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, Terry Collins, Lynne Punnett, Heather Sarnac, Jake Wright

MEETING LOCATION
301 N. Main St, Adrian, MI 49221

Minutes: Tuesday, November 25, 2025

I. Call to Order

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

***Present:** Jake Wright; Commissioner Terry Collins; Chair Erin Van Dyke; Roger Ferguson; Heather Sarnac; Kristen Brown*
***Absent:** Lynne Punnett*
***Also Present:** Community Engagement Specialist Quinn Wilt; Community Development Coordinator Francine Zysk; County Administrator Kim Murphy*

II. Approval of Agenda

Motion by Director Brown, seconded by Director Wright to approve the Agenda for November 25, 2025. Motion Carried.

III. Approval of Minutes

A. Approval of Minutes:

Motion by Commissioner Collins, seconded by Director Wright to approve the Minutes from October 28, 2025 after the suggested changes are made. Motion Carried.

IV. Finance Reports

A. Balance Sheet October 2025

B. Income Statement October 2025

Motion by Director Ferguson, seconded by Director Sarnac to approve the Financials from October 2025. Motion Carried.

V. New Business

A. Board Member Term

1) Reappointments

Chair Van Dyke advised that the board terms are to end on December 31, 2025 for both Director Ferguson and Director Wright. Both members agreed to serve another three-year *term. Motion by Commissioner Collins, seconded by Director Brown to accept the reappointment of both members to the Land Bank Board. Motion Carried.*

B. 2026 Budget

Chair Van Dyke presented the 2026 Budget to the board. She advised the board that there were not many changes from the previous year. Director Wright asked if they should add more funds to the Meetings & Conferences line item. The Chair said it could always be adjusted later if necessary, but the current 2025 amount was within the budget set. Motion made by Director Ferguson, seconded by Director Wright to approve the 2026 Land Bank draft budget. Motion Carried.

C. Closed Session: MCL 15.268 Section 8 (1) (d)

1) 2471 E. Maumee St.

Motion made by Director Sarnac, seconded by Director Wright to go into Closed Session in accordance with MCL 15.268 Section 8(1)d to review the sale of a property at 8.37 am. Passed by unanimous roll call vote. Motion was made by Director Ferguson, seconded by Director Brown to go into open session at 8:40 am. Motion Carried.
Director Sarnac made a motion, seconded by Director Brown to accept the offer for the sale of 2471 E. Maumee St in the amount of $12,500.00. Motion Carried.

VI. Existing Business

A. Blight Elimination Grant

The Chair updated the board on the Blight Grant progress at 140 W. Main St Addison. She said they will start the project by mid-December and that they have an agreement signed with the surrounding property owner to proceed with the project. Director Wright let the board know that they need to schedule a walk-thru between the property owner and the contractor. Abatement will begin first, then they will proceed with demolition of the building.

B. Application Status

1) 1117 & 1123 Lowe Ave Adrian

The Chair let the board know that the sale of 1117 & 1123 Lowe Ave is complete with Habitat for Humanity. The closing was on November 7th.

VII. Community Development Coordinator Comments

Ms. Zysk updated the board on a letter of intent to MSHDA for the Jefferson School property. She also said that she is looking into acquiring additional properties to add to the Land Bank inventory after the recent sale of multiple properties. She is going to be working on the Land Lock properties that are currently in the inventory. She stated the letters that were sent to the surrounding property owners received no response. Ms. Zysks next step is to visit the residences.

VIII. Public Comment

IX. Adjournment

Motion by Director Sarnac, seconded by Director Wright to adjourn the meeting at 8:47 am. Motion Carried.