



DEPARTMENT OF HOUSING & NEIGHBORHOOD PROGRAMS
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Land Bank Commission Minutes

MEETING DATE: January 19, 2022

The meeting was called to order at 12:00p.m., by Chairman Leta Anthony via Webex.

COMMISSIONERS PRESENT

Leta Anthony

Mark Leggett

Ken Wade

Jennifer Herron

Karyn B. Coleman

Deniccia Bell

Tavonia Strickland

Jeremy Hill

Natalie James

Kimberly Lee

COMMISSIONERS ABSENT

BOARD MEMBERS AND STAFF PRESENT:

Ruby E. Dean, Redevelopment Administrator

Shawn Overton, Staff Attorney

Director Joan Adcock

Director Antwan Phillips

Director Virgil Miller, Jr.

Kevin D. Howard, Director HNP

DECLARATION OF QUORUM – Quorum



PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion made by Commissioner Bell to adopt the agenda, seconded by Commissioner Coleman. **9 ayes 0 nays (1 abstain)**

APPROVAL OF MINUTES

Motion made by Commissioner Strickland, seconded by Commissioner Bell to approve the minutes. **9 ayes 0 nays (1 abstain)**

Staff Reports by Redevelopment Administrator

Redevelopment Administrator reminded the Commissioners of the upcoming Neighborhood USA Conference May 4- 7 2022, indicating the Land Bank Division will conduct a workshop. In addition, if any member would like to volunteer or display an exhibit to please contact Ashley Bowden.

Redevelopment Administrator also stated that going forward all Land Bank meetings will be virtual until further notice.

Current balances are as follows: S35A946'18 - \$1,794.55; S35C273 - \$118,635.41. Total Land Bank Financial Report - **\$120,429.96**.

Director Miller inquired about the two accounts. Staff responded that one of the accounts is federal from CDBG funds given by the Community Development Division for startup funds. Motion made by Commissioner Coleman to accept the staff report seconded by Commissioner Strickland. **9 ayes 0 nays (1 abstain)**

At the November 2021 meeting the Commissioners granted an extension to House About It for another two years of completion for properties located on 2004 & 2004 ½ Pulaski Streets. In addition, the Commissioners approved the change of development from duplexes to single family dwellings. Chairman Anthony asked Attorney Overton if he would expound upon the policies and procedures as it relates to extensions for development. Attorney Overton referenced Section 8 of the policies and procedures which states that "if a developer has made substantial progress of time, the Commission may approve an extension of time for development not to exceed two (2) additional years".

Attorney Overton asked the Commissioners to review section 3 of the policies and procedures which states "at no time shall a property be conveyed for less than \$1,000 per parcel." Staff along with the Commissioners stated that the sale of the parcels have been on a case by case basis, however, the committee will discuss in depth prior to the next meeting. Attorney Overton also spoke briefly regarding the development site plan as specified in the policies and procedures, along with the language regarding "fair housing". Currently, some of the applicants are not submitting a development site plan in accordance with the policies and procedures.

Redevelopment Development Administrator gave insights on the Land Bank annual report which is due to the City Clerk's office. The report summarizes the Land Bank's activities for 2021. A motion made by

Commissioner James and seconded by Commissioner Bell to submit report to the City Clerk's office. **9 ayes 0 nays (1 abstain)**

Chairman Anthony will follow up will Commissioner Coleman on the policies and procedures committee. Commissioner Coleman stated that the sub-committee has several recommendations as it relates to the policies and procedures. Attorney Overton suggested that the subcommittee present the recommendations to the entire Commission for discussion and approval. There was a lengthy discussion regarding the checklist, application, discrepancies, and approval of applications at the Board level. Director Howard summarized stating that the Board of Directors can deny an applicant even though all requirements have been met at the staff and Commissioner's level. Director Howard along with Chairman Anthony stated that the checklist is an internal document for staff.

United Way submitted a donation to the Land Bank for property on Southedge Drive. The property is a 33,150 square foot lot located off Rodney Parham next to Dollar General. Staff indicated that the property is not in a desirable location, hence, it is not adequate for development. Motion made by Commissioner Coleman and seconded by Commissioner James to deny donation. **9 ayes 0 nays (1 abstain)**

Chairman Anthony thanked all the Commissioners for being attendance.

CITIZENS COMMUNICATION

Ms. Vernita Franklin expressed interest in purchasing property from the Land Bank, mainly the property located on Eva Lane. Ms. Franklin plans to develop a Youth Preparatory Center. It was suggested that she check with zoning prior to submitting an application.

ADJOURN: Commissioners Coleman made a motion to adjourn, seconded by Commissioner Lee. **9 ayes 0 nays (1 abstain)**

Meeting adjourned at 1:20 p.m.