

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**January 24, 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Ellen Ellenburg, Santino Guerra, Patricia Lockwood, Bryant Nolden, Mark Young

Excused:

*Quorum present?* Yes

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

**I. WELCOME**

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

**II. APPROVAL OF MINUTES**

- Mark Young made a motion to approve the November 15, 2017 meeting minutes and Patricia Lockwood seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- No Comment

**IV. REPORTS**

**A. Financial Report for December 2017 – Action Required**

- Paul McShane presented the December financial report to the Board. He stated this is the time of the year we are building reserves before the summer months and we are on track with the budget. Discussion Followed. Patricia Lockwood made a motion to approve the financial report and Bryant Nolden seconded. All were in favor. Motion carried.

**B. Sales Report for November & December 2017 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of November and December. She stated sales are down from prior years but there are new policies in place that will help increase sales. Discussion Followed. Mark Young 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

A. Purchase Glen Trego (41-08-253-025) – **Action Required**

- Jennifer Riggs presented a memo to the Board regarding purchase request from Glen Trego. Jennifer Riggs stated this purchase needs board approval because he has purchased more than three properties within the year. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

B. Multiple Purchase – John Gilliam Jr. (14-24-576-281/282/283/284)  
– **Action Required**

- Jennifer Riggs presented a memo to the Board regarding purchase request from John Gilliam Jr. Discussion Followed. Bryant Nolden made a motion to approve the sale and Mark Young seconded. All were in favor. Motion carried.

C. Purchase - Kettering University (40-13-201-006) – **Action Required**

- Jennifer Riggs presented a memo to the Board regarding purchase request from Kettering University. Jennifer Riggs stated the property is occupied and Kettering University is willing to relocate the occupant because the property needs to be demoed. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

D. Purchase – Ms. Repko/Rennie Sawade (41-09-233-021) – **Action Required**

- Dawn Everett presented a memo to the Board regarding purchase request from Ms. Repko/Rennie Sawade. Dawn stated this needs board approval because of multiple names on the contract. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

E. Purchase – Beverly Biggs-Leavy/Roy Steven White (46-35-356-008)  
– **Action Required**

- Dawn Everett presented a memo to the Board regarding purchase request from Beverly Biggs-Leavy/Roy Steven White. Dawn stated they intend to renovate the property and turn it into a restaurant within one year. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

F. Multiple Purchase – Asbury Community Development  
– **Action Required**

- Jennifer Riggs presented a memo to the Board regarding purchase request from Asbury Community Development. Jennifer stated they want to purchase the properties for agriculture. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

G. Multiple Purchase – WT Stevens – **Action Required**

- Dawn Everett presented a memo to the Board regarding purchase request from WT Stevens. Dawn stated they are currently using the property and want to build a storage building. Discussion Followed. Mark Young made a motion to approve the sale and Bryant Nolden seconded. All were in favor. Motion carried.

H. Policy for purchasing Land Bank demolitions – **Action Required**

- Dawn Everett presented a policy to the Board regarding purchasing Land Bank demolitions. Discussion Followed. Mark Young & Pat Lockwood made an amendment motions to the policy and Bryant Nolden seconded. All were in favor. Motion carried.

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. Closed Session – **Action Required**

- Mark Young made a motion for the Board to go into a closed session under section (8)e of the Open Meetings Act, to consult with their Attorney Peter Goodstein. Bryant Nolden seconded. A roll call was done and all were in favor.

IX. **ADJOURN** - Meeting was adjourned at 12:13 pm

X. Respectfully Submitted by John Smith

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**February 21, 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Ellen Ellenburg, Santino Guerra, Patricia Lockwood, Bryant Nolden, Mark Young

Excused:

*Quorum present? Yes*

*Staff Present: Dawn Everett, Paul McShane, John Smith, Michele Wildman, Jennifer Riggs, Faith Finholm*

**I. WELCOME**

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

**II. APPROVAL OF MINUTES**

- Patricia Lockwood made a motion to approve the January 24, 2018 Open meeting minutes and Ellen Ellenburg seconded. All were in favor. Motion carried.
- Ellen Ellenburg made a motion to approve the January 24, 2018 Closed meeting minutes and Santino Guerra seconded. All in favor except Bryant Nolden Motion carried.

**III. PUBLIC COMMENT**

- Sophia Taylor of 322 Delia St wants to purchase 4 vacant lots and 1 structure on Dewey St. Ms. Taylor was denied by Land Bank because policy does not allow anyone with a prior foreclosure to purchase. The discussion of a language change in policy based off a time frame of when the Foreclosure occurred to be allowed to purchase. Bryant Nolden agreed to revisit in 30 days with the Board.

**IV. REPORTS**

**A. Financial Report for January 2018 – Action Required**

- Paul McShane presented the January financial report to the Board. He stated that we are on track with the budget. Plant Moran was in attendance with results of The Audit Discussion Followed. Bryant Nolden made a motion to approve the financial report and Patricia Lockwood seconded. All were in favor. Motion carried.

## **B. Sales Report for January 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of January. She stated sales are on track they expected. She also stated that the column of prior year was added to her report. 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**

### **A. Multiple applicant request to purchase property – Action Required**

Jennifer Riggs presented a memo to the Board regarding purchase Mr. William Craft and Mr. Joseph Leask of 2544 Bertha Ave., Flint are jointly requesting to purchase the residential vacant property, located at (3064) Dartmouth Ave. (Parcel Number 07-03-527-094). Discussion Followed. Bryant Nolden made a motion to approve the sale and Ellen Ellenburg seconded. All were in favor. Motion carried.

### **B. Community Block Grant – Action Required**

- Michele Wildman presented a memo on CDBG funds being received in the City of Flint Area. Discussion Followed. Brenda Clack made a motion to approve the sale and Ellen Ellenburg seconded. All were in favor. Motion carried.

### **C. Code of Ethics – Action Required**

- Michele presented the Code of Ethics for The Genesee County Land Bank in the packet as the First reading. Discussion Followed. On Hold No Motion

## **VII. Executive Director – See Packet**

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

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

## **IX. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**March 21, 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Bryant Nolden, Mark Young

*Excused:* Santino Guerra, Patricia Lockwood, Ellen Ellenburg

*Quorum present?* Yes

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

**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 Feb 21<sup>st</sup>, 2018 meeting minutes and Brenda Clack seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

Adam Ford 2530 Church Ave Flint, MI. Wants the board to consider using a realtor to sell Land Bank property. Mr. Adams also has concern on properties not being sold along the Riverfront due to an "development of condos and townhouses" Michele and Deb stated that they will look into his concerns that Land Bank is not building any property along the river

Jermaine Wilkes 1638 Terrian presented that due to a prior foreclosure he was denied by the Land Bank to purchase a home and he is coming before the board to ask to be reconsidered. The board notified him that they are looking into revising the policy. Discussion Followed

Tony Palladeno Jr. Spoke on the homes in the Kearsley Park area where he resides are not being taken care of by the Land Bank. He feels that his concerns have not been addressed.

**IV. REPORTS**

**A. Financial Report for February 2018 – Action Required**

- Paul McShane presented the January financial report to the Board. He stated that February is a slow month. No big expenditures and we are in a good position

at this time. Bryant Nolden made a motion to approve the financial report and Mark Young seconded. All were in favor. Motion carried.

#### **B. Sales Report for February 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of January. She stated sales are about where they expected. The sales team has a new method of selling and it is called “Featured Homes”. The land Bank feature’s 3 homes a week as an open house and potential buyers attend the open house then they fill out the application and bid form. Those with the highest and best bid are then vetted. Since March 15<sup>th</sup> 9 homes have closed at the average sale price of \$9255.00. The redevelopment of Glenn Acres had 3 submissions and the finalist will be interviewed March 21<sup>st</sup>, 2018 including Community First and Imagine Brinshore. Discussion Followed. Bryant Nolden made a motion to approve the sales report and Brenda Clack seconded. All were in favor. Motion carried.

#### **C. Demo Contracts – Information Only**

### **V. Old Business**

- **A. Code of Ethics-** Michele spoke: First reading was given at the February 2018 meeting to allow more time for the board to review. The Effective Date is May 1<sup>st</sup>, 2018 Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried.
- **B. Sophia Taylor-** Michele Wildman gave an update on Sophia Taylor. Update sales procedure will be at the April meeting. No Action Required

### **VI. New Business**

..

- A. Jennifer Rigs presented: 521 MC Aras Kettering- wants to purchase Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried
- B. Dawn Everett presented: New Life Church wants to purchase the property at 1201 W. Pasadena to demolish and grow a garden. Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried
- C. Dawn Everett presented: Sean Groves wants to purchase a 4<sup>th</sup> lot and needs board approval. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried
- D. Michele Wildman presented: A MOU with the Genesee County Metropolitan Planning Commission has invested federal funds and would like the Land Bank to hold until final disposition of the property at 3122 Lyndon Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried

E. 745 E. Bundy-Bryant Nolden wants to purchase the property, Discussion followed Mark Young made a motion to approve and Brenda Clack seconded. Nolden Abstained All else were in favor. Motion carried

VII. Executive Director – See Packet

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

IX. Respectfully Submitted by Yolanda Collins



**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**April 18, 2018**

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

**Board Members:**

*Present:* Deborah Cherry Santino Guerra, Patricia Lockwood, Bryant Nolden, Mark Young

*Excused:* Brenda Clack, Ellen Ellenburg,

*Quorum present?* Yes

*Staff Present:* Dawn Everett, Paul McShane, John Smith, Michele Wildman, Jennifer Riggs, Yolanda Collins

**I. WELCOME**

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

**II. APPROVAL OF MINUTES**

- Mark Young made a motion to approve the March 15, 2018 meeting minutes and Bryant Nolden seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- Cedric Jemison 517 E. Holbrook was denied purchase of lots Dawn will follow up
- Leroy Harris 813 Remington wants to purchase a vacant lot next door to him but it is considered a Commercial Lot staff responded the issue is with the City of Flint if he purchases it. He will need to see them to pursue options for combination.

**IV. REPORTS**

**A. Financial Report for March 2018 – Action Required**

- Paul McShane presented the March financial report to the Board. Paul stated that we are half way through the fiscal year and that our sales revenue is at the 50% mark. We are close to budget on the 5/50 collection and the bond payment was made last month. Bryant Nolden made a motion to approve the financial report and Mark Young seconded. All were in favor. Motion carried.

## **B. Sales Report for March 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of March. Dawn stated that sales were around \$345,000 (27 Vacant Lots and 24 Structures). Patricia Lockwood made a motion to approve the sales report and Bryant Nolden seconded. All were in favor. Motion carried.

## **C. Multiple Property Request/Variance from City Master Plan-Action Required**

- Jennifer presented on behalf of Leroy Harris to Purchase multiple lots next to his home. Discussion followed. All in favor
- Jennifer presented on behalf of Ramie Yelle whom wants to purchase multiple vacant lots near his home to put in orchard. Discussion followed

## **D. Demo Contracts – Information Only**

## **V. Old Business**

## **VI. New Business**

### **A. Development Agreement for 1920 Pierson Rd– Action Required**

-Dawn presented that Land Bank received three qualified bids for the property at 1920 Pierson Rd (Community First \$100,000, Image Brenshire \$25,000 and TWG Development \$Donation). Image Brenshire was chosen and recommended with the bid of \$25000. The development plan for the property is affordable housing and retail space. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

### **B. Policies and Procedures – Action Required**

- Dawn Everett presented the policies. Discussion Followed. Mark Young made a motion to approve and Patricia Lockwood seconded. All were in favor. Motion carried.
- Dawn Everett presented the procedures. Postponed based on the wording it will need to be presented again at the May meeting for approval.

## **VII. Executive Director – See Packet**

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

## **VIII. ADJOURN - Meeting was adjourned at 12:06 pm**

## **IX. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**May 24, 2018**

1:30p.m. at Genesee County Administration Building

**Board Members:**

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

Excused: Brenda Clack

*Quorum present?* Yes

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

**I. WELCOME**

- Meeting was called to order at 1:41p.m by Patricia Lockwood.

**II. APPROVAL OF MINUTES**

- Bryant Nolden made a motion to approve the April 18, 2018 meeting minutes and Ellen Ellenburg seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- Marvin Smoot 2297 Toby Beth Dr. 48505. Mr. Smoot has concern with how the workers are maintaining the grass cuts. Discussion followed
- Sophia Taylor 334 Delia 48505. Mrs. Taylor wanted to discuss her experience with the application process since the new procedure has been adopted. Discussion followed.

**IV. REPORTS**

**A. Financial Report for April 2018 – Action Required**

- Paul McShane presented the April financial report to the Board. Mr. McShane stated that the biggest expenditure was the annual insurance renewal. Also the seasonal workers have started so payroll will increase. Bryant Nolden made a motion to approve the financial report and Ellen Ellenburg seconded. All were in favor. Motion carried.

## **B. Sales Report for April 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of April. Mrs. Everett stated that sales were around \$171,000 (28 Vacant Lots and 28 Structures). Bryant Nolden made a motion to approve the sales report and Mark Young seconded. All were in favor. Motion carried.

## **C. Demo Contracts – Information Only**

## **V. Old Business**

## **VI. New Business**

### **A. Multiple Parcels– Action Required**

-Dawn Everett presented: Daniel Nemer a residential builder applied for 4 parcels in the Pine Valley Subdivision. If approved the purchase price would be \$56,000. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

### **B. Multiple Parcels– Action Required**

-Dawn Everett presented: Mr. Groves has acquired more than 3 properties within a 12 month period and he had the next highest and best offer (\$6512.00 Cash) for the property at 2427 Nebraska. Discussion Followed. Mark Young made a motion to approve and Ellen Ellensburg seconded. All were in favor. Motion carried.

### **C. Multiple Applicants -Action Required.**

-Jennifer Riggs presented: Ms. P. Humphrey & Ms. K. Fields requested to jointly purchase an adjacent vacant lot. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

## **VII. Executive Director-See Packet**

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

## **VIII. ADJOURN - Meeting was adjourned at 2:15 pm by Deb Cherry**

## **IX. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**July 18th, 2018**

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

**Board Members:**

*Present:* Santino Guerra, Patricia Lockwood, Mark Young, Ellen Ellenburg

*Excused:* Brenda Clack, Bryant Nolden, Deborah Cherry

*Quorum present?* Yes

*Staff Present:* Dawn Everett, Paul McShane, Michele Wildman, Jennifer Riggs, Yolanda Collins, Renee Harvey

**I. WELCOME**

- Meeting was called to order at 11:06a.m. by Patricia Lockwood.

**II. APPROVAL OF MINUTES**

- Mark Young made a motion to approve the May 24<sup>th</sup>, 2018 meeting minutes and Santino Guerra seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- No public comments

**IV. REPORTS**

**A. Financial Report for June 2018 – Action Required**

- Paul McShane presented the June financial report to the Board. Mr. McShane stated that the biggest expenditures for the month were the cost of the seasonal workers and that the Land Bank received close to \$700,000 in 5/50 tax revenue. Mark Young made a motion to approve the financial report and Ellen Ellenburg seconded. All were in favor. Motion carried.
- Discussion followed regarding the upcoming 2018/2019 fiscal year budget and the formation of a budget sub-committee to review the proposed budget.

## **B. Sales Report for June 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of June. Mrs. Everett stated that sales were around \$242,000(18 structures 30 lots). Mark Young made a motion to approve the sales report and Santino Guerra seconded. All were in favor. Motion carried.

## **C. Demo Contracts – Information Only**

## **V. Old Business**

## **VI. New Business**

### **A. Request to Purchase– Action Required**

- Jennifer Riggs presented: Dave and Sherry Smith needed approval to purchase after a Tax Foreclosure. Discussion Followed. Mark Young made a motion to approve and Ellen Ellensburg seconded. All were in favor. Motion carried.

### **B. Request to Purchase– Action Required**

- Jennifer Riggs presented: James Diamond needed approval to purchase after a Tax Foreclosure. Discussion Followed. Mark Young made a motion to approve and Ellen Ellensburg seconded. All were in favor. Motion carried.

### **C. Request to Purchase– Action Required**

- Dawn Everett presented: Satara Webster needed approval to purchase after a Tax Foreclosure. Discussion Followed. Mark Young made a motion to approve and Ellen Ellensburg seconded. All were in favor. Motion carried

### **D. Multiple Party Purchase-Action Required**

- Dawn Everett presented: Thomas Brewer and Jennifer Hayes needed approval to purchase. Mark Young made a motion to approve and Ellen Ellensburg seconded. All were in favor. Motion carried

### **E. City Of Flint Grants-Action Required**

- Michele Wildman presented: \$30,000 CDBG funds to support the Land Bank's property maintenance program & \$200,000 in Home funds to support a debt service reduction at the Berridge Place. Discussion Followed. Mark Young made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

## **VII. Executive Director-See Packet**

- Discussion Followed Mark Young made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

## **VIII. ADJOURN - Meeting was adjourned at 11:30 am by Pat Lockwood**

## **IX. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**August 15<sup>th</sup>, 2018**

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

**Board Members:**

*Present:* Deborah Cherry Brenda Clack, Patricia Lockwood, Bryant Nolden, Mark Young. Ellen Ellenburg

Excused: Santino Guerra

*Quorum present?* Yes

*Staff Present:* Renee Auten, Paul McShane, Michele Wildman, Jennifer Riggs, Yolanda Collins

**I. WELCOME**

- Meeting was called to order at 11:03 a.m. by Deb Cherry.

**II. APPROVAL OF MINUTES**

- Bryant Nolden made a motion to approve the July18, 2018 meeting minutes and Brenda Clack seconded. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- Mark Baldwin 501 E. Gillespie Ave Flint, MI 48505. Mr. Baldwin concern was how the demos were prioritized in his neighborhood. Mr. Baldwin was redirected to the Land Bank staff for a follow-up.

**IV. REPORTS**

**A. Financial Report for July 2018 – Action Required**

- Paul McShane presented the July 2018 financial report to the Board. Mr. McShane stated that their were no big expenditures at this time. The Lank Bank is within budget and a balanced budget is expected. Discussion Followed. Pat Lockwood made a motion to approve the financial report and Bryant Nolden seconded. All were in favor. Motion carried.

## **B. Sales Report for April 2018 – Action Required**

- Renee Auten presented the Sales report to the Board for the month of July 2018. Mrs. Auten stated that sales were around \$527, 223 (28 Vacant Lots and 21 Structures). Bryant Nolden made a motion to approve the sales report and Brenda Clack seconded. All were in favor. Motion carried.

## **C. Demo Contracts – Information Only**

## **V. Old Business**

## **VI. New Business**

### **A. Multiple Party Transfer– Action Required**

-Renee Auten presented: Roy Persails and Jeremy Sutton applied to add Jeremy Sutton to Roy Persails current land contract. Discussion Followed. Bryant Nolden made a motion to approve and Pat Lockwood seconded. All were in favor. Motion carried.

### **B. Request To Purchase Property After Tax Foreclosure– Action Required**

-Jennifer Riggs presented: Daniel Perkins homeowner of 3115 Holly Rd applied for an adjacent vacant lot. Approval is needed due to a prior foreclosure Discussion Followed. Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried.

### **C. Multiple Property Purchase -Action Required.**

-Jennifer Riggs presented: Danny Gibbs Sr. applied for an adjacent vacant lot. Mr. Gibbs has already purchased three lots and needs approval for the fourth lot. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

### **D. Multiple Property Purchase -Action Required.**

-Jennifer Riggs presented: HJC Property LLC applied for a vacant lot. HJC has already purchased four lots, so the board has to approve the fifth lot. Discussion Followed. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried.

### **E. Multiple Party Transfer– Action Required**

-Jennifer Riggs presented: Ms. T Muwwakkil (daughter) and Ms. M Muwwakkil applied for a vacant lot and needs approval due to more than one interested party taking ownership. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried

### **F. Multiple Property Purchase -Action Required**

-Jennifer Riggs presented: Mr. Phillip Kuczars homeowner of 1647 Montana Ave, applied for five vacant lots surrounding his property. The board has to approve any purchase over three. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried



**G. Request to sell to an Advisory Board Member-Action Required**

-Jennifer Riggs presented: Ms. Edna Sabucco homeowner of 1426 Maplewood Ave. and serves as a member of Land Bank's Citizen's Advisory Council applied for a vacant lot adjacent to her home. Due to Ms Sabucco serving on the Citizen's Advisory Council board needs to approve the purchase. Discussion Followed. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried

**H. Multiple Party Transfer- Action Required**

-Jennifer Riggs presented: Dominika Grant and Joseph Veasey have jointly applied for the property at 1201 W. Mott Flint. The board needs to approve when the transfer involves more than one interested party taking ownership. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried

**VII Executive Director-See Packet**

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

**VIII. ADJOURN - Meeting was adjourned at 11:28 am by Deb Cherry**

**IX. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**September 19, 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Bryant Nolden, Mark Young, Santino Guerra

*Excused:* Ellen Ellenburg, Pat Lockwood

*Quorum present?* Yes

*Staff Present:* Dawn Everett, Paul McShane, Michele Wildman, Jennifer Riggs, Yolanda Collins, Faith Finholm

**I. WELCOME**

- Meeting was called to order at 11:04 a.m. by Deb Cherry.

**II. APPROVAL OF MINUTES**

- Bryant Nolden made a motion to approve the Sept 19, 2018 meeting minutes and Brenda Clack seconded. No Discussion. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

- Glenn Wilson President Of Community First wants to be reconsidered for the property at 810 S. Ballenger Hwy. Board stated that it was on the agenda to be discussed.
- Jeremiah Buggs 6838 Duran Dr. wants to buy from the Land Bank but he has a foreclosure from 10 years ago. Mr. Buggs was directed to speak with the sales staff at the office because the sales policy has changed.
- Charlotte Lancaster 2524 Clio Rd of Building Strong Women, Inc., a non-profit organization wants to purchase 2518 Clio Rd from Land Bank. Building Strong Women, Inc. currently has delinquent property taxes in their name. Land Bank sales policy does not allow for this sale to proceed. Ms. Lancaster was referred to the County Treasurer Office for property tax assistance and to Land Bank Sales Staff to discuss options for the property.
- State Representative Sheldon Neely spoke in support of Building Strong Woman.

**IV. REPORTS**

**A. Financial Report for August 2018 – Action Required**

- Paul McShane presented the August 2018 financial report to the Board. Mr. McShane stated that this was the last month of the current fiscal year and a balanced budget is expected. Discussion Followed. Bryant Nolden made a

motion to approve the financial report and Brenda Clack seconded. All were in favor. Motion carried.

#### **B. Budget 2018-2019- Action Required**

- Paul McShane presented the 2018-2019 Budget to the Board. Discussion Followed. Bryant Nolden made a motion to approve the 2018-2019 Budget and Brenda Clack seconded. All were in favor. Motion carried

#### **C. Sales Report for August 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of August 2018. Mrs. Everett stated that sales were around \$340,000 (33 Vacant Lots and 16 Structures). Mark Young made a motion to approve the sales report and Bryant Nolden seconded. All were in favor. Motion carried.

#### **D. Demo Contracts – Information Only**

### **V. Old Business**

### **VI. New Business**

#### **A. Citizens Advisory Council (CAC) Sale– Action Required**

-Dawn Everett presented: Mr. Erik Loper a member of the Land Bank's CAC requested to purchase commercial properties at 6006 Clio Rd and 6015 Clio Rd.. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

#### **B. Multiple Property Purchase -Action Required**

-Dawn Everett presented: Kyle Nudd had the second highest bid on 5012 Torrey Rd, but has purchased three other properties in the past 12 months which requires approval. Bryant Nolden made a motion to approve and Brenda Clack seconded. All were in favor. Motion carried.

#### **C. 810 Ballenger Sale -Action Required.**

-Dawn Everett presented: McLaren Hospital CEO Chad Grant spoke of the hospital current plans with the property. Discussion with Glenn Wilson of Communities First Followed. Bryant Nolden made a motion to approve and Mark Young seconded. Four Board Members voted in favor. One opposed. Motion carried.

#### **D. Demolition Policy Sale -Action Required.**

- Dawn Everett presented: Stephen Campanella wants to purchase and rehab 3815 Brownell. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried.

#### **E. Multiple Party Transfer– Action Required**

-Jennifer Riggs presented: James Wilson (father) and Carla Wilson (daughter) wants to purchase a VL 46-25-155-002. Discussion Followed. Bryant Nolden

made a motion to approve and Mark Young seconded. All were in favor. Motion carried

**F. Multiple Property Purchase -Action Required**

-Jennifer Riggs presented: William Metcalf wants to purchase VL 41-04-377-009 & 41-04-459-029 which are adjacent to his rental properties. Mr. Metcalf has already bought two other properties this year. Mark Young made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

**G. Governmental Property Sale -Action Required**

-Faith Finholm presented: 47-32-276-007 Land Bank is seeking to partner with Michigan Department Of Environmental Quality, so that they can pursue a grant through the EPA for site clean-up. The funding being pursued would require a transfer to a state agency, most likely the Michigan Land Bank Fast Track Authority. Discussion Followed. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried

**VII Executive Director-See Packet**

-. Discussion Followed. Mark Young made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

**VIII. ADJOURN - Meeting was adjourned at 12:09 pm by Deb Cherry**

**IX. Respectfully Submitted by Yolanda Collins**

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

**October 17<sup>th</sup>, 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Bryant Nolden, Mark Young, Santino Guerra.  
Pat Lockwood & Ellen Ellenburg

Excused:

*Quorum present? Yes*

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

**I. WELCOME**

- Meeting was called to order at 11:08 a.m. by Deb Cherry.

**II. APPROVAL OF MINUTES**

- Mark Young made a motion to approve the Oct. 17, 2018 meeting minutes and Brenda Clack seconded. No Discussion. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

**IV. REPORTS**

**A. Financial Report for October 2018 – Action Required**

- Paul McShane presented the October 2018 financial report to the Board. Mr. McShane stated that the end of the fiscal year is in good standing with just audit work to complete. Mr. McShane also stated that a 5 year RFP was sent out. Discussion Followed.
- Mark Young made a motion to extend the current Auditor for one year and let the RFP run it's course. Bryant Nolden supported the motion
- Bryant Nolden made a motion to approve the financial report and Mark Young seconded. All were in favor. Motion carried.

## **B. Sales Report for October 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of October 2018. Mrs. Everett stated that sales for the end of the fiscal year were a quarter of a million above budget with 640 units sold. Average sale for the fiscal year for a Land Contract was \$6500 and Featured Home was \$7600. Bryant Nolden made a motion to approve the sales report and Mark Young seconded. All were in favor. Motion carried.

## **C. Demo Contracts – Information Only**

## **V. Old Business**

## **VI. New Business**

### **A. Multiple Parcel Purchase – Action Required**

- Jennifer Riggs presented: Mr. Harold & Mrs. Morgan request to jointly purchase an adjacent vacant lot. Discussion Followed. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried.

### **B. Multiple Parcel Purchase -Action Required**

- Jennifer Riggs presented: ALA Real Estate request to purchase a vacant lot, but has purchased more than four other properties in the past 12 months which requires approval. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried.

### **C. Multiple Party Transfer -Action Required.**

- Jennifer Riggs presented: Mr. Robert Black Sr. & Mr. Robert Black Jr. request to purchase jointly. Discussion Followed. Bryant Nolden made a motion to approve and Mark Young seconded. All in favor.. Motion carried.

### **D. Purchase after Tax Foreclosure– Action Required**

- Jennifer Riggs presented: Mr. Aaron Dionne requested to purchase an adjacent vacant lot but had a 2013 tax foreclosure. Discussion Followed. Brenda Clack made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried

## **VII Executive Director-See Packet**

- Discussion Followed. Pat Lockwood made a motion to approve and Mark Young seconded. All were in favor. Motion carried

## **VIII Sales Presentation**

- Dawn Everett presented to the Board two key focus points from the Lean Process Implementation Training. The team will be implementing Property Driven Open Houses VS. Application submission. The other will be including A Suggested Starting Bid.

## **IX. ADJOURN - Meeting was adjourned at 11:55a.m. pm by Deb Cherry**

## **X. Respectfully Submitted by Yolanda Collins**

**Board Meeting Minutes**  
**GENESEE COUNTY LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS**  
**November 21 , 2018**

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

**Board Members:**

*Present:* Deborah Cherry, Brenda Clack, Bryant Nolden, Mark Young, Santino Guerra

*Excused:* Ellen Ellenburg, Pat Lockwood

*Quorum present?* Yes

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

**I. WELCOME**

- Meeting was called to order at 11:08 a.m. by Deb Cherry.

**II. APPROVAL OF MINUTES**

- Bryant Nolden made a motion to approve the October 21st, 2018 meeting minutes and Brenda Clack seconded. No Discussion. All were in favor. Motion carried.

**III. PUBLIC COMMENT**

-None

**IV. REPORTS**

**A. Financial Report for October 2018 – Action Required**

- Paul McShane presented the October 2018 financial report to the Board. Mr. McShane stated that this was the first month of the current fiscal year and finance is preparing for auditors. 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 2018 – Action Required**

- Dawn Everett presented the Sales report to the Board for the month of October 2018. Mrs. Everett stated that sales were around \$300.000 (15 Vacant Lots and 15 Structures). Bryant Nolden made a motion to approve the sales report and Santino Guerra 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: Mr. Cody Rosenbom has purchased 3 other properties within the past 12 months, so board approval is needed for 3410 Marmion. Discussion Followed. Bryant Nolden made a motion to approve and Brenda Clacked seconded. All were in favor. Motion carried.

### **B. Multiple Parcel Purchase -Action Required**

-Dawn Everett presented: Mr. William Metecalf has purchased more than 3 properties within the past 12 months, so board approval is needed for 529 S. Dort Hwy. Mark Young made a motion to approve and Bryant Nolden seconded. All were in favor. Motion carried.

### **C. Multiple Parcel Purchase -Action Required.**

-Dawn Everett presented: Mr. Shawn Groves has purchased more than 3 properties within the past 12 months, so board approval is needed for 4529 Pengelly. Mark Young made a motion to approve and Bryant Nolden seconded. All in favor. Motion carried.

### **D. Multiple Party Transfer -Action Required.**

- Dawn Everett presented: Ms. Lorraine Swisher and Mr. Willie James request to purchase VL 41-19-432-024 jointly which requires board approval. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried.

### **E. Prior Tax Foreclosure– Action Required**

-Dawn Everett presented: Terence Robbs has a prior tax foreclosure and needs board approval to purchase 614 W. Bundy. Bryant Nolden made a motion to approve and Mark Young seconded. All were in favor. Motion carried

### **F. Prior Tax Foreclosure -Action Required**

-Dawn Everett presented: Charles Griffin has a prior tax foreclosure and needs board approval to purchase 2521 Berkley. Bryant Nolden made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

### **G. Multiple Party Transfer -Action Required**

-Dawn Everett presented: Mr. Matthew Kimball (out of state) and sister Ms. Marrian Kimball request to purchase 2051 Schumacher Ave. jointly which requires board approval. Bryant Nolden made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

### **VII Executive Director-See Packet**

-. Discussion Followed. Bryant Nolden made a motion to approve and Santino Guerra seconded. All were in favor. Motion carried

**VIII. ADJOURN** - Meeting was adjourned at 11:30 am by Deb Cherry

**IX.** Respectfully Submitted by Yolanda Collins