

OAK RIDGE LAND BANK CORPORATION (ORLBC)
Regular Meeting
MINUTES

APPROVED

DATE: April 15, 2015
LOCATION: Municipal Building Training Room
PRESIDING: Chairman Charlie Jernigan
PRESENT: Colin Anderson, Councilmember Hensley, Melinda Hillman, Anne Dunthorn
PRESENT: City of Oak Ridge: Kathryn Baldwin, Ken Krushenski, Matt Widner and Sheryl Ely
ABSENT: Colin Colverson and Hugh Ward

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
Colin Anderson moved to approve the March 18, 2015 minutes as written, seconded by Anne Dunthorn, which passed by unanimous vote.

V. Treasurer's Report
The balances were provided to the Board on the agenda. Melinda Hillman advised that she was able to get her name on the bank account. She advised that the bank has merged with Pinnacle Bank.

VI. Actions to be Taken and Voted on by Resolution of the Board
There were not actions to be taken or voted on by the Board.

- VII. Old Business**
- a. 175 Outer Drive Update – Laurel Patrick advised that the house is almost complete. She feels that there should be a week's worth of work needed to complete the project. Melinda Hillman was able to get plants donated, but she is unsure about labor. Laurel advised that there is someone interested in the house and that she will provide their name to the realtor to be placed on a potential buyers list. She advised that Board may want to look into installing a driveway, which could cost between \$5,000 to \$8,000. It was discussed that the house could be listed by May 5, 2015. Anne Dunthorn moved to sign the contract based on the Chair's review and approval, which was seconded by Melinda Hillman.
 - b. Housing Event Planning – Melinda advised that the event flyer needs to be modified due to the name of the room at that the Chamber of Commerce was incorrect. The "Save the Date" flyer was sent out to the housing boards in the city. Alvin Nance will host the event. Kathryn Baldwin advised of ideas for the discussion, such as partnerships. She advised that a draft agenda is needed in determining our outcomes.
 - c. Tom Hanrahan – Mr. Hanrahan advised that paperwork needs to be signed for the realty agreement, such as confirmation of agency status and listing price of properties. He advised that the properties

could go 50 percent to 80 percent of list price. The target audience for the marketing package will be contactors, developers, investors and real estate agents in East and Middle Tennessee. The Land Bank properties will be packaged with other listings in the area to create a complete marketing package for Oak Ridge. It was discussed that the Land Bank could send the marketing package to the Department of Energy or any new company locating in the area. There was a discussion of the Land Bank's process for approving and accepting a price for a property, which consists of the Chair working with Mr. Hanrahan to negotiate a price. The ORLBC would then need to approve the negotiated price at either a regular meeting or a Special Called Meeting. It was discussed that a clause could be added to the property listing advising that the price is subject to the ORLBC approval. It was discussed that Ken Krushenski should review the contract prior to Chair signing the document. Matt will provide sales contract and ORLBC procedures that will be placed on their website by the Chairman. The Board discussed several properties and their disposition such as 108 W. Outer and 121 Wainwright. Colin Colverson moved to accept the recommended list prices and that the Chair negotiate the sale price up to the time of approval, which as seconded by Councilman Hensley and passing unanimously. It was discussed that there is an offer for the S. Purdue property. Mr. Hanrahan will send a counter offer for the property. It was also discussed that the Board needs to determine how to define modular homes, also known as doublewides. The Board may need to look at deed restrictions that require the modular home to look like a house.

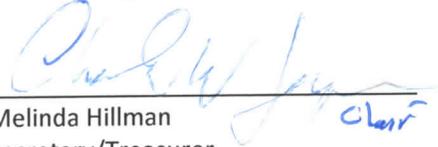
- d. Donation of Property – Kathryn Baldwin provided a draft letter for the Board's review. There was a discussion of drafting a separate letter to address properties outside of the MDO areas. Melinda Hillman advised that she can provide an example utilized from Roane State Community College for donation requests.
- e. Housing Event Planning – The Board discussed and developed an agenda for the event. Alvin Nance will provide the Keynote address to discuss partnerships, financing and demonstrated successes. It was discussed that the Board would like Mr. Nance facilitate a housing partnership housing strategy discussion. State of Housing address will be provided by the Mayor or City Manager. Several agencies will be asked to speak for less than five minutes about their mission and how they align with the ORLBC's mission, such as ADFAC, Habitat for Humanity, Oak Ridge Housing Authority and the Chamber of Commerce. The Board discussed the items needed for the mobile tour of the two (2) houses to showcase. It was determined that having all the attendees in the same vehicle was a benefit. Chairman Jernigan will work on securing transportation.
- f. Task List – Not discussed at this meeting.
- g. Anderson County Properties – Melinda Hillman advised that she has spoken to Mayor Frank on the county properties. She advised that they are working on a date to hold a meeting to discuss the properties.
- h. Property Disposition
The Board requested that this item be placed on the next Work Session agenda.

VIII. New Business

- a. Chairman's Report – No report

IX. Adjournment

Being no further business, meeting adjourned at 10:15 a.m.



Melinda Hillman
Secretary/Treasurer

