

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

August 6, 2012
Minutes

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

Members Absent: Comm. Nolan, Comm. De Leon

Others Present: Mary Ruttan, Tim Perrone, Sandy Gower, Jason Kildea, Linda Schonberg

The meeting was called to order by Chairperson Schertzing at 6:05 p.m. Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the July 9, 2012 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO APPROVE THE JULY 9, 2012 MINUTES. MOTION CARRIED UNANIMOUSLY.
Absent: Comm. DeLeon, Comm. Nolan

Additions to the Agenda: None

Limited Public Comment: None

1. Community Projects Update

Chairperson Schertzing stated no one was present to address the board about a community project.

2. Resolution to Authorize the Chair to Execute the Offer to Purchase for 600 E. Michigan, Lansing from Gillespie Development, LLC

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK TO ADOPT THE RESOLUTION TO AUTHORIZE THE CHAIR TO EXECUTE THE OFFER TO PURCHASE FOR 600 E. MICHIGAN, LANSING FROM GILLESPIE DEVELOPMENT, LLC.

Chairperson Schertzing stated this offer was based upon the one previously used for the Silver Dollar site. He also stated a potential user for first floor commercial space has been identified. Chairperson Schertzing introduced Jason Kildea from Gillespie Development. Mr. Kildea stated the company is excited to get to work on the project and are ready to begin their due diligence process immediately, if approved. A 12 – 18 month timeframe is anticipated.

MOTION CARRIED UNANIMOUSLY.

Absent: Comm. DeLeon, Comm. Nolan

3. Resolution to Approve the General Contractor Policy and Guideline Manual
- 3a. Contractor (Vendor) Application Process – Linda Schonberg

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. MCGRAIN TO TABLE THE RESOLUTION TO APPROVE THE GENERAL CONTRACTOR POLICY AND GUIDELINE MANUAL TO THE OCTOBER 1, 2012 MEETING. MOTION CARRIED UNANIMOUSLY. Absent: Comm. DeLeon, Comm. Nolan

4. Property Maintenance, Renovation & Development
- 4a. Residential Property Update – Dashboard

Chairperson Schertzing stated the dashboard was included in the board packet. He highlighted that the number of structures in inventory has decreased significantly from the NSP demolition activities. He stated he attended a closing today and another is scheduled for tomorrow. Executive Director Ruttan stated we have received an offer on 912 Clyde. Comm. McGrain pointed out an error in the number of gardens. Chairperson Schertzing stated we can expect approximately 100 additional 2012 tax foreclosure properties to be added to inventory at year's end through the local unit rejection process. Executive Director Ruttan stated staff has been working to create updated protocols and priorities for vacant lot disposition.

- 4b. Commercial Property Update

Chairperson Schertzing shared an email he had received from Dan Van Acker concerning progress he has made at the Keystone warehouse. We have received a letter of intent for 122 W Grand River, Williamston from a Portland woman who is interested in opening a bakery. She is interested in a 3 year lease with an option to purchase at the end. If negotiations progress, it would need to come to the board as an option to purchase. The tenant will incur all costs for renovating the building into a bakery. A downside of a lease is that the property will remain exempt from property tax for the City of Williamston. Executive Director Ruttan asked if the Board was philosophically opposed to the idea of renting a commercial space. Comm. Bahar-Cook stated proposals would have to be evaluated on a case-by-case basis, but that she was not opposed in theory. Comm. McGrain agreed.

4c. PROP Update

Chairperson Schertzing stated 400 S Fairview was being added to the program with increased marketing.

4d. Garden Program

Chairperson Schertzing stated a lot on S Francis has been cleaned up for a raspberry patch. Jared Talaga has been working on establishing a handicap accessible garden. Comm. Bahar-Cook inquired as to the total number of gardens versus parcels. Chairperson Schertzing stated some “gardens” are composed of multiple parcels of land. Comm. Bahar-Cook requested Melissa Lott come to the October board meeting and provide a general update on the program. Comm. McGrain stated he thoroughly enjoyed the community garden tour.

4e. Vacant Lot Update

Chairperson Schertzing stated this was covered under the residential property update.

4f. General Legal Update – Counsel

Tim Perrone stated the 934 Clark construction lien issue has been settled and dismissal documents have been filed with the court. Stacy Lynch has signed a reaffirmation of her land contract as part of her bankruptcy. A response letter has been sent to Grace at Home. All work at 608 Leslie Street is to be completed within 21 days.

5. Accounts Payable & Monthly Statement

5a. Accounts Payable Approval – July 2012

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK TO APPROVE THE ACCOUNTS PAYABLE FOR JULY 2012. MOTION CARRIED UNANIMOUSLY. Absent: Comm. DeLeon, Comm. Nolan

5b. Monthly Statement – June 2012

The June 2012 monthly financial statement was received and placed on file.

6. Chairman & Executive Director Comments

Chairperson Schertzing stated the REO Town Commercial Association will be holding an “Art Attack” art and music festival on the former Deluxe Inn site on September 8th. The Land Bank will be prominently featured in their marketing materials and sponsor lists. The Treasurer’s office is exploring the idea of a Housing Resource Center to help deal with landlord/tenant issues resulting from the property tax foreclosure process. The project will also be able to help get people to qualify for the 10-12 HOME projects the Land Bank will be doing with the City of Lansing.

Announcements: None

Limited Public Comment: None

The meeting adjourned at 6:40 p.m.

Respectfully submitted,
Joseph Bonsall