THE INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

TUESDAY, DECEMBER 13, 2005 Minutes

Members Present:

Dale Copedge, Debbie DeLeon, Curtis Hertel Jr., Eric Schertzing, Andy

Schor

Members Absent:

None

Others Present:

Timothy Perrone, Mary Ruttan

The meeting was called to order by Chairperson Schertzing at 5:20 p.m. in the Board of Commissioner Room, 3rd Floor, Courthouse, 315 S. Jefferson, Mason.

Approval of Minutes

Minutes of the November 1, 2005 Special Meeting were reviewed with several minor corrections made.

MOVED BY DELEON SUPPORTED BY HERTEL TO APPROVE THE MINUTES AS AMENDED.

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

Additions to the Agenda - None

Limited Public Comment - None

1a. Setting of 2006 meeting schedule - Date and time

The Chair believes monthly meetings will be required in the start up year and the process will be easier if fixed meeting dates and time are established in advance. This also provides the public with better awareness of our meetings. After much discussion monthly meetings on Monday before the **first** Human Services Committee meeting of a month at 5:30 p.m. in Conference Rooms D&E , Human Services Building, 5305 S. Cedar, Lansing were proposed. There is not a meeting in January.

Chair also asked that one member of Authority be willing to spend more time between meetings discussing Land Bank. DeLeon agreed to fulfill this role.

MOVED BY DELEON SUPPORTED BY HERTEL TO SET REGULAR MEETINGS AT 5:30 P.M. ON THE MONDAY OF FIRST HUMAN SERVICES COMMITTEE MEETING EACH MONTH BEGINNING IN FEBRUARY.

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

b. Public comment period

Discussion of time allowed for public comment before and after agenda. It was decided that public comment at beginning of meeting for items on the agenda only. Public may comment on the agenda items as they are discussed only with permission of Chair. Time limit for public comments is 3 minutes.

c. Advisory & Subcommittee meetings

Discussion of need for housing advisory committee. Membership to be appointed by Chair with input from members and local government officials. Copedge expressed need for Lansing Code Enforcement involvement. Schertzing expressed desire for Advisory Committee to be largely named by local governments. One person per larger unit. Land Bank will need to have regular meetings with professional staff, especially Lansing.

Copedge suggested ongoing relationship with City to ensure Code Compliance after property sold by Authority. Chair pointed out 5 years of Specific Tax Roll collection that will maintain an interest.

Housing Advisory Subcommittee will likely meet during business hours.

Member Schor arrived at 5:55 p.m.

2. <u>Resolution to Approve Policies and Procedures</u> (exhibit 1)

Chair and two Treasury staff attended Land Bank work session on policies and procedures hosted by the Genesee Institute. They have received additional funding from the C.S. Mott Foundation to train current and potential Land Bank staff.

The document before you was drafted from a template of the updated Genesee Land Bank Policies and Procedures. Members discussed and review document purpose. DeLeon suggested several minor changes. Attorney also had minor clear up. Resolution was not taken up. Chair will incorporate changes and bring document back to next meeting.

3. Advisory Committee(s) – discussion

a. Affordable housing

Discussion began under item 2 for Authorities focus on affordable housing, especially with targeted areas of Lansing. Chair had a meeting with Ingham County Housing Commission Executive Director Bruce Johnston prior week. Discussion explored a strategic partnership to

rehabilitate housing throughout the county. At February meeting the Chair of the County Housing Commission will present a outline of their ideas for the partnership.

Commission ED has extensive experience in rehabilitation work. Land Bank can offer working capital and will benefit from future tax capture under the 5/50 provision. Land Bank will need Full Faith and Credit backing from the County Commission to obtain operating funds for affordable housing construction and rehabilitation. Perrone explained this would be County lending its backing to an independent Authority.

b. Economic development (non-housing)

The Land Bank focus will be housing. In some areas like Stockbridge there may be downtown housing above retail space where we would get involved in both types of development.

4a. <u>Budget for 2006</u> - Request to County Board of Commissioners

A proposed budget was handed out. Chair explained thought process that drove figures. Start up money needed to fund initial operations. Bank loan should enable LB to reimburse County for acquisition of most foreclosed parcels for taxes owed. Non-auction disposition will maximize yield from foreclosed parcels and provide resources for the Land Bank.

Perrone provided three minor corrections for proposed resolution.

MOVED BY SCHOR SUPPORTED BY COPEDGE TO ADOPT RESOLUTION APPROVING 2006 BUDGET AND START UP FUNDING REQUEST.

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

b. Land Bank generated funds

Chair talked about 5/50 future funding for sold property. This is one advantage to partnership with County Housing Commission and other housing entities. Brownfield capture also exist. Rehabilitation and sale of tax reverted and distressed properties is expected to be breakeven or better.

c. Strategic fund for affordable housing

The bank loan should make available funds for this effort with the Housing Commission.

- 5. Treasurer Activity Report
 - a. Time line hand out

Outline of Land Bank statute and major steps that lead us to today.

b. Local government meetings

Attended Stockbridge and Webberville Villages Council meetings; also Meridian Township and Lansing City Council Committee of the Whole.

At the Lansing meeting the City agree to transfer 21 parcels that did not sell at this year's State auction to the Land Bank Authority. It appears two parcels are buildable. One in City targeted Baker-Donora area and other on North Pennsylvania. Authority will be responsible for maintaining parcels. Treasurer has participated in snow removal on road frontage parcels.

Attended November and December State Land Bank Authority Meetings.

c. Staffing options

Mary Ruttan is retiring in May from Treasury. Budget provides funds for Mary to serve Land Bank as part-time contract Executive Director.

d. County Housing Commission

This was pretty much covered under earlier items. February meeting will include presentation by Housing Commission Chair.

6 Update on discussions with Michigan Land Bank Fast Track Authority to transfer certain properties to the ICLBFTA.

The State does not want to cooperate. We will work on our upcoming inventory of 21 parcels on the City of Lansing. State want development plan for any parcel we are requesting control over. More on this issue next year once we get further along.

Announcements - None

Public Comment - None

The meeting adjourned at 7:00 p.m.