Ingham County Land Bank Zoom Meeting

In-person and virtually via Zoom

<https://us02web.zoom.us/j/81735963808?pwd=VnZYTkl4Nko3ZmtQR2djOGF6RkhVQT09>

Meeting ID: 817 3596 3808

Passcode: 344009

By Phone: 1 929 205 6099 US (New York)

**CALL TO ORDER**

Chairperson Fox called the January 25, 2024 Annual Meeting of the Ingham County Land Bank to order at 5:00 p.m., held in-person at the Ingham County Land Bank Office and virtually via Zoom.

Members Present: Fox, Pena, Van Fossen

Members Absent: Sebolt, Grebner

Others Present: Tim Perrone, David Burns, Roxanne Case, Gina Jackson

**APPROVAL OF THE MINUTES**

Minutes OF DECEMBER 18 2023 ACCEPTED AS SUBMITTED.

**ADDITIONS TO THE AGENDA**

None

**LIMITED PUBLIC COMMENT**

None

Welcome Rawley Van Fossen, Director of EDP of City of Lansing, newly added Board Member

Welcome Gina Jackson – newly hired, as Land Bank Program Administrator

1. Commercial – Multi-Family
   1. Sale Status report

Brief discussion. David Burns reiterated some statements listed in the report.

1. Residential
   1. List of Properties - Sold & In Progress, Summary 2023

Commissioner Pena asked about 421 S Detroit Ave and the demolition process. Director Case stated that it was planning to be demolished with 3 other properties in one contract. The 642 S Francis Ave property is still set to be demolition by the City of Lansing through their FEMA grant. The Purchase Agreement had to be updated because it was outdated. That was completed along with an update for the (927) S Grand Ave property for the City of Lansing.

1. Administration
   1. Accounts Payable – December 2023

Accepted and on file.

Commissioner Pena asked about a couple of the large expenses. Director Case explained that one was the cost of the modular house on S Fairview. One was for construction of the Pointe West condos, and the other large expense was for the demolition of the former Leslie High School. Director Case pointed out that 99.9% of grant funds are reimbursed and that the Land Bank is required to pay for eligible activities in advance. That is why the Land Bank pulled funds out of our PNC Note (stated in the Executive Director’s Report within the Board Packet.)

* 1. Communications Narrative / Executive Director’s Report

Brief discussion.

* 1. Legal

Tim Perrone stated that he reviewed documents for Pointe West condos; these documents seem to be standard documents, and didn’t find any specific concerns. Court of Appeals did issue an opinion regarding the bottling plant property. Brief discussion about excess proceeds. The ruling of the Notice of Intent to Claim by July 1st in regards to foreclosures is considered a solid date, and therefore, the Land Bank may be able to purchase properties through the Right of First Refusal.

* 1. Board Member Positions

Director Case stated that positions were up for appointment. Commissioner Grebner informed Director Case that he would stay on as Vice Chair unless someone else would like to volunteer. A Treasurer is needed; this person will need to be able to come into the Land Bank office to review and sign checks every other week. Discussion occurred.

Chairperson Fox asked for a motion to approve positions as the following:

* Commissioner Grebner as Vice Chair.
* Commissioner Pena as Treasurer.
* Rawley Van Fossen as Secretary.

COMMISSIONER PENA MOVED TO ACCEPT THE POSITIONS AS APPOINTED. SUPPORTED BY RAWLEY VAN FOSSEN. THE MOTION CARRIED UNANIMOUSLY.

1. Limited public comment

None

1. Announcements, Comments, or other Questions

Director Case stated that Commissioner Pena is on the Human Services Board; these meetings are scheduled at 6pm on the same night as Land Bank Board meetings. Director Case presented two options: a) change the time to 4:45pm; b) move the meeting to Ingham County’s Human Services Building. Discussion occurred.

RAWLEY VAN FOSSEN MOVED TO SET THE START TIME OF THE LAND BANK BOARD MEETINGS TO 4:45PM STARTING IN MARCH AT THE LAND BANK OFFICE. SUPPORTED BY COMMISSIONER PENA. THE MOTION CARRIED UNANIMOUSLY.

1. Adjournment

Accepted.

THE MOTION CARRIED UNANIMOUSLY.

Chairperson Fox adjourned the meeting at 5:30pm.

Next meeting on March 18, 2024, at 4:45pm at the Land Bank office.