

Land Bank Commission Minutes

MEETING DATE: November 20, 2013 (Regular Meeting)

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

COMMISSIONERS ABSENT:

Commissioner Andrew Francis
Commissioner Hollie Hutchison
Commissioner Grace Blagdon

COMMISSIONERS PRESENT:

Commissioner Hillis Schild
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Susan Chan
Commissioner Kenyon Lowe
Commissioner Frances Frazier
Commissioner Jarrod Woodley

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Kevin Howard, Community Programs Manager

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

STAFF REPORTS –

Financial Report- General Fund: is \$161,085.70 and CDBG: \$129,296.88. Staff notified the Commission that the 2014 Land Bank Budget Allocation will be reduced.

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-six (46) 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.

Quiet Title – The quiet title action for 1816 Schiller Street is pending in the City Attorney's Office. Attorney Cliff Sward to file an Amended Complaint.

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

JOINT COMMITTEE REPORT-

N/A

OLD BUSINESS-

Land Bank Historic Structures – Staff provided pictures of the interior of 1701 Dennison and is awaiting a written recommendation from Brian Minyard (Planning) regarding the rehab cost and viability of the structure. The bid contract has been drafted for the demolition of the property at 2423 West 17th Street.

Progress Project – Construction is ongoing at the Land Bank transfer to Better Community Developers, Inc. at 905 South Maple due to a sewer line issue. The Land Bank transfer of 1716 West 18th Street to Arkansas Baptist College for a park area is in progress with benches on-order, a walkway plan, and replacing trees due to theft.

RFQ for Real Estate Title Services – The new contract in effect as of October 31, 2013.

NEW BUSINESS-

Commissioner Reappointments and Term Expirations – Commissioners Darrough and Woodley (CHAB) are eligible for reappointment March 2014, as well as a new Ward I Representative. Commissioners Francis, Blagdon, and Smith terms will expire March 2014.

Demolition of 3823 West 19th Street – Staff submitted a demolition request for the unsafe and vacant property due to its close proximity to Stephens Elementary School.

Demolition of 3401 West 10th Street – Staff submitted a demolition request for the unsafe and vacant property based on its dilapidated condition and no purchase or development offers since its acquisition in 2011.

Land Bank Program Brochure –Staff presented a program brochure to the Commission based on their reviews and suggestions.

Follow-Up Topics

State of Arkansas Housing Trust Fund – Community Programs Manager, Kevin Howard presented a handout summarizing the \$500K Housing Fund. The funding areas, application process and project timeframe are still undetermined. Staff will follow-up in early January 2014 to assess if there are any potential development opportunities for the Land Bank

ADFA Outreach – Staff emailed Sara Oliver, Vice President of Housing at ADFA. Staff will follow-up with to assess any development outreach resources ADFA may provide.

Adjourn