

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

January 18, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Bryant Nolden, Mark Young

Excused: Jackie Poplar

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:06 am by Deborah Cherry

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the December meeting minutes. Mark Young seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

- James Crawford addressed the board. He stated he acquired about 2 properties and have not heard from anyone at the Land Bank regarding purchasing these properties. Deb Cherry said he should talk with Phil Stair on the status of each property.
- Chris Delmorone addressed the board. He stated the Citizen's Advisory Council would like to have a joint meeting with the Genesee County Land Bank Board. Deb Cherry said a meeting with be setup shortly. Brenda Clack asked Mr. Delmorone how close you work with the Land Bank. He stated the Advisory Council meets with the staff every other month to discuss the Sales report and the Director's report.

IV. FINANCIAL REPORT

A. Financial Report for December 2016 – Action Required

- Paul McShane presented the December Financial Report to the Board. He stated December is a slow month and have been dealing with Auditors and will report at a later date. Bryant Nolden made a motion to approve the Financial Report and Pat Lockwood seconded. All were in favor. Motion carried.

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Sales Report for December 2016 – Action Required

- Phil Stair presented the December sales report to the Board. He stated we had 2 large sales for the month. Also sales are up from the prior year. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried

B. North Flint Market & Option- Pastor Flynn - Action Required

- Phil Stair presented to the Board a memo regarding the sale. Brenda Clark asked Pastor Flynn if this was the last hurdle to move the project forward. Pastor Flynn stated this is one of many hurdles and hopefully things can move forward. Discussion Followed. Mark Young made a motion to approve the sale and Brenda Clack seconded. . All in favor except Bryant Nolden abstaining. Motion carried

C. Metro Community Dev. Met Hill Phase II – Action Required

- Phil Stair presented to the Board a memo regarding the sale. Discussion Followed. Phil Stair stated the purchase price is \$100 per lot and an extension will be given if needed for the project. Mark Young stated he wanted to make sure Metro Community is given the proper time to complete the project. Mark Young made a motion to give the Director the authority to complete the option sale. Mark Young made a motion to approve the sale and Brenda Clack seconded. Motion carried

D. Board approval to enter into Community Development Block Grant Contracts with the City of Flint – Action Required

- Bryant Nolden made a motion to approve the Financial Report and Mark Young seconded. Pat Lockwood asked about the community tool shed. An explanation was given that the Land Bank is applying for CDBG funds for the Neighborhood Hub Tool. These funds will be used for equipment and to hire individuals and

allow the community to check out the equipment to clean up their neighborhoods. Bryant Nolden made a motion to approve the contract and Brenda Clack seconded. All were in favor. Motion carried

VII. Executive Director – See Packet

- Discussion Followed. Mark Young made a motion to approve the Directors report and Brenda Clack seconded. All were in favor. Motion carried

VIII. ADJOURN - Meeting was adjourned at 11:45am

Respectfully

submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
February 15, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Ellen Ellenburg, Patricia Lockwood, Bryant Nolden, Mark Young

Excused: Brenda Clack, Jackie Poplar

Quorum present? Yes

Staff Present: Yolanda Collins, Phil Stair, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:10 am by Deborah Cherry

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the January meeting minutes. Patricia Lockwood seconded. All were in favor. Motion carried.
- Deb Cherry welcomed Commissioner Ellen Ellenburg as a new member of the board.

III. PUBLIC COMMENT

- James Crawford addressed the board. He stated he spoke at last meeting to acquire about 2 properties and is still waiting on a decision. Deb Cherry said he should continue to talk with Phil Stair on the status of each property. Mr. Crawford said he has spoken with Phil regarding purchase but still is waiting on a decision. Michele Wildman said to give her his phone number and she will follow up with him regarding the two properties.

IV. FINANCIAL REPORT

A. Financial Report for December 2016 – Action Required

- Michele Wildman presented the January Financial Report to the Board. She stated the workers comp number is paid out in one lump sum that is why the amount is so large at this time. Also, computer services are the same as workers compensation. Bryant Nolden made a motion to approve the Financial Report and Pat Lockwood seconded. All were in favor. Motion carried.

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Sales Report for January 2017 – Action Required

- Phil Stair presented the January sales report to the Board. He stated we are above last year's sales. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried

B. Multiple Sale – Kettering University (40-13-401-009/40-13-401-002) - Action Required

- Phil Stair presented to the Board a memo regarding the sale for properties along the University Corridor. Discussion Followed. Pat Lockwood asked how everything is going in that area. Phil Stair stated it's an ongoing project and will continue. Bryant Nolden made a motion to approve the sale and Mark Young seconded. . All in favor. Motion carried

C. MDEQ Brownfield Funds – Action Required

- Faith Finholm presented a memo to the Board regarding a grant proposal between the Genesee County Land Bank and the MDEQ. She stated a resolution is required from the Board in order to apply for this grant. Pat Lockwood asked, is there a contingency in place if issues come up. Michele Wildman stated there is a contingency in place from various funding sources. Discussion Followed. Mark Young made a motion to approve the resolution and Bryant Nolden seconded. All were in favor. Motion carried

VII. Executive Director – See Packet

- Michele Wildman presented the Executive Director report. Discussion followed.

VIII. ADJOURN - Meeting was adjourned at 11:40am

Respectfully
submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
March 15, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Ellen Ellenburg, Patricia Lockwood, Bryant Nolden

Excused: Jackie Poplar, Mark Young

Quorum present? Yes

Staff Present: Paul McShane, John Smith, Phil Stair, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:05 am by Deborah Cherry and the order of business was changed from the agenda. Below is the order it was conducted.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the February meeting minutes. Patricia Lockwood seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

- None

IV. FINANCIAL REPORT

A. Fiscal Year 2015-2016 Audit by Plante & Moran – Action Required

- Plante Moran presented the fiscal year audit. Pamela Hill from Plante Moran stated the audit went well and was completed on time. Also, from Plante Moran, Amar Rushing gave an over view of the financial status of the Land Bank. After that, he stated an audit was done on Federal Awards programs and found no issues. Then, Pamela Hill gave recommendations on some issues to address in the future. Discussion Followed. Bryant Nolden made a motion to approve the audit and Patricia Lockwood seconded. All were in favor. Motion carried

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Closed Session (consult with an attorney on litigation) – Action Required

- Ellen Ellenburg made a motion to go in a closed session and Bryant Nolden seconded. All in favor. Motion carried. Ellen Ellenburg made a motion to go back to open session and Bryant Nolden seconded. All in favor. Motion carried

B. Multiple Sale –Transitions Settlement, Inc. (41-19-376-003/008/12/41-19-276-013) – Action Required.

- Phil Stair presented to the Board a memo regarding the sale of properties. Patricia Lockwood asked if these properties will be used just for gardens. Mr. Yearlsey said the properties would be used as gardens. Discussion Followed. Brenda Clack made a motion to approve the sale and Ellen Ellenburgh seconded. . All in favor. Motion carried

C. Sales Report for February 2017 – Action Required

- Phil Stair presented the February sales report to the Board. He stated we are above last year's sales. Discussion Followed. Bryant Nolden made a motion to approve the sales report and Brenda Clack seconded. All were in favor. Motion carried

D. Financial Report for February 2017 – Action Required

- With a few members leaving the meeting early, no quorum was present to approve the financial report; therefore, it will be brought to next meeting.

VII. Executive Director – See Packet

- A.** Michele Wildman presented the Executive Director report. Discussion followed.

VIII. ADJOURN - Meeting was adjourned at 12:15pm

Respectfully

Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

April 19, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Ellen Ellenburg, Patricia Lockwood, Bryant Nolden, Jackie Poplar, Mark Young

Excused:

Quorum present? Yes

Staff Present: Faith Finholm, Christina Kelly, Paul McShane, John Smith, Phil Stair, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:25 am by Deborah Cherry and the order of business was changed from the agenda. Below is the order it was conducted.

II. APPROVAL OF MINUTES

- Patricia Lockwood made a motion to approve the March meeting minutes and Jackie Poplar seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

- Pastor Tanya Cox from Flint East Side Mission stated they are looking to purchase 1825 Maryland Ave. This property would be used as a transition time for people with addiction. Deborah Cherry said she needs to talk with Land Bank staff. Pastor Cox stated they have an application for the property.
- Glenn R. Trego said he owns T & C Collision and owns 25 properties around that building. Stated he would like to purchase more property but cannot due to tax foreclosure. Deborah Cherry stated the Land Bank staff will look into this matter and get back with a recommendation. Jackie Poplar stated for record that Jackie Palmer is deceased.
- Chris Delmorone addressed the board and asked the board what is the process for groups coming onto Land Bank properties. Michele Wildman said there are forms that groups fill out.

IV. FINANCIAL REPORT

A. Financial Report for February & March 2017 – Action Required

- Paul McShane presented the February & March Financial report to the Board. He stated we are ½ way through our fiscal year and no major issues. Discussion Followed. Patricia Lockwood made a motion to approve the financial report and Jackie Poplar seconded. All were in favor. Motion carried.

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Sales Report for March 2017 – Action Required

- Phil Stair presented the March sales report to the Board. Discussion Followed. Mark Young made a motion to approve the sales report and Brenda Clack seconded. All were in favor. Motion carried

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B. Multiple Sale – Irene Shustock (41-05333-009/027/28/31/32/38)– Action Required

- Phil Stair presented to the Board a memo regarding the sale of properties. Mr. Hill stated he would take over these properties and maintain each of them. Discussion Followed. Bryant Nolden made a motion to approve the sale and Mark Young seconded. . All in favor. Motion carried

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C. City of Mt. Morris Agreement – Action Required.

- Michele Wildman presented to the Board a memo regarding amending an agreement between City of Mt. Morris and the Genesee County Land Bank. Michele Wildman said this is the 2nd renewal. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Pat Lockwood seconded. All in favor. Motion carried

D. NEH Agreement – Action Required

- Faith Finholm presented a memo to the board to enter into a Sub-Grant Agreement. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Brenda Clack seconded. All were in favor. Motion carried.

E. Abatement Contractor Probation – Action Required

- Christina Kelly stated to the Board that the probation period for Qualified Abatement Services has passed and would like to reinstate them for bids. Mark Young made a motion to approve the reinstatement and Mark Young seconded. All were in favor. Motion carried.

F. GCLB – Berridge Place, Inc. Audit for year ending 2016 – Action Required

- Paul McShane stated this board acts as the board for the Berridge. Bryant Nolden made a motion to close Genesee County Land Bank Board session and move to the Berridge Board to discuss the Berridge Audit. Mark Young seconded. All were in favor.

VII. Executive Director – See Packet

VIII. ADJOURN - Meeting was adjourned at 12:10pm

Respectfully

Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

May 17, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Patricia Lockwood, Bryant Nolden, Mark Young

Excused: Brenda Clack, Ellen Ellenburg, Jackie Poplar

Quorum present? Yes

Staff Present: Renee Auten, Paul McShane, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:15 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the April meeting minutes and Patricia Lockwood seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

- No comment

IV. FINANCIAL REPORT

A. Financial Report for April 2017 – Action Required

- Paul McShane presented the April Financial report to the Board. He stated there are no issues and we are within budget. Discussion Followed. Bryant Nolden made a motion to approve the financial report and Mark Young seconded. All were in favor. Motion carried.

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Sales Report for April 2017 – Action Required

- Renee Auten presented the April sales report to the Board. Discussion Followed. Patricia Lockwood made a motion to approve the sales report and Mark Young seconded. All were in favor. Motion carried

B. Multiple Sale – HJC Property LLC (0836676092/093/094/095)– Action Required

- Renee Auten presented to the Board a memo regarding the sale of properties. A representative for Dr. Hommoud stated he would like to redevelop these properties. Mark Young asked if these properties would be built on and the answer was yes. Discussion Followed. Bryant Nolden made a motion to approve the sale and Mark Young seconded. All in favor. Motion carried
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C. Procurement Policy for State & Federal Grants – Action Required

- Paul McShane presented to the Board a Procurement Policy for Genesee County Land Bank. He stated that staff has gone through the policy and has made necessary changes per audits. Michele Wildman said this is a new policy for the Land Bank because the Land Bank went off the Genesee County's policy. Patricia Lockwood asked if the attorney reviewed the policy. Paul McShane said he has and Michele Wildman said she would take the policy to the attorney for additional review. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Mark Young seconded. All in favor. Motion carried

D. Kettering University Presentation

- Tom Ayers a representative from Kettering presented to the Board a presentation regarding the progress of the properties purchased from the Genesee County Land Bank. He stated they purchased property right across from Atwood stadium and did the demo on the property and now looks more appealing for people to come to the stadium. He also presented some future plans for the area. He thanked the Land Bank for their collaboration in helping building a better University.

VII. Executive Director – See Packet

VIII. ADJOURN - Meeting was adjourned at 11:56am

Respectfully
Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
June 21, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Ellen Ellenburg, Bryant Nolden, Jackie Poplar

Excused: Brenda Clack, Patricia Lockwood, Mark Young

Quorum present? Yes

Staff Present: Renee Auten, Duane Bickford, Paul McShane, Jennifer Riggs, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:02 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the April meeting minutes and Ellen Ellenburg seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

- Mr. Gainey spoke regarding Spring Grove silos. He stated that he has signatures of people in the area that oppose the painting of the silos. Michele Wildman said the Land Bank is waiting for response from the Neighborhood Association before the Land Bank will move forward.
- Mr. Brown put in a bid to purchase property on Dort highway and wanted to know why his bid was not accepted. Deb Cherry stated we will get to your concerns later because the sale is listed on the agenda.

IV. REPORTS

A. Financial Report for May 2017 – Action Required

- Paul McShane presented the May Financial report to the Board. He stated we are 2/3's through the budget. Also, there are no issues and we are within budget. Discussion Followed. Bryant Nolden made a motion to approve the financial report and Ellen Ellenburg seconded. All were in favor. Motion carried.

B. Sales Report for May 2017 – Action Required

- Renee Auten presented the May sales report to the Board. She stated we are down from last year's totals because of foreclosures are going down. Discussion Followed. Bryant Nolden made a motion to approve the sales report and Ellen Ellenburg seconded. All were in favor. Motion carried

C. Demo Contracts

- Michele Wildman stated this is for information only and no action is needed. Bryant Nolden wanted the spreadsheet via email and Michele Wildman stated she will get that information to him.

V .OLD BUSINESS

- None

VI. NEW BUSINESS

A. Multiple Sale – Kettering University (4013401012/13/14/022/024/025/026)– Action Required

- Jennifer Riggs presented to the Board a memo regarding the sale of properties. Discussion Followed. Bryant Nolden made a motion to approve the sale and Ellen Ellenburg seconded. All in favor. Motion carried
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B. Multiple Sale – Glen Trego (4108255011/028/4101256017)– Action Required

- Jennifer Riggs presented to the Board a memo regarding the sale of properties. Jennifer stated he had past tax foreclosures and would need board approval for the sale. Mr. Trego stated it was a mis-understating with the city of flint but all of his property is current with taxes. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Ellen Ellenburg seconded. All in favor. Motion carried

C. Property Sale – Flint Fresh Mobil Market (4109452009) – Action Required

- Rene Auten presented to the Board a memo regarding the sale of property. Renee stated they want to use the property as a food hub. The applicants stated they are going to use this as a food Hub where they could sell produce back to the community. . Discussion Followed. Bryant Nolden made a motion to

approve the agreement and Ellen Ellenburg seconded. All in favor. Motion carried

D. Multiple Sale – Kalabat Entity, LLC – (4116302001/002/0020/021) – Action Required

- Rene Auten presented to the Board a memo regarding the sale of properties. Michele Wildman stated this was listed with a realtor and this went out for highest and best offer. Mr. Kalabat stated property will be used for retail outlets. Mr. Brown stated his firm was hired and will be property Manager for this project. Discussion Followed. Ellen Ellenburg asked do you have plans for this area. Mr. Kalabat stated he wanted the property for retail businesses and bring value to the community. Ellen Ellenburg asked if local skilled laborers would be used. Mr. Kalabat said they would use local companies for development. Jackie Poplar said she cannot support this but have they looked at other areas of Flint. Bryant Nolden made a motion to postpone the vote, so the board could get more information and Jackie Poplar seconded. All in favor. Motion carried

E. Communities First redevelopment proposal – Action Required

- Michele Wildman stated the City of Flint requested Communities First to lower the tax collected from 50% to 33.3% in order for the project to proceed. Michele recommended the Land Bank enter in this agreement. Jackie Poplar made a motion to approve and Ellen Ellenburg seconded. Bryant Nolden voted no but majority voted yes. Motion carried

F. Proposal to move Property Maintenance Operations – Action Required.

- Duane Bickford, the property manager of the Genesee County Land Bank presented a memo to move the operations from N. Saginaw Street to Fenton Road. The Land Bank already owns the property with a big barn that will be renovated. He stated the Land Bank would save money and the building would hold all the Land Bank equipment unlike the current building. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Ellen Ellenburg seconded. All in favor. Motion carried

VII. Executive Director – See Packet

VIII. Joint Lunch with CAC

- Meeting was held and various topics were discussed.

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

July 19, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Bryant Nolden, Jackie Poplar, Mark Young

Excused: Ellen Ellenburg

Quorum present? Yes

Staff Present: Renee Auten, Paul McShane, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:08 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the June meeting minutes and Mark Young seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

IV. REPORTS

A. Financial Report for June 2017 – Action Required

- Paul McShane presented the June Financial report to the Board. He stated we are $\frac{3}{4}$ way through the fiscal year and we are on target with our expenditures. . Discussion Followed. Bryant Nolden made a motion to approve the financial report and Jackie Poplar seconded. All were in favor. Motion carried.
- Paul McShane asked that a meeting be setup with the budget committee to address the upcoming 2017-2018 fiscal year budget. The committee members agreed and a meeting will be setup.

B. Sales Report for June 2017 – Action Required

- Renee Auten presented the June sales report to the Board. She stated we are down from last year's totals because foreclosures are going down. Michele Wildman stated the sales are down but we are within budget. Discussion Followed. Patricia Lockwood made a motion to approve the sales report and Jackie Poplar seconded. All were in favor. Motion carried

C. Demo Contracts

- Michele Wildman stated this is for information only and no action is needed.

V .OLD BUSINESS

A. Multiple Sale – Dort Highway (4116302001/002/0020/021) – Action Required

- Michele Wildman stated there was additional information requested from the last meeting regarding all bidders. Michele Wildman stated there is an issue with the Woodley Group LLC. The issue is if the Woodley Group LLC appears not to be a legal corporation in the state of Maryland. Michele Wildman stated she forwarded that information to the Land Bank attorney for clarification. His response is in the packet. Deb Cherry asked Mr. Brown from the Woodley Group to address the Board. Mr. Brown stated their plans are to do some catering and have a place for storage. Deb Cherry asked Mr. Brown about medical marijuana. He stated he would need approval from the state and cannot say yes or no. Michele Wildman stated that 3 out of the 4 groups would agree to a deed restriction for selling marijuana. The Woodley group would not agree. Patricia Lockwood stated she cannot support the selling of marijuana and therefore she cannot support selling the property unless it included the deed restriction. Also, Brenda Clack stated she cannot support any business that sells marijuana. Mr. Nolden made a motion and Jackie Poplar seconded for selling the property to the Woodley Group LLC.
- The Kalabat Group asked how does the process work. Deb Cherry stated there are issues that need to be addressed before any decision can be made. First issue, if the Woodley Group LLC is legal. Second issue is the sale of medical marijuana and third is the business that is currently occupying the building. Mr. Young stated he cannot support any group that sells drugs or alcohol. He asked the Board to table any decision regarding the sale until the Land Bank attorney and staff can address all issues and this includes the motion for the sale of the property to the Woodley Group LLC. The motion was carried out and all were in favor except for Mr. Nolden.

VI. NEW BUSINESS

A. BS & A MR Loans Module – Action Required

- Mr. McShane presented to the Board a memo regarding the purchase of the Loans Module. Discussion Followed. Mark Young made a motion to approve the purchase and Bryant Nolden seconded. All in favor. Motion carried
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B. Property Sale – Alfred Zetouna (4626328029) Action Required

- Renee Auten presented to the Board a memo regarding the sale of this property. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All in favor. Motion carried

VII. Executive Director – See Packet

IX. ADJOURN - Meeting was adjourned at 11:46am

Respectfully

Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

August 16, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Ellen Ellenburg, Patricia Lockwood (telephone & could not vote), Bryant Nolden, Mark Young

Excused: Jackie Poplar

Quorum present? Yes

Staff Present: Renee Auten, Faith Finholm, Peter Goodstein (Land Bank Attorney), Paul McShane, Jennifer Riggs, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:05 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Mark Young made a motion to approve the July meeting minutes and Bryant Young seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

Mr. Shannon from Kalabat Corporation spoke to the Board. He stated there are inconsistencies in the Land Bank policy and procedures. He requested a FOIA from the Board. Deborah Cherry said he can send his request to Paul McShane from the Land Bank.

IV. REPORTS

A. Financial Report for July 2017 – Action Required

- Paul McShane presented the July Financial report to the Board. He stated we are on target with our expenditures. . Discussion Followed. Bryant Nolden made a motion to approve the financial report and Brenda Clack seconded. All were in favor. Motion carried.

1. Budget for 2017-2018

- Paul McShane addressed the board regarding the meeting he had with the budget committee. He stated the budget has increased from prior years because of increase in expenditures. Pat Lockwood stated she wanted to thank Paul and the staff for putting together the 2017 – 2018 budget. Discussion Followed. Bryant Nolden made a motion to approve the 2017-2018 budget and Brenda Clack seconded. All were in favor. Motion carried.
-

B. Sales Report for July 2017 – **Action Required**

- Renee Auten presented the July sales report to the Board. She stated we are down from prior months. Rene Auten also presented a memo to the Board regarding a property on Dort highway that was never brought to the board back in April for approval. Mark Young made a motion to approve the sale on Dort highway and Bryant Nolden seconded. All were in favor. Motion carried. Mark Young made a motion to approve the sales report and Bryant Nolden seconded. All were in favor. Motion carried.

C. Demo Contracts

- Michele Wildman stated this is for information only and no action is needed.

V .OLD BUSINESS

A. Multiple Sale – Dort Highway (4116302001/002/0020/021) – **Action Required**

- A memo was presented from Marathon Flint Oil to purchase the property. Mark Young made a motion to approve the sale and no motion was approved. Discussion Followed. Deb Cherry recommended this sale be pulled and be addressed in the future. Bryant Nolden made a motion to table the sale and Mark Young seconded. All were in favor. Motion carried.

VI. NEW BUSINESS

A. Multiple Purchase – Norstar Development USA L.P. – **Action Required**

- Jennifer Riggs from the Land Bank presented a memo to the Board regarding the multiple sale. Lori Harris from Norstar addressed the board regarding the plan of redevelopment with these sites. Discussion Followed. Mark Young made a motion to approve the purchase and Bryant Nolden seconded. All in favor. Motion carried.

B. Multiple Purchase – Shirley Anderson (4625102026/027) Action Required

- Jennifer presented to the Board a memo regarding the sale of this property. Discussion Followed. Bryant Nolden made a motion to approve the sale and Ellen Ellenburg seconded. All in favor. Motion carried

C. Multiple Purchase – Glen Trego (4108255005/040) – Action Required

- Jennifer presented to the Board a memo regarding the sale of this property. Discussion Followed. Bryant Nolden made a motion to approve the purchase and Mark Young seconded. All in favor. Motion carried

D. Grant agreement with Michigan Department of Natural Resources – Action Required

- Faith Finholm from Land Bank presented a memo to the Board regarding a Grant Agreement. Discussion Followed. Bryant Nolden made a motion to approve the agreement and Ellen Ellenburg seconded. All in favor. Motion carried

VII. Executive Director – See Packet

- Discussion Followed. Bryant Nolden made a motion to the Executive Director report and Mark Young seconded. All in favor. Motion carried

VIII. Closed Session – Discuss pending lawsuit.

- Bryant Nolden made a motion to go into closed session to consult with its attorney regarding the pending litigation. Ellen Ellenburg seconded. All in favor. Motion carried

IX. ADJOURN - Meeting was adjourned at 12:01pm

Respectfully

Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
September 20, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Ellen Ellenburg, Patricia Lockwood, Bryant Nolden, Jackie Poplar, Mark Young

Excused: Brenda Clack

Quorum present? Yes

Staff Present: Renee Auten, Dawn Everett, Paul McShane, Jennifer Riggs, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:05 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Mark Young made a motion to approve the August meeting minutes and Bryant Nolden seconded. All were in favor. Motion carried.
- Bryant Nolden made a motion to approve the August closed session meeting minutes and Mark Young seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

Chris Delmorone addressed the Board. He stated the Land Bank should partner with the County to help with cutting of grass including use of the Road Commission's large tractor that is used on right of ways. Mark Young asked Mr. Delmorone if the Advisory Committee made a motion to bring to the board. Mr. Delmorone stated it has not and he will bring it to the Advisory Committee.

IV. REPORTS

A. Financial Report for August 2017 – Action Required

- Paul McShane presented the August Financial report to the Board. He stated we are on target with our expenditures. . Discussion Followed. Bryant Nolden made

a motion to approve the financial report and Ellen Ellenburg seconded. All were in favor. Motion carried.

B. Sales Report for August 2017 – Action Required

- Michele Wildman introduced our new Director of Sales and Development, Dawn Everett. Renee Auten presented the August sales report to the Board. She stated we are down from prior months. Pat Lockwood made a motion to approve the sales report and Bryant Nolden seconded. All were in favor. Motion carried.

C. Demo Contracts

- Michele Wildman stated this is for information only and no action is needed.

V .OLD BUSINESS

VI. NEW BUSINESS

A. Multiple Purchase – Metro Community Development – Action Required

- Jennifer Riggs from the Land Bank presented a memo to the Board regarding the multiple sale. Discussion Followed. Bryant Nolden made a motion to approve the sale and Ellen Ellenburg seconded. All were in favor. Motion carried.

B. Multiple Purchase – Clara Blakely (46-25-159-005/009/011) Action Required

- Jennifer presented to the Board a memo regarding the sale of this property.. Deb Cherry asked if this fits within the City's master plan and Jennifer said it does. Discussion Followed. Bryant Nolden made a motion to approve the sale and Jackie Poplar seconded. All in favor. Motion carried

C. Purchase – Rhonda Kelso (40-01-379-032) – Action Required

- Jennifer presented to the Board a memo regarding the sale of this property. Discussion Followed. Bryant Nolden made a motion to approve the purchase and Mark Young seconded. All in favor. Motion carried

D. Purchase – Wanda Chandler & Charlotte Bradford (40-01-360-028) – Action Required

- Jennifer presented to the Board a memo regarding the sale of this property. Discussion Followed. Bryant Nolden made a motion to approve the purchase and Mark Young seconded. All in favor. Motion carried

E. Purchase – Communities First, Inc. (41-18-302-023) – Action Required

- Jennifer presented to the Board a memo regarding the sale of this property. Discussion Followed. Bryant Nolden made a motion to approve the purchase and Mark Young seconded. All in favor. Motion carried

F. Sales Policy Recommendations – Action Required

- Michele Wildman presented to the Board a memo regarding additions to sale requirements. The requirement is a deed restriction for commercial sales regarding casinos, the use of sexually-oriented business or any facility to use, produce, manufacture, sell or distribute marijuana. Michele stated the board still has authority to make changes based on each sale. Also, the staff recommended that all future land contact purchasers attend a homebuyer class. Discussion Followed. Bryant Nolden made a motion to approve the Sales Policy Changes and Ellen Ellenburg seconded. All in favor. Motion carried.

VII. Executive Director – See Packet

- Discussion Followed. Pat Lockwood made a motion to approve the Executive Director report and Jackie Poplar seconded. All in favor. Motion carried

IX. ADJOURN - Meeting was adjourned at 11:48am

Respectfully

Submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
October 18, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Patricia Lockwood, Bryant Nolden, Jackie Poplar

Excused: Ellen Ellenburg, Mark Young

Quorum present? Yes

Staff Present: Duane Bickford, Dawn Everett, Paul McShane, Jennifer Riggs, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:05 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Brenda Clack made a motion to approve the September meeting minutes and Jackie Poplar seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

Tracy Jones addressed the board regarding 1429 Mackin Road. She asked the Board, if she could purchase the property because it's on the demo list. Deb Cherry said it's on the demo list for a reason and will need to get with staff. Michele Wildman stated it's very expensive for buyers to purchase and rehab the property once utilities have been cut. Also Michele Wildman stated this property is being used by Federal dollars for the demo and there are several steps involved with swapping properties on the demo list.

IV. REPORTS

A. Financial Report for September 2017 – Action Required

- Paul McShane presented the September Financial report to the Board. He stated we are on target with our expenditures. Also, we are making adjustment for the year end. Discussion Followed. Pat Lockwood made a motion to approve the financial report and Bryant Nolden seconded. All were in favor. Motion carried.

1. Bank Account – Action Required

- Paul McShane presented a memo to the Board regarding a change from our current bank (Huntington) to Chase bank. He stated Chase bank has a local office and investment options that Huntington does not at this time. Discussion Followed. Pat Lockwood made a motion to approve the transition and Brenda Clack seconded. All were in favor. Motion carried.

2. Employee 457 (b) Plan – Action Required

- Paul McShane presented a memo to the Board regarding transferring from its current plan ICMA to Nationwide Financial. Mr. McShane stated this plan has no cost to the employer and it's offered to employees who choose to invest. Discussion Followed. Brenda Clack made a motion to approve the transition and Pat Lockwood seconded. All were in favor. Motion carried.

B. Sales Report for September 2017 – Action Required

- Dawn Everett presented the Sales report to the Board for the month of September. She stated we are down in sales from prior years but are within the projected budget. Discussion Followed. Bryant Nolden made a motion to approve the sales report and Pat Lockwood seconded. All were in favor. Motion carried.

C. Demo Contracts – Information Only

V .OLD BUSINESS

1. Dort Highway (4116302001/002/0020/021) – Action Required

- Michele Wildman presented a memo to the Board regarding the sale to Marathon Flint Oil Company. Michele Wildman stated we received two offers but after review by staff, it's recommended that the property be sold to Marathon Flint Oil Company. Discussion Followed. Bryant Nolden made a motion to approve the sale and Pat Lockwood seconded. All were in favor. Motion carried.

VII. Executive Director – See Packet

- Discussion Followed. Pat Lockwood made a motion to approve the Executive Director report and Jackie Poplar seconded. All in favor. Motion carried

VIII. ADJOURN - Meeting was adjourned at 11:35am

IX. Respectfully
Submitted by John Smith

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

November 15, 2017

11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Deborah Cherry, Brenda Clack, Ellen Ellenburg, Bryant Nolden, Mark Young

Excused: Patricia Lockwood, Jackie Poplar

Quorum present? Yes

Staff Present: Dawn Everett, Jennifer Riggs, John Smith, Michele Wildman

I. WELCOME

- Meeting was called to order at 11:14 am by Deborah Cherry.

II. APPROVAL OF MINUTES

- Bryant Nolden made a motion to approve the October meeting minutes and Ellen Ellenburg seconded. All were in favor. Motion carried.

III. PUBLIC COMMENT

Pastor Moore addressed the Board regarding the property of 3001 Mildred. He stated the church would like to acquire the property and he received a letter of denial because the property is on the Land Bank demo list. Brenda Clack stated the Land Bank should consider selling the property because they are willing to do the demo themselves. Michele Wildman said we had issues in the past with follow through on the demo and costs already incurred by the Land Bank. Deb Cherry said this should be tabled to new business (see below) and Bryant Nolden said he will bring this up under new business.

IV. REPORTS

A. Financial Report for October 2017 – Action Required

- Michele Wildman presented the October Financial report to the Board. Discussion Followed. Bryant Nolden made a motion to approve the financial report and Brenda Clack seconded. All were in favor. Motion carried.

B. Sales Report for October 2017 – Action Required

- Dawn Everett presented the Sales report to the Board for the month of October. Discussion Followed. Bryant Nolden made a motion to approve the sales report and Ellen Ellenburgh seconded. All were in favor. Motion carried.

C. Demo Contracts – Information Only

V. Old Business

VI. New Business

1. Norstar – Multiple Purchase – Action Required

- Dawn Everett presented a memo to the Board regarding an option for Norstar to purchase multiple parcels in the Smith Village area. Discussion Followed. Mark Young made a motion, if an extension is needed past the first year, the price will be \$1500 per year for a max of 2 years. Bryant Nolden seconded. All were in favor. Motion carried.
- 2. Bryant Nolden made a motion to sell the property at 3001 Mildred to Pastor Moore that was discussed earlier in public comment. Mark Young made a motion to include demo expenses incurred from the Land Bank in the sale. All were in favor. Motion carried.
- 3. Bryant Nolden made a motion to sell property to WT Stevens. Deb Cherry stated the sale needs to go through the Land Bank procedures in order to sell the property. Therefore, the motion was tabled until it goes through the Land Bank process. After that, the sale will be brought back for board approval. All were in Favor.

VII. Executive Director – See Packet

- Discussion Followed. Mark Young made a motion to approve the Executive Director report and Bryant Nolden seconded. All in favor. Motion carried

VIII. ADJOURN - Meeting was adjourned at 12:13 pm

Respectfully Submitted by John Smith