

OAK RIDGE LAND BANK CORPORATION (ORLBC)
Regular Meeting
MINUTES

APPROVED

DATE: April 18, 2017

LOCATION: Municipal Building Training Room (104)

PRESIDING: Chairman, Charlie Jernigan

PRESENT: Barbara Gardener, Colin Anderson, Anne Dunthorn, Melinda Hillman, Councilman Callison, James Palmer

PRESENT: City of Oak Ridge: Matt Widner, Kathryn Baldwin, Ken Krushenski and Donald Paredes, Zabrina Gregg with the Oak Ridge Housing Authority

ABSENT: Anne Dunthorn

I. Call to Order - 8:30 a.m.

II. Roll Call

III. Approval of the Agenda

- a. Motion to approve the agenda by Colin Anderson; Seconded by Melinda Hillman; No discussion; Motion approved unanimously.

IV. Approval of Minutes of Previous Meeting (February 21, 2017)

No minutes from March 21, 2017 due to not having a quorum

- a. Colin Anderson made motion to approve the minutes as written; Seconded by James Palmer; No discussion; Motion approved unanimously

V. Treasurer's Report

- a. Pinnacle Accounts as of March 31, 2017 reviewed
1. Money Market Balance \$20,242.80
 2. Checking \$856.74
- b. TNBank Accounts as of March 15, 2017 reviewed
1. Non Profit Int DDA account \$19,238.34
 2. BEP Escrow as of January 13, 2017 = \$100.00
- c. Melinda Hillman presented April, 2017 – Profit&Loss, Statement of Cash Flows, Balance sheet and Account Listings. General discussion by the Board with an informal decision to include this information in each agenda packet. Matt Widner requested the information no later than the Thursday prior to the Tuesday regular meeting. Ms. Hillman agreed to the timeframe.

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

VII. Old Business

- a. City Blue Print – Charlie Jernigan shared his work on producing the Land Bank response to citizen feedback. Kathryn Baldwin provided guidance on work product design and introduced the possibility of project partners in creating the Blue Print Document.
- b. THDA - BEP – Matt Widner provided update on closing of the loan and draw triggers for 678 W. Outer Dr. Mr. Widner introduced the potential purchase of 306 Vermont Ave for the amount of \$16,000.00 and provided the history/status of the property. Colin Anderson made a motion to

pursue purchase of 306 Vermont Ave for \$16,000.00; Seconded by Melinda Hillman; No further discussion, motion passed unanimously. The Board considered future target properties and area strategies – no action taken.

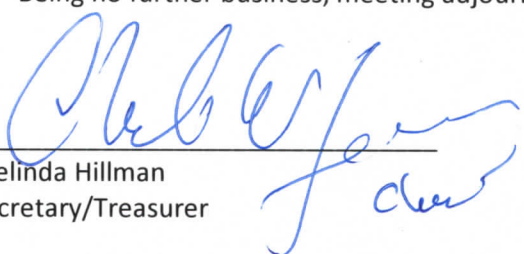
- c. ORHA – Highland View – Executive Director, Donald Paredez introduced recent efforts to reestablish the Highland View Advisory Board. After discussion, the Land Bank Board agreed by consensus to support Mr. Paredez in the development of a new Highland View redevelopment plan. No official action taken.
- d. Tennessee Land Bank Consortium – Memphis Technical Assistance selection – Matt Widner informed the Board that Memphis was selected to receive Technical Assistance Scholarship from the Centers for Community Progress. Mr. Widner requested modification of the previous matching fund donation to Memphis from \$5,000.00 to \$2,500.00 to help offset the \$10,000.00 obligation from Memphis. Melinda Hillman made motion to reduce the donation from \$5,000.00 to \$2,500.00 supporting the Technical Assistance Award obligation to Blight Authority Memphis (BAM); Seconded by Colin Anderson; No further discussion, motion passed unanimously.

VIII. New Business

- a. Chairman's Report – Charlie Jernigan highlighted and opportunity to acquire 121 Maple Ln and committed to finding a way to abate the property. Mr. Jernigan asked that agenda items be submitted to Matt Widner the Thursday before the scheduled Tuesday meeting. He inquired to board member availability for the next meeting. Further discussion of other projects and policy strategy by the board with no action taken.
- b. Property Donation 101 Cedarberry St (Roane County) – Matt Widner introduced the potential donation of the property from a private owner. Tom Hanrahan mentioned there being a question of potential HOA dues but suspected dues would be waived. Melinda Hillman made a motion to accept the donation contingent on there not being any past dues or future HOA fees/dues associated with taking and holding the property; Seconded by Kelly Callison; No further discussion, motion passed unanimously.
- c. Realty Center Offers – Tom Hanrahan
 - 1. 106 Pembroke Rd – offer rescinded
 - 2. 103 Bennett Ln – Deferred to May regular meeting
 - 3. 117 Houston Ave – Melinda Hillman made a motion to accept a purchase offer of \$10,500.00 as presented by Mr. Hanrahan; Seconded by Councilman Callison; No discussion, motion passed unanimously.
- d. Wood Slab donation from 363 W Outer Dr tree removal

IX. Adjournment

Being no further business, meeting adjourned at 10:30 a.m.



Melinda Hillman
Secretary/Treasurer