

Land Bank Commission Minutes

MEETING DATE: February 20, 2013 (Regular Meeting)

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

COMMISSIONERS ABSENT:

Commissioner Frances Frazier
Commissioner Kenyon Lowe
Commissioner Jarrod Woodley

COMMISSIONERS PRESENT:

Commissioner Susan Chan
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Corey Thomas
Commissioner Hillis Schild
Commissioner Grace Blagdon
Commissioner Hollie Hutchison
Commissioner Andrew Francis

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Kevin Howard, Community Development Manager
Amy Fields, Deputy City Attorney

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

STAFF REPORTS –

Financial Report- General Fund (1): is \$82,965.36; CDBG: \$11,248.37; New CDBG Allocation: \$133,170.00.

Property Inventory- The Land bank program has seventy-three (73) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of twenty-nine (29) properties have title insurance and are available for transfer and development. Title policies are being processed on three (3) additional properties.

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 is set for today, February 20, 2013 at 1:00 p.m.. A hearing on three (3) additional properties is set for July 15, 2013. The City Attorney's Office is preparing the remaining two (2) files for filing.

City lien foreclosure report- The Commissioner's Deed for the property located at 1805 Cedar was filed January 22, 2013. A hearing has been requested for 3415 and 3419 West 14th Streets. A Default Judgment Order has been submitted to the court for 1705 Cedar Street.

Purchase Property- N/A

Donation Property- The mortgage release has been received on the prospective donation property at 808 Brown Street; Wells Fargo Bank, N.A. has offered a prospective donation property located at 2504 Bishop Street under its REO Donation Program. Staff to meet the realtor and code enforcement for a site visit on Tuesday, February 26, 2013.

NSP2 Report:

- The Consortium has expended a little over \$9.3 million as of February 20, 2013. They are expending Program Income to finish the ongoing projects.
- Little Rock Housing Authority has 4 units under construction to meet their contract obligations.
- The Consortium currently has 10 units for sale.
- The NSP2 Program has completed 126 units total.

JOINT COMMITTEE REPORT-

Staff worked with Public Works to create a City Lien Foreclosure Focus Zone Map; Commissioners discussed possible sites of demolition to pursue through foreclosure based on the map.

Staff provided the Commissioners with the Code Enforcement Unsafe Vacant List. Commissioner noticed inaccuracies in the UV List information and map.

Staff to perform site visits to verify UV and Demolition Status of Properties.

OLD BUSINESS-

Rolling Pines Survey/ Plat Project and Subdivision Plan – Staff submitted a memorandum to the City Manager, Mayor, and Board on February 14, 2013 summarizing the plat project. The final plat is to be signed by the City Manager and Subdivision Administrator. A Subdivision Plan is being executed by the Public Works Department to install streetlights, street signs, and barricades.

NEW BUSINESS-

Realtor Services for Land Bank Properties – Commissioner Schild made the motion, and Commissioner Smith seconded, that the Commission list its available properties with Kerrie Joiner of Century 21 United. The motion carried. Based on the City's real estate contract, the Land Bank properties will be entered in the MLS and each property posted with signage. Pursuant to the listing agreements, the City will pay a 4% Seller's Fee and in the event of a multi-party sale, there is a 4% Buyer's Fee.

Land Bank 2012 Annual Report – Staff prepared and submitted the Commission's 2012 Annual Report on January 24, 2013. The report outlines inventory, foreclosures, quiet titles, and projects undertaken by the Commission during 2012. Commissioner Francis suggested making a link on the website for Annual Reports. Commissioner Thomas suggested adding a Land Bank Progress section on the website depicting pictures of constructions and demolitions.

City Acquisition of Homes Near New Children's Library – Staff performed site visits at the five (5) properties purchased by the Parks and Recreation Department for expansion of the War Memorial Park. **Staff will bring pictures and general information about the structural removal of the homes to the next Joint Committee Meeting.** If the properties are to be acquired by the Land Bank, the Land Bank will have to cover moving expenses and rehab the structures using HOME funds.

CITIZEN COMMUNICATION

Adjourn