

Land Bank Commission Minutes

MEETING DATE: April 17, 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

COMMISSIONERS PRESENT:

Commissioner Frances Frazier
Commissioner Jarrod Woodley
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Hillis Schild
Commissioner Grace Blagdon
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 March 2013 Meeting Minutes and it was seconded. Motion carried.

STAFF REPORTS –

Financial Report- General Fund: is \$222,852.28; CDBG: \$9,341.07; New CDBG Allocation: \$133,170.00. Commissioner Francis requested cost estimates for ongoing Land Bank 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.

Quiet Title – A total of thirteen (13) files have been submitted to the City Attorney's Office for quiet title. Eight (8) quiet title actions have been completed. Of the pending cases, a hearing on three (3) properties is set for July 15, 2013. The City Attorney's Office has filed Complaints on the remaining two (2) files. Staff has ordered title work updates for the five (5) unsafe vacant structures in the inventory. The Mayor requested that Staff order title work for the 23 remaining properties still in need of quiet title.

City lien foreclosure report- The foreclosure sale of 1709 S. Cedar has been set for May 9, 2013 at noon. A hearing has been set for 3415 W. 14th and 3419 W. 14th on July 16, 2013 at 1:30 p.m.

Purchase Property- 1524 South Martin is an 11,000 square foot lot within the focus area that is being processed for purchase for \$4,000. The Land Bank already owns six (6) properties near this address.

Donation Property- 3019 West 16th is an unsafe vacant structure in need of demolition within the focus area that is being processed for donation.

The Commission discussed the need to conduct a housing study of the focus area to identify structures that are in potential danger of unsafe vacant status. Commissioners suggested the use of Code Enforcement data and CHAB resources for the study.

JOINT COMMITTEE REPORT-

Staff and Commissioners Chan, Schild, and Blagdon reviewed the parcel map of the demolition focus zone for potential acquisitions. The Commission suggested doing a focus zone snapshot of the demolition area.

OLD BUSINESS-

Metropolitan Housing Alliance Transfer Application for 1513 Valmar – The transfer will go before the Board of Directors on May 7, 2013. The Metropolitan Housing Alliance would like to develop a \$150,000 single-family home on the Land Bank lot located at 1513 Valmar.

Rolling Pines Survey/ Plat Project and Subdivision Plan – The work orders have been issued for the Subdivision Plan being executed by the Public Works Department to install streetlights, street signs, and barricades. The Planning Department is to provide Staff with physical street address for the Phase III lots to ascertain the subdivision expenditures and appraised lot values.

Land Bank Progress Project – For the project, Staff has submitted two (2) “Before and After” Land Bank development collaborations with Habitat for Humanity. Three (3) acquisitions of unsafe vacant structures that the Land Bank demolished will be submitted soon. Staff is working with Assistant Director, Victor Turner to display the pictures on 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. Staff has received numerous inquiries and one (1) side lot application from real estate signage exposure.
- **NEW “Properties Available for Development” Chart with Picture Hyperlinks**
- **Advertising Space in Print Publications**
- **Flyer at Alert Centers and Sent to Neighborhood Associations**
- **LRTV Segment** – Commissioner Schild suggested using the realtor for TV segments

Parks Acquisition of 1021 South Van Buren – Commission to relocate the home to one of its available lots for HOME fund rehabilitation.

CITIZEN COMMUNICATION

Adjourn