

LAND BANK AUTHORITY

Erin Van Dyke
County Treasurer, Board
Chair

301 N. Main St, Adrian, MI 49221
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MEMBERS

Kristen Brown, Roger Ferguson, Nancy Jenkins-Arno
Lynne Punnett, Heather Sarnac, Jake Wright

MEETING LOCATION

301 N. Main St, Adrian, MI 49221

Minutes: Tuesday, October 22, 2024

I. Call to Order

The meeting was called to order at 8:30 am by Chair Erin Van Dyke.

Present: Roger Ferguson; Jake Wright; Kristen Brown; Erin Van Dyke; Lynne Punnett;
Commissioner Nancy Jenkins-Arno; Heather Sarnac

Guest: Community Development Coordinator Francine Zysk; Marketing & Communications
Coordinator Jennifer Ambrose

II. Approval of Agenda

Motion by Director Punnett, seconded by Director Wright to approve the Agenda for October 22, 2024. Motion Carried.

III. Approval of Minutes

A. Approval of Minutes:

Motion by Director Jenkins-Arno, seconded by Director Brown to approve the Minutes from September 24, 2024. Motion carried.

IV. Finance Reports

A. Balance Sheet September 2024

B. Income Statement September 2024

Motion by Director Punnett, seconded by Director Sarnac to approve Financials from September 2024. Motion carried.

V. New Business

A. 2025 Budget

The Chair let the board know that the figures for 2025 were based on trends. Director Ferguson asked what the thinking was behind doubling the legal fees, Chair Van Dyke said it is due to the actual 2024 amount that was spent year to date compared to what was budgeted. Director Punnet pointed out at this time that the Land Bank does not have enough income to cover its expenses, the Land Bank has had to take from Fund Reserve this year as well as previous years. No changes were asked to be made to the budget.

VI. Existing Business

A. Blight Elimination Grant

1) 140 W. Main Addison

The Chair updated the board on the progress of the Round 3 Project Blight Elimination Project, stating that the RFP for Construction Management was being actively worked on and close to finishing. She is hoping to have it ready to be voted on at the November meeting.

B. Application Status

1) 9000 BLK Edwin Markham DR

The Chair let the board know that the Sales Committee had met that morning to discuss the one application that was received for \$500.00 and it was discovered that the applicant has delinquent taxes and selling to the applicant would be a violation of the Land Banks policies and procedures. The Sales Committee recommended authorizing the Chair and Secretary to make contact with the applicant to advise that if he does pay his delinquent taxes the board will allow him to purchase the property. Motion by Director Wright, seconded by Director Ferguson. Motion carried.

VII. Community Development Coordinator Comments

Ms. Zysk let the board know that she is working on getting specs sheets to attach to the properties' for-sale signs. She also said signs at one particular property have been repeatedly taken. Director Saranac asked for clarification on the Rural Prosperity grant that Ms. Zysk had previously advised the board she applied for, she clarified it was for the private road that the Land Bank owns and rewarded the grant would be for \$50.000.

VIII. Public Comment

N/A

IX. Adjournment

Motion by Director Sarnac, seconded by Director Brown to adjourn the meeting at 8:40 am.