

JACKSON COUNTY LAND BANK AUTHORITY
MEETING MINUTES
JULY 18, 2013

PRESENT: COFFMAN, KRUSE, DUCKHAM, TAYLOR, ALEXANDER, MARTIN, JESTER, RICE,
BRITTAN, CUNNINGHAM, FROUNFELKER
VISITORS: TOBY BERRY
ABSENT: NONE

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

Public Comment:

- No public comment.

Approval of Minutes The minutes from June 20, 2013 were emailed and presented. **Motion by Duckham**, to approve and accept the minutes from June 20, 2013, as presented, **seconded by Brittan, PASSED.**

Property Inventory Sub Committee updates

404 E. Golf, Summit Township

- Closed and sold to CAA June 21, 2013 (\$11,392.84).
- Update from Shelly Hendrick (HH) on July 9th – house plans approved; finalizing developer agreements with CAA; property will be deeded from CAA to HH by the end of July; building will begin August 5th.
- Toby updated that they had to the asbestos removal of the house so that may push the building timeline back a bit.

904 Orchard Place

- The fifth time is the charm apparently! Finally closed on this house Wednesday, July 17th!!!!
- Our first successful partnership and collaboration with the City of Jackson.
- Kruse inquired if we were going to capture the 50% of all the taxes levied for 5 years. Taylor confirmed that this would be captured.
- Off of our land inventory; Back on the tax rolls.

209 E. Biddle

- Received inquiry from homeowner at 808 Orchard Place to purchase side lot at 209 E Biddle.
- Buyer purchased vacant lot 6-21-2013 (\$300).
- Off of our land inventory; Back on the tax rolls; extension of yard

204 Cove St, Summit Township

- Received inquiry from Realtor June 18th; cash offer received for \$1,500; LB has \$6,673 invested.
- Sold July 10, 2013 (\$1,387.10).
- Off of our land inventory; Back on the tax rolls; extension of yard for 209 Julian (directly behind it).

Interested Party in 345 W Morrell

- Inquired July 2nd; party has two parcels in the city with delinquent taxes owing;

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- Advised him July 9th that once the taxes are paid current, then the Land Bank would consider selling the side lot to him if still interested.

Interested Party in 610 Homewild

- Received July 10th; party requesting to purchase does not live in the property next to the vacant lot, it is a rental house that he owns, not an owner occupied
- Does not comply with the side lot application
- Discussion
- Board was ok with selling the lot not using the side lot application.
- Coffman will talk with potential buyer, request an offer to purchase.

Motion by Taylor, to entertain an offer by the potential buyer for the purchase of 610 Homewild, **support by Duckham. PASSED.**

Memorandum Of Understanding with CAA for land banking

- Toby Berry of CAA sent this MOU for the Land Bank consideration (July 8th)
- CAA would transfer to the Land Bank the following properties:
 - 2700 Kibby Road -- 000-13-16-101-008-00 -- Summit Township
 - 121 Hall Street -- 000-14-05-428-006-00 -- Leoni Township
 - 914 Grant Street -- 545-13-23-451-199-00 -- Summit Township
 - CAA would be responsible for maintenance while the land bank will be 'banking' these properties as part of the Neighborhood Stabilization Project III.
 - Recommend that the LB signs the MOU with CAA
 - Kruse inquired as to how much money would be remaining of the \$86,000 portion for land banking. Toby stated that there would be approximately \$32,000.
 - Toby stated that of the \$32,000 the costs of maintenance for these properties would come out of that line item. The land bank would not be responsible for these expenses.
 - Toby explained that there is potential with the 2700 Kibby Road that if there are funds left that they may request to utilize monies for rehabilitation to expedite this process.
 - Coffman inquired about adding one more property that we are in process of purchasing; 303 Broad Street, in Leoni Township.
 - The MOU will be amended to be able to add 303 Broad St. in Leoni.

Motion by Taylor, to accept and authorize the memorandum of understanding with Community Action Agency; to bank selected properties as mentioned above; and to make any necessary amendments with the intent to further the collaboration and purpose of the Neighborhood Stabilization Project III as discussed, **support by Brittan. PASSED.**

- Toby inquired if she could have some flexibility to move funds from the land bank line item to rehabilitation line items in the event that 2700 Kibby Road project moves forward.

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Motion by Kruse, to allow and grant flexibility to Community Action Agency to move monies from the land bank line item in the Neighborhood Stabilization Project III funds to the rehabilitation line item as needed; **support by Rice. PASSED.**

Sub committee met on Tuesday, July 16th @ 10:00 am (Coffman, Kruse, Taylor)

- Review of all foreclosed properties; identified 22 possible properties to visit and determine whether or not to recommend the land bank board to take action
- Toby Berry reported as of today they have purchased all of the properties that they can until such time that she/CAA receives additional program income. She has 4 homes that need rehabilitation with program income as well. She is not interested in any new acquisitions and or new rehab projects that we may have to offer at this time. However, she did say that she is interested in looking for demolitions but they are specific requirements for these.
- Toby reported that she now has approximately \$40,000 to \$50,000 that she needs to spend down by March 2014. This is a direct result of expanding the target areas (adding Blackman, Leoni and Summit.)
- Jester inquired about who would maintain ownership. Toby stated that the County would maintain ownership of the properties.
- Jeff Kruse visited all 22 properties that we originally identified and did an assessment on each property with pictures. We reviewed each property and discussed the pros and cons of each.
- Martin inquired about future land banking opportunities as we get farther into the entire project and monies continue to revolve into and out of the NSP III whether or not we should consider some of these for that purpose.
- Toby stated that HUD has told her that if all of the guidelines are met, there is a possibility that this NSP III could continue for an additional five years.
- Coffman stated that we are preparing for the first auction and may or may not try to acquire these properties at the first auction. After the first auction, we can come back and reassess those parcels that did not sell in the first auction and go through the whole process again.
- Toby reported that the properties must remain County owned and must be within Blackman, Leoni and Summit townships per the NSP III guidelines and requirements.
- Subcommittee is requesting to bundle the following properties with the intent to purchase them for the taxes owed after the first auction:
 - **Leoni Twp -- 8761 Jennings -- 000-14-13-412-005-00** – Dorrell trailer park; currently own 5 other parcels in the same park; \$2,200 due in taxes; possible plan to take trailer off the lot and continue greenspace in that area. Toby stated that this property would not qualify within the census tract.
 - **Leoni Twp -- 198 Hill -- 000-14-04-357-025-00** -- \$9,400 due in taxes; eviction process is ongoing, have not been able to do an interior assessment of the house; only exterior assessment done; this is within the NSP III tracts so this could be a possible longer term banking option.
 - **Leoni Twp -- 218 North Portage Road -- 000-14-02-226-005-00** -- nicer house in good condition; \$5,800 due in taxes; 1.7 acres.

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- **Blackman Twp – 510 Royal Drive -- 000-08-27-154-014-00** – nice modular/trailer directly behind I-94; \$4,900 due in taxes; need to make sure if it is a manufactured home we need to check the title on the manufactured home or an affidavit recorded.
 - **Liberty Twp -- 127 Goldsmith Drive -- 000-18-20-226-007-01** -- Brick 2 story; \$11,200 due in taxes; near Crispell lake; questions on one of the chimneys to the house.
 - **Summit Twp -- 340 Woodland Ave -- 640-13-11-327-019-00** -- smaller 2 bedroom house near St. John’s cemetery near South St; \$2,900 due in taxes; nice 2 ½ car garage.
 - **Summit Twp – 6094 Draper Road -- 000-13-35-226-062-00** -- nice ranch style house, pool; \$6,800 due in taxes; near JCC
- Subcommittee recommends to bundle these for the first tax foreclosure auction; contingent upon a final inspections by the subcommittee to calculate rough estimates for improvements; pay the taxes due; make improvements necessary on each of the properties; eventually sell to generate income.
 - If we were to acquire all the properties, total due to be paid for the taxes would be roughly \$43,200. Do not need to acquire all properties can be selective.

Motion by Kruse, to ask the County Treasurer to bundle all seven properties listed above at the first tax foreclosure; contingent upon a final inspections by the subcommittee to calculate rough estimates for improvements; pay the taxes due; make improvements necessary on each of the properties; eventually sell to generate income, **support by Brittan. PASSED.**

- Alexander inquired about the cost of cleanup of the trailer on Jennings and removing the trailers.
- Duckham expressed concern about the possibility of vandalism while these houses sit vacant.
- Brittan believes that this would be a good investment for the land bank.
- Discussion about options on what to do the properties; concerns about expending monies to purchase and not having enough to do rehabilitation to the properties.
- Martin inquired about being strategic by adding demolition properties to the bundle. Coffman will have a discussion with Toby about this to identify possible properties in the NSP III tracts.
- Toby reminded the board that CAA may be able to purchase these properties which could help address the concern about generating revenue.

Motion by Martin, to authorize the property inventory subcommittee to consider adding no more than three (3) properties to the bundle for the first tax foreclosure auction that would qualify for demolition in the townships following the guidelines of NSP III; **support by Brittan. PASSED.**

Other Business

- None.

Adjournment

Adjourn by the call of Chair at 8:40 a.m.

Next meeting is scheduled for Thursday, August 15, 2013 @ 7:30 am, room 101 Jackson County Tower Building.