

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

January 19, 2010

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

Board Members:

Present: Patricia Lockwood, Patrick Gleason, Omar Sims, Brenda Clack, Jill McKenzie

Absent: Paul Long, Jim Ananich

Quorum present? Yes

Staff Present: Philip Stair, and Doug Weiland, Paul McShane, Jennifer Riggs

I. WELCOME

Meeting was called to order at 12:29p.m. by Brenda Clack.

A Waiver of notice of special meeting was made. Gleason made a motion to approve waiver. Lockwood seconded and all were in favor. Motion carries.

II. APPROVAL OF JILL MCKENZIE AS ACTING CHAIRPERSON

Lockwood made a motion to approve the Jill McKenzie as acting Chairperson. Sims seconded and all were in favor. Motion carries.

III. APPROVAL OF MINUTES

Lockwood made a motion to approve the December 15, 2009 meeting minutes. Gleason seconded and all were in favor. Motion carries.

III. PUBLIC COMMENT

None

IV. FINANCIAL REPORT

A. Financial Report

Paul McShane presented the financial report dated for the month ended December 31, 2009. Discussion followed. Lockwood made a motion to accept the financial data that was presented. Sims seconded and all were in favor. Motion carries.

B. Signatory Change

A Signatory change for banking accounts was needed to reflect current appointment of acting Chairperson Jill McKenzie. Clack made a motion to approve signatory change. Lockwood seconded and all were in favor. Motion carries.

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Sales Report

I. Sales

Philip Stair presented the sales reports for December 2009. Sims made a motion to accept the sales reports. Clack seconded and all were in favor. Motion carries.

II. Multiple Lot Sales

Mr. Charles Young has been awarded a contract to acquire foreclosed properties in one of the City of Flint NSP1 areas bounded by Carpenter Rd., S. Saginaw St, Hobson St., and Dupont. The properties in the request are being reviewed for purchase. Other properties may be identified. Staff would like permission with review by the Director to provide as many properties as possible to the City of Flint for the NSP program. Sims made a motion to accept the multiple sales Lockwood seconded and all were in favor. Motion carries.

III. Approval needed to enter into an agreement with Commercial real-estate brokers.

Doug Weiland presented evaluations and recommendations on two commercial real-estate brokers. Discussion followed. Lockwood made a motion to accept the authorizing of the Executive Director to negotiate agreements with both firms with common commission structures. Clack seconded and all were in favor. Motion carries.

B. Approval of Executive Director as signatory for all State and Federal grants related to MSHDA NSP1, NSP2, and Flint Home grant funds.

Sims made a motion to approve the Executive Director as signatory. Clack seconded and all were in favor. Motion carries.

VII. Executive Director Report

Doug Weiland reported on various activities that are currently taking place at the Land Bank that were not otherwise covered by staff reports. These activities include MSHDA NSP Demos and Rehab, 2010 Weed and Trash Abatement, Genesee Business Center, Commercial Real Estate Broker, Edible Flint II, Clean & Green 2010, Deconstruction, Workshops for Block clubs, and the Durant.

IX. ADJOURN

Meeting was adjourned at 1:17 p.m.

Respectfully submitted by Jennifer Riggs.

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
February 23, 2010

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

Board Members:

Present: Jill McKenzie, Brenda Clack, Patrick Gleason, Paul Long, Omar Sims

Absent: Patricia Lockwood

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Alicia Pruitt, Jennifer Riggs

I. WELCOME

Meeting was called to order at 11:07a.m. by Jill McKenzie.

II. APPROVAL OF MINUTES

Gleason made a motion to approve the January 15, 2010 meeting minutes. Long seconded and all were in favor. Motion carries.

III. PUBLIC COMMENT

None

IV. FINANCIAL REPORT

Paul McShane presented the financial report dated for the month ended January 31, 2010. McShane noted that there was a large increase in sales due to land contracts coming through. He also noted that a bond report was included in the financial report as previously requested. Gleason made a motion to accept the financial data that was presented. There was no second and all were in favor. Motion carries.

Clack requested a list of all 2008 and 2009 foreclosed houses that were sent to or acquired by the Land Bank Authority and data on their disposition.

V. OLD BUSINESS

Sims would like City of Flint representation on the Land Bank Authority Board. Appointment of 3rd Ward City Councilman Bryant Nolden is pending.

VI. NEW BUSINESS

A. Sales Report

Doug Weiland presented the January sales report. He reiterated the increase in sales due to the properties that came in January 1, 2010. He expects the higher level of sales to continue throughout February. Sims made a motion to accept the sales reports. Clack seconded and all were in favor. Motion carries.

B. Authorization for the Executive Director to negotiate changes in an existing optionagreement between the Land Bank Authority and the Insight Institute of Neurosurgery and Neurosciences (IINN, Dr. Jawad Shah), that would allow the sale of a portion of the property to another entity

Clack inquired as to the monetary value. Weiland responded that there would be no money transferred to Shah. The advantage would be the creation of many jobs. Clack made a motion to allow the authorization. Gleason seconded and all were in favor. Motion carries.

VII. Executive Director Report

Doug Weiland introduced Alicia Pruitt the new Land Bank Authority Accountant whom will be taking the board minutes. Weiland reported on various activities that are currently taking place at the Land Bank. These activities include MSHDA NSP2 Demos and Rehab. Ten census tracks have been identified in accordance with HUD / MSHDA requirements, including an active block club or similar in the area. Clack asked what would happen in the areas where there were no block clubs. Weiland responded that efforts are aggressively being made to provide information and assistance to put the block clubs in place so that those areas would be prepared next year.

There was discussion regarding the reasoning for acquiring properties early from the Treasurer, to get the properties back on the tax roll earlier before they start to deteriorate.

Gleason inquired if it would be possible to compile figures of how the Land Bank Authority has been achieving its goals. The Land Bank Data Base File Stats report was presented in response.

New staff member Delano Davis was introduced by Weiland though absent from the meeting due to another commitment.

IX. ADJOURN

Meeting was adjourned at 11:40 a.m.
Respectfully submitted by Alicia Pruitt.

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
March 23, 2010

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

Board Members:

Present: Jill McKenzie, Brenda Clack, Patrick Gleason, Bryant Noland, Omar Sims

Absent: Patricia Lockwood, Paul Long

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Phil Stair, Alicia Pruitt

I. WELCOME

Meeting was called to order at 11:50a.m. by Jill McKenzie.

II. APPROVAL OF MINUTES

Gleason made a motion to approve the February 23, 2010 meeting minutes. Sims seconded and all were in favor. Motion carries.

III. PUBLIC COMMENT

None

IV. FINANCIAL REPORT

Paul McShane presented the financial report dated for the month ended February 28, 2010. Total sales for the month exceeded \$500,000. More than half were due to land contracts, well within target. Expenditures are expected to increase in March, due to insurance and rent for the Land Bank Center coming due. Clack made a motion to accept the financial data that was presented. Gleason seconded and all were in favor. Motion carries.

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Sales Report

I. Sales - Phil Stair presented the sales report. Clack inquired as to how many high value properties were available for sale. Per Stair, 2-3 at approx. \$100,000. Per Doug Weiland, some commercial properties are under evaluation. Clack moved for approval of the sales report. Sims seconded and all were in favor. Motion carries.

II. Multiple Sales-Bethel AME Church – Noland recommended approval of the sale of four properties to Bethel AME Church that they have been maintaining. Clack commended the church for doing so. Sims made a motion to approve. Noland seconded and all were in favor. Motion carries.

B. DHS Building. For information Only

DHS to move from its current location to the Hallwood Plaza

VII. Executive Director Report

Doug Weiland presented the director report. NSP2 funding will provide 10 million dollars over three years for demolition and future development. Five full time Land Bank positions will be created, filled by the promotion of current stimulus workers plus one unique posted position. There will also be 6 seasonal ground crew workers. The Land Bank will perform the trash abatement throughout the city.

Use of the Oak Business Center has been secured.

IX. ADJOURN

Meeting was adjourned at 12:25 p.m.

Respectfully submitted by Alicia Pruitt.

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

April 27, 2010

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

Board Members:

Present: Brenda Clack, Patrick Gleason, Bryant Nolden, Omar Sims

Absent: Patricia Lockwood, Paul Long, Jill McKenzie

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Phil Stair, Alicia Pruitt

I. WELCOME

Meeting was called to order at 11:15am by Brenda Clack.

II. APPROVAL OF MINUTES

Clack made a motion to approve the March 23, 2010 meeting minutes. Sims seconded and all were in favor. Motion carries.

III. PUBLIC COMMENT

Larry Pettrella of the Land Bank Citizens Advisory Board offered comments.

IV. FINANCIAL REPORT

Audit Report - Paul McShane introduced the auditors, the firm of Plante & Moran, PLLC. The Plante & Moran representative reported that they had performed the audit for the fiscal year ended September 30, 2009 and that the financial statements were presented the financial position of the organization fairly in all material respects. Gleason motioned to accept the report, Sims seconded and all were in favor. Motion carries.

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Sales Report

Sales - Phil Stair presented the sales report.

Sims moved for approval of the sales report. Nolden seconded and all were in favor.

Motion carries.

B. DHS Building Presentation. For information Only

Presentation of the planned new DHS office.

VII. Executive Director Report

Doug Weiland presented the director's report. Demo bid packages are out and demo lists are being submitted to the city.

IX. ADJOURN

Meeting was adjourned at 11:45 a.m.

Respectfully submitted by Alicia Pruitt.

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
May 25, 2010

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

Board Members:

Present: Jill McKenzie, Patricia Lockwood, Omar Sims, Brenda Clack

Absent: Bryant Nolden, Paul Long, Patrick Gleason

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Phil Stair, Alicia Pruitt

I. WELCOME

Meeting was called to order at 11:35 am by Jill McKenzie.

II. APPROVAL OF MINUTES

Clack made a motion to approve the April 27, 2010 meeting minutes. Sims seconded and all were in favor. Motion carries.

III. PUBLIC COMMENT

Housing and Urban Development (HUD) Tony Martin spoke about the Home Ownership Conference.

IV. FINANCIAL REPORT

Paul McShane presented the financial report dated for the month ended April 30, 2010. Discussion followed. Sims made a motion to accept the financial data that was presented. Brenda seconded and all were in favor. Motion carries.

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. Clack moved for approval of the sales report. Lockwood seconded and all were in favor. Motion carries.

B. Land Bank Conference. For information Only

Land Bank Conference information presented.

VII. Executive Director Report

Doug Weiland presented the director's report. 12 tons of debris and trash removed from City of Flint this season to date. Service areas 1, 3, 4, 5, 7 have been worked on. Discussion followed.

IX. ADJOURN

Meeting was adjourned at 11:55 a.m.

Respectfully submitted by Jennifer Riggs

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
July 20, 2010

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

Board Members:

Present: Jill McKenzie, Patricia Lockwood, Omar Sims, Brenda Clack, Bryant Nolden, Paul Long, Patrick Gleason.

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Phil Stair, John Smith, Jennifer Riggs, Jon Care

I. WELCOME

Meeting was called to order at 11:13 am by Jill McKenzie.

II. APPROVAL OF MINUTES

Gleason made a motion to approve the May 25, 2010 meeting minutes. Sims seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

None

IV. FINANCIAL REPORT

Paul McShane presented the financial report dated for the month ended June 30, 2010. Discussion followed. Clack made a motion to accept the financial data that was presented. Nolden seconded and all were in favor. Motion carried.

V. OLD BUSINESS

None

VI. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. Nolden moved for approval of the sales report. Long seconded and all were in favor. Motion carried.

B. Land Bank to act as the Fiduciary for grants to Flint River Farm.

The Executive Director discussed what role the Land Bank would play as the fiduciary for the Flint River Farm. See board packet for details on the Flint River Farm. Discussion followed. Clack motioned and Nolden seconded and all were in favor. Motion carried.

C. Property management agreement for Piper Realty to take over management of Berridge Place Lofts from Court Street Village.

The Executive Director discussed what role Piper Realty would take on managing the Berridge Place Lofts. See board packet for details. Discussion followed. Clack motioned and Long seconded and all were in favor. Motion carried.

D. Extension of realtor agreements February 2013 to coincide with NSP2 grant.

The Executive Director discussed how the realtor's agreements must coincide with the NSP2 grant. See board packet for list of realtors. Discussion followed. Sims motioned and Lockwood seconded and all were in favor. Motion carried.

E. Addition of one appraiser and extension of appraiser agreements to February 2013 to coincide with NSP2 Grant.

The Executive Director discussed the additional appraiser's and the agreements with these appraisers must coincide with the NSP2 Grant. See board packet for list of appraisers. Discussion followed. Lockwood motioned and Long seconded and all were in favor. Motion carried.

F. Agreement with title companies until February 2013 to coincide with NSP2 grant.

The Executive Director discussed the additional title companies and the agreements with these title companies must coincide with the NSP2 Grant. See board packet for list of title companies. Discussion followed. Lockwood motioned and Nolden seconded and all were in favor. Motion carried.

VII. Executive Director Report

Doug Weiland presented the director's report. He discussed how the recent cuts from the Board of Commissioners will impact the operations now and in the future. See board packet for details of his report.

VIII. ADJOURN

Meeting was adjourned at 12:20 a.m.

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

August 17, 2010

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

Board Members:

Present: Jill McKenzie, Patricia Lockwood, Brenda Clack, Bryant Nolden, Paul Long, Patrick Gleason.

Absent: Omar Sims

Quorum present? Yes

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

I. WELCOME

Meeting was called to order at 11:24 am by Jill McKenzie.

II. APPROVAL OF MINUTES

Nolden said his name was misspelled in the July 20, 2010 minutes then he made a motion to approve the July 20, 2010 meeting minutes. Clack seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

None

IV. FINANCIAL REPORT

Paul McShane presented the financial report dated for the month ended July 30, 2010. Also, he presented a budget amendment for the current budget. Discussion followed. Clack made a motion to accept the financial data that was presented and approved the budget amendment. Nolden seconded and all were in favor. Motion carried.

V. OLD BUSINESS

Clack brought up the discussion on the demolition process. The Executive Director explained the process.

VI. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. On the sale of five vacant lots on Lorado Street, Lockwood made the motion to pass the sale and Nolden seconded the motion. A motion from Long was to table the sale of three vacant lots located on Grant Street, until a better understanding could be made as to what purpose the lots would be used. The motion was seconded by Nolden. Motion carried.

B. Roncali Development LLC

The Executive Director discussed the removal of the current Resident Agent and name Douglas Weiland as the agent and managing director of the corporation. Discussion followed. Clack motioned and Long seconded and all were in favor. Motion carried.

VII. 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.

VIII. ADJOURN

Meeting was adjourned at 12:28 a.m.

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
September 21, 2010

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

Board Members:

Present: Jill McKenzie, Patricia Lockwood, Brenda Clack, Bryant Nolden, Omar Sims

Absent: Paul Long, Patrick Gleason

Quorum present? Yes

Staff Present: Doug Weiland, Paul McShane, Phil Stair

I. WELCOME

Meeting was called to order at 11:05 am by Jill McKenzie.

II. APPROVAL OF MINUTES

Lockwood made a motion to approve the September 21, 2010 meeting minutes. Clack seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

Public comment was made on the property address of 3617 Wisner. An investigation was requested by the complainant on the sale of 3617 Wisner. Patricia Lockwood made a motion to look into sale of the property. Bryant Nolden stated this was the same situation with a property on Talyor Street. Phil Stair stated the normal procedure was followed with the delinquency of taxes by the complaninat. Clack made the motion to have the Land Bank staff to review the procedures that were taken regarding the sale of 3617 Wisner and report back at the next board meeting. Lockwood seconded and all were in favor.

IV. FINANCIAL REPORT

Paul McShane presented the financial report Discussion followed. Lockwood made a motion to accept the financial report that was presented. Nolden seconded and all were in favor. Motion carried.

V. OLD BUSINESS

B. Tabled from the last board meeting on August 17, 2010, Nolden made a motion to approve the sales of multiple vacant lots located on Grant Street and Simms seconded the motion.

VI. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. Nolden made a motion to accept the sales report. The motion was seconded by Sims. Motion carried.

B. Request from Board Member

Bryant Nolden presented a letter to the Executive Director of the Land Bank regarding the process of bidding and awarding contracts. He would like a written response to each of his questions stated in the letter by the next board meeting if at all possible.

C. MSU Contract

Lockwood made a motion to enter into a one year agreement to use LRF Funds for an MSU project. Clack seconded and all were in favor. Motion carried.

VII. 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.

VIII. ADJOURN

Meeting was adjourned at 12:10pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS

October 19, 2010

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

Board Members:

Present: Jill McKenzie, Brenda Clack, Paul Long, Bryant Nolden, Omar Sims

Absent: Patrick Gleason, Patricia Lockwood

Quorum present? Yes

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

I. WELCOME

Meeting was called to order at 11:08 am by Jill McKenzie.

II. APPROVAL OF MINUTES

Clack made a motion to approve the September 21, 2010 meeting minutes. Nolden seconded and all were in favor. Motion carried.

III. PUBLIC COMMENT

No Public Comment.

IV. FINANCIAL REPORT

Paul McShane presented the financial reports. Discussion followed. Clack made a motion to accept the financial report that was presented. Nolden seconded and all were in favor. Motion carried. Paul McShane also presented the 2010-2011 fiscal year budgets. Discussion followed. Clack made a motion to accept the budgets. Sims seconded and all were in favor.

V. OLD BUSINESS

A. Sale of 3617 Wisner. Discussion was held on the sale of this property. Phil Stair explained the process and the steps that were taken regarding this sale. Mr. Weiland said the proper procedures were followed regarding the sale. Clack wanted to make sure there are procedures in place and they are followed on each sale. Mr. Stair stated there are procedures in place and they will be followed.

B. Written response to questions regarding bidding and awarding contracts.

Discussion was held. Mr. Nolden was concerned why one contractor was awarded multiple bids and if they could complete those jobs in a timely matter. Mr. Weiland discussed the bidding process and why one contractor was awarded multiple jobs. Also, Mr. Nolden wanted to know the reason on the delay of some demolitions. Mr. Weiland stated the delay in starting some demolitions was the contractor has to wait on Consumers Energy to “cut” and “plug”, before the demolition could be started. Mr. Weiland also stated that we are working with Consumers Energy to move as quickly as possible on the demo process to meet all of the proposed deadlines.

C. MSU Extension Agreement.

Discussion was held. Mr. Weiland explained the agreement and what role the Land Bank will have in this agreement. Mr. Nolden made a motion to accept the agreement. Mr. Long seconded the motion and all were in favor.

VI. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. Mr. Nolden made a motion to accept the sales report. The motion was seconded by Long. Motion carried.

VII. 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.

VIII. ADJOURN

Meeting was adjourned at 12:00pm

Respectfully submitted by John Smith

Board Meeting Minutes
GENESEE COUNTY LAND BANK AUTHORITY
BOARD OF DIRECTORS
November 16, 2010
11:00 a.m. at Genesee County Administration Building

Board Members:

Present: Jill McKenzie, Brenda Clack, Patricia Lockwood, Bryant Nolden, Omar Sims

Absent: Paul Long, Patrick Gleason

Quorum present? Yes

Staff Present: John Smith, Phil Stair, Doug Weiland

I. WELCOME

Meeting was called to order at 11:23 am by Jill McKenzie.

II. The Motion to accept the resignation of Chief Deputy Treasurer, Jill McKenzie as Interim Director and Chairperson of the Genesee County Land Bank Authority was tabled until next board meeting on December 14, 2010. The reason for tabling the motion was Deborah Cherry has not yet been sworn in as Genesee County Treasurer.

III. Resolution to have newly elected Genesee County Treasurer Deborah Cherry as Director and Chairperson of the Genesee County Land Bank Authority was tabled until next board meeting on December 14, 2010. The reason for tabling the motion was Deborah Cherry has not yet been sworn in as Genesee County Treasurer.

IV. APPROVAL OF MINUTES

Clack made a motion to approve the October 19, 2010 meeting minutes. Sims seconded and all were in favor. Motion carried.

V. PUBLIC COMMENT

Genesee County Treasurer, Deborah Cherry made a comment regarding how she is looking forward to working with the Genesee County Land Bank and their Board Members during her term in office.

VI. FINANCIAL REPORT

Doug Weiland presented the financial reports. Discussion followed. Lockwood made a motion to accept the financial report that was presented. Clack seconded and all were in favor. Motion carried.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. Discussion followed. Nolden made a motion to accept the sales report. The motion was seconded by Lockwood. Motion carried.

B. Organization is seeking to purchase 2 lots (40-25-433-020 & 021). However, they owe delinquent taxes and they lost one of those lots this year at tax foreclosure. Phil Stair explained the situation of the organization owing back taxes and losing another property to foreclosure. It seemed the organization was paying the taxes each year; however the organization failed to pay the last amount owing of \$78.17, resulting in foreclosure. It was recommended by Phil Stair, Transaction Supervisor that the Board of Directors waive the policy that we do not sell properties to purchasers who have past due taxes and or have properties foreclosed upon. Lockwood asked Mr. Stair if he was asking for a policy change or on a case by case basis. Mr. Stair stated he was only asking the policy be reviewed on a case by case basis and no changes to be made to the current policy. Lockwood made the motion to approve the sale and it was seconded by Sims. All were in favor.

C. Approval to add Deborah Cherry, Genesee County Treasurer as a signer on the checking account of the Genesee County Land Bank Authority. Deborah Cherry has not yet been sworn in as Genesee County Treasurer; therefore this item was tabled until such time after she has been sworn in as Genesee County Treasurer.

D. **MIS Services** – Mr. Weiland presented a letter to the Board explaining the purpose of bringing in an IT company to support its in-house computer related systems. Mr. Weiland explained the cost savings and the increased in productivity from the staff on various programs, due to the fact of having the File Server located at the Land Bank office. Lockwood wanted to know if there were committees reviewing the quotes to effectively meet the needs of the organization. Mr. Weiland said that he and Mr. McShane are reviewing all quotes before a final decision is made. Clack also commented, if any of the vendors being quoted had knowledge of the County's MIS systems. Mr. Weiland assured that one of the bidders has had past experience dealing with the County's MIS systems. Clack made the motion to approve the motion and Nolden seconded. All were in favor.

E. **Tech Center Condominium-** Concurrence with County Board Resolution of November 9, 2010. Mr. Weiland presented to the board an agreement to sell the Tech Center Condominium to IINN, Inc. Then Mr. Weiland went on to discuss the details of this agreement. Lockwood brought up the \$92,000 payment to GLTC, L.L.C. and how that was going to be paid. Mr. Weiland went on to explain the money to pay GLTC, L.L.C. would be coming out of the first annual payment from INN, Inc. Lockwood also asked why the board was not informed or part of the negotiation process. Mr. Weiland went on to state that back in March 2009, a resolution was passed by the board of directors giving

authorization to the Executive Director to manage the sale of the Tech Center Condominium and that various meetings had taken place with Board members to update them on the progress of negotiations. It was pointed out that no papers had yet been signed or executed. Concurring with the County Board resolution would effectively approve the execution of the sale and authorize the Director to proceed. Lockwood made a motion to approve the agreement and Nolden seconded. All were in favor. Motion passed.

F. Adopt Fair Housing Policy – Heidi Phaneuf, Community Resource Planner, at the Genesee County Land Bank presented a letter to the Board of Directors asking to adopt a Fair Housing Policy. Mr. Weiland went on to state that since we receive grants from Michigan State Housing Development Authority, we are required to have a Fair Housing Policy in place. This policy must be adopted by the board of directors. Clack made the motion to approve the Fair Housing Policy and Nolden seconded and all were in favor. Motion passed.

IX. 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.

X. ADJOURN

Meeting was adjourned at 12:09pm

Respectfully submitted by John Smith

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

December 14, 2010

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

Board Members:

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

Absent: Paul Long, Patrick Gleason

Quorum present? Yes

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

I. WELCOME

Meeting was called to order at 11:10 am by Jill McKenzie.

II. The Motion to accept the resignation of Chief Deputy Treasurer, Jill McKenzie as Interim Director and Chairperson of the Genesee County Land Bank Authority were made by Nolden. Lockwood seconded and all were in favor. Motion carried.

III. Resolution to have newly elected Genesee County Treasurer Deborah Cherry as Director and Chairperson of the Genesee County Land Bank Authority. Lockwood made the motion to accept the resolution and Nolden seconded the motion. All were in favor.

IV. APPROVAL OF MINUTES

Nolden made a motion to approve the November 16, 2010 meeting minutes. Lockwood seconded and all were in favor. Motion carried.

V. PUBLIC COMMENT

None

VI. FINANCIAL REPORT

Paul McShane presented the financial reports. He also discussed the upcoming audit. He stated the auditors are from Plante Moran and at this time will be doing the financial audit. Discussion followed. Clack made a motion to accept the financial report that was presented. Nolden seconded and all were in favor. Motion carried.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Sales Report

Phil Stair presented the sales report. He explained in the report there was a house (11-33-576-046) that was sold from the NSP program. Also Mr. Stair went on to explain the process of tax foreclosure. Discussion followed. Nolden made a motion to accept the sales report. The motion was seconded by Lockwood. Motion passed.

B. Multiple properties (across from the Tech Center) request – Uptown Development.

- Mr. McGuirk from McGuirk Realty made a presentation to have properties across from the Tech Center to be deeded over to a South Bricks, LLC, which is an entity that is part of Uptown Reinvestment Corporation. Also, he stated that Uptown Reinvestment will pay for the cost associated with the title insurance and recording fees. Both Lockwood and Clack wanted to know in more detail the development plans for the area. Mr. McGuirk assured them the properties will be maintained and any future cost will be Uptown Reinvestment Corporation responsibility. Lockwood then made the motion to approve the sale of the properties. Omar Sims seconded the motion. All were in favor. Motion passed.

C. Approval to add Deborah Cherry, Genesee County Treasurer as a signer on the checking account of the Genesee County Land Bank Authority.

- Lockwood made the motion to approve Deborah Cherry as a signer on the checking account. Sims seconded the motion and all were in favor. Motion passed.

D. The Vacant Land Reuse Policy

– Christina Kelly and Natalie Pruett from the Genesee County Land Bank made a presentation regarding adopting a Vacant Land Reuse Policy. Ms. Pruett & Mrs. Kelly explained the need for a policy that will help protect the rights of the individuals “adopting” and purchasing vacant lots. They went on to explain the different levels of purchasing or “adopting” lots and the policy for each level. Nolden made a motion to accept the policy and Clack seconded. All were in favor. Motion passed.

E. Smith Village Just Compensation Policy

- Mr. Weiland explained the policy is intended to guide the Land Bank in providing just compensation to property owners as the acquisition process moves forward in the Smith Village area. Nolden made a motion to accept the policy and Lockwood seconded. All were in favor. Motion passed.

F. Revision of the Fair Housing Policy – Heidi Phaneuf, Community Resource Planner, at the Genesee County Land Bank presented a letter to the Board of Directors asking to change a line in the Fair Housing Policy. This request was made by MSHDA to include the line that the Land Bank will not discriminate against anyone based on their sexual orientation. This policy must be adopted by the board of directors to include the change. Nolden made the motion to approve the Fair Housing Policy change and Lockwood seconded and all were in favor. Motion passed.

IX. 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.

X. ADJOURN

Meeting was adjourned at 12:15pm

Respectfully submitted by John Smith