

## GRAND TRAVERSE COUNTY LAND BANK AUTHORITY

Minutes of Special Meeting  
Friday, May 19, 2023

Chair Scheppe called the meeting to order at 8:01 a.m. in the Great Lakes Conference Room, 3<sup>rd</sup> Floor Governmental Center.

Members Present: James Baker, Gary Howe, Scott Sieffert and Heidi Scheppe, Chair  
Excused: Dean Bott  
Additional Attendees: Max Anderson, Kingsley DDA, Katlyn Aldridge, Kingsley Village Manager, Sally Krepps and Curtis Cobb, Habitat for Humanity, Nicole Blonshine, Blair Township Supervisor, Jose Perez, William Lawrence, Mike Maher, and Craig Elhart.  
Staff Present: Chris Forsyth, Bonnie Scheele (recording secretary)

### **MINUTES**

**MOVED** by Sieffert, seconded by Howe to approve the minutes of April 14, 2023 special meeting.  
**MOTION CARRIED**

### **TRIAL BALANCE – LAND BANK & HOUSING TRUST FUND**

Chair Scheppe reviewed the Trial Balance for Land Bank & Housing Trust fund and property inventory.

### **ANNUAL LAND BANK REPORT**

Chair Scheppe indicated that the annual report needs to be filed in order for the Land Bank to be eligible for State funding.

**MOVED** by Howe, seconded by Sieffert to approve report and authorize Scheppe to file it with the State of Michigan.

**MOTION CARRIED**

### **REVIEW OF FORECLOED PROPERTIES**

a. 7052 W M-71 Williamsburg:

**MOVED** by Howe, seconded by Baker to exercise first right of refusal and authorize the chair to execute any purchase agreements.

**MOTION CARRIED**

b. Turnberry Circle, Williamsburg:

This property will be set for auction.

c. Fieldcrest Ln, Traverse City:

This property will be set for auction.

d. 5333 W. Mobile Trail, Traverse City:

Jose Perez, property owner requested that the Land Bank work with him to get his property back.

**MOVED** by Howe, seconded by Sieffert to exercise first right of refusal and authorize the chair to execute any purchase agreements. Owner is responsible for cleaning up any blight on the property.

**MOTION CARRIED**

- e. Perry's Loop, Traverse City  
This property will be set for auction.

- f. 2020 Conetree Rd, Traverse City  
William Lawrence, property owner, requested that the Land Bank work with him to get his property back.

**MOVED** by Howe, seconded by Sieffert to exercise first right of refusal and authorize the chair to execute any purchase agreements.

**MOTION CARRIED**

- g. Boyd St., Fife Lake  
**MOVED** by Howe, seconded by Sieffert to set this property for auction after June 1, 2023 unless the Treasurer hears from the family.

**MOTION CARRIED**

- h. White Birch Dr., Grawn  
**MOVED** by Howe, seconded by Sieffert to set this property for auction after June 1, 2023 unless the Treasurer hears from the family.

**MOTION CARRIED**

- i. Forest St., Kingsley  
**MOVED** by Sieffert, seconded by Howe to exercise first right of refusal and authorize the chair to put in side lot program.

**MOTION CARRIED**

- j. Pleasant Valley, Kingsley  
Craig Elhart, attorney, spoke about this parcel and indicated that he will be paying the back taxes.

**MOVED** by Sieffert, seconded by Howe to exercise first right of refusal and authorize the chair to execute any purchase agreements.

**MOTION CARRIED**

#### **HABITAT FOR HUMANITY REQUEST FOR REIMBURSEMENT**

Current reimbursement request was \$3,940.99 for the Andrews project.

**MOVED BY** Sieffert, seconded by Baker to approve the payment of \$3,940.99 to Habitat for Humanity.

**MOTION CARRIED**

#### **WAIVER OF 5/50 CAPTURE – PARCEL #03-220-008-00**

**MOVED** by Howe, seconded by Sieffert to waive 5/50 capture for the above parcel to allow for combination with owner's adjacent parcel.

**MOTION CARRIED**

#### **WAIVER OF 5/50 CAPTURE – PARCEL #11-336-003-99**

**MOVED** by Howe, seconded by Sieffert to waive 5/50 capture for the above parcel to allow for combination with owner's adjacent parcel.

**MOTION CARRIED**

#### **UPDATE 1769 COUNTY ROAD 633 PROPERTY**

Members discussed the history of trying to work with Mr. Clark to get the back taxes paid and to get him to clean up the blight on the property.

**MOVED** by Baker, seconded by Howe to table a decision on this property while County staff works with Blair Township staff to get an investigation done by Environmental Health and Construction Code to

determine the safety of the property and what issues need to be addressed. Heide Scheppe, Treasurer, will send this property to auction in the meantime. The property can be pulled from auction if issues are resolved promptly.

**MOTION CARRIED**

**VILLAGE OF KINGSLEY DDA PROJECT: REVIEW AND APPROVAL OF AGREEMENTS**

Max Anderson, Kingsley DDA, spoke about the purchase of John's Auto and Auto Tech in the Village of Kingsley.

Chris Forsyth explained the edits to the purchase agreement and Development and Reimbursement Agreement for John's Auto.

**MOVED** by Baker, seconded by Howe to accept John and Melinda Sedlacek's changes to the purchase agreement and authorize the Chairperson to execute the purchase agreement on behalf of the Land Bank Authority.

**ROLL CALL VOTE:** Yes, Scheppe, Howe, Baker. Abstain, Sieffert.

**MOTION CARRIED**

**MOVED** by Howe, seconded by Baker to accept approval of the final version of the development and reimbursement agreement with the Village of Kingsley downtown Development Authority and authorize the Chairperson to execute the development and reimbursement agreement on behalf of the Land Bank Authority. Further, that the Deputy County Administrator and Counsel is authorized to take any other action necessary to implement the action of the Land Bank Authority.

**ROLL CALL VOTE:** Yes, Scheppe, Howe, Baker. Abstain, Sieffert.

**MOTION CARRIED**

**RESOLUTION AUTHORIZING SUBMISSION OF A PROPOSAL TO THE STATE LAND BANK AUTHORITY FOR A BLIGHT ELIMINATION PROGRAM GRANT**

RESOLUTION 1 - 2023

GRAND TRAVERSE COUNTY LAND BANK AUTHORITY RESOLUTION AUTHORIZING  
SUBMISSION OF A PROPOSAL TO THE STATE LAND BANK AUTHORITY FOR A BLIGHT  
ELIMINATION PROGRAM GRANT

WHEREAS, on April 10, 2023, the State Land Bank Authority (SLBA) released a request for proposals (RFP) related to its Blight Elimination Program, Round 2; and

WHEREAS, the purpose of this program is to provide grant dollars to land bank authorities to address blighted properties in their communities; and

WHEREAS, blighted commercial and residential structures currently exist in the Village of Kingsley, Grand Traverse County, located at 103, 105, 111, W. Main St, which together are referred to as "John's Auto" and

WHEREAS, the structures are blighted because through the execution of the attached purchase agreement, John's Auto is under the control of the Grand Traverse County Land Bank Authority, will soon be vacant, and is planned to be demolished for the purpose of redevelopment; and

WHEREAS, the planned demolition, including acquisition, are eligibility activities as provided in the SLBA RFP for the Blight Elimination Program, Round 2; and

WHEREAS, the SLBA RFP requires that a land bank authority seeking a grant under this program, must submit as part of the grant application, a board resolution authorizing engagement regarding the blight elimination program RFP.

THEREFORE, BE IT RESOLVED the Grand Traverse County Land Bank Authority through this resolution hereby authorizes the Chairperson, County Treasurer Heidi Scheppe, to engage in the SLBA blight

elimination program RFP, with the grant funds to be used to perform demolition activities, including reimbursement of the costs of acquiring John's Auto, which collectively is composed of blighted structures located in the Village of Kingsley, Grand Traverse County.

BE IT FURTHER RESOLVED that the Chairperson, with the assistance of staff, is authorized to execute all other documentation and complete all necessary work needed to implement this resolution and submit a proposal to the SLBA RFP Blight Elimination Program.

**MOVED** by Howe, seconded by Baker to approve Resolution 1-2023

**ROLL CALL VOTE:** Yes, Scheppe, Howe, Baker. Abstain, Sieffert.

**MOTION CARRIED**

**PUBLIC COMMENT:**

Max Anderson

Katlyn Aldridge

**OTHER BUSINESS:**

None

**ADJOURNMENT:**

Meeting adjourned at 9:19 a.m.

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Approved Date

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Heidi Scheppe, Chair