

GRIFFIN SPALDING COUNTY LAND BANK AUTHORITY

406 North Hill Street, Griffin Georgia 30223

BOARD OF DIRECTORS

Newton Galloway
Patty Beckham
Shirley Gardner
Jim Smith

EXECUTIVE DIRECTOR, interim

Virginia S. Church

MINUTES OF REGULARLY SCHEDULED MEETING

August 9, 2018 4:00 p.m.

406 North Hill Street, Griffin Georgia 30223

The regularly scheduled meeting of the Griffin Spalding County Land Bank Authority was held on Thursday, August 9, 2018 at 4:00 p.m. at 406 North Hill Street, Griffin, Georgia with the following members present: Patty Beckham, Newton Galloway, Shirley Gardner, and Jim Smith. Chairman Newton Galloway presided over the meeting.

A. Determination of Quorum

It was determined that a quorum of the Authority members was present. The meeting was called to order and conducted pursuant to the agenda distributed to the Authority members, posted at the meeting site, and provided to local media in compliance with O.C.G.A. § 50-15-1(d).

B. Approval of minutes

Ms. Church stated that the minutes were not yet prepared from the June and July meetings, but that they will be presented at the next regular meeting.

C. Financial information

1. Recent bank statements; review of checks written

All items were reviewed, and a motion was made by Mr. Galloway and seconded by Ms. Beckham to approve all. Motion passed.

2. Payables list

i. Comcast

Ms. Church informed the Board that this bill covers telephone and internet service, and the ongoing amount should be approximately \$120.00.

ii. Mauldin & Jenkins

Mr. Galloway moved and Ms. Gardner seconded that this bill not be paid until Ms. Church speaks with the auditor and has a clear idea of what it covers and what is left to do. Motion passed.

iii. Kidei Landscapes

Mr. Galloway moved and Ms. Gardner seconded a motion to approve payment of the invoices from Comcast and Kidei Landscapes. Motion passed.

3. Reimbursement request

Ms. Church presented a list of expenses for moving and setting up the new Land Bank office which she has fronted and for which she requests reimbursement. Mr. Smith moved and Ms. Gardner seconded a motion to approve. Motion passed.

4. Review and approve administrative assistance

Ms. Church explained that she had hired Kat Martin, a college student who is also Ms. Church's daughter, on a temporary, part-time basis to assist in setting up the new Land Bank office. She explained that the administrative assistance has been invaluable, especially in locating more of the information missing from the old bank statements, which is needed for the audit. Mr. Galloway moved and Ms. Beckham seconded approval of hiring of temporary administrative assistance.

5. Status of stormwater bills

Ms. Church and Jessica O'Connor explained that these bills should be for less than \$10 a month for each property on which there is a house, but they have gone unpaid for quite a while. Ms. Church has now received bills for all the LBA-owned properties, showing a total due of \$6,655.86. Mr. Galloway made a motion to pay the total, seconded by Ms. Gardner. Motion passed.

6. Status of reimbursement from City for Kidei Landscapes

Ms. Church stated that she has not received reimbursement from the City for the bills submitted last month, apparently because there was a typographical error in the email address. She will resubmit them to the City, along with the bills approved for payment to Kidei today.

7. Report on sales from transactions

Staff has nothing to report.

8. Report on redemptions:

Ms. Church informed that Board that 1309 Ridgeview Drive has been redeemed and the check was deposited to the operations account. The payment for taxes will be forwarded to Sylvia Hollums and a deed will be sent to the redeemer.

9. Status of audit

Ms. Church stated that some of the missing information for the audit can be located by BB&T in a search through records they have in storage. The bank estimates the cost for retrieval to be about \$500.00. Mr. Galloway made a motion to pay BB&T for this service, seconded by Mr. Smith. The Board instructed Ms. Church to notify the Board members if the amount greatly exceeds the estimate prior to payment.

D. Properties – Old Business

1. 632 Meriwether Street

Ms. Church was told at the Housing Council Meeting that Mr. Joiner was handling a quiet title action for purchaser. If it does not sell, the Griffin Housing Authority is interested in the property for the NSP program. Ms. Church will determine if there has been a closing or if one is scheduled.

2. 1002 Kilgore Road
Fernando Carmichael has informed Ms. Church that he has a contract to purchase this property, but the notice of foreclosure has not appeared in the paper. Ms. Church will foreclose on the right to redeem and schedule a closing.
3. 732 E. Chappell Street
A nuisance abatement procedure is pending in municipal court. If it is not donated, the City needs to demolish it, according to Ms. O'Connor. Ms. Church will contact Burkhalter Realty, the current owner, and see if they have or are still willing to donate the property
4. 429 Lakeview Street
Chad Jacobs states that William Wilson wants documentation to prove that the right to redeem has been foreclosed prior to County demolition. Ms. Church will locate proof and provide it to the County
5. Purchase offer from Bill Murray
One of the properties in Mr. Murray's offer is landlocked and he has another tract which can provide access. Staff doubts that Mr. Murray will agree to the condition that all property sold by the Land Bank be used or developed for owner occupation, rather than as rental property. The Board agreed that it wishes to continue its policy of requiring that all LBA properties ultimately be sold to owner occupants and instructed Ms. Church to find out if Mr. Murray is willing to accept that stipulation, especially with regards to the landlocked property.
6. 113 Quail Lane
The Land Bank has received an Offer to Purchase this property from Timothy Varnadoe for \$3,340.00. The redemption price is \$3,101.40. Mr. Varnadoe is aware of the owner-occupancy restriction. Staff recommends accepting the offer and foreclosing on the right to redeem. Mr. Smith moved to accept staff recommendation; Ms. Beckham seconded. Motion passed.
7. 505 Northside Drive
The Board previously approved sale of this property but it does not appear that the right to redeem has been foreclosed. The buyer has met with Ms. Church and still wants to purchase the property. Staff will determine the status of foreclosure and move towards closing on the sale.
8. 4717 West McIntosh Road
The Land Bank has received an Offer to Purchase this property for \$2,500.00 from Brent and Glenda Knowles, who live on adjacent property. The redemption price is \$2,203.61. If the offer is accepted, the buyers will clean up the debris from a trailer on the lot which was destroyed by a tornado. Mr. Galloway moved to accept the staff recommendation, contingent on combination of this lot with the buyers' current property, Ms. Gardner seconded. Motion passed.
9. 401 North 16th Street
The Land Bank has received an Offer to Purchase this property for \$500.00 from Lucy Vick, who lives next door and wants to combine it with her lot. Ms. Vick has repeatedly requested that the property be cleaned up. Mr. Galloway made a motion to accept staff recommendation to accept the offer and foreclose on the right to redeem, subject to combination and clean up of the property. Ms. Beckham seconded. Motion passed.

10. 74 Pickens Street

The Board had instructed previous staff to negotiate with two parties who were both interested in this property. Ms. Church has found contact information for one party and will proceed.

11. 623 Wright Street

An Offer to Purchase, previously tabled, was received from Anthony Dukes for \$250.00. Mr. Dukes owns adjacent property and wants to combine the lots. Mr. Galloway moved to accept staff recommendation to accept the offer. Ms. Gardner seconded. Motion passed.

12. 605 North 17th Street

13. 304 North Quilly Street

14. 427 Circus Street

15. 1124 Lyndon Avenue

Items 12-15 were taken together, as information for the Board. The right to redeem for all four properties was previously foreclosed, but affidavits of foreclosure were not filed. Staff has now filed those, and the City is proceeding with demolition.

16. 350 North 19th Street

Item 16 is for information for the Board. The Board previously rejected an offer to purchase, as the cost to repair the structure far exceeded the value. The City has now demolished the structure.

E. Properties – New Business

1. Willis/Morrow offer on various properties

The Land Bank has received an Offer to Purchase from Mendi Morrow and Mubarek Willis of \$10,000.00 to purchase 818, 820, 824, and 830 E. Solomon Street and 120 Leo Street. Ms. Morrow currently owns 834 E. Solomon Street, which is adjacent to 830.

2. Griffin Area Habitat for Humanity request on various properties

Habitat has requested donation to it by the Land Bank of the following properties: 113 North 15th Street; 1003 E. McIntosh Street; 818 & 820 E. Solomon Street; 824 & 830 E. Solomon Street.

ACTIONS:

- 116 North 15th Street and 1003 E. McIntosh: Ms. Beckham moved and Mr. Galloway seconded to donate to Habitat, with the understanding that Habitat will tear down the structure on McIntosh and will build houses on those lots for owner occupancy within 1-2 years. Motion passed.
- Mr. Galloway moved and Ms. Gardner seconded to donate 818 and 820 E. Solomon Street to Habitat on the conditions that the two lots be consolidated and that Habitat will construct a house for owner occupation within one year. Motion passed.
- Mr. Galloway moved and Ms. Beckham seconded to accept the offer from Ms. Morrow and Mr. Willis for 824 and 830 E. Solomon Street, on the conditions that the two lots be consolidated with 834 E. Solomon and that any home constructed there be owner occupied. The revised purchase price for the two lots is \$4,000.00. Motion passed.
- The Board tabled action on the offer for 120 Leo Street, but indicated that a better strategy for the property is to determine if any adjacent landowners want to consolidate it, as the property is approximate 3000 square feet and unbuildable.

F. New business

1. Presentation of Master List of all LBA properties – still under revision
2. Report on meeting with City – Ms. Church and Mr. Galloway had a good meeting with City representatives, including discussion of various properties and the issues with reimbursement for mowing services and payment of past due stormwater bills.
3. Request for meeting from County; issue with county payments
Spalding County commissioners instructed that LBA payments be withheld until a meeting occurs between the LBA and the County. The County’s accounting department was not told and has sent two checks, which LBA staff is holding. A joint meeting is scheduled for August 20, 2018 at 3:30 pm.
4. Meeting with GIRMA appraiser
GIRMA sends an appraiser once a year to review any individual properties worth over \$25,000.00. Staff will meet with him on Aug 20 to visit one property.
5. Report on Housing Council Executive Committee meeting
Ms. Church attended the meeting of this committee, which is made up of representatives from the City, County, Housing Authority, Land Bank, and various others who are interested in the housing issues facing this community. The City is a graduate of the Georgia Initiative for Community Housing (GIHC) which is a three-year program. City, County, and Housing Authority personnel will be doing a presentation at the next GIHC conference, which is Sept. 25-27 in Athens. It will include topics such as dealing with blight, strategies for handling properties that are stuck in probate, code enforcement, infill strategies, and using Land Banks in redevelopment.
6. Georgia Dept of Revenue Compliance Division letter
Withholding payroll tax reports have not been filed for several quarters. Staff is rectifying this deficit. There is no penalty, since no taxes were due.
7. Tax credit refund issue for 1109 Auburn Loop Road
Due to a change in value by the Board of Assessors of 1009 Auburn Loop Road which applied to 2009, the LBA received a refund check for \$312.14 in February 2018, which was never deposited. Staff has spoken with Sylvia Hollums, who is researching the situation.
8. Closing post office box
With the relocation of the LBA office to 406 N. Hill Street, staff does not see a need for a post office box and will be closing it and having all mail sent to the new office address.

G. Executive session pursuant to O.C.G.A. § 50-14-3, if required. None required.

H. Adjourn

Prepared by:

Approved:

Virginia S. Church
Executive Director, interim

Newton M. Galloway
Chairman