

OAK RIDGE LAND BANK CORPORATION (ORLBC)  
Regular Meeting  
MINUTES

**APPROVED**

DATE: November 19, 2014

LOCATION: Municipal Building Training Room

PRESIDING: Charlie Jernigan

PRESENT: Charlie Jernigan, Colin Anderson, Councilmember Hensley, Melinda Hillman, Anne Dunthorn and Hugh Ward

PRESENT: City of Oak Ridge: Ken Krushenski, Kathryn Baldwin, Matt Widner and Sheryl Ely

ABSENT: Colin Colverson

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

**II. Roll Call**

**III. Approval of the Agenda**  
The agenda was approved by consensus.

**IV. Approval of Minutes of Previous Meeting**  
Melinda Hillman moved to approve the amended September 17, 2014 minutes and the October 15, 2014 minutes as written, seconded by Colin Anderson, which passed by unanimous vote.

**V. Treasurer's Report**  
The Treasurer's Report was not presented at the meeting. Matt Widner requested the ability to have online access to the bank accounts. Anne Dunthorn moved to provide online access to the bank accounts to Matt Widner, Melinda Hillman seconded, which passed by unanimous vote. A finance meeting was not held prior to this meeting.

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

a. Yard Signage Quote Selection – Matt Widner presented quotes from six (6) sign companies, which included two (2) online companies. The quotes were for 25 signs that are 18 by 24 inches, doubled-sided with two (2) color printing. The lowest bid was from Cooley Signs for \$343.75 for the signs and the wire stands. Melinda Hillman moved to accept the bid for Cooley Signs, seconded by Anne Dunthorn, which passed unanimously.

**Standing Update on 175 Outer Drive Remodeling Project**

Anne Dunthorn provided a progress update on the remodel project by First Place Finish. She advised that the company hopes to complete the project by the February deadline. Anyone who wants to go by to see the progress should contact Laurel Patrick. Anne advised that she will continue to provide project updates to the Board.

**VII. Old Business**

- a. City of Oak Ridge Property Transfers –The Board discussed properties that could become available, the associated costs such as testing, abatement and demolition, whether the City would purchase properties, and if the Board could take out a loan on property. Matt Widner advised that six (6) properties are ready for transfer to the Board. He advised that people have made calls about several of the properties and provided an overview of the properties for transfer to the Board. Kathryn Baldwin advised that the Tennessee Municipal League (TML) will stop insuring Land Bank properties due to injury liability on blighted property. Data is being compiled to provide to TML on coverage for vacant property without a building or house on the property. It was mentioned that the Board could look at insurance companies that work with nonprofits such as Heldith Insurance and that the Board could look at only vacant property such as the Land Bank in Cleveland, Ohio. Matt updated the Board on the auction at 120 Jarrett Lane, which was auctioned for \$10,000 to a private individual. Matt advised that the new owner has 30 days to come up with a plan for the house. He advised that with all the included fees, the most the Board could have bidden was \$8,500. Matt advised that the State Historical Preservation Officer (SHPO) approved nine (9) properties for demolition. He advised one (1) was not approved, but will be resubmitted with additional documentation. Chairman Jernigan advised that he would provide an update on the Land Bank to City Council at their January 26<sup>th</sup> Work Session meeting at 7 p.m. He hopes that several of the Board members could attend the meeting. The Board discussed the City Council changes and the possible impact for new members to the Board. Councilman Hensley advised that he would like to stay on the Board.
- b. Property Disposition Strategy by Neighborhood – The Board has discussed the possibility of amassing property in certain areas of the City. The Board discussed the need to develop and articulate to others a disposition strategy for Land Bank properties. Kathryn Baldwin advised that a Strategy Committee should be developed to work with staff on developing a strategy and determine boundaries areas. Councilman Hensley moved to appoint Hugh Ward to the Committee, which was seconded by Melinda Hillman, passing unanimously. Kathryn advised that the Committee could be expanded at a later date. The Strategy Committee will start with three (3) areas and write three (3) strategies for each area. The three (3) areas were identified as Highland View, Scarboro, and Woodland. The Board stated that the information compiled by Aaron Gold and the study of Jackson Square conducted by students from the University of Tennessee could provide additional resources to the Strategy Committee’s work.
- c. City of Oak Ridge Fund Transfers – Ken Krushenski advised that the next allotment would be approximately \$20,000. Chairman Jernigan advised that he has sent a letter to City Council requesting the funds and would like to request additional funds for commercial properties.
- d. List of Successful Remodeling /Construction Projects in Manhattan Overlay District – Matt Widner advised that he has not found failures and did not want to capitalize on this. He advised that he could check permits that can show successful changes for possible data.

**VIII. New Business**

- a. Chairman’s Report – Chairman Jernigan provided an update on the Rotary Club app to explore Oak Ridge. He stated that one of the app’s focus will be on housing, which includes the Manhattan project housing. He advised that the website will have before and after pictures of housing in the City. Chairman Jernigan stated that on his trip to Slovenia, he took pictures of staircases that strollers and bikes were able to use. He will compile these for others to view.

- b. Other Reports – Matt has been sending the Board emails from Community Centers and Progress. He asked the Board if they want to continue to get these emails, and the Board stated they would. It was discussed that Chamber and the City Council discussed niche marketing in an effort to determine which board or committee is suited to take on the role.

**IX. Adjournment**

Being no further business, motion to adjourn by Councilman Hensley, seconded by Anne Dunthorn. Meeting adjourned at 9:10 a.m.



Colin Colverson  
Secretary/Treasurer

*Vice Cha.*