

Approved December 13, 2005

THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY
TUESDAY, NOVEMBER 1, 2005
Minutes

Members Present: Dale Copedge, Debbie DeLeon, Eric Schertzing

Members Absent: Andy Schor, Curtis Hertel Jr.

Others Present: Timothy Perrone

The meeting was called to order by Chairperson Schertzing at 6:10 p.m. in the Personnel Conference Room of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of Minutes

This being the first meeting of the Authority there were no minutes.

Additions to the Agenda - None

Limited Public Comment - None

1. Review of Intergovernmental Agreement – Discussion item

Mr. Perrone reviewed statutory requirements and actions required by the Agreement including articles of incorporation, bylaws and independent nature of authority.

Mr. Schertzing explained that the agreement is largely modeled after Genesee County's Agreement with State Land Bank Fast Track Authority. Appointment of advisory committee(s) discussed and will be pursued for affordable housing

2. Resolution to Approve the Articles of Incorporation (Exhibit 1) Substitute.

**RESOLUTION TO APPROVE THE ARTICLES OF INCORPORATION OF THE
INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY AND AUTHORIZE
THE CHAIRPERSON TO SIGN ARTICLES OF INCORPORATION**

RESOLUTION #05-01

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 which, among other things, has for

its purpose the assembly and clearance of title to tax reverted property in a coordinated manner;
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, there exist in Michigan and Ingham County a continuing need to strengthen and revitalize the economy and it is in the best interest of the State of Michigan, Ingham County, and local units of government to strategically manage tax reverted and other property to foster the development of that property and to promote economic growth in the State of Michigan, Ingham County, and local units of government; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, has entered into such an intergovernmental agreement under the Act, with an effective date of October 21, 2005; and

WHEREAS, the County Board of Commissioners has appointed a Board of Directors consisting of five members (terms beginning November 1, 2005), including the Ingham County Treasurer (ex officio) as Chair of the Board of Directors; and

WHEREAS, Section 3.02 of the Intergovernmental Agreement requires the Board to adopt articles of incorporation at its initial meeting;

THEREFORE BE IT RESOLVED, that the Authority approves the proposed Articles of Incorporation provided by the County Attorney; and

BE IT FURTHER RESOLVED, that the Chair is authorized to sign the Articles of Incorporation (Exhibit 1).

MOVED BY DELEON, SUPPORTED BY COPEdge TO APPROVE THE RESOLUTION.

The necessity to adopt articles at the Authority's first meeting pursuant to Section 3.02 of Intergovernmental Agreement was noted.

Aye: Copedge, DeLeon, Schertzing. Nay: none. Absent: Hertel, Schor

3. Resolution to Approve the Bylaws (Exhibit 2) Substitute.

**RESOLUTION TO APPROVE THE BYLAWS OF THE INGHAM COUNTY LAND
BANK FAST TRACK AUTHORITY**

RESOLUTION #05-02

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(b) of the Intergovernmental Agreement requires the Board to adopt bylaws;

THEREFORE BE IT RESOLVED, that the Authority approves the proposed Bylaws (Exhibit 2) subject to approval by the County Attorney.

MOVED BY DELEON, SUPPORTED BY COPEGE TO APPROVE THE RESOLUTION.

The necessity to adopt bylaws pursuant to Section 4.08(b) of the Intergovernmental Agreement was noted.

Aye: Copedge, DeLeon, Schertzing. Nay: none. Absent: Hertel, Schor

4a. Appointment of Officers – Chairperson

The Chair is the County Treasurer pursuant to Section 4.10 of the Intergovernmental Agreement.

b. Vice-Chairperson (optional)

MOVED BY COPEGE, SUPPORTED BY SCHERTZING, TO APPOINT DEBBIE DELEON VICE-CHAIRPERSON.

MOTION CARRIED UNANIMOUSLY. Absent: Hertel, Schor

c. Secretary

MOVED BY SCHERTZING, SUPPORTED BY DELEON, TO APPOINT CURTIS HERTEL JR SECRETARY.

MOTION CARRIED UNANIMOUSLY. Absent: Hertel, Schor

d. Treasurer

MOVED BY SCHERTZING, SUPPORTED BY DELEON, TO APPOINT DALE COPEDEGE TREASURER.

MOTION CARRIED UNANIMOUSLY. Absent: Hertel, Schor

5a. Legal Services - Proposed contract from Cohl, Stoker & Toskey & McGlinchey, P.C.

MOVED BY DELEON, SUPPORTED BY COPEDEGE, TO APPROVE LEGAL SERVICES CONTRACT WITH COHL, STOKER, TOSKEY & MCGLINCHEY, P.C. EFFECTIVE NOVEMBER 2, 2005.

MOTION CARRIED UNANIMOUSLY. Absent: Hertel, Schor

b. Environmental liability memo from attorney Perrone – discussion item.

Attorney handout outlines liability issue for contaminated property.

6a. Policies and Procedures - Genesee Land Bank Reutilization Council, Inc.

Substitute document of Genesee Land Bank Policies and Procedures distributed at meeting. This is the document used to build our own policies and procedures.

b. Workshop on 11.2.05 at Kellogg Center

Treasury staff to attend and customize policies and procedures and bring to next Authority meeting for action.

7a. Discussion of Budget request to County Commission - Forfeiture/Foreclosure budget

The 13 month forfeiture fees and expense budget was reviewed briefly by Authority. Document was previously provided to Finance and County Services Committees of the Ingham County Board. The retained earnings of over \$100,000 are a possible funding source for Land Bank in 2006.

b. 2006 budget

Chair commented on need for a budget for 2006. Proposed budget/funding request will be presented at next meeting.

8a. Meeting schedule - 2005

The next meeting will be held at the County Courthouse on December 13th at 5:00 p.m.

b. Meeting schedule 2006

Authority will decide at next meeting on the meeting time and place for 2006.

9a. Report by Chair on activity - Time line

Chair will hand out and discuss at future meeting.

b. Local government meetings

Chair reported on meetings with local communities to discuss potential assistance provided by the Land Bank for economic development. Presentations made at Board meetings for the City of Mason and Townships of Alaiedon, Aurelius, Leroy and Locke.

c. Staffing options

Chair reported that an accounting position is being created in the Treasurer's office to assist with cost accounting for foreclosed parcels and also the Land Bank. Additional cost to be covered by fee revenue.

Chair also discussed future Land Bank Executive Director/Controller. Chief Deputy Treasurer Ruttan is retiring mid year 2006, but would be interested in working under contract with Land Bank. This would bring a very skilled employee to Land Bank and assist with transition within Treasury by keeping resource available. Will Budget for position for 2006.

10. Flint Journal article

Handout of front page article on October 23, 2005 about Land Bank in Genesee County and the projects they are taking on.

11. Land Bank Authority Book

Copies of "Land Bank Authorities: A Guide for the Creation and Operation of Local Land Banks" by Frank Alexander provided to members present. The book was funded by the Local Initiatives Support Corporation (LISC). This book is also being provided to local government leaders at presentations.

12. Resolution in support of a request to the Michigan Land Bank Fast Track Authority to transfer certain properties to the ICLBFTA. Substitute.

**RESOLUTION IN SUPPORT OF A TRANSFER OF INVENTORIED PROPERTIES
FROM THE STATE LAND BANK FAST TRACK AUTHORITY TO THE INGHAM
COUNTY LAND BANK**

RESOLUTION #05-03

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, there are currently 19 tax foreclosed parcels in the State Authority inventory and are likely to be more from the 2005 foreclosure process; and

WHEREAS, the County Authority was created to resolve the many issues surrounding the foreclosure of properties in Ingham County; and

WHEREAS, the County Authority can more effectively resolve neighborhood and local governmental concerns regarding the disposition of Land Bank properties;

THEREFORE BE IT RESOLVED, that the Authority authorizes its Chairperson to enter into negotiations with the State Authority for the transfer of certain parcels in the inventory of the State Authority to the County Authority;

AND BE IT FURTHER RESOLVED, that the County Authority Attorney and Chair shall keep the County Authority apprised of negotiations with the State Authority.

MOVED BY DELEON, SUPPORTED BY COPELGE, TO APPROVE AMENDED RESOLUTION.

Chair discussed the State Land Bank inventory of properties from prior year foreclosures. Most parcels are bits and pieces that are best attached to adjoining parcels. The best way to make corrections is through the Land Bank. A few of the parcels may have environmental contamination. Chair would like authority to work with State staff to acquire parcels that make sense for both Authorities. These discussions will include any current year parcels received by State Authority.

Final paragraph of resolution amended to replace Board with Authority and fix typo.

Aye: Copedge, DeLeon, Schertzing. Nay: none. Absent: Hertel, Schor

Announcements - None

Public Comment - None

The meeting adjourned at 7:00 p.m.