

## Land Bank Commission Minutes

### MEETING DATE: May 15, 2013 (Regular Meeting)

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

### COMMISSIONERS ABSENT:

Commissioner Kenyon Lowe  
Commissioner Grace Blagdon  
Commissioner Odessa Darrough

### COMMISSIONERS PRESENT:

Commissioner Frances Frazier  
Commissioner Jarrod Woodley  
Commissioner Willis Smith  
Commissioner Hillis Schild  
Commissioner Hollie Hutchison  
Commissioner Andrew Francis  
Commissioner Corey Thomas  
Commissioner Susan Chan

### BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator  
Amy Fields, Deputy City Attorney

### DECLARATION OF QUORUM

Quorum

### APPROVAL OF MINUTES-

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

### STAFF REPORTS –

**Financial Report-** General Fund: is \$214,353.16; CDBG: \$7301,56; New CDBG Allocation: \$133,170.00. Staff presented an accounting of itemized projects, with an estimated \$51,345.00 for Realtor Services, Marketing, and Special Projects.

**Property Inventory-** The Land bank program has seventy-four (74) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of thirty-four (34) properties have title insurance and are available for transfer and development. Staff is awaiting title policies on (4) properties.

**Quiet Title –** Of the five (5) pending cases in the City Attorney's Office, a hearing on three (3) properties is set for July 15, 2013 and a hearing on one (1) additional property has been set for June 6, 2013. The City Attorney's Office has filed a Complaint on the remaining file. Staff has submitted one (1) quiet title file to Staff Attorney, Shawn Overton and is processing two (2) additional files.

**City lien foreclosure report-** The City was the successful bidder at the foreclosure sale of 1709 S. Cedar on May 9, 2013. A hearing has been set for 3415 W. 14<sup>th</sup> and 3419 W. 14<sup>th</sup> on July 16, 2013 at 1:30 p.m. Staff has submitted two (2) new City Lien Foreclosure files to the City Attorney's Office. Commissioner Thomas requested a follow-up from the City Attorney's Office on the Answers filed for 3415 W. 14<sup>th</sup> and 3419 W. 14<sup>th</sup> Streets.

**Purchase Property-** On May 21, 2013, the Board will vote on the purchase of 1524 South Martin, an 11,2500 square foot lot within the focus area.

**Donation Property-** 3515 West 11<sup>th</sup> and 3019 West 16<sup>th</sup> are unsafe vacant structures in need of demolition within the focus area that are being processed for donation.

The Commission discussed the Land Bank's involvement with the MHA Choice Neighborhood Planning Grant. Commissioner Francis requested this item be placed on the Agenda.

### **JOINT COMMITTEE REPORT-**

Staff presented a City Lien Foreclosure update to Commissioners Chan, Darrough, and Blagdon. Staff discussed the structural moving of 1021 South Van Buren to a Land Bank lot. A site visit of the property has been scheduled at the next Joint Committee Meeting.

The Commission discussed doing a second Community Garden Initiative using questionnaire flyers.

### **OLD BUSINESS-**

**Metropolitan Housing Alliance Transfer Application for 1513 Valmar** – The Board of Directors approved the transfer of 1513 South Valmar to MHA for NSP2 development on May 7, 2013.

**Rolling Pines Survey/ Plat Project and Subdivision Plan** – Staff is working the Public Works Department and County GIS to reconcile the physical street addresses and parcel nos. for the subdivision.

Work orders have been issued for the Subdivision Plan being executed by the Public Works Department to install streetlights, street signs, and barricades.

**Parks Acquisition of 1021 South Van Buren** – Staff is preparing a Scope of Services to obtain formal bids for the structural moving of the property to a Land Bank lot. Staff circulated pictures of the property.

**Land Bank Progress Project** – Staff has submitted two (2) "Before and After" Land Bank development collaborations with Habitat for Humanity to the City Clerk for addition to the website.

### **NEW BUSINESS-**

#### **Land Bank Marketing Plan**

- **Realtor Services for Land Bank Properties** – The Land Bank executed thirty-four (34) listing agreements with Kerrie Joiner of Century 21 United to market its available inventory.
- **NEW "Properties Available for Development" Chart with Picture Hyperlinks** – Staff is completing the picture hyperlinks for the new inventory chart.

### **CITIZEN COMMUNICATION**

Mr. Jack Danielson, a resident of Jacksonville who is interested in relocating to Little Rock attended the meeting and suggested the Commission consider "Land-Swapping" with homeowners to acquire contiguous lots. He also suggested outreach to area churches for our Community Garden Initiative.

### **Adjourn**