

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

December 7, 2015
Minutes

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

Members Absent: None

Others Present: Jeff Burdick, Tim Perrone, Joseph Bonsall, Dawn Van Halst, Mikki Droste, Brent Forsberg, Gina Pons-Schultz

The meeting was called to order by Chairperson Schertzing at 5:00 p.m. in Conference Room D & E of the Human Services Building, 5303 S. Cedar, Lansing.

Approval of the November 2, 2015 Minutes

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. NOLAN, TO APPROVE THE NOVEMBER 2, 2015 MINUTES. MOTION CARRIED UNANIMOUSLY.

Additions to the Agenda:

MOVED BY COMM. BAHAR-COOK, SUPPORTED BY COMM. HOPE, TO AMEND THE MEETING AGENDA TO INCLUDE ITEM 7a. EMAIL CORRESPONDENCE FROM COMM. MCGRAIN, AND TO REMOVE ITEM 6. RESOLUTION TO AUTHORIZE THE LAND BANK TO SERVE AS THE AGENT FOR THE COUNTY TREASURER IN THE COUNTER SALE OF 2015 TAX FORECLOSURES TO ENTITIES THAT WILL RENOVATE THE PROPERTIES FOR RESIDENTIAL RENTAL PURPOSES. MOTION CARRIED UNANIMOUSLY.

Limited Public Comment: None

1. Community Projects Update

Executive Director Burdick stated he had no community projects to report to the board.

2. 2016 Meeting Schedule

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MCGRAIN, TO APPROVE THE 2016 MEETING SCHEDULE. MOTION CARRIED UNANIMOUSLY.

3. Resolution to approve entering into an option to purchase arrangement with Capital Area Housing Partnership to acquire and renovate or newly construct single family homes on Lansing's east side

MOVED BY COMM. MCGRAIN, SUPPORTED BY COMM. BAHAR-COOK, TO ADOPT THE RESOLUTION APPROVING ENTERING INTO AN OPTION PURCHASE AGREEMENT WITH CAPITAL AREA HOUSING PARTNERSHIP.

Chairperson Schertzing stated he felt it would be more appropriate for 134 Leslie St to be transferred to Dave Muylle. Comm. Bahar-Cook requested that all references for 5 properties be amended to 4 and that 134 Leslie St be removed from the list of properties. Mikki Droste, Executive Director of Capital Area Housing Partnership, provided an overview of the proposal. The homes renovated and constructed will be targeted to buyers within 80% of AMI. The project is expected to be completed in summer 2017. Comm. McGrain stated he was excited to see this kind of investment on the east side.

MOTION, AS AMENDED, CARRIED UNANIMOUSLY.

4. Consideration of TA Forsberg's plan to implement The Pitstop at REO Town on the former Deluxe Inn property

Executive Director Burdick informed the board that a new proposal for the former Deluxe Inn property from another developer was received today. He introduced Brent Forsberg who distributed materials and provided an overview of the proposal. Comm. Bahar-Cook asked what about the project's timeline. Mr. Forsberg stated he hoped to be up and running by April 1, 2016. Comm. Nolan, while supportive of the project overall, expressed reservations about encouraging such a short-term project while still seeking a permanent, large-scale project. Mr. Forsberg stated any financial outlay prior to final board approval would be at his own risk. Comm. McGrain inquired if the proposal was to lease the property, or purchase. Mr. Forsberg stated the proposal was for a revenue sharing agreement and lease with the intent to purchase for a larger project in the future. Comm McGrain asked if the Land Bank would be expected to provide any funding under the proposal. Comm. Bahar-Cook expressed her concern about tying up the property with a short-term solution. Comm. McGrain stated he was comfortable with TA Forsberg continuing its due diligence while staff continues to explore other options prior to the February 2016 meeting.

5. Resolution to approve the sale of 1314 W Ionia to Stephan Williams to renovate for use as a residential rental property

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. MCGRAIN, TO ADOPT THE RESOLUTION APPROVING THE SALE OF 1314 W IONIA TO STEPHAN WILLIAMS FOR USE AS A RESIDENTIAL RENTAL PROPERTY.

Executive Director Burdick stated Mr. Williams was unable to attend the meeting personally because he works second shift at General Motors. Executive Director Burdick provided an overview of Mr. Williams' proposal and his prior work with the Land Bank.

MOTION CARRIED UNANIMOUSLY.

7. Resolution to amend the 2016 budget

Comm. McGrain thanked Executive Director Burdick for the response to his email and expressed continued concern over the Land Bank's financial position going forward. Executive Director Burdick provided an overview of the proposed 2016 budget amendment and 2015 year-end projections. He stated commercial sales remain our primary concern. Comm. Bahar-Cook asked what budget areas had the potential for savings and how the line of credit fit into the discussion. Executive Director Burdick responded that savings could be found in the property acquisition and renovation line items, as well as payroll and benefits. Increasing the line of credit could help with covering the costs for income generating projects. Chairperson Schertzing stated he felt the Land Bank could operate more efficiently with a leaner staff now that NSP1 and NSP2 have come and gone. Comm. Nolan expressed similar concerns over staffing levels. Comm. McGrain requested staff re-examine staffing and discretionary expenses and bring this item back at the February 2016 meeting.

8. December 2015 Communications Report

Chairperson Schertzing stated the communications report was included in the meeting packet.

9. Property Maintenance, Renovation & Development

9a. Residential, Garden, and Commercial Property Update – Dashboard

Chairperson Schertzing stated the dashboard was included in the packet.

9b. Completed and Pending Sales

Chairperson Schertzing stated the sales report was included in the meeting packet.

9c. General Legal Update - Counsel

Tim Perrone stated there were no pending legal issues to present to the board.

10. Accounts Payable and Monthly Statements

10a. Accounts Payable Approval – November 2015

MOVED BY COMM. NOLAN, SUPPORTED BY COMM. HOPE, TO APPROVE THE ACCOUNTS PAYABLE FOR NOVEMBER 2015. MOTION CARRIED UNANIMOUSLY.

4b. Monthly Statement – October 31, 2015

The October 31, 2015 monthly financial statement was received and placed on file.

11. Chairman and Executive Director Comments

Chairperson Schertzing recognized outgoing Land Bank Board member Comm. Bahar-Cook and thanked her for her many years of service. Comm. Bahar-Cook stated she has enjoyed her time on the board immensely and wished the Land Bank continued success in the future. Chairperson Schertzing reminded all in attendance the Land Bank's 10 year anniversary party would be held from 4-6 pm tomorrow at the Ash Street project in Mason.

Announcements: None

Limited Public Comment: None

The meeting adjourned at 6:31 p.m.

Respectfully submitted,
Joseph G Bonsall