

Land Bank Commission Minutes

MEETING DATE: November 21, 2012 (Regular Meeting)

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

COMMISSIONERS ABSENT:

Commissioner Grace Blagdon
Commissioner Hollie Hutchison
Commissioner Kenyon Lowe

COMMISSIONERS PRESENT:

Commissioner Andrew Francis
Commissioner Susan Chan
Commissioner Corey Thomas
Commissioner Willis Smith
Commissioner Odessa Darrough
Commissioner Jarrod Woodley
Commissioner Frances Frazier
Commissioner Hillis Schild

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Andre Bernard, Director of Housing and Neighborhood Programs
Victor Turner, Assistant Director of Housing and Neighborhood Programs
Kevin Howard, NSP2 Administrator
Cliff Sward, Deputy City Attorney

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

STAFF REPORTS –

Financial Report- General Fund (1): is \$107,334.51; CDBG: \$14,471.38; New CDBG Allocation: \$133,170.00; Remaining \$10,900 for acquisitions, City Lien Foreclosures, and special projects.

Property Inventory- The Land bank program has seventy-one (71) properties in inventory, plus the lots of the Rolling Pines Subdivision. A total of twenty-seven (27) properties have title insurance and are available for transfer and development. City funds were used for the acquisition of thirteen properties and the Rolling Pines subdivision.

City lien foreclosure report- An answer has been filed by Defendant's counsel, K. Vaughn for 3415 and 3419 West 14th Street. No answer has been filed for 1705 Cedar and once the Warning Order time has elapsed, a Motion for Default Judgment will be filed. A Motion for Default Judgments has been filed for 1805 Cedar.

Quiet Title – Eleven (11) files have been submitted to the City Attorney's Office for quiet title. Six (6) properties are set for hearing: The hearing for three (3) of the properties is set for December 10, 2012. The hearing for an additional three properties is set for January 9, 2013.

Purchase Property- Staff is processing one (1) prospective purchase property: 923 Allis Street. An offer of

\$9,000 was made by Staff.

Donation Property- Two (2) properties are being processed for donation: 1812 Pinewood Drive – Deed Execution; Awaiting mortgage release document on one (1) prospective donation property at 808 Brown Street.

NSP2 Report:

- We have expended little over \$8.6 million as of November 20, 2012. We are 100% expended. We are expending Program Income to finish the ongoing projects.
- The City of Little Rock has 2 properties that are under contract with buyers that will be closing within 30 days at 2502 W. 18th Street and 1900 S. Johnson Street.
- Little Rock Housing Authority has 4 units under construction. Better Community Developers are currently working to complete the Empowerment Center. It is about 85% complete. They have 1 new single family residence that is in the construction phase. The estimated time of completion on the Empowerment center is expected for mid-December.
- Habitat for Humanity- has 2 properties under construction; 2920 Maryland, and 2520 W. 13th Street.

JOINT COMMITTEE REPORT-

- Community Garden Project: Staff to draft a website invitational for interested groups;
Comprehensive Redevelopment Map: Staff presented a print copy of the map; Staff gave a Rolling Pines Survey and Plat Project Update

OLD BUSINESS-

Comprehensive Redevelopment Map – Link to Map available on the Land Bank Commission Website; Public Works created a 30 x 40 inch mounted focus area map and 11 x 14 inch working copies for each Commissioner.

NEW BUSINESS-

Title Services Contract Renewal – Board of Directors approved the one-year option on the Land Bank title services contract with Associates Government Services, LLC.

Rolling Pines Survey/ Plat Project and Subdivision Plan – Preliminary Plat proposes 81 lots (reduction of 11), but there will be a gain in the average size of the lots by approximately 2,760 sq. feet. Once preliminary plat is approved by City Staff, the engineering firm will obtain clearance by utility companies and file the final plat. A Subdivision Plan will be executed by the Public Works Department to install streetlights, street signs, and barricades.

PROJECTS-

Rolling Pines Survey and Plat Project

New Focus Zone and Acquisition Strategy

Marketing Available Properties: Staff meeting with Realtor on 11/28/12 -- Signs and MLS listing

ANNOUNCEMENTS-

Andre Bernard announced the possibility of the Land Bank using homes that will be acquired by the Parks Department. The homes would be placed on available Land Bank lots and rehabilitated with HOME funds.

Victor Turner announced the placement of 4 x 8 foot “Site of Future Development” signs on all properties.

CITIZEN COMMUNICATION

Adjourn