

## Land Bank Planning Work Session

November 18, 2024

### Members Present

Alex Zumbar  
Bill Smith  
John Arnold  
Richard Regula  
Chris Hardesty

### RPC Staff

Bob Nau  
Sarah Peters  
Heather Cunningham  
John Anthony  
Gwen Arthur

### Other

Gerald Yost

1. Call to order by SCLRC Chairman, Alex Zumbar
2. Side Lot/Vacant Lot Program
  - a. Vacant Lot Program – Modifications to Policy

Sarah Peters reviewed proposed changes to the Vacant Lot Program to make the policy language consistent with the language from the Side Lot Program. The first change stating that the Board of Directors can establish higher priorities. The second change was to state that garages, sheds and other outbuildings are considered improvements to the property meaning it is not qualified for the Vacant Lot program. The third change is adding the statement that the Purchase Price is refundable if the Land Bank is unable to obtain and transfer the property. Next, in Section E of the policy, taking out the term “governments, non-profits agencies” due to the availability of the targeted acquisition program. The final change in Section E is adding that the Land Bank will not provide title examination or title insurance.

- b. Side Lot/Vacant Lot Program Pricing

Peters presented a chart with pricing for the Side Lot and Vacant Lot programs. The Side Lot program is \$100 per lot for parcels that are less than 15,000 sq. ft. The Vacant Lot program is based on the auditors assessed land value plus \$1,100 admin fee. Peters also presented another chart displaying pricing of similar programs from other Land Banks.

One option for the board would be to keep the lot at \$100 for applicants who are purchasing the lot as a true owner-occupied Side Lot and raising the cost to \$500 for applicants who are investment property owners. Some discussion ensued regarding several different possible scenarios.

Peters stated that out of the 400 applications received for the Vacant Lot program, 82 have been transferred. Sixty-seven percent of the applications have been denied or canceled. Many applicants choose not to proceed with their applications based on the final cost of the lot. One suggested change would be to charge the assessed value of the parcel for lots that are

less than an acre for lots over an acre, the admin fee would remain. There was more discussion on the admin fee.

Richard Regula and Bill Smith left the meeting for another appointment at this point. Zumbar stated that in some instances, the Land Bank can make decisions on a case-by-case basis regarding fees to ensure the properties go to the rightful owner.

### 3. Demolition Assistance Program (DAP)

Peters stated there was one proposed change on the DAP Policy to add a statement that in the event that an applicant recover any amount for its expense of the project by various means, the applicant shall reimburse the Land Bank and the amounts paid by the Land Bank under the terms of the DAP contract.

### 4. New/Future Programming Discussion

#### a. Residential Rehab Program

Peters stated that in January the Land Bank acquired a house on Jackson Ave for a pilot rehab project. One of the priorities identified from the board is to develop an in-house renovation program. The Jackson Ave house is nearly ready to list. An RFP for a real estate brokerage services was placed and an agent from DeHoff was selected. The property was purchased for just over \$24,250. The base rehab contract was \$68,800 and property taxes were \$851.00 per half. After meeting with the real estate agent, the property could list for \$185,000. Peters handed out a draft Resident Rehab Program policies and procedures for the board to review.

#### b. Other potential Programming

Some other potential programming that the board felt were priorities were the demolition and brownfield redevelopment, home repair grants and loans, and a strategic plan and home renovation.

### 5. Signing Authority – Bank Account and Checks

Cunningham reviewed proposed changes to Section 4 of the SCRPC Financial Management and Secretarial Duties for the SCLRC. The policy stated that under \$10,000, the president or designated officer and any board member could sign checks. Over \$10,000, required that checks be signed by the president and chairman. The proposed changes reflect the language in the Code of Regulations which state that all checks less than \$10,000 shall be signed by at least one officer and any board member. Checks in excess of \$10,000 shall be signed by the President and any one board member. The Land Bank will add Bill Smith, Vice Chairman of the board, as an additional authorized signer on the bank account.