

Land Bank Commission Minutes

MEETING DATE: September 17, 2014 (Regular Meeting)

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

COMMISSIONERS ABSENT:

Commissioner Kenyon Lowe
Commissioner Frances Frazier
Commissioner Crystal Mercer
Commissioner Andrew Francis
Commissioner Odessa Darrough
Commissioner Grace Blagdon

COMMISSIONERS PRESENT:

Commissioner Jarrod Woodley
Commissioner Willis Smith
Commissioner Susan Chan
Commissioner Hollie Hutchison
Commissioner Hillis Schild

BOARD MEMBERS AND STAFF

Brittany Jefferson, Redevelopment Administrator
Andre Bernard, Director of Housing and Neighborhood Programs
Kevin Howard, Community Programs

DECLARATION OF QUORUM

No Quorum

APPROVAL OF MINUTES-

No Quorum – Approval of August Minutes deferred to October

STAFF REPORTS –

Financial Report- General Fund Allocation – City: \$157,623.83
CDBG Allocation -- Federal: \$118,271.31

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.

Purchase/Donation Properties- Awaiting the filed deed and title insurance policy for the donation of 1415 Valmar from Wells Fargo. Staff will follow-up on the prospective property donation of 1520 S. Oak.

Transfer Properties- Staff has received numerous calls on the property at 3115 West 11th Street.

Quiet Title Report – The quiet title contract with Wilson & Associates is still pending approval in the City Attorney's Office. No quiet title report provided by the City Attorney's Office.

City Lien Foreclosure Report- No quiet title report provided by the City Attorney's Office.

Discussion regarding a letter from the Pulaski County Treasurer discouraging City's in Pulaski County from filing additional liens on properties certified to the State Land Commissioner. Staff informed the

Commission of a title clearing strategy provided at the Arkansas Preservation Alliance Conference. Staff to conduct research on the expedited title clearing laws and legislation of other States.

JOINT COMMITTEE REPORT- Commissioners Chan, Woodley, and Darrough met with Staff to discuss final revisions to the Side Lot Application.

Next meeting the Commission will discuss various strategies to maximize the development and transfer of the Rolling Pines Subdivision.

OLD BUSINESS-

Ward I Commissioner Reappointment –The appointment of the Ward I Representative set for September 16, 2014 has been deferred to Monday, October 6, 2014.

Rolling Pines Subdivision “Feasibility Study Period” – Memorandum of Understanding– Staff sent an follow-up email to agents of Gibraltar Properties on September 11, 2014. No response was received. The feasibility study period will end on September 30, 2014. At the conclusion of the study period, Gibraltar will provide a redevelopment strategy to the Land Bank detailing the proposed development of the lots. Staff will request that the redevelopment plan be submitted prior to the October 15, 2014 Land Bank meeting. The Commission discussed the possibility of conducting its own marketability study on the subdivision.

Land Acquisition Strategy Map- Staff denoted the Focus Zone prescribed by the Mayor on the Land Acquisition Strategy Map displaying all Land Bank, NSP2, and Nonprofit properties, along with all city liens. Staff to incorporate one of the Land Bank Focus Zones on the map for the next meeting.

Follow-up: Land Bank Property Exemption Status- Staff inquired about the City’s legal obligation regarding exempt properties. The City Attorney’s Office did not respond.

Follow-up: Code Violations in the Land Bank Focus Area – Ed Garland, Code Enforcement Manager stated that code violation data is not maintained by parcel no. Andre Bernard stated that the information will be maintained for next year by parcel no. under the new Code Enforcement Software System.

NEW BUSINESS-

2013 Real Estate Taxes – Rolling Pines – The Land Bank’s Rolling Pines real estate tax total was \$3,230.39. The total real estate taxes paid by the Land Bank for 2013 was \$12,596.62.

REVISED Side Lot Application- No Quorum; Vote deferred to October 2014 meeting

Side Lot Interest Letter Project- Staff will draft and send letters to homeowners contiguous to available vacant lots in the Land Bank Inventory in an effort to maximize the side lot program.

Staff to give a presentation on Land Bank Transfer Procedures to the CHAB (Community Housing Advisory Board) on October 20, 2014.

Citizen Communications

Adjourn