

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

January 18th, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Omar Sims

Absent: Patrick Gleason, Bryant Nolden

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:45 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Brenda Clack made a motion to approve the December 14th, 2011 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC HEARING

- A. None

IV. FINANCIAL REPORT

- Paul McShane presented the December 2011 financial reports. He explained we are still within the current budget. Patricia Lockwood stated that the Finance Sub-Committee met and now has a better understanding of each expense and income. Paul McShane also reported that the Land Bank is looking at different plans for Healthcare benefits for employees. Patricia Lockwood made a motion to accept the financial reports that were presented. Brenda Clack seconded and all were in favor. Motion carried.

VI .OLD BUSINESS

- A. None

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report. Discussion followed. Brenda Clack made a motion to accept the sales report. The motion was seconded by Patricia Lockwood. All were in favor and the motion carried.

B. Multiple Lot request by Red Revolution – Action Required

- Adam Thomason from Red Revolution out of Highland Village, Texas spoke about purchasing and developing properties into gardens and hoop houses in the Flint area. Omar Sims asked Mr. Thomason what is the connection between his church and the city of Flint. Mr. Thomason stated he grew up in Detroit and now resides in the Flint area. He also stated the church has done similar work in other states, such as Tennessee. Deb Cherry and other Commissioners wanted Mr. Thomason to come back at the next Board meeting in February to present more information about Red Revolution. Therefore, this item will be put on hold until the next Board Meeting.

C. Transfer of Genesee County Land Bank Property to Village of Gaines – Action Required

- The mayor of Village of Gaines spoke about why they would like to have 122 Genesee Ave transferred over to them. During her presentation she spoke about how the community has had a garden on the lot for the last two years and would like to continue that in the future. Omar Sims made a motion to accept the transfer to the Village of Gaines. The motion was seconded by Patricia Lockwood. All were in favor and the motion carried.

VIII. Executive Director Report

- Doug Weiland presented the director's report. He discussed the various programs and the status of each of those programs. See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:53pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

October 17, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Patrick Gleason, Omar Sims

Absent: Bryant Nolden, Fred Shaltz

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:40 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Brenda Clack made a motion to approve the September 2012 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. None

IV. FINANCIAL REPORT

- A. Paul McShane presented the September 2012 financial reports. He mentioned we are ending the year on a positive note and within budget. Patricia Lockwood made a motion to accept the financial reports that were presented. Brenda Clack asked if there was anything we should be doing right now. Paul McShane mentioned we are in the processing wrapping up projects. Patricia Lockwood made a motion to approve the Financial Report and Brenda Clack seconded. All were in favor.

VI .OLD BUSINESS

- A. Tom Ayers, VP for Administration & Finance Business Office from Kettering University gave an update regarding the lot (Parcel ID# 40-13-106-006) that was removed from the original bundle purchase from the meeting on September 19, 2012. Mr. Ayers said he spoke with the neighbors adjacent to this property and assured them they could use the property until further plans were developed. Brenda Clack made a motion to approve the sale and Patricia Lockwood seconded. All were in favor.

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report for the month of September. He stated that there were 37 sales for the month of September. Also we have over \$3.2 million in gross sales to date. Brenda Clack made a motion to accept the sales reports. The motion was seconded by Omar Sims. All were in favor and the motion carried.

B. Blue Acquisitions LLC (Multiple Lot Purchase in Country Cottage Estates) – Action Required

- Mr. Stair presented to the Board a memo regarding the sale of 31 vacant lots located in the Country Cottage Estates in Grand Blanc. Mr. Stair mentioned the purchaser plans on building out the subdivision based on market demand. The sale price is \$ 93,000 for the 31 vacant lots. Brenda Clack made a motion to approve the sale and Omar Sims seconded. All were in favor.

C. Mt. Zion M.B. Church – (Multiple Lot Purchase) – Action Required

- Phil Stair presented to the Board a memo regarding the sale of three additional vacant lots on Odette St, in the area of the church. Prior to this request, the church purchased a vacant lot on Odette St. Staff recommends the sale of the parcels for \$50.00 each. Also during this discussion the Pastor spoke on the plans for the lots. He mentioned there is a lot of blight and cleanup needed and this would help in those efforts. Omar Sims made a motion to approve the sale and Brenda Clack seconded. All were in favor.

VIII. Executive Director Report

D. See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:20pm

Respectfully submitted by John Smith

**Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS**

November 14, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Bryant Nolden, Omar Sims

Absent: Patrick Gleason, Fred Shaltz

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:35 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Patricia Lockwood made a motion to approve the October 17, 2012 meeting minutes. Bryant Nolden seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. None

IV. FINANCIAL REPORT

- A. Paul McShane presented the October 2012 financial reports. He mentioned we are still in process of accruing year end payables until the end of November. Brenda Clack asked about being under budget and where does the money go. Mr. McShane said it part of it is in reserves for Property Maintenance. Patricia Lockwood made a motion to approve the Financial Report and Brenda Clack seconded. All were in favor.

VI .OLD BUSINESS

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report for the month of October. He stated that there were 64 sales for the month of October. Also we have over \$170,191.00 in gross sales to date. Bryant Nolden made a motion to accept the sales reports. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

B. Foss Avenue EDC – Multiple Lot Purchase – Action Required

(47-30-208-009 & 10, 47-30-229-042 & 47-30-230-007)

- Mr. Stair presented to the Board a memo regarding the sale of 4 vacant lots for the price of \$1 each and \$39.00 for a total of \$40.00 each lot. Mr. Stair also mentioned the purchaser plans on purchasing additional lots that are currently in foreclosure but not in the Land Bank's name. A representative from the church said the purpose of the purchase is to clean up the neighborhood. Omar Sims made a motion to approve the sale and Patricia Lockwood seconded. All were in favor.

C. Multiple Vacant Lot sale in Spring Oaks Subdivision – Action Required

- Phil Stair presented to the Board a memo regarding the sale vacant lots located in Spring Oaks Subdivision located off Baldwin Road in Grand Blanc Township. Mr. Imad Isaac was the successful bidder for 8 lots. Staff is recommending the sale. Brenda Clack made a motion to approve the sale and Bryant Nolden seconded. All were in favor.

VIII. Executive Director Report

- D.** See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:25pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

December 12, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Patricia Lockwood, Bryant Nolden, Fred Shaltz, Omar Sims

Absent: Brenda Clack, Patrick Gleason,

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:40 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the November 14, 2012 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. None

IV. FINANCIAL REPORT

- A. Paul McShane presented the November 2012 financial reports. He mentioned there are no major issues. Patricia Lockwood made a motion to approve the Financial Report and Bryant Nolden seconded. All were in favor.

VI .OLD BUSINESS

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report for the month of November. He stated that there were 51 sales for the month of November. Also we have over \$615,307.00 in gross sales to date. Bryant Nolden made a motion to accept the sales reports. The motion was seconded by Omar Sims. All were in favor and the motion carried.

B. Multiple parcel acquisition for demolition – Genesee County Habitat for Humanity – Action Required

- Mr. Stair presented to the Board a memo regarding staff approval to donate seven properties. Mr. Juan Zuniga the Program Director of the Genesee County Habitat for Humanity spoke about how this request is for the continuation of the redevelopment work in the neighborhood since 2008. Omar Sims made a motion to approve the sale and Patricia Lockwood seconded. All were in favor.

C. Metro Community Development's Youth Build Program

- Donation Requested of property 633 E. Myrtle – **Action Required**

- Omar Sims stated that he cannot support this request. Bryant Nolden asked if this property was on the demo list and Mr. Weiland stated this property is not on the demo list. Discussion was held and this was adjourned until next meeting in January 2013.

VIII. Executive Director Report

- D.** See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:05pm

Respectfully submitted by John Smith

**Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS**

February 22, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patrick Gleason, Patricia Lockwood, Omar Sims

Absent: Bryant Nolden

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 12:10 pm by Deborah Cherry.

II. APPROVAL OF MINUTES

- Brenda Clack made a motion to approve the February 22, 2012 meeting minutes. Omar Sims seconded and all were in favor. Motion carried.

III. PUBLIC HEARING

- A.** None

IV. FINANCIAL REPORT

- Paul McShane presented the January 2012 financial reports. He explained we are still within the current budget. He also stated that land contracts sales are up this year compared to prior years. Patricia Lockwood made a motion to accept the financial reports that were presented. Patrick Gleason seconded and all were in favor. Motion carried.

VI .OLD BUSINESS

- A. Foss Ave** - Revenue Flynn spoke about acquiring 20 vacant parcels from the Land Bank. These properties are located just northeast of Ujima Village. He stated the properties would be used by the youth groups to plant fruits and vegetables. Commissioner Clack said this would be really good for the community. Patricia Lockwood asked if the price would be \$1 and a \$39 fee and that was agreed price by both parties. Patricia Lockwood made a motion to accept the purchase of the lots by Foss Ave. Omar Sims seconded and all were in favor.
- B. Red Revolution** – Adam Thomason from Red Revolution presented materials to the board members in order to purchase multiple lots. This was requested by the board from the January 2012 meeting. Mr. Thomason stated that they are interested in purchasing a house and nearby lots in order to turn that property in to a farm. Then in return sell the crops to the local community. He and a few other members have farms already in the nearby communities. After hearing the presentation the board members agree to lease with an option to purchase the properties to Red Revolution. Patricia Lockwood made a motion to approve the sale. Omar Sims seconded and all were in favor.

VII. NEW BUSINESS

A. Sales Report – Action Required

- Phil Stair presented the sales report. Discussion followed. Brenda Clack made a motion to accept the sales report. The motion was seconded by Patricia Lockwood. All were in favor and the motion carried.

B. Flint River Farm Presentation

- An update was given by Roxanne Adair and Joanna Lehrman from Flint River Farm regarding the status of Flint River Farm. They stated they produce enough food last year to feed a family of fifteen through November. Also, they have built a mobile hoop house that can be moved to different locations thought out the city. Also they are selling a lot of produce at the Flint Farmers Market and sells are doing really well. Roxanne Adair said they are currently tapping Maple trees in the community and will be selling them in the near future. Joanna Lehrman stated they are working with various organizations in the community to help with the planting and growing of crops.

VIII. Executive Director Report

- Doug Weiland presented the director's report. He discussed the various programs and the status of each of those programs. See board packet for details of his report.
- Both Bryant Nolden and Patricia Lockwood's terms have been extended to 2015. Also, Patricia Lockwood would like the Board to discuss a \$35 expense reimbursement per meeting for each board member. This request will be added to the next board meeting agenda for further discussion.

IX. ADJOURN

Meeting was adjourned at 1:35pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

March 21, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Brenda Clack, Bryant Nolden, Omar Sims

Absent: Deborah Cherry, Patrick Gleason, Patricia Lockwood, Paul Long

Quorum present? NO

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Roll call was taken at 11:55 am and since there was no quorum the meeting was cancelled and rescheduled for April 18, 2012.

Meeting was adjourned at 12:05pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

April 18th, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patrick Gleason, Patricia Lockwood, Bryant Nolden, Omar Sims

Absent:

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 12:25 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the February 22 & March 21, 2012 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC Comment

- A.** Mr. Collyer spoke about of cleanup of vacant lots located on Belle Ave. He would like the trees and shrubs cut. Deborah Cherry thanked Mr. Collyer for coming in and notifying the Land Bank of the situation.

IV. FINANCIAL REPORT

- Paul McShane presented the February & March, 2012 financial reports. He mentioned that we had over \$600,000 in sales the past two months in options and Land Contracts. We are also within our budget for this fiscal year. Brenda Clack made a motion to accept the financial reports that were presented. Bryant Nolden seconded and all were in favor. Motion carried.

VI .OLD BUSINESS

A. Update on Parcels sold to Foss Ave

- Phil Stair presented to the board a list of all the parcels that were sold to Foss Ave. This was a previous request to see what properties were sold.

B. Request by Patricia Lockwood to discuss a stipend of \$35 for each Board Member to receive each month. – **Action Required.**

- Patricia Lockwood stated there are other boards that compensate their members for mileage and expenses. Deborah Cherry opposed the stipend stating it should not be for elected officials. Also, Patrick Gleason was opposed as well to the stipend. Omar Sims stated there should be sort of compensation for Board members. Then he also stated there should be a sign up sheet for the right of refusal or acceptance of the stipend. The motion was passed for the stipend of \$35 for each board member if they chose to accept.

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report. He stated that there were 72 sales for the month of April. Also we have over \$ 1.6 million in gross sales. Lockwood wanted to know how the sales compare to last year. Phil stated the sales are more than last year's. Discussion followed. Bryant Nolden made a motion to accept the sales report. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

B. Multiple Lot request 41-05-331-003,-004,-005,-006,-008 & -009 – **Action Required**

- Mr. Collyer spoke regarding purchasing these vacant lots next to his home. He stated that the purpose of the purchase is to clean up the lots. After the cleanup, he would to fence the lots and put in an urban farm and garden. Discussion followed. Bryant Nolden made a motion to approve the sale. The motion was seconded by Patricia Lockwood. All were in favor and the motion carried.

C. Multiple Lot Purchase (Board Member Request)

- 47-30-102-011 (Vacant lot) & 014 (Pending Demo) – **Action Required**
- Bryant Nolden spoke regarding purchasing the two lots. He went on to request a tree be removed on one of the lots before the purchase of the lot. Phil Stair stated we do have a maintenance crew that could remove the tree but will have to check if that is something they can do. Doug Wieland stated that removing trees before purchasing lots is something the Land Bank doesn't want to do or should do. Patricia Lockwood recommended the Land Bank go to the property and look at the

tree in questioned to see if they can remove it or not. Patricia Lockwood made a motion to approve the sale. The motion was seconded by Brenda Clack. Bryant Nolden abstained from voting. All were in favor and the motion carried.

VIII. Executive Director Report

- Doug Weiland presented the director's report. He discussed the various programs and the status of each of those programs. See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 1:35pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
May 23, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Fred Shaltz, Omar Sims

Absent: Patrick Gleason, Bryant Nolden,

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair

I. WELCOME

- Meeting was called to order at 11:33 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Omar Sims made a motion to approve the April 18th, 2012 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC Comment

- A. Mr. Martin from the Flint HUD office spoke about a homeownership conference that will take place in June. Brenda Clacks asked Mr. Martin, what is HUD doing to help in homeownership. Mr. Martin explained they are working with Non-profits and other agencies to provide counseling.

IV. FINANCIAL REPORT

- A. Tadd Harburn, CPA, from Plante & Moran, discussed the 2010 – 2011 Financial audit. He mentioned that the Land Bank is rolled into the Genesee County Financial reports. Also, stating the Land Bank owns 1% of the Durant Hotel. In the Independent Auditor's Report he mentioned there is a significant deficiency in the segregation of duties. Brenda Clack said this is an ongoing issue and what steps are being taking to correct the issue. Paul McShane said that we have a limited staff and have been looking at addressing the issue. Brenda made a motion to approve the audit and Lockwood seconded. All were in favor. Motion carried.

- B. Paul McShane presented April's 2012 financial reports. He mentioned we are above last year's sales in Land Contracts and within our budget for this fiscal year. Fred Shaltz made a motion to accept the financial reports that were presented. Patricia Lockwood seconded. All were in favor.

VI .OLD BUSINESS

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report. He stated that there were 78 sales for the month of April. Also we have over \$2.3 million in gross sales. Omar Sims made a motion to accept the sales report. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

B. Land Transfer #07-28-300-006 – Genesee County Drain Commission

– Action Required

- Phil Stair presented to the Board a memo regarding land transfer to the Genesee County Drain Commission. Mr. Stair stated the Land Bank had previously transferred properties to the Genesee County Drain Commission. So, it is recommended by staff to transfer the property to the Drain Commission for cost. Discussion followed. Patricia Lockwood made a motion to approve the transfer. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

C. Hunters Run Condominium Project – Action Required

- Phil Stair presented to the Board a memo regarding the winning proposal for the Hunters Run Condominium project. Mr. Stair said there were 5 applicants that submitted proposals. The winning proposal was by Mr. RJ Zaher with a bid of \$93,000 and the proposed 90 day completion of this project. Staff is recommending the Land Bank Board approve the sale so the project can move forward. Patricia Lockwood made a motion to approve the sale and Brenda Clack seconded. All were in favor the motion carried.

VIII. Executive Director Report

- D. See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:30pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

June 20, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patrick Gleason, Patricia Lockwood (via Phone), Bryant Nolden, Fred Shaltz, Omar Sims

Absent:

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 12:02 pm by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the May 23, 2012 meeting minutes. Brenda Clack seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. None

IV. FINANCIAL REPORT

- A. Paul McShane presented May's 2012 financial reports. He mentioned we are above last year's sales in Land Contracts and within our budget for this fiscal year. Mr. McShane mentioned that the Land Bank has request \$380,000 out of the \$458,000 from the County for the Property Maintenance program. Omar Sims made a motion to accept the financial reports that were presented. Bryant Nolden seconded. All were in favor.

VI .OLD BUSINESS

- A. None

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report. He stated that there were 77 sales for the month of May. Also we have over \$2.6 million in gross sales. Bryant Nolden made a motion to accept the sales report. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

B. Genesee County Habitat for Humanity (9 Properties) – Action Required

- Phil Stair presented to the Board a memo regarding a request from the Genesee County Habitat for Humanity to purchase nine lots from the Genesee County Land Bank Authority. Discussion followed. Bryant Nolden made a motion to approve the transfer. The motion was seconded by Brenda Clack. All were in favor and the motion carried.

C. Grievance and Appeals Procedure for NSP 2 Contractors, Developers and Service Providers. – Action Required

- Doug Weiland presented a handout for Board Grievance and Appeals procedure for Contractors, Developers and Service Providers. Mr. Weiland explained that is required by MSHDA for all NSP2 programs. Bryant Nolden made a motion to approve this Grievance and Appeals Procedure and Brenda Clack seconded. All were in favor the motion carried

D. Amendment to Land Banking Agreement Dated April 22, 2008 – Action Required

- Doug Weiland presented to the Board an Amendment to the Land Bank agreement dated April 22, 2008 with the City of Mt. Morris for parcel number 57-12-100-020. Mr. Weiland explained this amendment will extend out the terms of the original agreement for another five years. . Fred Shaltz made a motion to approve this Amendment and Bryant Nolden seconded. All were in favor the motion carried
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VIII. Executive Director Report

- E. See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:40pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

July 25, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Bryant Nolden, Fred Shaltz, Omar Sims

Absent: Patrick Gleason

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:30 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Patricia Lockwood made a motion to approve the June 20, 2012 meeting minutes. Fred Shaltz seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. None

IV. FINANCIAL REPORT

- A. Paul McShane presented June's 2012 financial reports. He mentioned we are above last year's sales in Land Contracts and within our budget for this fiscal year. Patricia Lockwood made a motion to accept the financial reports that were presented. Omar Sims seconded. All were in favor.

VI .OLD BUSINESS

- A. Tom Ayers, VP for Administration & Finance Business Office from Kettering University made a presentation regarding properties surrounding the University. He presented a map showing 97 properties in which the University has identified as Land Bank owed properties. Mr. Ayers went on to say this will be a long term development goal of the University to take possession of these properties. Pat Lockwood said she is impressed with

what the University is doing but has an issued with the property being just donated to them. Phil Stair stated that each lot would have to be looked at to assess a value. This request was put on hold until the next Board meeting for further discussion.

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report. He stated that there were 62 sales for the month of June. Also we have over \$2.8 million in gross sales. Pat Lockwood made a motion to accept the sales report. The motion was seconded by Bryant Nolden. All were in favor and the motion carried.

VIII. Executive Director Report

- B.** See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:40pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
September 19, 2012

11:30 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patrick Gleason, Patricia Lockwood, Bryant Nolden, Fred Shaltz, Omar Sims

Absent:

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Doug Weiland

I. WELCOME

- Meeting was called to order at 11:37 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Fred Shaltz made a motion to approve the July 25, 2012 meeting minutes. Patricia Lockwood seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

- A. A local flint resident spoke to the Board regarding a vacant lot he would like to purchase in his neighborhood. Deb Cherry said that he would have to speak with Doug Weiland from the Land Bank regarding this issue. However, the lot was included in a multiple sale to Kettering University being approved at today's meeting. After further discussion the lot was taken out of the sale until Mr. Weiland could speak to him.

IV. FINANCIAL REPORT

- A. Paul McShane presented the July & August 2012 financial reports. He mentioned we are ending the year on a positive note and within budget. Brenda Clack asked Mr. McShane how the sales compare to last year's sales. Mr. McShane stated they are about \$100,000 more than last years. Patricia Lockwood made a motion to accept the financial reports that were presented. Omar Sims seconded. All were in favor.

- B.** Paul McShane presented the 2012-2013 budget to the Board for approval. Mr. McShane stated there are two additional staff members that will be included in this budget. They include the receptionist and a sales clerk position. These positions were filled by the current staff members. Also discussion was held regarding wage increase for all staff members except the Director. This increase was for 3.5%. Pat Lockwood stated that the proposed budget was reviewed by the finance committee and they support the budget. Brenda Clack asked how many people does the wage increase affect and Mr. McShane said this will affect 14 staff members. Patrick Gleason said he is not in support of a wage increase for the staff at this time because of the uncertainty of the economic times. Mr. McShane said the raises would cost additional \$29,400/year. Roll call was taken on the approval of the budget as presented. Yea votes were Deb Cherry, Brenda Clack, Patricia Lockwood and Bryant Nolden. Nay votes were Patrick Gleason, Fred Shaltz and Omar Sims. The budget was passed by a margin of 4-3 votes in favor.

VI .OLD BUSINESS

- A.** Tom Ayers, VP for Administration & Finance Business Office from Kettering University made a presentation regarding properties surrounding the University. He presented a map showing 26 properties in which the University has identified as Land Bank owed properties. Mr. Ayers went on to state this is Phase one of the development plan by the University. It is recommended by the sales staff these properties be sold for \$100 each plus processing and recording fees. Of the 26 parcels presented for approval one parcel (40-13-106-006) was being withheld due to the fact there was an interested party in the property. Omar Sims opposed the removal of the parcel and therefore opposed the sale stating all the parcels should be included in the sale. The sale was approved by the board by a 7-1 vote.

VII. NEW BUSINESS

A. Sales Report

- Phil Stair presented the sales report for the months of July & August. He stated that there were 62 sales for the month of June. Also we have over \$3.1 million in gross sales to date. Omar Sims made a motion to accept the sales reports. The motion was seconded by Bryant Nolden. All were in favor and the motion carried.

B. Vacant Lot Purchase (46-25-133-001) (Already purchased 3 Lots in 2012)
- Action Required

- Mr. Montgomery is requesting to purchase the residential property and already has purchased lots adjacent to this property. Mr. Montgomery's intentions are to reside at the property of present interest. Discussion was held and Omar Sims made a motion to approve the sale. The motion was seconded by Bryant Nolden. All were in favor.

C. Multiple Lot Purchase (47-30181-025 & 026/027/029)
- Action Required

- Marlene Carter is requested to purchase 4 vacant lots above. Her intentions are to keep the neighborhood looking good. The Sales team is recommending the sale be \$100 for each parcel. Brenda Clack asked if Ms. Carter had the means to fence in the property as proposed. Bryant Nolden made a motion to approve the sale. The motion was seconded by Omar Sims. All were in favor.

D. Multiple Lot Purchase (47-30-129-011 & 012/013 & 47-30-127-034 & 035/036)
- Action Required

- The Promise Missionary Baptist Church is requesting to purchase six vacant lots above in the area of the church. Staff is recommending the sale of the parcels for \$50.00 each. Discussion was held and Bryant Nolden made a motion to approve the sale. Omar Sims seconded and all were in favor.

VIII. Executive Director Report

- E.** See board packet for details of his report.

IX. ADJOURN

Meeting was adjourned at 12:45pm

Respectfully submitted by John Smith