

JACKSON COUNTY LAND BANK AUTHORITY

MEETING MINUTES

MAY 15, 2014

PRESENT: COFFMAN, KRUSE, DUCKHAM, ALEXANDER, CUNNINGHAM, TAYLOR, MARTIN,
JESTER, RICE, FROUNFELKER, BRITTAN
VISITORS: MIKE OVERTON, STEVE SHOTWELL
ABSENT: NONE

Meeting called to order by Coffman at 7:33 a.m.

Public Comment:

- No public comment.
- Kate Martin reported that Michigan Historic Preservation Network is hosting the 34th Annual Statewide Preservation Conference at the Commonwealth Commerce Center in Jackson from May 14-17th.

Approval of Minutes The minutes from March 20, 2014 were emailed and presented. **Motion by Jester**, to approve and accept the minutes from March 20, 2014, with noted corrections as discussed, **support by Taylor**, **PASSED.**

- Kate Martin had a small correction regarding page 4 regarding CEDAM is not holding up the package of bills.

Property Inventory Sub Committee updates

- We met on Tuesday, May 13th to discuss potential properties to acquire from the 2014 Foreclosure cycle.
- We have **13 potential candidates that we MAY** ask the County to assist and acquire under their First Right of Refusal.
- The Treasurer visited 114 improved properties from April 16th through April 29th. These photos and 'notes' were taken during these visits to the properties. I served and or posted 30 day termination of tenancy notices on all improved structures. We have to wait until after this 30 day period has expired before we can proceed with eviction (if necessary) and before we can gain access to the inside of the properties. This 'expiration date' would be May 29th. Karen reminded the board of the eviction process and the steps involved.
- The Treasurer reported that the total number of foreclosures this year was 259.
- We need to visit each of these structures to do an assessment on the inside condition of these structures before we can determine whether or not it is worth the investment by the land bank to acquire.
- The subcommittee is planning on doing this assessment on **Tuesday, June 3rd @ 11:00 am.**
- At these visits, we will make a determination based on taxes owed that we would need to pay if we acquire as well as do a 'cost analyses' of what needs to be done to each of these properties to meet our end goal for the land bank.
- Duckham inquired about whether or not we have used this process before. Coffman responded yes in 2006. A copy of the resolution was provided.

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- We will then prepare a finalized list of properties that we wish to acquire and then prepare the resolution with the listing for County Board of Commissioners review and approval.

Here is that timeline:

Board of Commission work session is Friday, June 6th @ 7:30am

BOC Personnel & Finance standing committee meeting is Monday, June 9th @ 12:00 pm

Full BOC meeting is Tuesday, June 17th @ 7:00 pm

- If all goes as planned, and if the Board of Commissioners supports our mission for acquisition for the land bank, we would then prepare quit claim deeds to transfer the properties. The goal is to accomplish this prior to the 1st tax auction August 6th, 2014.
- Total acquisition costs (approximate) is \$70,700.00.
- Discussion about environmental concerns about acquiring foreclosed houses.

Our recommendation is to authorize approval for the property inventory subcommittee to assess the condition of these 13 specific properties; make a cost analyses determination for each property upon inspection; prepare a final listing for acquisition of these 13 properties; to work in partnership with the County to acquire these properties under their First Right of Refusal for the Jackson County Land Bank Authority to use as identified in the 'end use'; with the intent to purchase these properties for the delinquent taxes owed; not to exceed \$75,000.

Motion by Frounfelker, to accept the recommendation as discussed by the property inventory subcommittee, is to authorize approval for the property inventory subcommittee to assess the condition of these 13 specific properties; make a cost analyses determination for each property upon inspection; prepare a final listing for acquisition of these 13 properties; to work in partnership with the County to acquire these properties under their First Right of Refusal for the Jackson County Land Bank Authority to use as identified in the 'end use'; with the intent to purchase these properties for the delinquent taxes owed; not to exceed \$75,000, **support by Alexander. PASSED. (Members present for vote: Frounfelker, Cunningham, Martin, Jester, Kruse, Alexander, Taylor and Coffman).**

- Discussion of next steps if we are successful at acquisition of these properties.

856 Brentwood & adjoining vacant lot– Summit Township – 000-08-32-201-023-00 and 000-08-32-201-025-00

- BANK OWNED NOT OCCUPIED posted, 1 story, 2 car detached garage, chimney leaning, fenced yard, wood deck, on side with slider, small possible starter home, near the airport, LB had purchased and sold a house on Brentwood a few years ago,
- 000-08-32-201-023-00 the parcel with the house – minimum taxes approximately \$7,400 (this has four years taxes)
- 000-08-32-201-025-00 the adjoining vacant lot – minimum taxes approximately \$1,700
- End use : Sell for affordable housing, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied,

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2521 Overhill -- Summit Township -- 485-13-10-453-090-00

- Single story, large detached 2 car garage (no siding) with new overhead door, wood vertical siding on the house, some is pulling away, no eaves, newer roof on house,
- Minimum taxes approximately \$4,000
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, larger lot

2529 Norwood -- Summit Township-- 485-13-10-477-159-00

- small single story, small front porch, roof is bad on porch, quiet neighborhood, neighbor at 2528 said vacant for 2 years, pie shaped parcel but deep lot, near Avondale, Hillside, Parkside streets
- Minimum taxes approximately \$4,900
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied,

142 Cherry St – Leoni Township -- 000-14-08-284-005-01

- 1 story, open front porch, small double dormer window, not sure if it is livable space or not, inside is gutted, 1 car un-sided detached garage, huge lot
- Minimum taxes approximately \$6,700
- End use : REHAB?? Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied,

Jennings -- Leoni Township -- 000-14-13-412-001-00

- Dorrell Trailer park, mobile home, double cement slab for parking, fenced in, large lot
- Minimum taxes approximately \$2,000
- End use : Blight removal; remove existing trailer, green space, continues with our mission of other 5 properties in our inventory

000-14-13-401-017-00	3544 Sechler
000-14-13-404-004-00	8712 Koko Lane
000-14-13-411-014-00	3552 Gaylord
000-14-13-411-016-00	3560 Gaylord
000-14-13-413-004-00	3573 Gaylord

3577 Bellrose -- Leoni Township -- 000-14-13-415-009-00

- Dorrell Trailer park, older mobile home, has had “add on”, enclosed front porch, open shed in back yard, large tree limb had fallen on it, old boat in yard, securing back opening where kitchen is where French doors were removed, no picture of property
- Minimum taxes approximately \$3,200

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- End use : Blight removal; remove existing trailer, green space, continues with our mission of other 5 properties in our inventory

14086 Curtis Road -- Grass Lake -- 000-15-13-300-001-01

- 2 story house with newer roof, large barn in back which needs new roof, several outbuildings on the property, large lot
- Minimum taxes approximately \$7,000
- End use : Sell to generate revenue, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, no picture, was occupied

403 Fourth -- City of Jackson -- 3-0187

- 2 story, house & garage, “L” shaped lot, see city map, access garage off an alley, not on City’s potential list to acquire as of 5-14-2014
- Minimum taxes approximately \$6,500
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied,

1004 Williams -- City of Jackson -- 4-0690

- single story, bonus room upper, a car detached garage, light blue/gray wood siding, white trim, may have structural issue in basement??? not on City’s potential list to acquire as of 5-14-2014
- Minimum taxes approximately \$6,300
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, could be potential land contract

246 Griswold -- City of Jackson --4-1495

- 2 story, corner of Griswold & Sheldon, near Douglas and Woodsum, big lot, not on City’s potential list to acquire as of 5-14-2014
- Minimum taxes approximately \$6,300
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, could be potential land contract

200 W South – City of Jackson --4-1625

- 1 story, white house, aluminum siding, 2 car detached garage, corner of Kent & W South, posted front storm door on porch facing Kent St. lot behind freshly demolished, church right across the street, on the line of the City and Summit Township, the LB had a house on W South St that we sold a few years ago, not on City’s potential list to acquire as of 5-14-2014
- Minimum taxes approximately \$5,300

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- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, could be potential land contract

1703 Plymouth – City of Jackson -- 6-1231

- 1 story brown, detached garage, found secure, near Elm & Plymouth, and Pleasant St. 864 square ft, shared drive, nice starter home, not on City's potential list to acquire as of 5-14-2014
- Minimum taxes approximately \$9,400
- End use : Sell for affordable housing, clean up as needed, need to make sure that house is up to code so that buyer could get financing, could make contingent 1st 45 days has to be owner occupied, could be potential land contract

- Frounfelker inquired if these 13 properties selected could be considered the cream of the crop. The subcommittee members confirmed that these potential properties are NOT the best of the entire group.
- Jester shared his experience of the housing market on streets such as Williams Street.
- Kruse inquired about the timeline for evicting persons from the foreclosed houses.
- Alexander asked that the subcommittee members be at the meeting before the commissioners to present this information.

Other Business

- None.

Adjournment

Adjourn by the call of the chair at 8:23 a.m.

Next meeting is scheduled for Thursday, June 19, 2014 @ 7:30 am, room 101 Jackson County Tower Building.