LAND BANK AUTHORITY

Erin Van Dyke
County Treasurer, Board Chair

301 N. Main St, Adrian, MI 49221
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Website

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, November 19, 2024

I. Call to Order

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

Present: *Lynne Punnett; Jake Wright; Kristen Brown; Roger Ferguson; Erin Van Dyke; Heather Sarnac*
Absent: *Commissioner Nancy Jenkins-Arno*
Guest: *County Administrator Kim Murphy; Community Development Coordinator Francine Zysk; Administrative Coordinator Carissa Zubke*

II. Approval of Agenda

Motion by Director Brown, seconded by Director Wright to approve the Agenda for November 19, 2024. Motion Carried.

III. Approval of Minutes

A. Approval of Minutes:

Motion by Director Ferguson, seconded by Director Wright to approve the Minutes from October 22, 2024. Motion Carried.

IV. Finance Reports

A. Balance Sheet October 2024

B. Income Statement October 2024

Motion by Director Punnett, seconded by Director Brown to approve Financials from October 2024. Motion Carried.

County Administrator Murphy advised the board that the year-end accounts payable will happen in December. The Land Bank budget amounts compared to the actual amounts are off due to the large increase of revenue in 2024. The fund will be adjusted to reflect that, so that it stays in the green for 2025.

V. New Business

A. Board Member Term

1) Reappointments

The Chair let the Board know that two terms are up for reappointment at the end of the year. Both herself and Director Brown have agreed to continue to sit on the Land Bank board. Director Punnett recommended that both Chair Vand Dyke and Director Brown remain on the board, supported by Director Sarnac. Motion Carried. Director Punnett asked how they will go about replacing Commissioner Jenkins-Arno when her term ends in January, Administrator Murphy said that the board of Commissioners will make a recommendation and take into consideration the Land Banks request when suggesting who should fill that seat.

VI. Existing Business

A. Blight Elimination Grant

The Chair let the board know that the RFP for Construction Management is still being finalized and that there is a meeting set with the State Land Bank representatives where the details will be reviewed before posting. The bids will be ready to voted on at the December meeting.

B. Application Status

1) Closed Session - 1365 E. Beecher

Motion was made by the Chair, seconded by Director Ferguson to go into closed session at 8:38 am. Motion Carried. Motion was made to begin the open session at 9.05 am. Motion Carried.
Motion made by Director Brown regarding 1365 E. Beecher to continue as discussed in closed session, seconded by Director Wright. Motion Passed.

C. 2025 Budget

Chair Van Dyke advised the board that no changes have been made to the 2025 budget since it was reviewed at the October meeting. Motion by Director Wright, seconded by Director Ferguson to approve the 2025 budget. Motion Carried.

VII. Community Development Coordinator Comments

Ms. Zysk let the board know that she is continuing to attend meetings with state and the national land bank. She said she did receive notice after submitting the letter of intent that the Land Bank did not get approved to apply for the grant for the roadway, she will continue to look for other options.

VIII. Public Comment

County Administrator Murphy asked if anyone from the Land Bank attended the housing summit, Director Punnett and Director Sarnac both attended and said that six different counties were represented, there were multiple speakers and that it was both beneficial and inspiring.

IX. Adjournment

Motion by Director Ferguson, seconded by Director Wright to adjourn the meeting at 9:13 am. Motion Carried.