

Land Bank Commission Minutes

MEETING DATE: April 16, 2014 (Regular Meeting)

The meeting was called to order at 11:40 p.m. at the Willie Hinton Neighborhood Resource Center by Chair Hillis Schild.

COMMISSIONERS ABSENT:

Commissioner Andrew Francis
Commissioner Frances Frazier
Commissioner Crystal Mercer

COMMISSIONERS PRESENT:

Commissioner Grace Blagdon
Commissioner Hollie Hutchison
Commissioner Hillis Schild
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Susan Chan
Commissioner Jarrod Woodley
Commissioner Kenyon Lowe

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

Motion made to approve the March 2014 Meeting Minutes and it was seconded. Motion carried.

STAFF REPORTS –

Financial Report- General Fund Allocation – City: \$209,019.05
CDBG Allocation -- Federal: \$126,451.60

Property Inventory- The Land bank program has seventy-seven (77) properties in inventory, plus eighty (80) lots in the Rolling Pines Subdivision. A total of fifty (50) properties in the general inventory have title insurance and are available for transfer and development. A title policy has been requested for the property located at 1805 South Cedar.

Quiet Title – The quiet title hearing is scheduled for May 15, 2014 for the property located at 1816 Schiller. The Quiet Title Selection Committee convened on April 10, 2014. The Quattlebaum Law Firm received the highest rating.

City lien foreclosure report- 3415 and 3419 West 14th Street: Attorney Cliff Sward propounded **Request for Admissions** on the Defendant on March 18, 2014. Once the time to answer has run, a **Motion to Deem Admitted** will be filed. Counsel is still preparing a Motion for Summary Judgment.

JOINT COMMITTEE REPORT- Staff and Commissioner Chan reviewed the 2011 and 2013 City Lien Maps; Final Trend Report and maps will be reviewed at the next Joint Committee Meeting.

OLD BUSINESS-

Side Lot Application Rolling Pines Lot 78 – Staff conducted the closing for Lot 78 of the Rolling Pines to

Billy Hayes under the Land Bank Side Lot Program on March 25, 2014. The purchase price of \$500.00 was deposited into the Land Bank General Fund Account.

Marketing: Signage Upgrade – Staff submitted a request to Kerrie Jointer, Century 21 Realtor for the placement of the sturdy wooden signage on the 50 available properties at a cost of \$25 per sign. The total cost will be \$1,250.00.

NEW BUSINESS-

Land Transfer Application Modification – Staff revised the Land Transfer Application to make the document more user-friendly and to accommodate multi-lot transfers. A revised draft was submitted to the Commission for review. Commissioner Schild requested that language be added to the “Federal-Funding” section emphasizing end-use requirements.

NEW “Definitions” Section – Staff created a glossary of land use and real estate terms and submitted it to the Commission for review. After a brief discussion, the Commission decided to make the “Definitions” document a separate link on the website instead of attaching it to the Land Bank’s Priorities and Policies.

Rolling Pines Subdivision “Study Period” – Memorandum of Agreement – Based on the Commission’s unanimous vote to grant Gibraltar Properties, LLC a 90-day feasibility study period, with no monetary consideration required, Staff drafted a memorandum of agreement and consulted with the City Attorney’s Office regarding the indemnity clause. Despite two written requests, Staff has not yet received the Articles of Organization and Operating Agreement from Gibraltar’s agent.

Potential Development Partnership Opportunity – Staff is scheduled to meet with housing developer, Richard Webber of River City Construction to discuss a potential development partnership on April 23, 2014 at 2 p.m. Staff to inquire about possible HOME fund availability prior to the meeting. Mr. Webber was referred to Staff by Commissioner Hutchison.

Adjourn