

AUGUST 22, 2019 REGULAR MEETING

Ingham County Land Bank Main Conference Room
3024 Turner St, Lansing, Michigan
August 22, 2019 – 5:30 p.m.

CALL TO ORDER

Chairperson Schertzing called the August 22, 2019 Regular Meeting of the Ingham County Land Bank to order at 5:30 p.m. in the main conference room at the Land Bank, 3024 Turner Street, Lansing.

Members Present: Schertzing, Trubac, Grebner, Crenshaw (arrived late)

Members Absent: Stivers

Others Present: Tim Perrone, Roxanne Case, Linda Weber, David Burns, John Krohn, Alan Fox

APPROVAL OF THE MINUTES

COMMISSIONER GREBNER MOVED TO APPROVE. COMMISSIONER TRUBAC SUPPORTED THE MOTION. THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. MINUTES STAND AS ACCEPTED JULY 24, 2019.

APPROVAL OF THE CLOSED SESSION MINUTES

TIM PERRONE REVIEWED AND HAD NO COMMENTS. COMMISSIONER GREBNER MOVED TO APPROVE. COMMISSIONER TRUBAC SUPPORTED THE MOTION. THE MOTION TO APPROVE THE MINUTES CARRIED UNANIMOUSLY. MINUTES STAND AS ACCEPTED JULY 24, 2019.

ADDITIONS TO THE AGENDA

Commissioner Grebner requested to add a topic, under Administration, after 2B. Topic: Ingham County Audit update.

COMMISSIONER GREBNER MOTIONED TO APPROVE THE CHANGE. COMMISSIONER TRUBAC SUPPORTED THE MOTION. CHANGE ACCEPTED UNANIMOUSLY.

LIMITED PUBLIC COMMENT

None

1. Residential

- A. List of sold properties, July 2019.

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Interim Executive Director Roxanne Case stated that the list contained 14 vacant parcels; we added a Sold Amount column for your information. The Land Bank continues to sell vacant lots.

1A

Residential Properties Sold - July 2019

	Parcel Number	Address1	Property Class	Sold Amount	Sold Date
1	33-01-01-04-377-081	Turner Street	Residential Vacant	\$2,300	07/15/2019
2	33-01-01-08-381-091	N Jenison (739)	Residential Vacant	\$500	07/11/2019
3	33-01-01-08-409-481	W Maple	Residential Vacant	\$900	07/22/2019
4	33-01-01-15-352-271	E Kalamazoo (836)	Residential Vacant	\$1,500	07/16/2019
6	33-01-01-17-402-171	Chelsea (1136)	Residential Vacant	\$1,000	07/22/2019
7	33-01-01-17-403-391	Chelsea Avenue (1137)	Residential Vacant	\$1,000	07/22/2019
8	33-09-09-04-200-004	5047 Nichols Rd	Residential Vacant	\$1,500	07/26/2019
9	33-01-01-04-230-311	N LARCH ST (No Street Frontage)	Residential Vacant	\$1,000	07/22/2019
10	33-01-01-04-230-321	N LARCH ST (No Street Frontage)	Residential Vacant	\$1,000	07/22/2019
11	33-01-01-04-230-331	N LARCH ST (No Street Frontage)	Residential Vacant	\$1,000	07/22/2019
12	33-01-01-04-230-341	N LARCH ST (No Street Frontage)	Residential Vacant	\$1,000	07/22/2019
13	33-01-01-08-409-491	W MAPLE ST (1309)	Residential Vacant	\$1,500	07/22/2019
14	33-17-14-21-452-008	E RACE RD (208), LESLIE, MI	Residential Vacant	\$3,000	07/26/2019
				\$17,200	

2. Administration

A. Receive Accounts Payable, July 2019

Linda Weber distributed the Accounts Payables during the meeting, and briefly discussed numbers.

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN PNC GENERAL CHECKING						
07/12/2019	GEN	17684	KINNEY	AMY KINNEY	OFFICE SUPPLIES	25.98
07/12/2019	GEN	17685	BWL	BOARD OF WATER & LIGHT	387651-193-6 1026 N CHESTNUT ST	17.97
07/12/2019	GEN	17686	BWB CLEANI	BWB CLEANING	CLEANING - 1141 N PINE ST	324.24
07/12/2019	GEN	17687	LANSING CI	CITY OF LANSING	1125 N CHESTNUT ST - FAILURE TO COMPLY	100.00
07/12/2019	GEN	17688	COHL	COHL, STOKER & TOSKEY, P.C.	LEGAL FEES	3,656.05
					LEGAL FEES	4,454.05
					LEGAL FEES	6,643.00
						<u>14,753.10</u>
07/12/2019	GEN	17689	BURNS	DAVID BURNS	DAILY MILEAGE	61.48
07/12/2019	GEN	17690	DBI	DBI BUSINESS INTERIORS	OFC SUPPLIES	186.26
07/12/2019	GEN	17691	FELDPAUSCH	FELDPAUSCH CLEANING SERVICES, LLC	JANITORIAL JUNE	245.00
07/12/2019	GEN	17692	FORESIGHT	FORESIGHT SUPERSIGN	YARD SIGNS FOR SELLING LOTS	1,195.64
07/12/2019	GEN	17693	HOLDERS	HOLDERS HEATING & AIR	4327 AURELIUS CLEAN OUT SUMP PUMP/TROUB	150.00
					4327 AURELIUS REPLACE HOT WATER HEATER	3,305.66
						<u>3,455.66</u>
07/12/2019	GEN	17694	J & J HARD	J & J HARDWOODS, INC.	821 E. CAVANAUGH - TREE TRIMMING/REMOVA	4,000.00
07/12/2019	GEN	17695	KROHN	JOHN KROHN	EXPENSE REIMBURSEMENT: DRIP IRRIGATION	321.68
					EXPENSE REIMBURSEMENT: DUMP TRUCK BRAKE	23.94
						<u>345.62</u>
07/12/2019	GEN	17696	LAKE	LAKE STATE LAWN-LANDSCAPING & SNOW	MOW JUNE 10 11 21 22	3,525.00
07/12/2019	GEN	17697	LBC	LANSING BREWING COMPANY	DEPOSIT FOR IDA CONFERENCE	604.00
07/12/2019	GEN	17698	MARK'S	MARK'S LOCK SHOP INC	BLDG KEYS - EDEN GLEN	15.00
07/12/2019	GEN	17699	MI FLEET	MICHIGAN FLEET FUELING SOLUTIONS LL	VEHICLE EXPENSE - FUEL	403.38
07/12/2019	GEN	17700	PLANTE	PLANTE & MORAN, PLLC	AUDIT SERVICES	8,350.00
07/12/2019	GEN	17701	PRECISION	PRECISION PIPING LLC	1721 MAISONETTE: 50% OF EMERGENCY CALL	150.00
					1721 MAISONETTE: REPAIRS DUE TO WATER D	262.10
						<u>412.10</u>
07/12/2019	GEN	17702	PLANTE	PLANTE & MORAN, PLLC	AUDIT SERVICES	8,350.00
07/12/2019	GEN	17703	MCKISSIC	MCKISSIC CONSTRUCTION	MOW JULY 2	1,800.00
07/26/2019	GEN	17704	ALL STAR	ALL STAR SNOW REMOVAL	MOW 2019 JUNE 3 4 13 14 23 24	4,560.00
07/26/2019	GEN	17705	KINNEY	AMY KINNEY	OFFICE SUPPLIES	147.34
07/26/2019	GEN	17706	HASS	APPLIED IMAGING	PRINTER/ COPIER METER	180.38
07/26/2019	GEN	17707	BWL	BOARD OF WATER & LIGHT	387651-199-3 543 NORMAN ST	19.12
					387651-033-4 1734 MAISONETTE DR	26.54
					387651-199-3 543 NORMAN ST	16.72
						<u>62.38</u>
07/26/2019	GEN	17708	MENARDS	CAPITAL ONE COMMERCIAL	6004-3004-0006-4421	24.98
07/26/2019	GEN	17709	LESLIE	CITY OF LESLIE	112 WOODWORTH QTRLY WATER AND SEWER FO	98.85
07/26/2019	GEN	17710	COHL	COHL, STOKER & TOSKEY, P.C.	LEGAL FEES	1,970.55
07/26/2019	GEN	17711	DICKINSON	DICKINSON WRIGHT PLLC	SERIES 2019 NOTE COUNSEL	15,090.00
07/26/2019	GEN	17712	EATON	EATON FARM BUREAU CO-OP	ONE 50# BAG BUCKWHEAT	53.00
07/26/2019	GEN	17713	EDEN	EDEN GLEN CONDO ASSOCIATION	MONTHLY ASSOCIATION FEES - AUGUST 2019	2,570.00
07/26/2019	GEN	17714	FRITZY	FRITZY'S LAWN & SNOW	MOW 2019 JUNE & JULY	8,775.00
07/26/2019	GEN	17715	GRANGER	GRANGER	2463720 3024 TURNER ST	138.00
					DUMPS TER @ 1715 E KALAMAZOO	101.00
						<u>239.00</u>

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
07/26/2019	GEN	17716	HOLDERS	HOLDERS HEATING & AIR	3214 RAYNELL/PLUMBING REPAIRS/LEAKS/BUS 208 REDNER ST/PLUMBING REPAIRS/3 WATER	763.48 375.00 <u>1,138.48</u>
07/26/2019	GEN	17717	HOME	HOME DEPOT CREDIT SERVICES	SUPPLIES	45.19
07/26/2019	GEN	17718	HOUSING	INGHAM COUNTY HOUSING COMMISSION	RENTAL MANAGEMENT PROGRAM APR MAY JUNE	3,664.00
07/26/2019	GEN	17719	INGHAM	INGHAM COUNTY TREASURER	EMPLOYEE HEALTH CARE COVERAGE AUG 2019	6,554.02
07/26/2019	GEN	17720	TREASURER	INGHAM COUNTY TREASURER	611 N BUTLER BLVD DLQ TAX CODE COMPLIAN	1,163.03
07/26/2019	GEN	17721	TREASURER	INGHAM COUNTY TREASURER	3625 STABLER DLQ TAX CODE COMPLIANCE GR	141.70
07/26/2019	GEN	17722	TREASURER	INGHAM COUNTY TREASURER	2520 FIELDING DR DLQ TAX CODE COMPLIANC	70.85
07/26/2019	GEN	17723	TREASURER	INGHAM COUNTY TREASURER	1019 PORTER ST DLQ TAX CODE COMPLIANCE	70.85
07/26/2019	GEN	17724	TREASURER	INGHAM COUNTY TREASURER	1026 E OAKLAND DLQ TAX CODE COMPLIANCE	70.85
07/26/2019	GEN	17725	TREASURER	INGHAM COUNTY TREASURER	3628 BURCHFIELD DR DLQ TAX CODE COMPLIA	141.70
07/26/2019	GEN	17726	TREASURER	INGHAM COUNTY TREASURER	714 S MAGNOLIA AVE DLQ TAX CODE COMPLI	70.85
07/26/2019	GEN	17727	TREASURER	INGHAM COUNTY TREASURER	622 ALLEN ST DLQ TAX CODE COMPLIANCE GR	70.85
07/26/2019	GEN	17728	TREASURER	INGHAM COUNTY TREASURER	1556 BALLARD ST DLQ TAX CODE COMPLIANC	354.25
07/26/2019	GEN	17729	TREASURER	INGHAM COUNTY TREASURER	804 N PENNSYLVANIA AVE DLQ TAX CODE COM	70.85
07/26/2019	GEN	17730	TREASURER	INGHAM COUNTY TREASURER	1527 HULL CT DLQ TAX CODE COMPLIANCE GR	70.85
07/26/2019	GEN	17731	TREASURER	INGHAM COUNTY TREASURER	903 E. SAGINAW ST DLQ TAX CODE COMPLIA	501.40
07/26/2019	GEN	17732	TREASURER	INGHAM COUNTY TREASURER	901 E. SAGINAW ST DLQ TAX CODE COMPLIAN	1,163.03
07/26/2019	GEN	17733	TREASURER	INGHAM COUNTY TREASURER	REGENT ST 231-131 DLQ TAX CODE COMPLIAN	1,163.03
07/26/2019	GEN	17734	TREASURER	INGHAM COUNTY TREASURER	843 E SAGINAW ST DLQ TAX CODE COMPLIANC	1,601.21
07/26/2019	GEN	17735	TREASURER	INGHAM COUNTY TREASURER	301 S. HOSMER ST DLQ TAX CODE COMPLIAN	2,140.27
07/26/2019	GEN	17736	TREASURER	INGHAM COUNTY TREASURER	708 WILLIAMS DLQ TAX CODE COMPLIANCE OT	700.14
07/26/2019	GEN	17737	TREASURER	INGHAM COUNTY TREASURER	215 HUNEFORD ST DLQ TAX CODE COMPLIAN	27.25
07/26/2019	GEN	17738	TREASURER	INGHAM COUNTY TREASURER	RIFERT RD 351-004 DLQ TAX CODE COMPLIAN	70.34
07/26/2019	GEN	17739	TREASURER	INGHAM COUNTY TREASURER	1885 ADELPHA AVE DLQ TAX CODE COMPLIANC	19.07
07/26/2019	GEN	17740	TREASURER	INGHAM COUNTY TREASURER	100 S ROSEMARY ST DLQ TAX CODE COMPLIA	27.25
07/26/2019	GEN	17741	J & J HARD	J & J HARDWOODS, INC.	DAKIN ST LOT - TREE TRIMMING/REMOVAL	1,200.00
07/26/2019	GEN	17742	KEYSTONE	KEYSTONE MILLBROOK	BUSINESS CARDS J KROHN A KINNEY	128.63
07/26/2019	GEN	17743	KWIK	KWIK REPO INC	CLEANUP: 6/19-7/12 VARIOUS PROPERTIES	32,431.00
07/26/2019	GEN	17744	LAKE	LAKE STATE LAWN-LANDSCAPING & SNOW	MOW JULY 1, 2	1,725.00
07/26/2019	GEN	17745	MCKISSIC	MCKISSIC CONSTRUCTION	MOW JULY 12	1,785.00
07/26/2019	GEN	17746	MIDWEST	MIDWEST POWER EQUIPMENT	STIHL TRIMMER REPAIR	92.09
					POWERWASHER REPAIR	175.98
					TRIMMER LOOP HANDLE	317.92
					SUPPLIES	54.97
						<u>640.96</u>
07/26/2019	GEN	17747	NORTHWEST	NORTHWEST INITIATIVE	MOW ROUND 5 AND 6	3,075.00
07/26/2019	GEN	17748	PITNEY	PITNEY BOWES PURCHASE POWER	POSTAGE	50.00
07/26/2019	GEN	17749	PROSOIL	PRO-SOIL SITE SERVICES, INC.	DEPOSIT 9/19/19 IDA	575.00
07/26/2019	GEN	17750	FOUR	SCHUMACHER'S FOUR SERVICES, INC.	MOW 6/10 6/11 6/20	4,410.00
07/26/2019	GEN	17751	VERIZON	SCHUMACHER'S FOUR SERVICES, INC.	842013532-00001	111.62
07/26/2019	GEN	17752	WE'RE	WE'RE DIFFERENT LAWNS & MORE	MOW JUNE 7 17 28	3,690.00

GEN TOTALS:

Total of 69 Checks:
less 1 Void Checks:

Total of 68 Disbursements:

152,875.43
8,350.00
144,525.43

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Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank PR PNC PAYROLL CHECKING						
07/12/2019	PR	29 (E)	BWL	BOARD OF WATER & LIGHT	387651-160-5 124 S. EIGHTH ST 387651-029-2 1141 N PINE ST 387651-172-0 3024 TURNER 387651-190-2 1700 ILLINOIS AVE	52.09 112.87 331.96 21.03
						<u>517.95</u>
07/12/2019	PR	30 (E)	CONSUMERS	CONSUMERS ENERGY	1030 3376 5498 1207 W KALAMAZOO ST	13.89
07/26/2019	PR	31 (E)	BWL	BOARD OF WATER & LIGHT	387651-160-5 124 S. EIGHTH ST 387651-183-7 6135 SCOTMAR DR 387651-198-5 1721 MAISONETTE DR 387651-065-6 1756 MAISONETTE 387651-191-0 1506 N GRAND RIVER AVE/135 387651-196-9 1617 PATTENGILL AVE 387651-197-7 4501 WAINWRIGHT AVE 387651-195-1 2130 W HOLMES RD	53.14 18.29 18.70 19.12 62.31 16.64 28.89 72.56
						<u>289.65</u>
07/26/2019	PR	32 (E)	COMCAST	COMCAST	8529 11 398 1162874 CABLE/ INTERNET	269.29
07/26/2019	PR	33 (E)	CONSUMERS	CONSUMERS ENERGY	1030 1921 2416 1141 N PINE ST	17.30
07/26/2019	PR	34 (E)	CONSUMERS	CONSUMERS ENERGY	1030 3376 5878 1756 MAISONETTE DR 1030 1049 4757 3024 TURNER ST 1030 2813 3579 120 S 8TH ST 1030 3376 5464 1721 MAISONETTE DR 1030 2437 5117 6135 SCOTMAR DR	15.71 21.54 12.11 14.55 14.55
						<u>78.46</u>
PR TOTALS:						
Total of 6 Checks:						1,186.54
Less 0 Void Checks:						<u>0.00</u>
Total of 6 Disbursements:						1,186.54

COMMISSIONER GREBNER MOTIONED TO APPROVE THE PAYABLES. COMMISSIONER TRUBAC SUPPORTED THE MOTION. ACCEPTED UNANIMOUSLY.

B. Financials, January-June 2019

Linda Weber distributed the 6-month financials. The Land Bank's financials are updated through June 2019. July's bank reconciliation is to be processed in the next 2 weeks, with August's bank reconciliations completed in early September. With these 6-month financials, we will be able to have a clear picture of Rentals and Land Contracts. This has been completed with the immense help of Jill Rhode.

Board of Directors received, and placed on file.

Commissioner Crenshaw arrived.

C. Ingham County Audit update, by Commissioners Grebner and Crenshaw

Big picture is that the County had an audit and there were 7 findings; 2 of them were Land Bank findings. First, was the lack of segregation of duties due to short staff and the second, was the extremely delayed financial reconciliations. Linda Weber commented that she totally agreed with those findings. Chairperson Schertzing stated that it was a management issue, as much as a staffing level, and there are ways that this can be combatted with county treasurer or financial services departments, to help share the

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burden, but that wasn't done. Commissioner Grebner mentioned that, although, there were no substantial significant cash shortages or misappropriations of funds, we want to run a county so that the goal is to make it very difficult for someone to be able to flee with funds. Interim Executive Director Case stated that the Land Bank has made changes moving forward, to eliminate findings. Commissioner Grebner stated that he is pushing to regularize the status of the Land Bank within the County structure. As we move into that direction, it will be easier to segregate functions, and help with fluctuations in staffing, in terms of possible retirements and/or sick time. Linda Weber stated that there should always be back up. Interim Executive Director Case stated that the Land Bank is moving towards "County-izing". Alan Fox asked if segregating of functions and bank reconciliations is possible now. Linda Weber answered, that cash receipting and disbursements are being handled by other individuals, and bank reconciliations can fall on her shoulders. That is also another reason that we brought Jill Rhode in to help out and complete July's reconciliations, and possibly future processes.

D. Update on Garden Program and Garden Tour 2019, John Krohn, Garden Coordinator

John Krohn stated that we own about 180 garden parcels, and also manage about 20 City-owned parcels that are either adjacent or inter-mixed with Land Bank parcels, especially in the Urandale floodplain area. We're cultivating about 32 acres of land in the City of Lansing. It is said that every parcel that we are leasing out, saves the Land Bank about \$300-\$400 per year on scheduled maintenance such as lawn/snow care. This does not include any unscheduled maintenance such as trees falling. Leasing passes the responsibility of all of this to the Lessee. Garden leases are a function by way we lease land, for not only gardens, but also to those who want extra yard space or green space. Cannot be used for parking or an abundance of sheds.

Commissioner Crenshaw asked how many parcels are used for true gardening. John Krohn answered that at least 90% are used for gardening; the rest is more for extra yard or green space.

The garden tour, held on July 17, 2019, is an annual collaboration between the Land Bank Garden Program and the Food Bank Garden Project. John stated that we work hand-in-glove on many different things and a number of properties owned by the Land Bank are leased to the Food Bank. Those are some of the biggest community gardens/urban farms in Lansing that provide food, especially for the refugee population. Every year, we collaborate on a community garden tour either by bus, bike, or foot, and it is launched from the Food Bank Resource Center in Foster Park on the east side. That is a City-owned asset that is used by the Food Bank. The walking tour is in the Urandale area and 90% of those gardens are on Land Bank parcels. It was very successful again this year. Number of attendees was approximately 90 participants, roughly divided between all 3 tours.

John Krohn has established a methodology for selling parcels in the floodplain to the growers, and a meeting is set for Monday, August 26, 2019, to discuss with Mayor Schor. The City wants to support gardening in the floodplain, and we'll formalize that in writing,

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and talk about other ways to revitalize the neighborhood in that area. Community Policing Officers definitely believe that the gardening movement has made a huge impact on crime.

Commission Grebner asked how does one begin to garden. Best way is to get a hold of the Land Bank and John Krohn can help direct anyone to areas of the City or County and help them start. The current cost for an average single lot (33' x 132'), a tenth of an acre is \$10 a year. Larger lots and/or double lots are \$20 or \$30 or more per year, depending on square footage. Spanish speakers have been translated by Tony Olivarez, our Construction Manager.

Chairperson Schertzing mentioned that the Food Bank has a translator for Asian-speaking gardeners. We own an acre on Hughes Road where there are about 500 individuals that benefit from gardening and food resources. Another example of Land Bank parcels benefitting people and neighborhoods.

Tim Perrone confirmed that if we're selling properties, that these properties will go on the tax rolls. John Krohn agree and that it is a win-win situation. We might have some review of deed language with the City.

Not only does John manage the Garden Program, he also manages the sales of all of our vacant residential lots. This responsibility was added to John's job description in 2016.

E. Statement of Interest to Purchase Residential Property form

Interim Executive Director Case discussed the updated document. Notations not listed in the Priorities, Policies, and Procedures, such as the criminal activity statement, have been removed.

F. Resolution to Authorize Donation of 725 & 729 S Hayford Ave to City of Lansing for FEMA Grant

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

**RESOLUTION TO AUTHORIZE DONATION OF 725 S HAYFORD AVE AND 729 S HAYFORD AVE TO
CITY OF LANSING FOR FEMA GRANT**

RESOLUTION 19-13

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 to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, entered into such an intergovernmental agreement under the Act; and established the Ingham County Land Bank Fast Track Authority (the "Land Bank") in 2005; and

WHEREAS, the Land Bank received title of residential improved properties at 725 S Hayford Ave, Lansing (33-01-01-23-105-052) in 2011 through local unit rejection and 729 S Hayford Ave, Lansing (33-01-01-23-105-061) in 2011 through local unit rejection; and

WHEREAS, the Land Bank would like to transfer the properties for \$1 to the City of Lansing for Phase 7 of the Floodplain Acquisition and Demolition Program for demolition through the 2018-2019 Federal Emergency Management Agency (FEMA) grant; and

WHEREAS, the Land Bank and Lansing Office of Emergency Management determined that the 2011 SEVs for those properties, which are the most recent assessments available, were \$18,800 and \$11,400 respectively. There has been an average increase in assessed value of 20% in that area since 2011. Based on that, and using our usual format of doubling the SEV to find the market value, the price for 725 S Hayford Ave to be valued at \$45,000 and 729 S Hayford Ave to be valued at 28,000. The total value of properties will be \$72,000 to be included in the required 25% match in the FEMA grant.

THEREFORE, BE IT RESOLVED, the Land Bank authorizes its Chairperson or Interim Executive Director to execute the transaction of these residential properties to City of Lansing.

The motion carried. **Yeas:** Crenshaw, Grebner, Trubac, Schertzing. **Nays:** None.
Absent: Stivers

COMMISSIONER CRENSHAW MOTIONED TO APPROVE. COMMISSION GREBNER SUPPORTED THE MOTION. ACCEPTED UNANIMOUSLY.

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Interim Executive Director Case discussed the City of Lansing's FEMA grant. The grant requires a 25% match. We would like to sell these 2 properties for \$1 to the City of Lansing. The house value would be put towards their match (leveraged funds). The FEMA grant would cover the cost of taking the house down, and the City would own the lots then.

G. Communication from Executive Director

Stats for 4 Land Contracts have been pulled, and we're working with Cinnaire on deeds, but the better news, is that we had a payoff on 1, from Stephan Williams, a 1-man developer. He has bought 3 properties, with 2 on land contracts. Mr. Williams has found another property that he'd like to place on a land contract. It's for sale out on the MLS currently, but if not sold off, this could be an option.

Commissioner Crenshaw asked how long the property has been on the market. Roxanne stated that it's only been on the MLS for less than a month. We currently have 10-12 land contracts, some in good shape, some not. So the question is, how comfortable is the Board of Directors with using Land Contracts? Commission Grebner is fairly firm on not using land contracts, but if we have a property that can't be sold easily, we could use a land contract as one tool to sell the property as a strategy. Tim Perrone stated that there is a short timeframe (2 years) with a balloon at the end, and the buyer and the Land Bank should be on top of the monthly payments.

Rentals stats have been compiled and we're analyzing those.

Roxanne is planning to pull a budget together for 2020 and present a draft to the Board in the October meeting. So by December, it can be approved with a public notice, and then we're starting with a budget on January 1st.

Roxanne and Chairperson Schertzing are meeting with Habitat; we believe that is an important partnership.

Roxanne and Linda Weber are meeting with Sue Graham at the County to review position descriptions and corresponding salaries. Our positions would not be County positions but Commissioner Grebner would like the same scale as the County. Chairperson Schertzing stated that most likely the Land Bank has similar positions as the Housing Commission.

Just a heads up, a group has come together by the City of Lansing Emergency Management Department to discuss concerns about river debris that has accumulated against the road bridges and trestle bridges, and some of our Land Bank properties have been involved.

H. Legal

None

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3. Commercial

A. Sale Status report

David Burns briefly discussed the sales report. Received an offer on the Pleasant Grove School (2130 W Holmes Rd) but hasn't reviewed it yet. No other questions or comments.

B. Resolution to Authorize Sale of Two (2) Parcels on North Grand River Ave to Todd Green

**Adopted August 22, 2019
Agenda item #3.B.**

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

RESOLUTION TO AUTHORIZE SALE OF TWO (2) PARCELS ON NORTH GRAND RIVER AVE VACANT LOTS TO TODD GREEN

RESOLUTION 19-14

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 to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, entered into such an intergovernmental agreement under the Act; and established the Ingham County Land Bank Fast Track Authority (the "Land Bank") in 2005; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has policies, procedures and administrative rules regarding the disposition of commercial property which require board approval; and

WHEREAS, the Ingham County Land Bank Fast Track Authority received title to commercial vacant lots on North Grand River Avenue, Lansing (33-01-01-05-451-021 and 33-01-01-05-451-031) in 2016 through local unit rejection; and

WHEREAS, Todd Green would like to purchase the properties located at North Grand River Avenue, Lansing, with the intent to construct a home for homeowner occupancy along with a commercial building for a garage door business. Todd Green is the owner of DoorPro, a commercial door & hardware, sales, and installation service. He has vetted his project with City of Lansing and holds a zoning approval letter from the City Zoning Administrator; and

THEREFORE, BE IT RESOLVED, the Land Bank authorizes its Chairperson or Executive Director to negotiate and execute the transaction of these commercial properties for a total of \$25,000. The property conveyances shall contain a reverter clause prohibiting the property's use of any sexually oriented business as defined by law, medical marijuana business or dispensary, or casino. Conveyances will also include language in regards to an easement to the City of Lansing for future river trail expansion.

The motion carried. **Yeas:** Crenshaw, Grebner, Trubac, Schertzing. **Nays:** None.
Absent: Stivers

COMMISSIONER CRENSHAW MOVED TO APPROVE THE RESOLUTION AND SUPPORTED BY COMMISSIONER GREBNER. THE MOTION CARRIED UNANIMOUSLY.

AUGUST 22, 2019 REGULAR MEETING

David Burns stated that this is a sale of 2 parcels across from Gorman's Food Market. It is a live/work space project.

Chairperson Schertzing brought up the topic of the language at the bottom of the resolutions which prohibits property's usage. We are planning to re-work the Land Bank's Priorities, Policies, and Procedures. This language goes into commercial property resolutions per the Priorities, Policies, and Procedures. Thinking about the agricultural side, Chairperson Schertzing wonders how Hemp fits into the medical marijuana language.

Tim Perrone stated that the State has essentially preempted the local regulation of hemp as to the product itself and its uses. That is why local governments can't prohibit selling the oils in stores. The Land Bank Board has previously discussed the agricultural use of property for the cultivation of cannabis, for commercial or personal purposes, without expressly prohibiting it. In either case, the legal cultivation of cannabis is required to occur in an enclosed, locked facility.

Chairperson Schertzing stated that we should leave it to the Board members to think about, and how it's being regulated or followed up on.

Commissioner Grebner mentioned if it was possible to permit the cultivation of non-medical use. Tim Perrone reminded everyone that there is 5 kinds of enterprises in conjunction with marijuana. Commissioner Grebner asked if this language was important because we've been asked to require it. Chairperson Schertzing stated that this was self-imposed language, except for the casino; casino is in statute. Interim Executive Director Case stated that this language was amended in our Priorities, Policies, and Procedures in 2011.

Commissioner Trubac feels like the local units of government have it under control and doesn't think that we really need to get involved in or restrict. Commissioner Crenshaw motioned to move on to the pending resolution at hand and discuss this topic another time.

C. Resolution Authorize Sale of Two (2) Parcels on E Cesar Chavez to Brewer House LLC

INGHAM COUNTY LAND BANK FAST TRACK AUTHORITY

RESOLUTION TO AUTHORIZE SALE OF TWO (2) VACANT LOT PARCELS ON EAST CESAR E
CHAVEZ AVENUE TO BREWER HOUSE LLC

RESOLUTION 19-15

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 to exercise those functions; and

WHEREAS, the Ingham County Treasurer, with Ingham County Board of Commissioners approval, entered into such an intergovernmental agreement under the Act; and established the Ingham County Land Bank Fast Track Authority (the "Land Bank") in 2005; and

WHEREAS, the Ingham County Land Bank Fast Track Authority has policies, procedures and administrative rules regarding the disposition of commercial property which require board approval; and

WHEREAS, the Ingham County Land Bank Fast Track Authority received title to a commercial vacant lot on East Cesar E Chavez Avenue, Lansing (33-01-01-10-406-041 is .153 acres) and a residential vacant lot on East Cesar E Chavez Avenue, Lansing (33-01-01-10-406-051 is .902 acres) in 2013 through local unit rejection. These properties are located between Otto Street and Maryland Street, near the Groesbeck Golf Course; and

WHEREAS, Brewer House LLC would like to purchase both vacant lot properties located at East Cesar E Chavez Avenue, Lansing, as an investment and will provide a total of 1.05 acres. Since the larger parcel is partially zoned residential, a rezoning request will be likely, if the buyer plans to develop.

THEREFORE, BE IT RESOLVED, the Land Bank authorizes its Chairperson or Executive Director to negotiate and execute the transaction of these commercial properties for a total of \$21,000. The property conveyances shall contain a reverter clause prohibiting the property's use of any sexually oriented business as defined by law, medical marijuana business or dispensary, or casino.

The motion carried. **Yeas:** Crenshaw, Grebner, Trubac, Schertzing. **Nays:** None.
Absent: Stivers

COMMISSIONER CRENSHAW MOVED TO APPROVE THE RESOLUTION AND SUPPORTED BY COMMISSIONER GREBNER. THE MOTION CARRIED UNANIMOUSLY.

AUGUST 22, 2019 REGULAR MEETING

David Burns stated that this resolution is for 2 parcels, and it has been in our inventory for quite a while. One parcel is commercial, and 1 is residential. If it's going to be used commercially, the buyer will need to go to City Hall for rezoning to do something with it.

Commissioner Crenshaw asked exactly where it was. David Burns described the area near Grosbeck Golf Course, on Grand River Avenue on the curve, with about 100 feet of frontage. Interim Executive Director Case stated that she brought this property up in a meeting with the City, noting that the front half of the property is zoned commercial and the back half is zoned residential.

4. Limited public comment

None

5. Adjournment

Chairperson Schertzing adjourned the meeting at 6:17pm.