

**A G E N D A**

**GRAND TRAVERSE COUNTY LAND BANK AUTHORITY**

**Friday, January 26, 2018 Governmental Center, 400 Boardman Avenue**  
**Conference Room 300 – 3<sup>rd</sup> Floor Governmental Center**  
**Traverse City, MI 49684**  
**8:00 A.M.**

1. Election of Vice-Chairperson
2. Board Structure
3. Approval of August 25, 2017 Minutes ..... 1
4. Approval of October 17, 2017 Special Session Minutes ..... 2
5. Approval of Annual Meeting Schedule ..... 3
6. Blair Property Update ..... Verbal

**PUBLIC COMMENT/INPUT**

Any person shall be permitted to address a meeting of the Land Bank Authority (LBA), which is required to be open to the public under the provisions of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et. seq.) Public comment shall be carried out in accordance with the following County Board Rules and Procedures:

- A. Any person wishing to address the LBA shall state his or her name and address.
- B. Persons may address the LBA on matters, which are relevant to county government issues.
- C. No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Board questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes; except as follows:
  1. Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.
  2. Whenever a group wishes to address the Authority, the Chairperson may require that the group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak, which shall not exceed fifteen (15) minutes.

7. Other Business
8. Adjournment

GRAND TRAVERSE COUNTY  
LAND BANK AUTHORITY (GTCLBA)

August 25, 2017

Chair Scheppe called the meeting to order at 8:00 a.m. in Conference Room 300 located on the third floor of the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

MEMBERS PRESENT: Richard Lewis, Heidi Scheppe, John Sych, Addison Wheelock, Jen DeHaan

MEMBERS EXCUSED:

STAFF PRESENT: Jean Derenzy

Approval of Minutes: **MOVED** by Wheelock seconded by Sych to approve June 30, 2017 Minutes. **APPROVED** unanimously.

**Other Business:**

**Blair Property:** Derenzy updated board members on the status of the marketing of the property and the need for further information to determine the feasibility of a traffic signal at Rennie School Rd. Derenzy gave an overview of the contract between the Land Bank Authority and Progressive AE, which was approved by the Chair, and noted the cost of an amount not to exceed \$5,130 would be covered within the Land Bank budget, and reimbursed upon the sale of the Blair property. Further, Derenzy indicated that ratification of the agreement was needed. **MOVED** by Sych, seconded by Wheelock to ratify the contract between the Land Bank Authority and Progressive AE for a Preliminary Signal Warrant Analysis for an amount not to exceed \$5,130. **APPROVED** unanimously.

**Update: Foreclosed Properties:** Derenzy gave an update for information on the properties on Old Mission Harbor and 134 E. 15<sup>th</sup> St. Chairman Scheppe gave an overview of the outcome of the tax auction.

**Update on Depot Project with HomeStretch:** Derenzy reported for information that staff had met with MSHDA relative to utilizing the program income for down payment assistance. Approval had not yet been received.

**Public Comment/Input:** None

**Other Business:** None.

Meeting adjourned at 9:30am

---

Heidi Scheppe, Chair

GRAND TRAVERSE COUNTY  
LAND BANK AUTHORITY (GTCLBA)

October 18, 2017

Chair Scheppe called the meeting to order at 4:30 p.m. in Conference Room 300 located on the third floor of the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

MEMBERS PRESENT: Richard Lewis, Heidi Scheppe, John Sych, Addison Wheelock, Jen DeHaan

MEMBERS EXCUSED:

STAFF PRESENT: Jean Derenzy

**Consideration of Offer for Blair Property Purchase:** Derenzy presented the Letter of Intent received for purchase of 18 of the 70 acres of property, to include frontage at \$85,000 per acre, totaling \$1,530,000. Derenzy stated that the funds received, would first go to Blair Township for the sewer bonds with the balance to Grand Traverse County. Further, Derenzy indicated that the purchaser requested consideration to prepare a Brownfield Plan for reimbursement of eligible Brownfield activities, including site preparation and infrastructure. Derenzy reported that upon discussion with the State Land Bank as to state participation through a Brownfield Plan, the Director indicated that he believes the project should receive state support. Derenzy also noted that the final Signal Warrant Analysis was completed indicating that a traffic signal was warranted. **MOVED** by Sych, seconded by Wheelock to authorize Chair to sign the Letter of Intent between the Land Bank Authority and Advalco, LLC or their assignee, for 18 acres in Blair Township for the price of \$1,530,000. **APPROVED** unanimously.

**Public Comment/Input:** None

**Other Business:** None.

Meeting adjourned at 5:05 p.m.

---

Heidi Scheppe, Chair

**Grand Traverse County Land Bank Authority  
Meeting Dates**

**2018 Meeting Dates  
Last Friday of the Month  
8:00 a.m., Conference Room 300  
Third Floor, Governmental Center**

January 26, 2018  
March 30, 2018  
April 27, 2018  
May 25, 2018  
June 29, 2018  
July 27, 2018  
August 31, 2018  
September 28, 2018  
October 26, 2018  
\*December 14, 2018

\*A combined November-December Land Bank Authority meeting is recommended due to the Thanksgiving and Christmas holidays.