

**LAND BANK ADVISORY COMMITTEE'S EVALUATION SUBCOMMITTEE
MEETING MINUTES**

Wednesday, January 8, 2020 – 1:00pm
City Hall, Fourth Floor Conference Room

	<u>Name</u>	<u>Attendance</u> (mtgs attended-mtgs absent)	<u>Term of Office</u>
MEMBERS PRESENT:	Jenny Gann	(3-0)	10/07/20
	Ali Kamali	(3-0)	10/07/22
	Kathy Hill Bahner	(2-1)	10/07/20
	Joni Westcott	(2-1)	10/07/21
MEMBERS ABSENT:	None		

OTHER STAFF PRESENT: Carol Flury, Recording Secretary

CALL TO ORDER - Gann called the meeting to order.

ROLL CALL – Four (4) members were in attendance; quorum present. Bahner - present, Gann - present, Kamali - present, Westcott - present.

NEW BUSINESS

Overreaching goals for the Evaluation Subcommittee, defining our purpose

Gann went over their purpose which is more on the evaluation and property side. A goal was discussed prioritizing the most desirable types of properties to acquire and sell. Secondly, when they are ready to turn those properties, prioritizing questions and objectives in choosing a developer would be needed.

Define what we view as the selections criteria for recommendations of properties to be purchased by the Land Bank

Community Development's evaluation sheet has a ranking system of 1-4 for property. The subcommittee could customize it with their own criteria. Westcott will obtain the sheet and we will send out an electronic copy to the subcommittee. The subcommittee will work on developing evaluation sheet.

Gann will work on a purpose/mission statement and her report to the next advisory committee meeting.

Some main points would be creating a prioritized list of properties to be recommended to the Land Bank Board and create a rubric for purchase of land bank property. Kamali stated that on the agenda for the Land Bank Advisory Committee, there will be an opportunity to give a report from this subcommittee.

Gann said that they needed to know what they are legally able to purchase and second would be desirability of the property. Kamali stated the legal aspects are in the policy and procedures; what kind of property and what kind of investor. He did point out that he understands that residential property takes precedence over commercial property.

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CITY CLERK

Kamali would like the subcommittee to consolidate and solidify this scattered information from the policy and procedures. It also covers what our goals and how to achieve those goals. That would be the main responsibility this committee.

Bahner wanted to know how they were going to attract investors. Kamali said the document, as he understands it, states there should be some sort of public announcement. It was discussed what they would want on the application and contract. They would include on the application that the Land Bank has authority to dissolve the contract and the property would revert back to Land Bank.

Westcott said that the group can go out with the evaluation sheet and come back and discuss which properties they want. This was the way to pick the properties they want to purchase.

Bahner wanted to know how the list of 200-400 properties are being generated and how are they to be narrowed down to. She said we would have to take the list with some sort of criteria and some system as to how we are going to go view these properties.

Kamali brought up that one of the LBAC meetings, Steve Briggs stated that the Board was interested in working on a block of properties to make a big bang.

Bahner said that we need to talk to the neighborhood associations and listen to their problem areas.

Westcott asked if they were going to concentrate in one area. Kamali said no, Tama Wagner's presentation was just for their information.

The Board wants to have a large visible impact which might be different than the way the LBAC will go. Kamali stated this is why they need a strong rationale that gives them authority and responsibility. Bahner pointed out we need the capability to do what we have set out to do which includes looking at the properties and monitoring the properties on an ongoing basis which entails staff.

Kamali said the decision would be the subcommittee's as to whether it is a whole block or separate.. The investor is going to have to want to do what we want to do such as a whole area. He asked if the Land Bank can be one of the investors to work on the property and put it back on the market. Everyone was in agreement that they could.

Kamali suggested to the subcommittee that they solidify the questions they had discussed from the policy and procedures with bullet points or numbers. Have some umbrella statement to specify their point of view and evaluation criteria.

Bahner said to also get the evaluation form, examples of applications from other land banks and decide if we want to adapt them to our purposes. They could obtain contracts from other Land Banks and take them to Steve Briggs to go over. These documents can be put together and a packet to show the Board what they are working on.

Kamali had a document where Nikki Poirier had surveyed and rated every property in the Harris Kemper Neighborhood Association's district. We can ask other neighborhoods to do the same thing. In terms of a list, Clint gave him a list from Building Blocks that are vacant which would be a source. Gann stated that we can't buy properties at the tax sale until 2021 because of the structure of the bill.

Westcott said that she has been able to reach out to people that she had met when working in the trades that would like to be investors. She thinks it is a good idea to have a structural engineer accompany them. She pointed out if the structure is beyond repair, why spend time and money to get tradesmen here to find out that it is going to take \$200,000 just to fix the foundation in a \$50,000 neighborhood. Paying for a structural engineer was discussed.

Kamali advised that when we get a list, they should go over it with Juston Carr to find out which ones are not worth our time.

Bahner thinks that there needs to be paid staff person to run the Land Bank.

Next meeting of the Evaluation Subcommittee will be Tuesday, January 21, 2020, at 10:00am.

ADJOURNMENT

Meeting adjourned at 2:15pm.

Respectfully submitted by Carol Flury, Recording Secretary

cc: Land Bank Board