

**INGHAM COUNTY LAND BANK
FAST TRACK AUTHORITY**

Annual Meeting

February 6, 2017

Minutes

Members Present: Eric Schertzing, Comm. Anthony, Comm. Hope, Comm. McGrain

Members Absent: Comm. Nolan

Others Present: Dawn Van Halst, Tim Perrone, Joseph Bonsall, Robert Pena

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 7, 2016, November 17, 2016 and January 10, 2017 Minutes

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. HOPE, TO APPROVE THE NOVEMBER 7, 2016, NOVEMBER 17, 2016 AND JANUARY 10, 2017 MINUTES. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

Additions to the Agenda: None

4b. Resolution to approve the sale of 122 W Grand River Avenue, Williamston to Scott Lucas on land contract.

4c. Chairperson's update on 1501 E Kalamazoo St, Lansing

Limited Public Comment: None

1. Community Projects Update:

Interim Executive Director Van Halst updated the board on Albert Roper's interest in purchasing a Land Bank lot on Ingham St, Lansing. Based on the property's size and location, staff has designated it for possible future development. Disposition as a side lot does not represent the property's highest and best use. Interim Executive Director Van Halst stated she personally visited the site and found it being maintained appropriately. She has left messages for Mr. Roper about this issue and he has failed to return her calls.

2. Election of Officers – Motion

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. ANTHONY, TO ELECT COMM. HOPE AS VICE-CHAIRPERSON, COMM. ANTHONY AS SECRETARY, AND COMM. NOLAN AS TREASURER. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

3. Resolution to amend the Employee Paid Time Off/Leave Policy

MOVED BY COMM. HOPE, SUPPORTED BY COMM. McGRAIN, TO ADOPT THE RESOLUTION TO AMEND THE EMPLOYEE PAID TIME OFF/LEAVE POLICY.

Interim Executive Director Van Halst provided an overview of the proposed changes to the Paid Time Off/Leave Policy. Comm. Anthony asked if the language regarding same-sex domestic partners was still necessary given the Supreme Court's recognition of same-sex marriage. Comm. McGrain replied that his preference would be to leave the language in place. Comm. Hope expressed her support for allowing employees to carry over sick and vacation time year-to-year.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

4a. Resolution to approve the sale of 417 S Detroit St, Lansing to Joshua Clayton/H&H Mobil

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. HOPE, TO ADOPT THE RESOLUTION APPROVING THE SALE OF 417 S DETROIT, LANSING TO JOSHUA CLAYTON / H&H MOBILE.

Chairperson Schertzing provided an overview of the information in the packet. Comm. McGrain stated he felt the price might be low. Chairperson Schertzing responded that the Treasurer had recently sold another nearby parcel for the same price. Additionally, the parcel is located deep within the 100-year flood plain. Interim Executive Director Van Halst stated pricing for parcels like this can be difficult. Appraisals for vacant commercial lots cost around \$1,000, which doesn't make economic sense when the value is expected to be less than \$10,000.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

4b. Resolution to approve the sale of 122 W Grand River, Williamston to Scott Lucas

MOVED BY COMM. HOPE, SUPPORTED BY COMM. ANTHONY, TO ADOPT THE RESOLUTION APPROVING THE SALE OF 122 W GRAND RIVER, WILLIAMSTON TO SCOTT LUCAS.

Interim Executive Director Van Halst provided an overview of the late resolution and supplemental materials. She stated the offer had been received earlier today.

MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

4c. Update on 1501 E Kalamazoo St, Lansing

Chairperson Schertzing stated he has been in discussions with an investor interested in purchasing 1501 E Kalamazoo, Lansing subject to the owner-occupancy covenant. Hopefully, they will submit an offer in March.

5. Discussion – Executive Director Position

Chairperson Schertzing provided an overview of the information included in the packet. After discussion, the board decided to pass on the proposed consulting agreement with CJ Buck Consulting. After discussion, it was decided that Chairperson Schertzing would have the position re-posted and consult with Ingham County Human Resources to have the position scored and graded as if it were a County position. Interim Executive Director Van Halst will explore utilizing a professional recruiter to help with the search.

6. January 2017 Communications Report

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

7. Property maintenance, renovation & development

7a. Residential, Garden, and Commercial Property update – dashboard

Chairperson Schertzing stated the dashboard was included in the packet.

7b. Completed and Pending Sales

Chairperson Schertzing stated the sales report was included in the meeting packet. Interim Executive Director Van Halst stated we had closed on the sale of 1705 S Genesee last week and that 1517 Redwood is scheduled to close tomorrow.

7c. Land Bank Residential Rental Properties List

Chairperson Schertzing stated the rental property status list was included in the meeting packet. Interim Executive Director Van Halst stated staff is working on a rental open house to be held in March.

7d. General Legal Update – Counsel

Time Perrone stated there were no legal issues to report.

8. Accounts Payable & Monthly Statement

8a. Accounts Payable Approval – November 2016, December 2016, and January 2017

MOVED BY COMM. McGRAIN, SUPPORTED BY COMM. HOPE, TO APPROVE THE ACCOUNTS PAYABLE FOR NOVEMBER 2016, DECEMBER 2016, AND JANUARY 2017. MOTION CARRIED UNANIMOUSLY. Absent: Comm. Nolan

8b. Monthly Statement – October 31, 2016 and November 30, 2016

The October 31, 2016 and November 30, 2016 monthly financial statements were received and placed on file.

9. Chairman & Executive Director Comments:

Interim Executive Director Van Halst stated there are currently three parties interested in the former Deluxe Inn site. She stated one of the parties was a gas station/ convenience shop and she wanted to gauge the board's interest in that type of project. The board indicated their preference would be to see something other than a gas station on that particular site. Interim Executive Director Van Halst also stated that TWG had received a tax credit award for phase one of their plan on the former Michigan School for the Blind site. This phase includes our three lots on the corner of Pine and Willow.

Announcements: None

Limited Public Comment:

Robert Pena addressed the board about the availability of residential structures for redevelopment by private parties. Chairperson Schertzing stated that we have a program for those types of projects and any interested party can contact staff for a list of available redevelopment ready properties.

The meeting adjourned at 6:00 p.m.

Respectfully submitted,
Joseph G Bonsall