

Land Bank Commission Minutes

MEETING DATE: April 15, 2015 (Regular Meeting)

The meeting was called to order at 11:35 a.m. at the Willie Hinton Neighborhood Resource Center by Vice-Chair Susan Chan.

COMMISSIONERS ABSENT:

Commissioner Hillis Schild
Commissioner Kenyon Lowe
Commissioner Odessa Darrough
Commissioner Crystal Mercer
Commissioner Andrew Francis

COMMISSIONERS PRESENT:

Commissioner Susan Chan
Commissioner Frances Frazier
Commissioner Jarrod Woodley
Commissioner Willis Smith
Commissioner Hollie Hutchison
Commissioner Grace Blagdon

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

Motion to approve the March 2015 Meeting Minutes was made by Commissioner Smith and seconded by Commissioner Frazier. Motion passed.

STAFF REPORTS –

Financial Report- General Fund - City: \$166,650.64; ***CDBG Allocation -- Federal:*** \$100,390.05

Property Inventory- The Land Bank program has seventy-four (74) properties in general inventory, plus eighty (80) lots in the Rolling Pines Subdivision. A total of forty-nine (49) properties in the general inventory are available for transfer and development. Two (2) properties were transferred since the March meeting and one (1) new property has been made available for transfer. Staff purchased two (2) properties at the 2015 Arkansas State Land Commissioner's Auction: 3401 and 3403 West 17th Street, for a total of \$934. Title policies are being obtained on twelve properties.

Quiet Title Report – Wilson & Associates completed the quiet title of ten (10) properties as of April 2, 2015. The City Attorney's Office completed one (1) quiet title and two (2) additional quiet title files have been submitted.

City Lien Foreclosure Report- On April 3, 2015, Staff met with the Mayor to discuss the Land Bank's Acquisition Strategy. The Mayor emphasized the acquisition of clusters of properties that are contiguous to existing properties and developments.

The judicial foreclosure sale of 3415 and 3419 West 14th Street will be set once the Defendant's Chapter 7 bankruptcy has been administratively closed. Staff submitted a Donation Deed Application to the State Land Commissioner for the prospective foreclosure property located at 1923 Cedar. Staff purchased two (2)

prospective foreclosure properties by submitting bids at the 2015 Arkansas State Land Commissioner's Auction. Staff explained that in some instances it is more time and cost efficient to pursue potential foreclosures by alternative acquisition methods.

JOINT COMMITTEE REPORT- Staff met with Commissioners Schild, Chan, Blagdon, and Darrough to discuss the marketing plan for Rolling Pines and the Land Bank's general inventory. Staff presented information about Opportunity Space, a marketing company that assists governments in marketing and transferring under-valued properties.

OLD BUSINESS-

Side Lot Transfer: 2606 West 13th Street – On March 30, 2015, Staff closed on the side lot transfer of 2606 West 13th Street. The side lot was purchased for \$500.00, which was deposited into the Housing Department's CDBG fund.

Property Transfer: 3115 West 11th Street – On April 9, 2015, Staff closed on the property transfer of 3115 West 11th Street. After real estate taxes, closing costs, and the realtor's fee, the Land Bank deposited \$2,556.43 into the Land Bank Special Projects fund.

Land Bank/HOME Rehab Project: 1508 Marshall – The rehab should be completed by the end of the summer. Once completed, the home will have 3 bedrooms and 2 bathrooms. The estimated cost of rehab is \$125,000.

NEW BUSINESS-

Resignation - Commissioner Kenyon Lowe (Metropolitan Housing Alliance Representative) – On April 11, 2015, Commission Kenyon Lowe emailed his resignation from the Land Bank Commission to Staff. Staff emailed the procedure to appointment a new MHA representative to the Director of the MHA, Rodney Forte.

Real Estate Services Request for Proposals (RFP) – Land Bank and Community Programs Staff made revisions to the previous Request for Proposals (RFP) for Real Estate Services and submitted it to the City's purchasing agent for review. The purchasing agent recommended changing the document to a Request for Qualifications (RFQ). The Real Estate Services Agreement will expire on April 19, 2015.

Side Lot Application – 2114 West 10th Street – Staff received a Side Lot Application for the property located at 2114 West 10th Street from the neighboring property owner, Ms. Sharon Oliver. Ms. Oliver was a letter recipient for the Land Bank's Side Lot Interest Project and wishes to acquire the lot for use by her children and to build a storage house. The vacant lot is a 6,795 square foot lot acquired by the Land Bank in September of 2010. Commissioner Woodley made a motion to recommend the transfer of the property at 2114 West 10th Street to Ms. Oliver subject to her compliance with the Federal Income Guidelines and current owner report. Commissioner Smith seconded. The motion passed unanimously.

Citizen Communications

Omavi Skukur, Director of Seeds of Liberation (Referred by Commissioner Crystal Mercer)

Fred Wizer, Real Estate Broker and Developer

Adjourn