

SALE OF TAX LIEN FORECLOSURE PROPERTIES

- A. The County will advertise the property sale by:
 - 1. Placing an advertisement in the local newspaper for two (2) consecutive weeks.
 - 2. Placing the list with minimum Price of Property and bid process on the County website.
 - 3. Placing the information on the County Facebook Pages.
 - 4. Placing signs on the properties.
 - 5. The County Housing Administrator will maintain a mailing list of interested individuals that have contacted the office and notify those on the list via mail or email.
- B. The sale process will be by sealed bid:
 - 1. The advertising will include information regarding the bidding process and the location to obtain the forms.
 - 2. The bid opening date will be set at approximately one month after all steps in A. above have been completed.
 - 3. The bid opening will be public and held in the County Meeting Room, Room 110 of the County Office Building.
 - 4. The Bids will be opened and read aloud at that bid opening.
 - 5. The Bids will be reviewed and scored by the Housing Team and a recommendation will be sent to Council for approval in open session.
 - 6. The Dorchester County Council reserves the right to accept or reject any and all bids or parts of bids when it is judged to be in the best interest of the County.
 - 7. All title transfers must be completed and balance due paid within 30 days of notification of bid award. If not completed in 30 days, the bidder will lose their deposit and the property awarded to the second highest Qualified Bidder.

GRANTS

Grants for Primary-Residence-Occupancy Home Buyers:

- 1. To incentivize buyers to purchase these properties for primary residences, the County will provide a Grant (Attachment A) of 80% of the Price of Property.
- 2. A point system will be used to score the bids. This system is detailed in Attachment A.
- 3. Evidence must be provided as proof of status as a first time buyer or a workforce eligibility. A list of documents that will be accepted is included in Attachment B.
- 4. The buyer must sign an MOU with the County that the property will be used as the buyer's primary residence for three (3) years along with other stipulations such as the lien. In extenuating circumstances the County may release this requirement.
- 5. The buyer will meet with the municipality or County within thirty (30) days of ownership to determine repairs needed to bring the property up to code.
- 6. The buyer will have one (1) year to complete repairs required to eliminate all of the code violations to the satisfaction of the municipality or county. The municipality or County will provide a letter to the buyer and the County stating the buyer has met these terms. Upon receipt the County will release the lien.
- 7. If any of terms are not met the property will revert to the County via a lien. The County will have the right to transfer title back into the County's name paying all the transfer fees. The Buyer will waive the right to any and all improvements or investments in the property, the property itself and the money paid to purchase it.

Purpose: To increase the number of single family owner-occupied homes.

To qualify for this grant:

- A. The Buyer must agree to reside in the property as their primary residence for three (3) years after receipt of Certificate of Occupancy.
- B. The Buyer must be a Qualified Bidder.
- C. The Buyer must supply all documents proving Status' with the bid or the points will not be awarded.
- D. The Buyer must provide proof of its financial ability to make repairs.

Point system – the Bids will be ranked by a point system with a total of 100 points possible.

Bid Price: 20 points

First Time Home Buyer: 20 points

Workforce Housing Buyer: 20 points

LMI Buyer: 20 points

Veteran: 20 points

Tie Breaker: Highest Bid Price

ACCEPTED DOCUMENTS

First Time Home Buyer: Complete form with residence information for last five (5) years.

Workforce Housing Buyer: Provide proof of employment – current company ID, current pay stub.

LMI Buyer: Provide proof of income – current two (2) pay stubs and prior year tax return.

Veteran: DD214.

Financial Ability: Savings account, loan preapproval or line of credit/credit card balance available AND prior year tax return.