

Land Bank Commission Minutes

MEETING DATE: August 21, 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 Kenyon Lowe

Commissioner Hillis Schild

COMMISSIONERS PRESENT:

Commissioner Andrew Francis

Commissioner Grace Blagdon

Commissioner Odessa Darrough

Commissioner Willis Smith

Commissioner Frances Frazier

Commissioner Jarrod Woodley

Commissioner Hollie Hutchison

Commissioner Corey Thomas

Commissioner Susan Chan

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

Andre Bernard, Director of Housing and Neighborhood Programs

Kevin Howard, Community Programs Manager

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

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

STAFF REPORTS –

Financial Report- General Fund: is \$184,830.25; CDBG: \$4,642.51; New CDBG Allocation: \$133,170.00. Ten (10) “Future Development” signs purchased for \$2,600.00. There is an estimated \$39,566.00 remaining in the General Fund for Special Project and Development.

Property Inventory- The Land bank program has seventy-six (76) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of forty (40) 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. Commissioner Chan suggested the creation of a map in the future that displays only “Available Properties.”

Donation Property- The closing for 3019 West 16th is scheduled for September 6, 2013. Staff is processing the donation of 1619 South Maple with Wells Fargo contingent on demolition of the existing UV structure.

Purchase Property- Staff has ordered title work for 2818 West 11th Street. This property is contiguous with two Land Bank lots.

Quiet Title – One quiet title action is still pending in the City Attorney’s Office. Attorney Shawn Overton filed the Quiet Title Complaint for the property located at 3115 W. 11th Street and a hearing has been set for October 2013. Staff will submit a RFQ for Quiet Title Services in the Fall.

City lien foreclosure report- Defense Counsel withdrew at the hearing for 3415 W. 14th and 3419 W. 14th on July 16, 2013. Once the Defendant retains new counsel, a new hearing date will be set.

JOINT COMMITTEE REPORT-

Staff reported on the details and costs associated with the historic structure remediation of 1701 Dennison and 2423 W. 17th Street. Staff presented pictures of each structure.

OLD BUSINESS-

Rolling Pines Subdivision –The Public Works Department to install and give a status update on the installation of streetlights. Staff spoke with Roma Isom of Affordable Housing about the development of the sixteen (16) available lots. Staff to contact Kevin Haney (CHAB) about further development opportunities.

Parks/Land Bank/HOME Collaboration: 1021 South Van Buren – Staff has received two written bids for approximately \$26,000.00 for the structural moving costs. The Land Bank would have to expend General Fund money to cover the moving costs. The project is cost prohibitive at this time, but Staff suggested the rehab of one of the Land Bank’s UV structures.

NEW BUSINESS-

Land Transfer Application: 1716 W. 18th Street – A motion was made and the Commission unanimously voted to approve the application to transfer the property to Arkansas Baptist for the development of a park area.

Land Bank Marketing Plan

- **Housing and Neighborhood Program’s Newsletter** – Staff submitted “Progress Project” pictures, a Development Invitational, and the Community Garden Questionnaire for inclusion in the Housing newsletter in September 2013.
- Staff is to work with the City’s Public Relations Staff to place an ad in the Democrat Gazette. Staff will also release a Development Invitation” to the Arkansas Homebuilders Association.

PRESENTATION – NSP2 OVERVIEW by Kevin Howard, Community Programs Manager

- Kevin Howard presented a slideshow and updated the Commission on the development projects, home sales, subsidies, and homebuyer qualifications under the NSP2 Program. Commissioner Thomas suggested that the NSP2 Development Projects be displayed on the Housing website.

Adjourn