

## Land Bank Commission Minutes

### **MEETING DATE: December 19, 2012 (Regular Meeting)**

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

### **COMMISSIONERS ABSENT:**

Commissioner Grace Blagdon  
Commissioner Hollie Hutchison  
Commissioner Kenyon Lowe  
Commissioner Andrew Francis  
Commissioner Jarrod Woodley

### **COMMISSIONERS PRESENT:**

Commissioner Susan Chan  
Commissioner Corey Thomas  
Commissioner Willis Smith  
Commissioner Odessa Darrough  
Commissioner Frances Frazier  
Commissioner Hillis Schild

### **BOARD MEMBERS AND STAFF**

Brittany Jefferson, Redevelopment Administrator  
Andre Bernard, Director of Housing and Neighborhood Programs  
Amy Fields, Deputy City Attorney

### **DECLARATION OF QUORUM**

Quorum

### **APPROVAL OF MINUTES-**

Motion made to approve the November 2012 Meeting Minutes and it was seconded. Motion carried.

### **STAFF REPORTS –**

*Financial Report-* General Fund (1): is \$100,570.83; CDBG: \$11,798.37; New CDBG Allocation: \$133,170.00.

*Property Inventory-* The Land bank program has seventy-two (72) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of twenty-seven (27) properties have title insurance and are available for transfer and development.

*City lien foreclosure report-* A hearing is to be set for 3415 and 3419 West 14<sup>th</sup> Street. A Motion for Default Judgment was filed on December 18, 2012 for 1705 Cedar Street. The Commissioner's Auction will be held January 3, 2013 at noon for 1805 Cedar Street.

*Quiet Title –* Thirteen files have been submitted to the City Attorney's Office for quiet title. Five (5) quiet title actions have been completed. A hearing for three (3) properties was held on December 10, 2012. A hearing for an additional three (3) properties is set for January 9, 2013.

*Purchase Property-* N/A

*Donation Property-* One (1) property is being processed for donation: Awaiting mortgage release document on one (1) prospective donation property at 808 Brown Street.

### *NSP2 Report:*

- The NSP2 Consortium members have 8 units that are in the construction phase-rehabs and new constructions. We have expended little over \$8.7 million as of December 17, 2012. We are over a 100% expended. We are expending Program Income to finish the ongoing projects.
- The City of Little Rock has 1 property under construction right now 3411 W. 10<sup>th</sup> Street. We have 1 property that is under contract with a buyer that will be closing within 30 days at 1900 S. Johnson Street.
- Little Rock Housing Authority has 4 units under construction. The LRHA has 5 single family units that are for sale at 1006 Rice Street, 1500 S. Valmar, 1511 S. Cedar, 1411 S. Cedar, and 1012 Booker.
- Better Community Developers are completing the punch list items with contractor on the Empowerment Center. It is about 99.9% complete.
- Habitat for Humanity- has 2 properties under construction; 2920 Maryland, and 2520 W. 13<sup>th</sup> Street.

### **JOINT COMMITTEE REPORT-**

Staff distributed the 2013 Meeting Schedule; Staff discussed the realtor service negotiations; and Staff discussed the 2013 City Lien Foreclosure Acquisition Strategy and requested Commissioner input on choosing future City Lien Foreclosure properties.

**Staff to provide List of Priority 1 Unsafe Vacant Structures.**

**Staff to email Joint Committee Assignments and Meeting Reminders.**

### **OLD BUSINESS-**

**Rolling Pines Survey/ Plat Project and Subdivision Plan** – Preliminary Plat proposes 81 lots. The engineering firm has obtained clearance by three (3) of five (5) utility companies. Once approved by the Planning Commission and Subdivision Administrator, the final plat will be filed. A Subdivision Plan is being executed by the Public Works Department to install streetlights, street signs, and barricades. Completion expected by mid-February.

### **NEW BUSINESS-**

**2013 Meeting Schedule** – Staff distributed the 2013 Regular Meeting and Joint Committee Meeting Schedules; Emphasis was made on the importance of attending Joint Committee Meetings and the need for increased participation by Commissioners.

**Community Garden Website Invitational** – Staff displayed a community garden invitational on the LBC website for interested community organizations, groups, and associations.

**Realtor Services for Land Bank Properties** – Staff met with Kerrie Joiner of Century 21 United on November 28, 2012 to discuss listing available Land Bank properties on the MLS and posting signage pursuant to the City's real estate contract. Ms. Joiner forwarded listing agreements with flat fee buyer's commissions. Staff is negotiating a percentage, rather than flat fee buyer's commission.

### **PROJECTS-**

**Rolling Pines Survey and Plat Project and Subdivision Plan**

**2013 City Lien Foreclosure Acquisition Strategy**

**Realtor Services For Available Properties**

**City Acquisition of Homes Near New Children's Library**

### **ANNOUNCEMENTS-**

**Election of Officers – January 2013**

### **CITIZEN COMMUNICATION**

**Adjourn**