



CHARLESTON LAND REUSE AGENCY

Tuesday, January 14, 2020

2:00 PM

AV Room #308

Agenda

- 1. Welcome and silent roll call**
- 2. Adoption of Minutes from December 10, 2019, meeting**
attachment
- 3. Public comment**
- 4. Reports of Treasurer, Vice Chair, Chair**
- 5. Report of Redevelopment Division**
 - Update on County Tax Sale lien title searches and discussion of next steps/adjacent owners
 - Discussion with County Sheriff's Office regarding November 2019 no bid properties
 - Record management update
- 6. Report of Conservation Division**
- 7. Unfinished Business**
 - Legislative priorities update and motion to support LRA legislation
 - Insurance policy update
 - 1514 2nd Avenue – update and motion to accept donation
- 8. New Business**
 - Vacant lots near 1514 2nd Avenue
 - 1502 Washington Street West donation offer
 - Overview of notices to redeem that the City received from November 2018 tax sales
- 9. Adjournment until Tuesday, February 11, 2020, at 2:00 p.m.**

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Charleston Land Reuse Agency

December 10, 2019 2:00 pm

Meeting Minutes

Board Members

Amy Schuler Goodwin	Mayor (or designee)
Jonathan Storage	City Manager (or designee)
Kevin Baker	City Attorney (or designee)
Ben Adams	City Council
Will Laird	City Council
Chris Campbell	Citizen Member
Marylin McKeown	Citizen Member

Ex-Officio Members

Dan Vriendt	Planning Department Director
Tony Harmon	Building Commission
Larry Malone	MOECD Director

1. Welcome and silent roll call

All members being present, Kevin Baker called the meeting to order.

2. Adoption of Minutes from November 5, 2019, meeting

Mayor Goodwin moved the approval of the minutes from the prior meeting. The motion was adopted upon a voice vote.

3. Public Comment

Kevin Baker offered the opportunity for members of the audience to make public comment. There were none.

4. Reports of Treasurer, Vice Chair, Chair

Jonathan Storage provided an overview of funds in the CLRA account at which time he indicated a current balance of \$37,526.80 following monthly interest accruals in October and November of \$73.63 and \$72.79 respectively and two expenditures in the amounts of \$5,238.72 and \$3,084.68, both for the purchase of tax liens on properties at the Sheriff's Tax Sale.

The Vice Chair had nothing further to report.

The Chair had nothing further to report.

5. Report of Redevelopment Division

Overview of County Tax Sale lien purchases and discussion of next steps

Kevin Baker and John Butterworth offered an overview of the County Tax Sale lien purchases:

- 1203 & 1205 Grant St.;
- 1400 Block 2nd Avenue;
- District 12, Map 17, Parcel 167 on Camden Dr.;
- 808 Hendrix Ave.;
- 602 Thompson St.;
- 1548 Lewis St.;
- 1593 Washington St. East; and
- District 11, Map 3, Parcel 6 near the Municipal Auditorium.

Kevin Baker and John Butterworth further facilitated a discussion regarding the next steps of the property acquisition/disposition process.

Kevin Baker indicated that notification letters were mailed to adjoining property owners on 12/9/19. A sample copy of this letter was provided to the LRA.

Mayor Goodwin moved that the city attorney and the LRA be authorized to conduct title searches on the purchased properties and report back to the LRA in January. The motion was adopted on a voice vote.

Discussion of tax liens currently available from State Auditor

John Butterworth provided an overview of tax liens currently available from the State Auditor.

Kevin Baker explained the process for the purchase of such properties.

Mayor Goodwin moved to authorize the CLRA to purchase properties on Rebecca St. and Adjacent to Cato Park as reviewed by Mr. Butterworth. The motion was adopted upon a voice vote.

6. Report of Conservation Division

Jones Property Donation Update

Kevin Baker provided an update on the status of the Jones property donation. It was indicated that the donation would be before the Finance Committee and then Council at the next City Council Meeting on 12/16/19.

7. Unfinished Business

1238 Washington Street West

Kevin Baker and Tony Harmon provided an update on the potential donation of 1238 Washington St. West to the city. Upon the recommendation of the Building Commissioner and the City Attorney, Chris Campbell moved that the city not accept the donation at this time and that the discussion held regarding this property be used to help draft an outline for use when considering any future potential donations. The motion was adopted upon a voice vote.

Legislative priorities update

Kevin Baker provided an overview of the LRA's potential state legislative priorities including legislation regarding rights of first refusal, statutory sunset provisions, structure demolition, and property easements. The LRA indicated general support for the proposed priorities and that formal support and prioritization would be discussed at the LRA meeting on 1/14/20.

8. New Business

Discussion regarding insurance policies

Jonathan Storage gave an overview and facilitated a discussion regarding insurance policies for the LRA. Mr. Storage indicated that the LRA is covered by the city's general insurance structures and that the city would be our guarantor until a more appropriate policy is attained. A quote has been requested from the Board of Risk and Insurance Management and should be available at the LRA meeting on 1/14/20.

Discussion regarding record management

A discussion was had regarding LRA record management. The city is exploring a system through "My Government Online" which may be a good system for managing these and other records for the city.

1514 2nd Avenue – December 30, 2019, Notice to Redeem deadline

Kevin Baker reviewed a notice of right to redeem from the State Auditor and the associated process with a deadline for authorizing the redemption of the property of 12/30/19. Will Laird moved that the LRA recommends that the City Manager redeem the property and that the LRA agrees to reimburse the City Manager. The motion was adopted upon a voice vote.

Amity Drive turnaround parcel

Kevin Baker explained the condition of Amity Dr. and the city's interest in permanently closing a portion of the road. Chris Campbell moved that the LRA proceed with the purchase, from the State Auditor, of the properties necessary to proceed with the development of a turnaround(s) to facilitate the closure of a portion of Amity Dr. The motion was adopted upon a voice vote.

Offer of donation of parcel at corner of Sissonville Dr. and Falcon Dr.

The LRA reviewed the property in question. No action was taken.

Examples of other Notice to Redeem letters received by the City

The LRA reviewed a sample letter of a Notice to Redeem from the Clerk of the Kanawha County Commission.

9. Adjournment until Tuesday, January 14, 2020, at 2:00 p.m.

Mayor Goodwin moved that the LRA adjourn until Tuesday 1/14/2020. The motion was adopted upon a voice vote.