Omaha Municipal Land Bank Board

MINUTES

Monday, May 23, 2016

Regular Meeting:
9:00 AM, Jesse Lowe Conference Room – 3rd Floor
Omaha/Douglas Civic Center
1819 Farnam Street

Meeting Minutes: This document states the minutes before the Omaha Municipal Land Bank Board at the Public Hearing and Administrative meeting held on Monday, May 23, 2016.

Certification of Publication: Omaha Municipal Land Bank Board Administrator certifies publication of this agenda in the Daily Record, the official newspaper of the City of Omaha on Monday, May 16, 2016.

Members Present: Jamie Berglund, Chair
                Cathy Lang, Vice Chair
                Tom McLeay (arrived at 9:07)
                Randy Lenhoff
                Rob Woodling
                John Heine
                Diane Battiato
                Mike Riedmann
                Julie Stavneak

Members Not Present: Ken Johnson
                   Antonio Zarazua
                   Julia Plucker
                   James Thele, Planning Director

Director Present: Marty Barnhart, Interim Director

Staff Present: Jennifer Taylor, City Law Department
              Debbie Hightower, Recording Secretary
PUBLIC MEETING:

Jamie Berglund, Chair, called the meeting to order at 9:00am.

Berglund informed the public that a notice of the meeting was published in the Daily Record on May 16, 2016. Berglund stated that the Nebraska Open Meetings Law is in effect and a copy is available in the room for review. She further stated that copies of the agenda are located in the corner of the room.

Roll call was taken with nine (9) board members present (Ken Johnson, Antonio Zarazua, James Thele and Julia Plucker were absent). Tom McLeay arrived late.

Motion by Cathy Lang to move agenda item 4b after agenda item VI. Randy Lenhoff seconded the motion.

AYES: Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 4-0

Motion by Rob Woodling to approve the minutes from April 13, 2016 and the May 2, 2016 special meeting as submitted. Cathy Lang seconded the motion.

AYES: Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 4-0

John Heine reported on the March 2016 budget that was provided.

Motion by Cathy Lang to approve the March 2016 budget. Randy Lenhoff seconded the motion.

AYES: Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 4-0

Tom McLeay arrived at the meeting at 9:07am.

Marty Barnhart reported that he met with several neighborhood associations and there is a lot of excitement and anticipation for the Land Bank and what it can accomplish. He stated that the database RFP process is moving forward with one demo complete from E-Property Plus. The Property Profile Systems from Cuyahoga Land Bank is scheduled next week. In response to Lang, Barnhart stated that the City’s database is called Accela which has called out to Avocette which has a Land Bank module. Barnhart confirmed that information contained in DOGIS can be referenced by Property Profile Systems or E-Property Plus. Battiatto added that DOGIS is not an originator or information producing entity but a receiver of data.

Barnhart reported that 2572 Taylor Street has been donated to the Land Bank from John Daly at no cost. The property is a vacant lot located in a commercial area and is approximately 40’ x 125’. He added that OEDC is in the process of donating three properties that were received in virtue of foreclosure and are not saleable for them. The properties are located at 4423 R Street and has at least a $12,000.00 tax demolition lien, assessed at $8,900.00; 5643 Florence Blvd has
$11-15,000.00 in liens, assessed at $1,200.00; and 2433 Bauman has a $13,000.00+ lien and is assessed at $700.00.

In response to Lenhoff, Barnhart answered that a liability insurance application is pending.

Berglund asked about on-going property maintenance and suggested that the board form a property acquisition committee or real estate committee to do the due diligence regarding upcoming properties that are acquired or donated. Barnhart added that he would like to lean on the City to perform the weed and litter debris removal.

There was a discussion regarding maintenance and the strategy to be used before acquiring property.

Jennifer Taylor, City Law Department, stated that the Land Bank previously discussed creating an acquisition policy on the manner and method in which the Land Bank will accept donated property. She stated that the Executive Director and board are free to accept property according to the by-laws.

Motion by Cathy Lang to create a Property Acquisition Committee which will include Rob Woodling, John Heine and Julie Stavneak. Randy Lenhoff seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

The Depository Policy and Depository Agreement was provided for review and approval. Barnhart explained the revisions made to the Depository Policy, Policy No. 8.

Motion by Cathy Lang to approve Policy No. 8, the Depository Policy and the Depository Agreement. Rob Woodling seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

Barnhart stated that Habitat and Abide are ready to move property into the Land Bank using the Depository Agreement. He stated he would assemble the properties and have them ready for review at the June meeting. There was further discussion related to legal descriptions, transfer statements, deeds and fees regarding the Depository Agreements and the necessity to have a clear title.

Berglund referred to the Strategic Plan summary that was provided for review. She further stated that Barnhart is working to find a firm to make the plan more visually appealing.

Motion by Cathy Lang to approve the Strategic Plan document as provided. Rob Woodling seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0
Berglund asked a few members of the board to assist with the marketing and communication strategy such as official brand, logo, website, etc. Mike Riedmann volunteered to meet with Berglund and Barnhart.

No public comments.

Motion by Cathy Lang to go into Executive Session at 9:40am for the purpose of discussing the Executive Director search. Randy Lenhoff seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

Motion by Cathy Lang to end the Executive Session at 10:20am. Randy Lenhoff seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

Motion by Tom McLeay to extend the date to accept applications and reopen the process to continue searching for an Executive Director to a date to be determined by the Executive Search Committee (Jamie Berglund, Julie Stavneak, Mike Riedmann, Tom McLeay and Rob Woodling). Rob Woodling seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

Motion by Tom McLeay to amend the Executive Search Committee replacing Jamie Berglund with Randy Lenhoff. Cathy Lang seconded the motion.

AYES: McLeay, Lenhoff, Lang, Woodling, Berglund
MOTION CARRIED: 5-0

Berglund noted that all current candidates that previously applied are still being considered for the Executive Director position.

It was the consensus of the Board to adjourn the meeting at 10:25am.