

Land Bank Commission Minutes

MEETING DATE: December 18, 2013 (Regular Meeting)

The meeting was called to order at 11:45 p.m. at the Willie Hinton Neighborhood Resource Center by Chair Andy Francis.

COMMISSIONERS ABSENT:

Commissioner Grace Blagdon

Commissioner Frances Frazier

COMMISSIONERS PRESENT:

Commissioner Andrew Francis

Commissioner Hollie Hutchison

Commissioner Hillis Schild

Commissioner Odessa Darrough

Commissioner Willis Smith

Commissioner Susan Chan

Commissioner Kenyon Lowe

Commissioner Jarrod Woodley

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

Motion made to approve the November 2013 Meeting Minutes and it was seconded. Motion carried.

STAFF REPORTS –

Financial Report- General Fund: is \$154,633.13 and CDBG: \$128,810.56.

Property Inventory- The Land bank program has seventy-seven (77) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of forty-seven (47) properties in the general inventory have title insurance and are available for transfer and development. An additional sixteen (16) lots are available for transfer in the Rolling Pines Subdivision. Staff is obtaining title policies for three (3) additional properties.

Quiet Title – The quiet title action for 1816 Schiller Street is pending in the City Attorney's Office. Attorney Cliff Sward to file an Amended Complaint.

City lien foreclosure report- Attorney Cliff Sward to submit a Motion for Summary Judgment for the foreclosure of 3415 W. 14th and 3419 W. 14th Street.

JOINT COMMITTEE REPORT- No Joint Committee Meeting in January due to New Year's Holiday

OLD BUSINESS-

Land Bank Historic Structures – Staff is consulting with an architect on 1701 Dennison to assess the rehab cost and viability of the structure. The property at 2423 West 17th Street was demolished on December 12, 2013.

The Commission requested a presentation on the criteria and classification of "historic" and "contributing."

Progress Project – Construction is complete on the Land Bank transfer to Better Community Developers, Inc. at 905 South Maple. Staff provided interior and exterior pictures of the completed home.

Demolition Update – The demolition of the Land Bank unsafe structure at 3019 West 16th Street is complete.

Commissioner Reappointments and Term Expirations – Commissioners Darrough and Woodley (CHAB) are eligible for reappointment March 2014 and have submitted reappointment letters to the City Clerk. A new Ward I Representative will be appointed and the terms for Commissioners Francis, Blagdon, and Smith will expire March 2014.

Land Bank Brochure – Staff submitted an order of 150 brochures.

NEW BUSINESS-

New 2014 Meeting Schedule – Staff provided Commissioners a 2014 Land Bank Meeting Schedule

Land Bank Website Updates – Staff will be responsible for all website updates through Aristotle

Election of Officers – Staff reminded the Commission that the election of new officers will take place at the January 2014 meeting so attendance is recommended.

FOLLOW-UP TOPICS-

ADFA Outreach – Staff spoke with Sara Oliver, Vice President of Housing at ADFA about marketing available properties to developers. Ms. Oliver agreed to distribute the Land Bank Brochure to developers looking for property to develop.

Lien Trend Report -- Commissioner Francis requested a Trend Report from 2011 – 2013 reflecting the number of liens filed in the Land Bank Focus Area.

Marketing – Commissioner Francis suggested we obtain a list of applicants that have applied for Home funds in recent years and market our available property inventory by mailing out the Land Bank Brochure.

Adjourn