

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
MAY 19, 2011

PRESENT: COFFMAN, RICE, MARTIN, KRUSE, JESTER, DUCKHAM, TAYLOR, WILLIAMS,
BUTLER, CUNNINGHAM
VISITORS: Sue Firth
ABSENT: FROUNFELKER

Meeting called to order by Coffman at 7:30 a.m.

Public Comment: None.

Financials as of April 30, 2011

- Coffman presented the financials as of 04-30-2011.
- Cash on hand \$39,072.22.
- The most recent sales and closings are not reflected on this statement.

Motion by Kruse, to accept the financials for seven months ended as of 4-30-2011 as presented, **support by Butler. PASSED.**

Policy Subcommittee -- Attendance Policy

- Coffman reported that Kate, Jeff and Karen met on May 4th to discuss the draft language. We sent out proposed language via email for discussion and comments.
- “The absence of any Land Bank Authority (LBA) member for three (3) consecutive meetings or four (4) regular meetings during any twelve (12) month period shall be considered as a resignation from the LBA unless the LBA votes by a two-thirds (2/3) vote to refuse such resignation because of serious illness or other extenuating circumstances, i.e. temporary employment commitment or another short term community project.”

Motion by Butler, to approve the attendance policy as presented, **support by Williams. PASSED.**

- Coffman stated that there was concern whether or not the LBA could create policy that would effectively expel an appointment from the Board of Commissioners. Coffman stated that the policy would set the parameters and in the event it impacted a BOC appointment, the LBA would make a recommendation to the BOC for their approval.

Quiet Title Update

- Coffman updated that the court date was April 26th and the appeal period ended May 17th. We had 16 parcels in the batch for quieting title. The exception was the parcel 404 E. Golf where an objection was filed before the court date. Future court dates have been set so this parcel is ‘pending’ that outcome.
- Coffman will keep the board apprised as to any new updates.

Winning Marketing plans – Spring Arbor University

- Coffman reported that Kate, Jeff and Karen went to SAU on Thursday, May 5th to hear three marketing presentations from the students.
- Coffman had hard copies of the completed projects. Coffman will forward the information on electronically.

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- Coffman stated that we picked two teams as the winning projects.
- We will need to digest this information in a future meeting and of course plan to implement.

Closings: 980 Brentwood and 210 W South – May 18th

- Coffman reported that she closed 210 W South.
 - The Land bank acquired for \$2,100.
 - Net profit \$5,844.67.
 - Home owner occupied.
- Coffman reported that she closed 980 Brentwood.
 - The Land bank acquired for \$5,150.
 - Net profit \$14,174.62.
 - Home owner occupied.

Pending Closings – 1610 Leroy; 707 Edgewood and 402 Douglas

- Coffman reported that 1610 Leroy and 707 Edgewood will close in the next few days. We couldn't get the necessary closing paperwork together in time to close before this meeting.
- Coffman reported that 402 Douglas should close by month end.

Showing activity – 200 Elizabeth; 708 Kennedy and 1231 Greenwood

- Coffman reported that there has been increased activity and requests for showing these properties recently.
- Coffman did show 200 Elizabeth to one party; 708 Kennedy to three different parties; and two showings for 1231 Greenwood.
- Coffman has an offer to present for 708 Kennedy in the amount of \$13,000. The Land bank has \$4,350.
- Martin inquired if this offer had gone through the sub committee. It did go through the sub committee and it is the sub committee's recommendation to accept the offer.
- Rice inquired if we know what the potential buyer's intent for the property is prior to selling to them.
- Discussion from the board.

Motion by Williams, to accept the offer of \$13,000 for 708 Kennedy, support by Rice. PASSED.

Inquiries on 611 Detroit; 214 N Van Dorn; 1422 Cooper; and 1414 Devo - side lots

- Coffman reported that there are ongoing conversations with interested parties on these side lots. Just waiting for the parties to produce the fee of \$225 for the parcel purchase.

Other activity: Fairmont Ave in Napoleon; 710 Second St; 345 W Morrell

- Coffman reported receiving correspondence from West Bay regarding the oil and gas rights on the property in Napoleon of Fairmont Avenue. Coffman will do the research to determine what if any rights we have in response to this. Discussion with the board on this topic.
- Coffman reported the break in and vandalism on 710 Second Street. The house electrical and cooper has been stripped. Sue Firth, realtor discovered this at the time of a showing of the property.
- Butler suggested using a different type of lock to secure buildings.
- Coffman updated that 345 W Morrell was broken into and the vandals were caught in the building. Coffman was subpoenaed to appear as the owner of the property and was called to testify at the court

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hearing the past week. The case was bound over to circuit court so a future court appearance may be required.

- Williams inquired as to this property being scheduled for demolition. Coffman did confirm that it is slated for demolition. Williams was concerned that this pending criminal action could hold up any plans for demolition. Williams also stated that the property owner next door to this parcel is interested in acquiring after we demolish.
- Taylor stated the City Community Development would be more than willing to help us with tearing down the structure as long as we pay for it. Taylor to follow up with Community Development.
- Duckham inquired if we have any recourse as victims' impact. Coffman stated that along with the subpoena to appear there was information about victims' rights and compensation. Coffman will need to investigate this further.

Current listings: 710 Second St \$12,900 and 1604 First \$9,900. Need to reduce.

- Coffman reported that there is an offer on the table for 710 Second Street for \$3,000.
- Jester reported that as a result of the vandalism and stripping of the copper and electrical wiring, it might be best to counter back at \$5,000.
- Coffman stated that the land bank acquired this at no cost.
- Martin inquired about the insurance and if we will receive any compensation from the insurance company. Coffman will need to check into this.

Motion by Rice, to counter the offer on 710 Second Street at \$5,000, with the contingency if there is a counter from the prospective buyer that the property inventory sub committee has the authority to act and respond on behalf of the board, **support by Butler. PASSED.**

- Jester stated that 1604 First St. needs to be reduced. Sue is recommending dropping the price to \$7,000.
- Coffman stated that the land bank acquired this at no cost.
- Cunningham stated that we should try to sell this since we have no cost into the property.
- Williams inquired of Sue Firth as to the level of activity on 1604 First. Sue reported that there is minimal activity.

Motion by Jester, to reduce the listing price on 1604 First from \$9,900 to \$7,000, with the contingency if there is a counter from the prospective buyer that the property inventory sub committee has the authority to act and respond on behalf of the board, **support by Williams. PASSED.**

Letter from Habitat for Humanity – 141 Hollis Summit Township

- Coffman reported that she received correspondence from Habitat for Humanity for 141 Hollis.
- Coffman recommended to forward this to the property inventory to do the assessment and report back to the board.

Motion by Martin, for the property inventory sub committee to assess the property at 141 Hollis, to determine whether or not the land bank will accept the property from Habitat for Humanity as requested in their correspondence dated May 18, 2011, to present a recommendation to the full board, **support by Kruse. PASSED.**

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Property Inventory Subcommittee update

- Coffman presented an updated listing of the current inventory.
- Coffman stated that those parcels highlighted in green are the parcels the board selected to be listed with the realtor. Those parcels are: 111 First St; 2674 Bartlett; 200 Elizabeth; 1231Greenwood; 1520 Newton.
- Martin inquired if the sub committee is still ok with the current asking price.
- The parcel highlighted in yellow, 404 E Golf, is the pending court case objection to the quiet title process.
- The parcels highlighted in orange are those parcels currently listed with Copp and Co that have not yet sold.

Motion by Jester, to list five parcels: 111 First St @ \$19,900; 2674 Bartlett @ \$32,900; 200 Elizabeth @ \$27,900; 1231Greenwood @ \$12,900; 1520 Newton @ \$12,900, with the addendum of understanding to increase the level of limited services and to pay Copp & Co \$500 per parcel to perform these additional services as part of listing said parcels, **support by Duckham. PASSED.**

- Williams inquired if we will put this out for bid when such time is that we have more properties/houses to list with a realtor. The majority of the board voiced agreement that we should to be transparent in our processes.
- Coffman reported that the sub committee has met several times discussing the new batches of properties going through and reviewing the properties doing assessments, taking pictures. Kruse, Taylor, and Jester have spent 4-8 hours reviewing the information to prepare a recommendation for the full board.
- At this time, the sub committee is not ready to present a recommendation. We are planning and being very strategic in the process.

Other Business

- Jester reported that he has had ongoing conversations with the realtors about working with the treasurer's office to assist with open houses of the foreclosed properties. It could be a win-win situation to show the properties to increase interest in the auction as well as exposure for the realtors.

Adjournment

Adjourned by call of the chair at 8:25 a.m.

Next meeting is scheduled for Thursday, June 16, 2011 @ 7:30 am, room 101 Jackson County Tower Building.