

Albion Building Authority
July 23, 2019 Special Meeting

I. Call to Order

The July 23, 2019 ABA Special Meeting was called to order at 8:00 a.m. by Chairman M Tymkew.

II. Roll Call

PRESENT: M Tymkew, Chair, J Domingo, C Farmer, E Seedorf.

ABSENT: K Markovich, Vice Chair was absent.

STAFF: Jill Domingo, City Clerk

III. Approval of Minutes:

❖ June 25, 2019

J Domingo moved, supported by E Seedorf, CARRIED, to Approve June 25, 2019 minutes as presented. (4-0, vv)

IV. Old Business-None

V. New Business

A. Potential Sale of 1109 Austin Avenue Property

Chair M Tymkew stated 1109 Austin Avenue is a vacant lot owned by the ABA. The ABA recently approved an easement on this property for expansion of the Albion River Trail. The Albion Economic Corporation has received an offer from Marathon Oil on three parcels, 1105; 1109 & 1111 Austin Avenue. Two of the three parcels are owned by the Albion Economic Development Corporation. The sale offer is for \$45,000 and must include all three parcels. The ABA and Albion Economic Development Corporation would share in the closing costs and profit based on percentage of acreage. The total acreage for all three parcels is 4.45 acres. The ABA owns 1 acre which would 22.7% of the total acreage. The closing costs and profits would be base on the 22.7%. The total amount for the ABA would be \$9100.00 less closing costs. An agreement would be drafted between the ABA and the AEDC pertaining to the split of the closing costs and profit.

The ABA has two options for the sale of 1109 Austin:

1. The ABA can quit claim deed the property to the Albion Economic Development Corporation and then have them proceed with the sale or:
2. The ABA can process the sale and closing on their own.

Board Member Domingo stated he felt the easiest method would be to quit claim deed the property to the Albion Economic Development Corporation.

J Domingo moved, supported by C Farmer, CARRIED, for Chair M Tymkew to proceed with the quit claim process; obtain an agreement between the ABA and the AEDC pertaining to the split of the profit and closing costs and authorizes Chair M Tymkew to sign all necessary documents pertaining to the sale of 1109 Austin Avenue. (4-0, vv)

B. Discussion/Approval Amendment to Snyder Management Contract

Chair M Tymkew stated an addendum drafted by City Attorney Harkness included the following modifications to the contract:

1. All references to Snyder Management shall be deemed references to ASR Property Management Company
2. The Personal Representative for the Estate of John Robison assigns any and all interest that John Robison d/b/a Snyder Property Management has or may have had in the Property Management agreement dated July 11, 2013 or this addendum to ASR Management Company
3. The Agreement shall be in force beginning July 13, 2019 and ending December 31, 2019. The Agreement may be terminated with 30-day written notice by either party, and shall also be subject to termination upon any of the conditions identified in Article 10
4. All other terms of the Property Management Addendum shall remain the same.

J Domingo moved, supported by C Farmer, CARRIED, To Accept the Property Management Addendum drafted by City Attorney Harkness as written. (4-0, rcv)

**The ABA Board will hold a Special Meeting on Friday, August 16th, 2019 at 8:00 a.m. in the Mayor's Office with the following agenda items:

- a. Discuss RFP for Management of Maple Grove
- b. Discuss pre-development of upstairs apartments located at 112 W. Erie St.
- c. How to proceed with bond process for Maple Grove

Clerk Domingo will send out copies of the RFP that was used in 2013 for Management of Maple Grove to the Board. She will contact Bruce Johnson, Revitalize to see if pre-development will be available for the next

meeting. The Board has also requested Finance Director Mead attend the ABA's August 16, 2019 Special Meeting to discuss Maple Grove Bonds.

- VI. Public Comment (Persons addressing the ABA shall limit their comments to no more than 5 minutes-Proper decorum is required)

No public comments were received.

- VII. Excuse Absent Board Member(s)

J Domingo moved, supported by C Farmer, CARRIED, to Excuse K Markovich, Vice Chair. (4-0, vv)

- VIII. Adjournment

J Domingo moved, supported by C Farmer, CARRIED, to adjourn the meeting. (4-0, vv)

Meeting adjourned at 8:40 a.m.

Recorded By: J Domingo, City Clerk