

OAK RIDGE LAND BANK CORPORATION (ORLBC)
Regular Meeting
MINUTES

APPROVED

DATE: March 18, 2015
LOCATION: Municipal Building Training Room
PRESIDING: Anne Dunthorn
PRESENT: Colin Anderson, Councilmember Hensley, Melinda Hillman, Anne Dunthorn and Hugh Ward
PRESENT: City of Oak Ridge: Kathryn Baldwin, Matt Widner and Sheryl Ely
ABSENT: Chairman Charlie Jernigan

I. Call to Order - 8:00 a.m.

II. Roll Call

III. Approval of the Agenda

The Board moved the agenda item 175 Outer Drive Update prior to New Business on the agenda.

IV. Approval of Minutes of Previous Meeting

Councilman Hensley moved to approve the March 3, 2015 minutes as written, seconded by Melinda Hillman which passed by unanimous vote.

V. Treasurer's Report

The balances were provided to the Board on the agenda.

Old Business (175 Outer) moved up on the agenda

a. 175 Outer Drive Update (Contractor)

Laurel Patrick with First Place Finish advised that painting continues, which includes the foundation and chimney. Other items they are working to complete include installing towel racks, floors, seeding and overall cleaning. Laurel advised that the house has two (2) bedrooms and one bathroom with no onsite parking. She stated that the project should be under the estimated cost of \$30,000. The property would need to sell for at least \$55,000, which would allow approximately \$25,000 allotted to the Board. Laurel will provide pictures at the next meeting. It was stated that due to the work on the house, an adjacent property owner may decide to sell his house instead of renting to others. The Board discussed including the house on a tour for the proposed Housing Summit. There was a discussion of items to work on with the next contract that included having a monthly report, setting benchmarks and "what went well, what didn't go well" type of report.

VI. Actions to be Taken and Voted on by Resolution of the Board

a. Agreement with Realty Center – Matt Widner advised the Board that Ken Krushenski was unable to attend the meeting but had provided several suggested changes to the contract. He advised that Ken and Tom Hanrahan had discussed the contract and suggested changes. Matt

advised that the request for proposals (RFP) could be created at a later date by legal staff. The Board discussed using this contract as a "straw man" or template for other such contracts. Discussions continued about the indemnity clause, allowing an exception for nonprofits and the Board having sole discretion to amend the addendum list. Hugh Ward moved to approve the contract in concept subject to the Chairman and the City Attorney making and approving revisions to enter into this contract, seconded by Councilman Hensley which passed unanimously.

VII. Old Business

- a. 175 Outer Drive Update (Contractor) - see above
- b. Task List – The Board went through the task list to make comments and updates. The Board went over the items for the Housing Summit proposed for the 2nd week of May. Items included inviting Alvin Nance to speak, proposing holding Summit at the Chamber of Commerce, inviting the Chamber Housing Board, Habitat for Humanity, ADFAC, Oak Ridge Housing Authority and Board, Planning Commission, City Council, Building and Housing Codes Appeals Board, Board of Neighborhood Watch Associations, Block Captains and media. A proposed agenda was discussed that includes a start time of 1 p.m. to approximately 3:30 p.m. with breakout session and a house tour and possible reception. Possible topics include: Rehabbing and the experience from 175 Outer Drive, Partnerships and how they work, with breakout sessions on brainstorming different partnerships and the development of a committee to develop a master plan. There is a need to hear from real estate professionals on their ability to sell housing in the City. Items completed were outlined as: the cost to demolish 118 Wade Circle, request for funding for property purchases, development of a market proposal, transfer of property to Habitat for Humanity, indemnity clause for RFP and identifying easements at 133 Johnson Road and 103 Jay Lane.
- c. Property Disposition
The Board requested that this item be placed on the next work session agenda.

VIII. New Business

- a. Chairman's Report – Matt advised that if there is a question to be asked via email that an email response should be from the individual, not a mass "reply all."

IX. Adjournment

Being no further business, meeting adjourned at 9:52 a.m.


Colin Colverson 
Secretary/Treasurer