

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
August 14, 2019
1:00 p.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Mark Young, Ellen Ellenburg & Pat Lockwood

Absent: Bryant Nolden, Santino Guerro

Quorum present? Yes

Staff Present: Dawn Everett, Paul McShane, Michele Wildman, Yolanda Collins

I. WELCOME

- Meeting was called to order at 1:05 p.m. by Deb Cherry.

II. APPROVAL OF MINUTES

- Mark Young made a motion to approve the July 10, 2019 meeting minutes and Pat Lockwood seconded. No Discussion. All were in favor. Motion carried.

III. PUBLIC COMMENT

None

IV. REPORTS

A. Financial Report for July 2019 – Action Required

Paul McShane presented the July 2019 financial report to the Board. Mr. McShane stated the biggest expenditures were salaries which includes seasonal workers. Ellen Ellenburg made a motion to approve the financial report and Pat Lockwood seconded. No Discussion Followed All were in favor. Motion carried.

B. Sales Report for July 2019 – Action Required

Dawn Everett presented the Sales report to the Board for the month of June 2019. Mrs. Everett stated that sales for July were around \$210,000.00 including the sale of 17 vacant lots and 18 structures. Patwere Lockwood made a motion to approve the sales report and Ellen Ellenburg seconded. All were in favor. Motion carried.

C. Demo Contracts – Information Only

V. Old Business

VI. New Business

A. Multiple Parcel Purchase– Action Required

Dawn Everett presented: Ms. Andrea Graul purchased her primary residence through the Land Bank January 2019 and a side lot in July 2019. Ms. Graul is requesting to purchase two vacant lots. Board policy requires approval when 3 or more properties are purchased within 12 months. Mark Young made a motion to approve the sale and Brenda Clack seconded. All were in favor. Motion carried.

B. Option Agreement Norstar -Action Required

Dawn Everett presented: Norstar is requesting the parcels included in Phase I be assigned to Clark Commons Limited Dividend Housing Association, LLC with a few parcels being left as Norstar Development USA L.P. They are also requesting parcels in the second and third Options be split between Clark Commons II Limited Dividend Housing Association, LLC and Clark Commons III Limited Dividend Housing Association, LLC based on which phase of the project the parcels are included in. Ellen Ellenburg made a motion to approve the option agreement and Brenda Clack seconded. Discussion Followed. Discussion Followed. All were in favor. Motion carried.

C. Land Banking Agreement -Action Required

Michele Wildman presented: The Genesee County Metropolitan Planning Commission (“GCMPC”) would like to enter into a Memorandum of Understanding with the Genesee County Land Bank Authority (GCLBA) allowing GCLBA to maintain ownership of properties that will be rehabilitated using federal funds controlled by GCMPC. Brenda Clack made a motion to approve the Land Banking Agreement and Pat Lockwood seconded. Discussion Followed All were in favor. Motion carried.

VII. Executive Director Report

Michele Wildman presented the Executive Director Report. Discussion Followed. Mark Young made a motion to approve the ED Report and Pat Lockwood seconded. All were in favor. Motion carried

VIII. ADJOURN - Meeting was adjourned at 1:35pm by Deb Cherry

Respectfully Submitted by Yolanda Collins