

# JACKSON COUNTY LAND BANK AUTHORITY

## MEETING MINUTES

### JULY 15, 2010

PRESENT: COFFMAN, JESTER, KRUSE, MARTIN, BUTLER, DUCKHAM, WILLIAMS, CUNNINGHAM

VISITORS: None.

ABSENT: FROUNFELKER, TAYLOR, MAHONEY

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

Public Comment: None.

#### **Land Bank Conference – June 7<sup>th</sup> and 8<sup>th</sup>**

- Coffman and Martin attended the conference. Coffman sent emails previously about the links and materials.
- Martin provided a summary of some of the Greening Strategies; and Deconstruction. Saginaw is using this concept of Deconstruction as a jobs program utilizing work release programs. Partnership with Habitat and the City of Saginaw.
- Cost of Deconstruction can be more costly, but the recycling is green.
- Martin also reported on Urban Farming in Flint. 150 working lots. Land Bank is a partner in this effort.
- The common theme in all of the sessions was that No one is doing these projects alone. Partnership is paramount!
- Save the Date! Next year's conference is June 5-7, 2011 in Detroit.
- Martin informed the board of the National Vacant Properties campaign conference.

#### **Demolition Contract for the Land Bank**

- Coffman presented a demolition contract/RFQ for the land bank to use as a template. Coffman advised that Kevin Thomson has reviewed this document, created in part from the City's contract/RFQ.
- Cunningham inquired about the abatement issues; hold harmless, indemnification language.

**Motion by Cunningham**, to accept and approve the demolition contract/RFQ as presented for the Land Bank, **support by Jester, YEAS - COFFMAN, JESTER, KRUSE, MARTIN, BUTLER, WILLIAMS, CUNNINGHAM; NAYS – DUCKHAM. PASSED.**

- Discussion. Duckham gave an example of some issues that they have had to deal with at the township level. He was concerned that the language in the document may be too stringent.
- Duckham suggested that we table this to find out if Liberty Landfill will accept these materials.
- Kruse suggested that we should pull the permit application from the packet.
- Decision was made to leave the application in the packet.
- As we utilize this document, we can change and amend if need be.

#### **AmeriCorps Host Site Application 2010-2011**

- Coffman informed the board that she received an email from CEDAM – Community Economic Development Association of Michigan – for an AmeriCorps volunteer.
- Coffman did research with the application.
- Coffman applied for the AmeriCorps volunteer program.

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- According to CEDAM contact, 38 applicants applied. It is a brand new round of applications for the process.
- We should hear on the application by the end of the month.

#### Application for NSP1 – ‘left-over’ dollars

- Coffman informed the board that there may be ‘left-over’ dollars from the first round of NSP dollars.
- Martin and Coffman made contact at the Land Bank conference with Jeremy Newburg, a contact regarding NSP programming.
- Acquisition of properties, and Removal of blight of foreclosed properties as well as possible funding for the Riverwalk Hotel.
- No specific deadlines were provided.
- Martin recommended to contact Bill Parker @ MSHDA.

#### Quotes for yard signs

- Coffman checked out the costs and the final cost exceeded the not to exceed that was previously approved at last month’s meeting.
- Ray Printing & A Logo Tee
- Ray Printing provided a deeper discount with higher quantity.
- Coffman recommends to accept the bid for 250 count cost \$2,250.00.
- Need board approval because it exceeded the original cost.
- Ray Printing will provide storage of the signs.

**Motion by Cunningham**, to accept the bid by Ray Printing for 500 signs, not to exceed \$2,250.00, **support by Butler. PASSED.**

#### Property subcommittee updates

- Met on June 14<sup>th</sup>
- Reviewed the following parcels:
  - 202 Third St – NO
  - 413 Bloomfield – need to visit
  - **606 West Prospect – recommendation to bundle; sell**
  - 402 Douglas – need to visit; still occupied
  - 606 McNeal – NO
  - **201 West Biddle – recommendation to bundle; collaborate w CAA**
  - **104 West Biddle – recommendation to bundle; collaborate w CAA; no keys to access**
  - **800 South Mechanic – recommendation to bundle; collaborate w CAA**
  - 1109 Francis – NO
  - 115 Wall – NO
  - 408 N Park – NO
  - **1610 Leroy – recommendation to bundle; sell**
  - **707 Edgewood – recommendation to bundle; sell**
  - **708 Kennedy – recommendation to bundle; sell**
  - 720 Rock St & lot – NO

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- 710 E Ganson – NO
- **980 Brentwood – Blackman twp - – recommendation to bundle; sell**
- 304 Farview – Hanover twp – NO
  
- Letter for side lot – board approval
  - \$200 per lot, plus \$25 application fee
  - all parcels have quiet title
  - letters to go out 1<sup>st</sup> class mail
  
- Met on June 21<sup>st</sup>
  - Visited the following structures:
    - **104 West Biddle – recommendation to bundle; collaborate w CAA**
      1. Letter to City to request acquisition of vacant lot next to 104 W Biddle
    - **1019 South Milwaukee – recommendation to bundle; sell**
    - **402 Douglas – recommendation to bundle; Land Contract with current resident**
    - 413 Bloomfield – no
  
- Martin questioned what was the criteria for recommending to acquire versus NO.
- Coffman handed out the draft side lot application and letter.

**Motion by Cunningham**, to accept and approve the side lot application as presented, **support by Duckham. PASSED.**

- Butler inquired about the property on Stetler. She advised that there is oil in that area and that we should hold onto this property.
- Kruse inquired about 402 Douglas. We would like to pilot this parcel with a land contract with this house.
- Discussion on the property management concerns.

**Motion by Kruse**, to accept the recommendations of the property sub-committee as presented, **support by Duckham. PASSED.**

**Other Business**

- Coffman advised the board that we wrote a letter to the City of Jackson to acquire the vacant lot next to the property on 104 W. Biddle.
- The letter was prepared and sent to Carol Koneiczki at the City of Community Development.
- Kruse inquired about the status of the website.
- Discussion of the current conditions on the real estate market.
- Jester mentioned about the financing issues that he has experienced in dealing with real estate.
- Martin informed that there is a large Sustainable Planning grant. The Land bank should be a partner in this application process. Due August 23, 2010. Region II is a partner and may spear head the process.

**Adjournment**

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- **Motion by Duckham, to adjourn, support by Williams.**

**Next meeting is scheduled for Thursday, August 19, 2010 @ 7:30 am, room 101 Jackson County Tower Building.**