

OAK RIDGE LAND BANK CORPORATION (ORLBC)  
Regular Meeting  
MINUTES

**APPROVED**

DATE: March 19, 2014  
LOCATION: Municipal Building Training Room  
PRESIDING: Charlie Jernigan  
PRESENT: Chairman Charlie Jernigan, Colin Anderson, Secretary/Treasurer Colin Colverson, Hugh Ward, Melinda Hillman, Vice-Chairman Anne Dunthorn, Councilmember Hensley  
PRESENT: City of Oak Ridge: Matthew Widner, Ken Krushenski, Mark Watson, Karl Kries and Kathryn Baldwin  
ABSENT:

- I. **Call to Order** - 8:00 a.m.
- II. **Roll Call**
- III. **Approval of the Agenda**  
Motion to approve agenda for March 19, 2014 meeting by Colin Colverson; seconded by Colin Anderson; no discussion; motion passed unanimously.
- IV. **Approval of Minutes of Previous Meeting**  
Motion to approve the February 19, 2014 minutes by Colin Colverson; seconded by Hugh Ward; motion passed unanimously.
- V. **Treasurer's Report**
  - a. Matthew Widner provided an update: ORLBC has been notified by the IRS confirming receipt of tax exempt status (Document locator number 17053-050-37500-4) dated March 14, 2014. Concluding report; the application is in its initial review process.
- VI. **Actions to be Taken and Voted on by Resolution of the Board**
  - a. None
- VII. **Old Business**
  - a. Community Garden Project Report – Colin Colverson provided an essay from Rev. Mare Martell outlining a reason to establish a community garden property in the Highland View neighborhood. Mr. Colverson recommended the project would be beneficial and suggested there be a short term lease between interested parties and stakeholders. Kathryn Baldwin also indicated that Kathryn Howell is looking to do a community garden in Highland View on a park property next to the Children's Museum and suggested introductions be made between the two for a possible joint venture. Further discussion; no action taken.
  - b. Discussion of Properties – Charlie Jernigan provided a tax summary of each ORLBC property. Kathryn Baldwin provided a map of all ORLBC property locations. Matthew Widner provided signed copies of the Quit Claim Deed transferring properties from the City to ORLBC. Copies of each to be included into each Board member's Land Bank Administrative Handbook.
  - c. ORLBC Next Steps and Events – Charlie Jernigan provided information about two ORLBC presentation opportunities to the Sunset Rotary Club on May 12, 2014 and the State League of Women Voters annual meeting in Oak Ridge on May 3, 2014. Mr. Jernigan also answered questions from the Board about training opportunities for members. Councilman Hensley expressed a high priority interest in ORLBC strategic partnerships. Mr. Jernigan confirmed he would have more information at the next regular meeting in April.

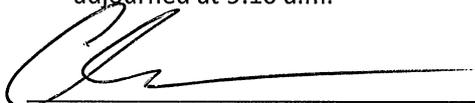
Melinda Hillman volunteered to bring some suggested policies and procedures for the Board for future consideration. Mr. Jernigan recommended including Georgia's Land Bank program as a resource. Hugh Ward requested clarification of ORLBC relationships and suggested a possible appointment of a Board member to head up outreach programs. Mr. Ward volunteered to compose customized outreach documents/speech presentations to be used in various forums introducing ORLBC. Mr. Jernigan agreed to the offers. Anne Dunthorn stated she was the Chairman of the Developers Forum and indicated their interest in meeting with ORLBC as soon as possible. Visitor: Pat Fain with Habitat for Humanity extended an invitation for the ORLBC to attend and do a presentation at their upcoming board meeting at 5:15 p.m. on the 16<sup>th</sup> of April in the basement of St. Stevens Church. Mrs. Fain further requested an opportunity to speak at the next ORLBC meeting in April (same day). Mr. Jernigan accepted the invitation and agreed to allow time in April's ORLBC regular meeting for their presentation. Mr. Ward volunteered to take on three possible relationships with developers, banks, and the real estate industry. Colin Anderson volunteered to help with banking relationships. Kathryn Baldwin and Mr. Jernigan offered information resources to Mr. Ward in Community Development and the Chamber of Commerce. Colin Colverson indicated he would like work on possible donations. Mrs. Baldwin reminded the board that some of the properties transferred to ORLBC have requirements related to their purchase using HUD funds and suggested possible actions that could satisfy grant requirements. Mark Watson introduced an effort to utilize an intern for several projects over the summer. One of such projects is to establish a correlation between investment and actual taxable value in properties, which he continued to explain that the goal is to conduct a regression analysis to provide some level of data projection that illustrates for every dollar of investment what the expected tax gain or loss will most likely be. The Board further discussed the cost and type of housing improvements that increase taxable value and how to determine if a property is even worth restoring. Mrs. Baldwin provided a status update on the City's Residential Rental Registration Program and explained the content of distributed maps. Colin Anderson suggested the ORLBC review each property on a case by case basis at a future work session, which was generally agreed by the Board to be important moving forward.

**VIII. New Business**

- a. Chairman's Report - Charlie Jernigan informed the Board that he met with the Oak Ridge Chamber of Commerce Housing Committee (a new committee) on March 5, 2014. Mr. Jernigan indicated that the committee has two goals this year being: 1. addressing the City's legacy housing; 2. how to reactivate good housing initiatives that had faltered during the recession. He continued that their key motivation was the success of Mechanicsville project in Knoxville and how it can be applied in Oak Ridge. Kathryn Baldwin requested that Staff be informed on any future meeting of the committee. Further discussion to clarify the intended role of this new housing committee. Mr. Jernigan also introduced state land bank legislation under review and how they could affect the City's Land Bank.
- b. Colin Anderson requested that an operating budget be either provided at the next regular meeting or the ORLBC use the next Work Session to discuss the topic. Charlie Jernigan agreed that the next Work Session topics should be budgets and properties. Matthew Widner clarified expected Work Session agenda details and confirmed Work Session meeting requests will be sent out.

**IX. Adjournment**

Being no further business, motion to adjourn by Colin Anderson; seconded by Hugh Ward; meeting adjourned at 9:10 a.m.



Colin Colverson  
Secretary/Treasurer