SITE SELECTION MEETING MINUTES
FRIDAY, November 3, 2017

In Attendance

Ron Talboys
Jerry Sheldon
Tom Graham
Dick Delisle
Elaine Delisle
Brendan Little
Kate Lockhart
Jennifer Beltre
Barry Weiss
Keelan Erhard
Jim Eaton

Notes from Teresa

Notes from Meeting

A. InRem Auction – Jennifer

In Rem 51 results.xlsx

Lines 18-37 from the spreadsheet were other properties bid by LandBank perhaps one of these could also be made available to Habitat? (The lines with RED in them we would decline.) In other words will the LandBank offer another property? We could be interested in 37 Eckhert.
Note: I had another comment about 22 Ogden and the potential to acquire it at cost from the City? (Does anyone have the details? Was this the property that Kate mentioned?)

- Next Steps

2017 Superbid: 73 Manitoba will take 6 weeks for City to clear titles. After that we will purchase from Landbank for $7500

- Potential Harmac Donations

Bought at auction: 2 empty 1 occupied houses. Teresa to meet with Harmac 11/8 to discuss the donation of one vacant and Habitat potentially assisting with the rehab of the second vacant for the Peace Keepers Headquarters.

Harmac properties Wende Zenner Kilhoff

Bailey Green south map Nov 2017.pdf

Bailey Green north map Nov 2017.pdf

View of BG lots showing new Harmac opportunities

Harmac also purchased 8 empty lots contiguous with their other lots. They believe we can build 7 houses in 2019 on them. I am waiting for a list of all addresses to confirm what they believe.

Harmac also donated 49 & 53 Kilhoffer to us last month so we could break ground on a new house (now known as 49 Kilhoffer) to keep our crews busy during the winter.

- Bailey Green area

Harmac_Properties.docx

Tom's_BG_Comments.docx

79 Kilhofer_Option.docx

Team expressed interest in 79 Kilhofer pending asbestos assessment. Can we get any information on asbestos through the permits that have been taken out on current rehab. There is also still a chance that the current owner could make a claim on this property. However, home owner is located in Kuwait and taxes are 3 years in arrears.

There was also a lot of discussion on the additional properties that Harmac wants to make available to us. Team consensus was that these new properties do not help us in building out our hub in Bailey Green.
The team also felt that we should have one more sit down meeting with John Somers to explain our decision to reject these properties and ask one last time if he would consider granting us properties currently planned for the soccer field / park. Can we again ask if the park can be moved to Leslie? If no, we should be open and honest with John and let him know that we are planning other hub opportunities starting in 2019 as there are no good options left for us in Bailey Green.
Proposed Action – Teresa to set up meeting with John before year end. Jerry Sheldon offered to attend this meeting as well to help explain our future strategy.
Additional comment from Ron – "Whoever sits down with John Sommers, the walkway he is proposing should be fenced on both sides from the houses it cuts through. Families do not want people wandering through their back yards. We have had incidences when we build new houses and we infringe on the community path that has been used for years. Our families complain and we end up putting up fences on certain projects to stop people from drifting through families property. In this day and age I do not think it is appropriate to put a passage way between the houses.

Society in general is much different today than years ago when people had to walk. Walking does not occur that frequently now-a-days. We are a much more mobile society with automobiles."

Additional comments from Tom:

- Harmac didn't consult with HFHB about which properties to acquire at the auction of foreclosed properties.
- There are 9 vacant 30' W lots at the Harmac planned soccer field. The city owns 7 of the vacant lots that would have to be purchased from the city. The soccer park lots are from 50 Zenner on the south to 72 Zenner on the north. Harmac wants a pathway at 50 Zenner. If HFHB built four new builds where the planned soccer park is located, Habitat's house at 52-54 Zenner would be adjacent to the pathway at 50 Zenner.
- With the soccer park and pathways there aren't enough building lots for six new builds in 2019.
- If Harmac changed the plan for no pathways and using the soccer park for HFHB new builds, I still prefer the St. Stan's hub because of the opportunity to apply for funds from the Oishei Foundation for a comprehensive multi-year hub. Note that one of the focus areas from the Oishei foundation is to "Build Livable Stable Neighborhoods".
- 898 East Delevan

2015 Superbid: 898 East Delavan is under review by the Delisles. Two family. 2400 sq ft which Landbank has already made $70K worth of repairs. We would purchase for no more than $7500 .Teresa is meeting with Landbank to discuss foreclosed properties in other municipalities which Landbank would sell/donate to us if we determine family affordability and interest.

898 EAST DELAVAN11.docx

Team discussed the report prepared by the Delisle's. The biggest concern has to do with the unknown costs of the asbestos abatement. Action – Barry to take the asbestos survey report as supplied by BENLIC and try to come up with an estimate of what the abatement costs might be. From that estimate we will make a determination of whether to move

forward with the property as there will still be significant interior rehab costs to add to the asbestos abatement costs.

A. On Going Acquisitions – Teresa / Barry

- Status of
  - Kerns / 352 East

    Closing is very soon but still with lawyers

    -Poultney: waiting clear title still
  - 36 Barry

    City Properties: request to purchase 36 Barry for $4000 is stuck in Real Estate Office (two staff members are gone). Request to purchase all 2018 lots is also stuck in real estate office. We sent the appraisals to real estate office and haven't heard anything. Followed up on 11/1 but no response yet.
  - 24 Eaton St. – Lackawanna

    I wanted to provide an update on this property. Thank you Dick and Elaine for your time reviewing this property. Janine Palmieri did a unofficial appraisal of the property while John solicited family interest. We had three families show interest (we only gave them one weekend so response may be higher in the future if given more time) however, all three families did not have the income to afford this house without a significant subsidy from HFHB. For this reason we declined the property.

    We are compiling a data base of families interested in other areas besides the City so we can be more efficient in soliciting interest when these opportunities arise in the future. Lackawanna taxes are doable for some of our families but this particular house was appraised at $111K -$150K on top of the higher tax base.
  - 48 Wende ? – Possibility to ask for assessment challenge? Not a viable strategy. This would just raise our taxable value as well.

B. MLS Search Results – Delisle's

http://nys.mlsmatrix.com/Matrix/Public/Portal.aspx?L=1&k=1119204XM60P&p=AE-143587-260

MLS Procedure.docx

First draft of acquisition strategy using MLS search properties

There is one possible new property that the Delisle's will look at next week. Otherwise, all prior properties had too many issues to pursue.

C. Donations – Jim

- 84 Koons – Not accepted / also was on 2017 InRem list Phone number for the donor has been disconnected.

D. New Builds – Tom Graham

- Impact of auction properties on 2019 plans (still uncertain)
- St. Stanislaus – Potential new hub

St Stanislaus Hub summary.docx

St Stanislaus Hub
Google aerial view.do

Note the shovel ready lots in this view

St. Stanislaus Hub map Paderewski nortl

St Stanislaus Hub map Paderewski soutl

Team recommendation is to pursue a meeting with the City of Buffalo, i.e. Brendan, and express our interest in beginning a strategy to start a new hub in the St. Stanislaus geography. We might have to start with an area Common Council member, i.e. David Franczyk, to build momentum for our strategy. We would offer a strategy that builds on the bullet points that Tom created in his St. Stanislaus Hub summary. As part of the meeting we would stress our experience working in the area, e.g. Grey, Johnson, Fox and Guildford new builds, as an example of our competency in working in this neighborhood.
Proposed Action – Teresa to help introduce the concept to COB with Tom taking a lead role to build on the summary from above. (Suggest we close out the meeting with Harmac prior to this meeting.)

Additional comments from Tom:

I agree with Jim's suggestion that we close out the meeting with Harmac prior to meeting with the city.

HFHB should meet with the police prior to the meeting with Brendan so we understand what the crime levels are on Townsend, Coit and Detroit.

Ask the COB for a "designated developer" for the St. Stan's Hub, with first dibs on the vacant building lots we are interested in. We need a commitment from the city to apply to the Oishei Foundation. We can also ask the city to "Homestead" these lots to HFHB for our multi-year 40+ new builds. Jennifer indicated the Office of Strategic Planning is not Homesteading any lots and is likely to deny Habitat's Homestead request. If the COB refuses to Homestead the lots to HFHB, we would have to purchase the lots and build this into the Oishei application.

On April 1, 2018, Habitat should send a letter to the city to acquire the city vacant lots for our 2019 new builds.

The team also thought we might be able to engage with someone from Brian Higgins' office to help gain another ally for this strategy.

Other new build / acquisition ideas – (from Kate) – There may be some $$ available in Lackawanna for rehabs of zombie properties. There may even be a potential to ask for some type of tax relief to assist us in this effort. Proposed Action – Kate will try to identify a contact in Lackawanna City government to explore potential options.

E. Homes / Family Matching – John Kordrupel

- Nothing new

F. Skills Matrix Draft review – Jim

Site_Selection_Skills_Matrix.xlsx

(if time) Not covered

G. Homework assignment (Old business)

- Request from Teresa

My team is looking at all areas of our organization and noticing that we don't have back up support for volunteers and in some cases we don't even know what some volunteers do but yet they are getting a ton of stuff done for us. We are asking that our volunteers provide an overall description of their role in the organization and document what they do (step by step) so that we can compile a handbook for each area. So for example, Tom Gram would discuss his role as the New Construction Site Acquisition Volunteer and then list out who he contacts with their contact info, timing of steps, what documents needs to be completed and where they get filed (with a copy of the form and the file path of where to find it), etc.

Your committee especially has a lot of historic information bottled up in your members heads and we will really be at a loss if we don't write it all down. We saw this when David Floyd stopped working with the Housing Courts.

Can you ask the committee members to work on this project over the next few months? We will then ask an intern to take everyone's notes (provided to us in a word document) and compile it into a complete site selection process document.

- Can everyone prepare some notes of how they perform their individual roles per the note above? Some of our roles and notes may be more substantial than others but the overall goal here is to have some notes that we can build into a Site Selection handbook.
- See also notes supplied by Tom Graham

H. Next committee meeting date

- December 8 at 900 – South ReStore