

## Land Bank Commission Minutes

### MEETING DATE: June 18, 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:

Commissioner Grace Blagdon  
Commissioner Hollie Hutchison  
Commissioner Hillis Schild  
Commissioner Willis Smith  
Commissioner Andrew Francis

### COMMISSIONERS PRESENT:

Commissioner Odessa Darrough  
Commissioner Susan Chan  
Commissioner Jarrod Woodley  
Commissioner Kenyon Lowe  
Commissioner Frances Frazier  
Commissioner Crystal Mercer

### BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

### DECLARATION OF QUORUM

Quorum

### APPROVAL OF MINUTES-

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

### STAFF REPORTS –

**Financial Report-** General Fund Allocation – City: \$195,358.10  
CDBG Allocation -- Federal: \$125,468.46

**Property Inventory-** The Land bank program has seventy-seven (76) properties in inventory, plus eighty (80) lots in the Rolling Pines Subdivision. A total of fifty (50) properties in the general inventory have title insurance and are available for transfer and development. A title policy has been requested for 1805 South Cedar.

**Purchase/Donation-** Staff presented a purchase offer of \$2,250 (Appraised Value less expenses) to the owner of 1401 Allis Street.

**Quiet Title –** Staff notified representatives from the Quattlebaum Law Firm of a “Litigation Against the City” conflict with the proposed quiet title services contract.

**City lien foreclosure report- 3415 and 3419 West 14<sup>th</sup> Street:** Attorney Cliff Sward to submit a Motion for Summary Judgment by June 20, 2014. Staff has been directed to make City Lien Foreclosures an acquisition priority in order to create property clusters within the Land Bank Inventory.

**Discussion:** Commissioner Darrough questioned whether our budget will be supplemented to accommodate the increased title expenses; Commissioner Chan spoke in favor of contiguous acquisitions; Commissioner Lowe emphasized the need for development funding, not increased acquisitions. Commissioner Lowe also suggested the City of Little Rock use the Denver model and create a 501(c)(3) to develop the properties.

## **JOINT COMMITTEE REPORT-** Land Bank Presentation for City Facilitators

### **OLD BUSINESS-**

**Rolling Pines Subdivision Plan** – Staff followed up on the Entergy approval of the final plat of the Rolling Pines subdivision. The approval email from Entergy included a statement notifying the engineers that the re-installation of the facilities will be a developer's cost.

**Rolling Pines Subdivision “Feasibility Study Period” – Memorandum of Understanding**– Based on the Commission's unanimous vote to grant Gibraltar Properties, LLC a 90-day feasibility study period, with no monetary consideration required, Staff prepared and submitted a Memorandum of Understanding to Gibraltar's agent and managing member on May 30, 2014.

On June 16, 2014, Staff emailed Gibraltar's agent requesting return of the signed original. At this time the agreement has not been returned.

**Land Bank Lot Maintenance Report** – Staff reported that the Arkansas Department of Corrections began maintaining Land Bank inventory late May 2014 with a 2-week maintenance rotation requested.

### **NEW BUSINESS-**

**Donation: 1415 Valmar** – The Commission voted to acquire the donation of the property located at 1415 Valmar from Wells Fargo. Commissioner Lowe made the motion to accept the donation and Commissioner Woodley seconded. The motion carried. The property is a 7,000 sq. foot lot that has a clean title, taxes will be paid up to the date of closing, and title insurance will be provided. The lot is in close proximity to two (2) Metropolitan Housing Alliance properties.

**Transfer: 4301 West 10<sup>th</sup> Street** – The property located at 4301 West 10<sup>th</sup> Street was originally acquired by the City of Little Rock in 2007 (pre-Land Bank). The property was not held by the Land Bank until 2012. Shortly after the Land Bank placed the property in its inventory, the City Manager's Office executed an agreement with the Forrest Hills Neighborhood Association to use the property as a community garden. A community garden has been established on the 5,382 sq. ft. lot. At this time, Staff has been directed to transfer the property to the Forrest Hills Neighborhood Association. No action required by the Commission.

**Ward I Commissioner Reappointment** – Commissioner Mercer's appointment to fill Commissioner's Thomas's position on the Commission has expired. Commissioner Mercer is interested in serving a full term as the Ward I Representative and will submit a letter requesting reappointment.

**Demolition: 2318 Wright Ave.** – Staff submitted the property located at 2318 Wright Ave. for demolition on May 30, 2014, due to the absorbent cost to rehab and abate the asbestos tile in the structure. The demolition will cost \$6,550.00.

**HOME Projects** -- The HOME Program is constructing six (6) new homes within the Land Bank Focus Area: 3419 West 10<sup>th</sup> Street, 3105 West 13<sup>th</sup> Street, 2601 West 13<sup>th</sup> Street, 2609 West 13<sup>th</sup> Street, 901 Booker Street, 1017 Thayer Street.

**Discussion:** Initiate a Land Bank Outreach Project for increased presence at community events.

### **Citizen Communications**

Four (4) Land Use students from William H. Bowen School of Law attended the meeting for observation.

### **Adjourn**