



Board of Directors:

Deborah Muchmore, Chair
Carl English, Vice Chair
Regina T. Bell
Michael Finney
Gary Heidel
Steven Hilfinger
Scott Woosley

State of Michigan
LAND BANK FAST TRACK AUTHORITY

Kim Homan, Esq.
Executive Director

**STATE OF MICHIGAN
LAND BANK FAST TRACK AUTHORITY BOARD
(MLBFTA)**

**DRAFT
BOARD MEETING MINUTES
Wednesday – August 8, 2012- 2:00 P.M.**

Michigan Economic Development Corp.
300 N. Washington Squ.
1st Floor, Lake Superior Room
Lansing, Michigan 48913

Board Members Present: **In Lansing:** Mark Morante for Chairman Finney
Steve Hilfinger

Phone: Vice Chair Carl English
Regina Bell
Edwin Harlin for Gary Heidel
Mario Morrow for Steve Hilfinger (after 2:49pm)

Excused: Chair Deborah Muchmore
Scott Woosley

Staff Present: **In Lansing:** Kim Homan, Michigan Land Bank
Kevin Francart, Michigan Land Bank
Nicole Armbruster, Michigan Land Bank
Jennifer Lascari, Michigan Land Bank
Jill Robinson, Michigan Land Bank
Steve Rideout, Attorney General’s Office

CALL TO ORDER/ATTENDANCE CALL/SPECIAL ORDER OF THE DAY

The Michigan Land Bank Fast Track Authority (MLBFTA) Board meeting was called to order at 2:07 P.M. by Vice Chairman Carl English.

Property Analyst, Jill Robinson, presented the roll call. Two members were present in Lansing and three members were present on the phone. A quorum was declared.

APPROVAL OF AGENDA

Carl English, Vice Chairman presented the amended agenda for approval:

Motion: Member Hilfinger Supported by: Mark Morante for Member Finney

“To approve the agenda”

MOTION ADOPTED UNANIMOUSLY

MEETING TO DISCUSS STATE FAIRGROUNDS RFP

Deputy Director and General Counsel Francart presented possible options for Proposal Acceptance – see attached. There was discussion on all of the options. Board members stated that they were not willing to accept Proposals A and C as they were given two opportunities to cure their submissions, but failed to do so.

Motion: Mark Morante for Member Finney Supported by: Member Bell

“To reject non-conforming Proposals A and C”

MOTION ADOPTED UNANIMOUSLY

Deputy Director and General Counsel Francart presented possible options for the Award Process – see attached. There was discussion on all of the options.

Motion: Member Hilfinger Supported by: Mark Morante for Member Finney

“Accept Proposal B as being responsive and meeting the minimum requirements as laid out in the RFP to move forward for further review, and eliminate stages 2 and 3 of the review process outlined in the RFP and review entire proposal”

MOTION ADOPTED UNANIMOUSLY

In addition Board members requested that Land Bank staff send complete packets of all three proposals to both the Land Bank Board and the Advisory Committee and to set up a joint meeting in the next couple of weeks.

Motion: Mark Morante for Member Finney Supported by: Member Hilfinger

“Move that the list of options as presented by Deputy Director and General Counsel Francart be made part of the record”

MOTION APPROVED UNANIMOUSLY

Executive Director Homan stated that notice would be sent out to bidders A and C along with the Earnest Money Deposit. She also stated that all bidders had come to the required walk through of the Fairgrounds – an issue that was brought up as a concern at previous meetings.

Member Hilfinger indicated that it would be a good idea to delegate authority to staff in order to gather as much information as possible for the next Board meeting.

Motion: Mark Morante for Member Finney Supported by: Member Harlin

“To appoint a RFP review committee and delegate authority to the RFP review committee to discuss the Proposal B with the bidder and gather information for the Board. The committee members will be Executive Director Homan, Mark Morante, Member Woosley, DEGC President

George Jackson, Advisory Committee Chairman Greg O'Neal and a MSHDA representative if desired"

MOTION ADOPTED UNANIMOUSLY

Member Hilfinger left at 2:49 pm and appointed Mario Morrow as his designee.

PUBLIC COMMENT

Vice Chairman English asked for public comments. There was no public present.

ADJOURNMENT

Vice Chairman English polled the board for any announcements or new business. Upon hearing none, the meeting was adjourned by acclamation at 2:49 p.m.

Respectfully submitted,
Jill Robinson
Property Analyst

Proposal Acceptance: (Identity of bidders remain anonymous.)

Option 1: Waive the errors in either or both of the non-responsive proposals

Board Action: Adopt motion to waive errors and irregularities for either or both of the non-responsive proposals.

Executive Action: Provide Board with non-responsive proposals for review.

Future Action: Selection for Award Process Stage 2 review of one or more of the proposals.

Option 2: Reject either or both of the non-responsive proposals.

Board Action: Adopt motion to reject either or both of the non-responsive proposals.

Executive Action: Determine identity of no-responsive bidder and notify it of rejection.

Future action: None

Award Process:

Option 1: Continue with selection process outlined in RFP

Board Action: Adopt motion to select proposals as viable and move to Stage 2 review.

Executive Action: Provide Financial Proposal(s) to Board for review

Future Action: None

Option 2: Reject proposals based on review of Development Proposal as non-viable

Board Action: Adopt motion to reject either or both of the non-responsive proposals.

Executive Action: Determine identity of bidders and notify them of rejection.

Future action: None

Option 3: Accept responsive proposal as viable and modify review process eliminating Stage 2 and Stage 3 review process.

Board Action: Adopt motion to accept responsive proposal as viable and eliminate Stage 2 and Stage 3 review process

Executive Action: Provide Financial Proposal to Board for review.

Future Action: Award project or reject proposal after complete review.