\$ -	\$ 50.00	#DIV/0!
Garden Program Revenue	\$ 500.00	\$ 2,074.55	414.91%
Total Revenue	\$ 6,373,600.00	\$ 899,680.83	14.12%

Non-Administrative Expense			
Property Acquisitions	\$ 200,000.00	\$ -	0.00%
Land Bank Cost of Projects (renovations, assoc. fees, etc.)	\$ 333,000.00	\$ 210,107.09	63.10%
Land Bank Current Year Taxes	\$ -	\$ -	#DIV/0!
Lawn/Snow/Maintenance	\$ 350,900.00	\$ 38,865.00	11.08%
Brownfield Debt	\$ 60,000.00	\$ -	0.00%
HOME Grant Expenses	\$ 140,000.00	\$ 85,554.17	61.11%
CDBG TA Grant Expenses	\$ -	\$ -	#DIV/0!
CDBG Renovation Expenses	\$ 420,000.00	\$ 19,678.01	4.69%
NSP1 Lansing City	\$ 21,600.00	\$ 2,807.88	13.00%
NSP County	\$ -	\$ -	#DIV/0!
NSP2 Expenses	\$ 112,000.00	\$ 7,014.71	6.26%
NSP2 -PI-1 Expenses	\$ -	\$ 279.43	#DIV/0!
NSP2 -PI-2 Expenses	\$ -	\$ 1,716.81	#DIV/0!
NSP3 Expenses	\$ -	\$ -	#DIV/0!
MHCDF Grant (Ash Street Project)	\$ -	\$ -	#DIV/0!
Hardest Hit Blight Elimination Funding	\$ 3,500,000.00	\$ 241,965.33	6.91%
MI Blight Elimination Grant Expenses	\$ -	\$ (12,404.00)	#DIV/0!
Demolitions	\$ 30,000.00	\$ -	0.00%
Total Non-Administrative Expense	\$ 5,167,500.00	\$ 595,584.43	11.53%

Administrative Expense			
Office Supplies	\$ 12,000.00	\$ 1,523.74	12.70%
Audit Fee	\$ 16,200.00	\$ -	0.00%
Communication	\$ 5,000.00	\$ 1,029.06	20.58%
Security	\$ 2,000.00	\$ 624.50	31.23%
Membership Fees	\$ 1,500.00	\$ 350.00	23.33%
Rental Expense	\$ 600.00	\$ 200.00	33.33%
Administrative Expense Cont.			
Office Expense (Utilities, Lawn/Snow, etc)	\$ 5,500.00	\$ 1,373.45	24.97%
Postage	\$ 4,000.00	\$ -	0.00%
Media/Public Relations	\$ 25,000.00	\$ 4,024.34	16.10%
Consultants/Legal/Contractual Services	\$ 93,700.00	\$ 6,043.84	6.45%
Computer Software Upgrade/Annual fee	\$ 22,500.00	\$ 25,881.24	115.03%
Travel/Mileage	\$ 6,000.00	\$ -	0.00%
Prof.Training/Conferences	\$ 3,500.00	\$ 650.00	18.57%

INGHAM COUNTY LAND BANK AUTHORITY
STATEMENT OF REVENUES, EXPENSES, AND CHANGE IN NET ASSETS
MARCH 31, 2016

	2016 Amended Feb-16	2016 YTD 3/31/2016	%
Payroll Expense (incl. intern)	\$ 477,600.00	\$ 90,644.41	18.98%
Health Insurance and Benefit Expenses	\$ 69,700.00	\$ 35,945.13	51.57%
Building Maintenance	\$ 60,000.00	\$ 6,173.49	10.29%
Interest Expense	\$ 55,000.00	\$ 17,166.18	31.21%
Vehicle Expense	\$ 8,000.00	\$ 706.23	8.83%
AmeriCorps	\$ 13,500.00	\$ 4,250.00	31.48%
Equipment Small Purchase	\$ 13,000.00	\$ -	0.00%
Bank Fee	\$ 1,400.00	\$ 188.53	13.47%
Insurance	\$ 21,400.00	\$ -	0.00%
Garden Program Expense	\$ 5,000.00	\$ 343.83	6.88%
Land Contract Default	\$ 50,000.00	\$ -	0.00%
Community Development Projects	\$ 15,000.00	\$ 4,000.00	26.67%
Lansing Brownfield Expense	\$ 8,300.00	\$ -	0.00%
Rental Program Expense	\$ 75,000.00	\$ 20,624.20	27.50%
Total Administrative Expense	\$ 1,070,400.00	\$ 221,742.17	20.72%

Total Operating Expense	\$ 6,237,900.00	\$ 817,326.60	13.10%
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Total Net Revenue & Expense, end of period	\$ 135,700.00	\$ 82,354.23	
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Assets

- Cash
- Accounts Receivable
- Land Contract Receivable