Land Bank Commission Minutes

MEETING DATE: July 17, 2013 (Regular Meeting)
The meeting was called to order at 12:00 p.m. at the Willie Hinton Neighborhood Resource Center by Chair
Andy Francis.

COMMISSIONERS ABSENT:
Commissioner Kenyon Lowe
Commissioner Frances Frazier
Commissioner Hillis Schild
Commissioner Jarrod Woodley
Commissioner Hollie Hutchison
Commissioner Corey Thomas
Commissioner Susan Chan

COMMISSIONERS PRESENT:
Commissioner Andrew Francis
Commissioner Grace Blagdon
Commissioner Odessa Darrough
Commissioner Willis Smith

BOARD MEMBERS AND STAFF
Brittany Jefferson, Redevelopment Administrator
Kevin Howard, Community Programs Manager

DECLARATION OF QUORUM
No Quorum

APPROVAL OF MINUTES-
Approval of June 2013 Meeting Minutes deferred to August Meeting for Quorum.

STAFF REPORTS –

Property Inventory- The Land bank program has seventy-five (75) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of thirty-seven (37) 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.

Donation Property- The Board approved the donation of 3515 West 11th on July 9, 2013. The Board will consider the donation of 3019 West 16th at the August 6th Meeting.

Purchase Property- N/A

Dispositions- Arkansas Baptist College has submitted an application and offer to purchase the property located at 1718 W. 18th Street for use as a park area.

Quiet Title – Quiet Title Decrees were granted on three (3) properties on July 15, 2013. 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.

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.
OLD BUSINESS-
Quiet Title and City Lien Foreclosure Actions – The City Attorney’s Office at the direction of the Mayor withdrew from handling any of the quiet title and city lien foreclosure actions of the Land Bank Program. Staff will proceed with the use of in-house counsel for quiet title actions until the new RFQ for title services is issued to include outsourced quiet title actions.

Rolling Pines Subdivision Plan – Staff performed a site visit and notified the Public Works Department to install stop signs at two intersection and give a status update on the installation of streetlights. Staff to request Codes to perform a site cleaning in the subdivision.

NEW BUSINESS-
Historic Structure Remediation -- City Staff performed site visits at the two (2) historic structures held by the Land Bank: 1701 Dennison and 2423 W. 17th Street. At the direction of the City Manager, the Land Bank will stabilize 1701 Dennison by installing a new roof and front porch. The Planning Department has given a recommendation of demolition for 2423 W. 17th Street.

Land Transfer Application: 1716 W. 18th Street – Deferred to August Meeting for Quorum

PROJECTS
Parks/Land Bank/HOME Collaboration: 1021 South Van Buren – Staff has received one written bid for $26,000.00 for the structural moving costs and is awaiting a written bid from the second company. The Commission inquired whether CDBG funds can be used for the structural moving costs.

Land Bank Marketing Plan
- NEW “Properties Available for Development” Chart with Picture Hyperlinks
- NEW “Rolling Pines Subdivision” Chart with Plat Hyperlink
- Housing and Neighborhood Program’s Newsletter

PRESENTATION – NSP2 OVERVIEW by Kevin Howard, Community Programs Manager is deferred to August Meeting.

Adjourn