

Land Bank Commission Minutes

MEETING DATE: February 19, 2014 (Regular Meeting)

The meeting was called to order at 11:45 p.m. at the Willie Hinton Neighborhood Resource Center by Vice-Chair Susan Chan.

COMMISSIONERS ABSENT:

None

COMMISSIONERS PRESENT:

Commissioner Andrew Francis
Commissioner Grace Blagdon
Commissioner Hollie Hutchison
Commissioner Hillis Schild
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Susan Chan
Commissioner Kenyon Lowe
Commissioner Jarrod Woodley
Commissioner Frances Frazier
Commissioner Crystal Mercer

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Andre Bernard, Director of Housing and Neighborhood Programs

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

STAFF REPORTS –

Financial Report- General Fund Allocation – City: \$222,869.82
CDBG Allocation -- Federal: \$127,537.92

Property Inventory- The Land bank program has seventy-seven (77) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of forty-nine (49) properties in the general inventory have title insurance and are available for transfer and development.

Quiet Title – Attorney Cliff Sward filed an Amended Quiet Title Complaint on 01/30/14 for the property located at 1816 Schiller. Five (5) firms submitted proposals to the RFQ for Quiet Title Services. A Selection Committee will be assembled to select a firm.

City lien foreclosure report- Attorney Cliff Sward is to prepare a Motion for Summary Judgment and supporting brief for the foreclosure of 3415 W. 14th and 3419 W. 14th Street.

JOINT COMMITTEE REPORT- Staff met with Commissioner Chan to discuss the Side Lot Application for Rolling Pines Lot 78 and reviewed the 2011 City Lien list. Commissioner Chan used her mapping software to map the liens by address in the Land Bank Focus Area.

OLD BUSINESS-

Land Bank Historic Structures – An architect is assessing the rehab cost and viability of the structure at 1701 Dennison.

New Land Bank Commissioner -- The new Ward I Representative, Crystal Mercer briefly introduced herself to the Commission. Staff to order a name plate for Commissioner Mercer.

Commissioner Reappointments – The Board of Directors approved the additional 2-year terms for Commissioners Francis, Blagdon, and Smith on February 18, 2014.

NEW BUSINESS-

Rolling Pines Subdivision- Staff completed the Rolling Pines Lot Availability Chart and posted it on the website. Staff discussed the Land Transfer Application submitted by Dean Elliott on behalf of Gibraltar Properties, LLC. Staff met with Mr. Elliott to discuss what information must be supplemented to complete the application. Staff to review the Priorities and Policies regarding the Commission's ability to recommend the transfer of a large number of parcels to one developer.

Side Lot Application Rolling Pines Lot 78 – Staff presented the Side Lot Application submitted by Mr. Billy Hayes for acquisition of Rolling Pines Lot 78. Prior to voting, the Commission discussed the Side Lot provisions set forth in its Priorities and Policies as well as details of the lot's location and topography. Commissioner Francis made a motion to transfer Lot 78 subject to the current Side Lot policies, which requires the deed to include a restriction prohibiting any use of the property not consistent with the stated use in the application, including but not limited to, the construction of a home or residence. Commissioner Chan seconded the motion. Ten (10) Commissioner voted in favor of the motion and Commissioner Lowe was opposed. The motion passed.

Marketing: Realtor Contract Addendum and Signage – Staff renewed the realtor contract with Century 21 United to list the available Land Bank Property on the MLS. Staff will request a signage upgrade for 50 available properties at a cost of \$25 per sign. The total cost will be \$1,250.00.

2013 Land Bank Commission Annual Report – Staff submitted the 2013 Land Bank Commission's Annual Report to Andre Bernard on February 5, 2014.

Presentation -- Guest Speaker, Brian Minyard with the City of Little Rock Planning Department gave an overview of the City's historic districts, historic designations, contributing structures, state and federal tax credit incentives for homeowners and developers, the Central High Historic District, and design overlay district requirements.

Adjourn