

Land Bank Commission Minutes

MEETING DATE: October 16, 2013 (Regular Meeting)

The meeting was called to order at 11:35 p.m. at the Willie Hinton Neighborhood Resource Center by Chair Andy Francis.

COMMISSIONERS ABSENT:

Commissioner Frances Frazier
Commissioner Jarrod Woodley
Commissioner Corey Thomas
Commissioner Grace Blagdon

COMMISSIONERS PRESENT:

Commissioner Andrew Francis
Commissioner Hollie Hutchison
Commissioner Hillis Schild
Commissioner Odessa Darrough
Commissioner Willis Smith
Commissioner Susan Chan
Commissioner Kenyon Lowe

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator

DECLARATION OF QUORUM

Quorum

APPROVAL OF MINUTES-

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

STAFF REPORTS –

Financial Report- General Fund: is \$169,279.66 and CDBG: \$130,957.85. There is an estimated \$41,000.00 remaining in the General Fund for Special Projects and Development.

Property Inventory- The Land bank program has seventy-six (76) properties in inventory, plus the eighty-one (81) lots of the Rolling Pines Subdivision. A total of forty-four (44) 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 and Purchase Properties- On October 15, 2013 the Board of Directors approved the purchase of 2818 West 11th Street for \$1,760.00. The appraisal for the property was \$2,900.00.

Property Transfers- 1716 W. 18th Street – Transferred to Arkansas Baptist College on September 19, 2013 for park area.

Quiet Title – A Quiet Title Decree was entered for the property located at 3115 West 11th Street on October 8, 2013. The quiet title action for 1816 Schiller Street is pending in the City Attorney's Office. The legal description must be amended.

City lien foreclosure report- Attorney Cliff Sward has sent a certified letter to the Defendant in an effort to reschedule the hearing for 3415 W. 14th and 3419 W. 14th Street.

JOINT COMMITTEE REPORT-

Staff provided press release for Metro Jump Start Grant. Awardees were selected and the Wright Ave. Plan is a first alternate, but did not receive a grant.

Staff participated in the “Land Bank Best Practices Interview” on October 1, 2013.

OLD BUSINESS-

Historic Structure Remediation – 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. A demolition request has been submitted for the property at 2423 West 17th Street.

RFQ for Real Estate Title Services – Two (2) proposals were submitted. The Selection Committee gave Associates Closing & Title, LLC (ACT) the highest score. The Board authorized the contract negotiation with ACT on October 15, 2013.

2012 Real Estate Taxes – Staff has submitted all tax invoices for the general inventory and Rolling Pines. Payment deadline was October 15, 2013. Kim Chavis, Deputy City Attorney stated that the City Attorney’s Office does not agree with the County’s legal opinion which declares City-held properties as non-exempt, so there is no obligation to notify them of any failure to remove the exemption status on properties.

NEW BUSINESS-

Commissioner Resignation – Corey Thomas resigned via email on October 4, 2013. He was the Ward I Representative and his term expires 03/19/14. Staff notified the City Clerk of his resignation.

Land Bank Marketing Plan

- **Land Bank Program Brochure** – Staff created a program brochure; Staff to email brochure to the Commission for review and suggestions.

ANNOUNCEMENTS

Future Joint Committee Meetings will be scheduled when necessary for projects and land transfer application reviews due to low attendance and Staff’s increasing tasks.

The next Neighborhood Connections Meeting will be held Saturday, October 26, 2013 at the Hinton Neighborhood Resource Center at 8:30 a.m.

The Commission discussed potential development opportunities and Staff to follow-up on:

- State of Arkansas Housing Trust Fund – \$500K Fund; Potential Partnership Opportunities for the Land Bank?
- ADFA Outreach – Avenue to get Available Properties Information to Developers

Adjourn