# Omaha Municipal Land Bank (OMLB)

# **AGENDA**

9:00 A.M. Wednesday, September 18, 2024

#### **Meeting Location:**

Metropolitan Community College-Fort Omaha Campus Mule Barn, Building 12-Room 112

**Omaha Municipal Land Bank Board Members:** Sharlon Rodgers – Chair, Patrick Falke – Vice Chair, Dawni Freeman – Treasurer, Bridget Bumgardner, Itzel Lopez

Non-Voting Board Members: Mike Riedmann, Susan Rauth, Cort Bonner, Colleen Mason, Grace-Daniele Kouassi, Todd Swirczek

Non-Voting Ex-Officio Members: Juanita Johnson (City Council Member), David Fanslau (City of Omaha Planning Director),

**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.

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**Public Speaking Rules:** A member of the public is allowed to speak during the public hearing of any agenda item but must be called upon by the board prior to speaking. A member of the public is also allowed to speak if the person is invited to speak by a board member regarding an item on the agenda. Comments are restricted to the agenda item currently being discussed, or the topic the member of the public is invited to speak about. A person shall not be allowed to address the board at any other time during the meeting and shall not interrupt the board.

ITEM #	MATERIAL ATTACHED	ITEM TITLE			
1.		PRELIMINARIES (5 MIN)			
1.1		Call to Order			
1.2		Announcement of Posted Location of Open Meetings Act			
1.3		Recording of Notice of Public Meeting			
1.4		Roll Call			
1.5		Recognition of Supporters			
2.		GENERAL PUBLIC COMMENTS			
		Requests to Address the Board of Directors			
		Members of the public are asked to limit their comments to 3 minutes.			
3.		ACTION AGENDA (20 MIN)			
3.1	Х	Approval of Minutes of the August 14, 2024, Board of Directors Meeting			
3.2	Х	Approval of the August 2024 Financial Statements			
3.3	Х	Approval of Developer's RFP			
3.4	Х	Next Board Meeting Date – October 23, 2024			
4		CONSENT AGENDA (ITEMS #6.1,6.2,6.3)			

5		ITEMS REMOVED FROM CONSENT AGENDA (IF ANY)				
6.		DISPOSITIONS (10 MIN)				
		These items have been recommended for disposition by the Acquisitions and				
		Dispositions Committee of the Board.				
		New Housing				
6.1	Χ	1502 Corby St (\$9,350)				
6.2	<b>6.2</b> X 4001 N 29 <sup>th</sup> St (\$1,125)					
6.3	Χ	8354 Underwood Ave (\$26,000)				
		ACQUISITIONS (10 MIN)				
		These items have not been recommended for acquisition by the Acquisitions and				
		Dispositions Committee of the Board.				
		Note Recommended for Approval				
6.4		1807 N 35 <sup>th</sup> St				
6.5		1715 N 35 <sup>th</sup> St				
7.0		REPORT AGENDA (5 MIN)				
7.1		Executive Directors Report				
7.2		Legislative Report -Catalyst				
7.3		Finance Committee Report				
7.4		Governance Committee Report				
8		OTHER NEW BUSINESS				
9.		EXECUTIVE SESSION				
		Executive Session to discuss Labor Negotiations, Litigation, Personnel Matters, or				
		Real Estate Matters				
10.		Adjournment				

# Omaha Municipal Land Bank Board MINUTES August 14, 2024

#### **Regular Meeting:**

9:00 AM, The Mule Barn Building-Room 112 Metropolitan Community College-Fort Omaha Campus 5370 N 30<sup>th</sup> Street

**Meeting Minutes:** This document states the minutes before the Omaha Municipal Land Bank Board at their Public Hearing and Administrative meeting held on Wednesday, August 14, 2024.

**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 Friday, August 02, 2024.

**Voting Members Present:** Patrick Falke (Vice-Chair)

Bridget Bumgardner Dawni Freeman Itzel Lopez

Non-voting Members Present: David Fanslau

Juanita Johnson Mike Riedmann Susan Rauth Collen Mason Todd Swirczek Cort Bonner

<u>Members Not Present:</u> Sharlon Rodgers, Christopher Rock,

<u>Director Present:</u> Leslie Smith

**Staff Present:** Deana Walocha, In-House Counsel

Carisma Jano, Real Estate Manager Kione Lowe, Executive Assistant

Andrea Purdy-Steenholdt, Director of Operations Ashley Rae Turner, Director of Community Affairs

<u>City of Omaha Staff</u>: Tyler Hiipakka, Assistant City Attorney

### **Public Meeting:**

#### 1.0 Preliminaries

#### 1.1 Call to Order

Falke called the meeting to order at 9:02 a.m.

#### 1.2 Announcement of Posted Location of Open Meetings Act

Falke stated that the Nebraska Open Meetings Law is in effect and a copy is available in the room for review.

#### 1.3 Recording of Notice of Public Meeting

Falke informed the public that a notice of the meeting had been published and copies of the agenda were available in the room. Falke stated the procedures of the meeting.

#### 1.4 Recognition of Supporters

Falke also acknowledged and thanked anonymous donors and any additional individual gifts given to the Land Bank.

#### 1.5 Roll Call

Roll call was taken with 4 voting members present in person and 7 non-voting members present in person.

#### 3.0 Action Agenda

#### 3.1 Approval of Minutes of June 12 & July 10, 2024, Board of Directors Meeting

Falke called for a motion to approve the June 12, & July 10, 2024, Board meeting minutes. Freeman motions to approve the minutes. Bumgardner seconded.

#### **Motion Carried 4-0**

#### 3.2 Approval of January Financial Statements

Director of Operations Andrea Purdy Steenholdt presented the June 12 & July 10<sup>th</sup>. Purdy-Steenholdt started on page 11 with a brief update for June. Total liability in equity was just over

3.4 million, and compared to 2023, we see that the balance has not changed. Purdy-Steenholdt started on July 10 with more details. Purdy-Steenholdt explained the bank accounts and where they are located. Restricted net assets are being pulled over from 2023. Purdy-Steenholdt stated we will start to see those balances drop to 0 once the funds are finished being used. Purdy-Steenholdt gave an update on expenses.

Falke asked if we had a launch date for the new system. Purdy-Steenhold responded with the update that the website was live last month.

Falke called for a motion to approve the June & July financial statements. Lopez motioned to approve. Freeman seconded.

#### **Motion Carried 4-0**

#### 3.3 Approval of 2023 Financial Audit

Hayes and Associates' auditor, Jessie, presented a presentation. Purdy-Steenholdt pointed everyone to page 24, which was the documented draft of the audit. Jessie briefly introduced himself and described his work background. On behalf of Hayes & Associates, Jessie issued an Unmodified opinion (Clean Opinion). There were two proposed adjusting entries and two proposed reclassifying entries. There were no past journal entries or incorrect entries.

Falke called for a motion to approve the 2023 Financial Audit. Bumgardner motioned to approve. Freeman seconded.

#### Motion carried 4-0

#### 3.4 Resolution to Amend the OMLB By-Laws

Walocha informed that copies of the By-Laws were sent prior to the board meeting. Walocha stated that it was mostly housekeeping updating a few by-laws. In December, we will elect a separate Audit committee, which was previously done through the finance committee.

Cheryl Weston 1124 Pacific St Omaha, Ne

Weston pointed to page 49 in the by-laws Section 2, item 3. Weston asked if this was in the previous by-laws. Walocha corrected that it was the word from word from the Statue. The City Council decides who will be members.

Weston also asked about any by-laws that state the removal of members who miss a certain number of board meetings. Walocha stated that nothing in the by-laws states that, but the statute states that the removal has to go through the city council.

Falke called for a motion to approve the 2023 Financial Audit. Freeman motioned to approve. Lopez seconded.

#### **Motion Carried 4-0**

#### 3.5 Resolution to Award Construction Services Contract under DED lot transformation project

Walocha pointed out the request to award Washa Landscaping.

Lawrence Butler LT 4809 NW Radial Hwy

He provided information on the 5 Bidders for this contract and gave an update on the process. Butler stated that he first checked on minority contractors, which were none. Butler stated that there were deadlines and paperwork that needed to be met and only a few met the requirements.

Lopez had a question about the outreach to the minority contractors. Smith responded with a series of outreach efforts and events geared specifically for this contract purpose. Butler stated that the effort was there, but no one came in to bid.

Reidmann asked if it would cost more to separate the scopes so that smaller companies could hold the capacity to do the work. Butler stated that it would cost more to do versus giving one company the contract.

Falke called for a motion to approve the Resolution to award construction services contract under DED lot transformation project.

Freeman motioned to approve. Lopez seconded.

#### **Motion Carried 4-0**

#### 3.6 Resolution to Cancel Delinquent Taxes

Falke looked over the address and asked for any questions.

Falke called for a motion to approve the Resolution to cancel delinquent taxes. Lopez motioned to approve. Bumgardner seconded.

#### **Motion Carried 4-0**

#### 3.7 Resolution to Cancel Special Assessments

Falke called for a motion to approve the Resolution to cancel special assessments. Lopez motioned to approve. Freeman seconded.

#### **Motion Carried 4-0**

#### 3.8 Resolution to Elect Governance Committee

Falke called for a motion to approve the Resolution to Elect Governance Committee. Lopez motioned to approve. Freeman seconded.

#### **Motion Carried 4-0**

#### 3.9 Resolution to Elect Acquisition & Disposition Committee

Falke called for a motion to approve the Resolution to Elect Acquisition & Disposition Committee.

Bumgardner motioned to approve. Lopez seconded.

#### **Motion Carried 4-0**

#### 4.0 Resolution to Elect Finance Committee

Falke called for a motion to approve the Resolution to the Elect Finance Committee. Lopez motioned to approve. Bumgardner seconded.

**Motion Carried 4-0** 

4.1 Next Board Meeting Date: September 18th, 2024

**Motion Carried 4-0** 

5.0 Consent Agenda (Items 7.1-7.7)

#### 7.0 Acquisitions & Dispositions

These items have been recommended for approval by the Acquisitions & Dispositions Committee of the board.

New Housing 7.1 5073 Kansas Ave (\$9,000) 7.2 4523 Blondo St (\$6,800)

#### Garden

7.3 3312 N 28<sup>th</sup> St (\$2,550.00)

Carisma Jano gave an overview of the acquisitions recommended for approval by the Acquisitions & Dispositions Committee.

Carisma asked if anyone had a question.

Falke asked a question on the legend that is supposed to be at the bottom of the page. Carisma gave that update.

Cheryl Weston 1124 Pacific St Omaha, Ne It was stated that she was a proponent in the urban garden. She noted that the idea for the garden is a good idea.

#### Not recommended for Approval

Carisma Jano gave an overview of the items not recommended for approval by the Acquisitions & Dispositions Committee.

7.4 1718 William st 7.5 1706 S 26<sup>th</sup> St 7.6 4068 Bedford St 7.7 5323 N 8<sup>th</sup> St

Lopez noted that the two properties were not buildable. She wanted to know more details about the colors in the legend. She also wanted to know about the non-buildable lot that was not recommended. Carisma gave an update on why the property was not recommended on an unbuildable.

Falke asked if there were any more questions.

Falke called for a motion to approve the Resolution to the Elect Finance Committee. Freeman motioned to approve. Bumgardner seconded.

#### **Motion Carried 4-0**

### 8.0 Report Agenda 8.1 Executive Directors Report

Leslie Smith noted the update on the properties acquired. Smith noted that the land bank is on track for when the year is over. She gave a general maintenance update. \$60,677.00 has been used to maintain the properties in inventory. Smith stated that the properties affected by the storm were not counted in this update as we are still working on fixing up those properties.

Smith called for assistance from the board members to get the word out on the bid. Smith informed us that the proposal does not call for the asking price to include doing the work that the DED is set for.

Rauth asked who decided on the parcels for the 60% AMI. Smith informed us that we are not restricting that as long as ten units are scheduled for the 60% AMI. It doesn't matter how that looks if the requirement is met. Smith pointed out the Virtual office hours for assistance in submitting the software.

Gave an invite to the Successful Buyers event on August 15.

information was given on the budget planning for 2025. Smith also informed the board about filling a new position.

#### 8.2 Legislative Report- by Catalyst

Chris Jones gave a brief description of herself, her boss, and her background. She also gave a short update on the session. The session started on July 25th, and it had a very broad range for the land bank. Chris also updated us on what was on the ballot. Chris's boss spoke and explained the bills presented in this session.

JAUNITA JOHNSON Arrived at 9: 45 am

Riedmann commented that a tax drop would allow people to afford a home and asked about the 60% drop in school property taxes.

It was answered that it would not happen.

Rauth praised coming in and breaking down the bills and the process.

#### 8.3 Finance Committee Report

No additional updates

Juanita Johnson apologized for her tardiness and gave a brief update on her reasoning.

#### 8.4 Governance Committee

No additional updates

#### 11. Adjournment

Falke called for a motion to adjourn. Lopez motioned to approve. Freeman seconded.

**Motion Carried 4-0** 

Public Meeting adjourned at 10:20 a.m.



# **August Reporting Package**

Omaha Municipal Land Bank August 2024

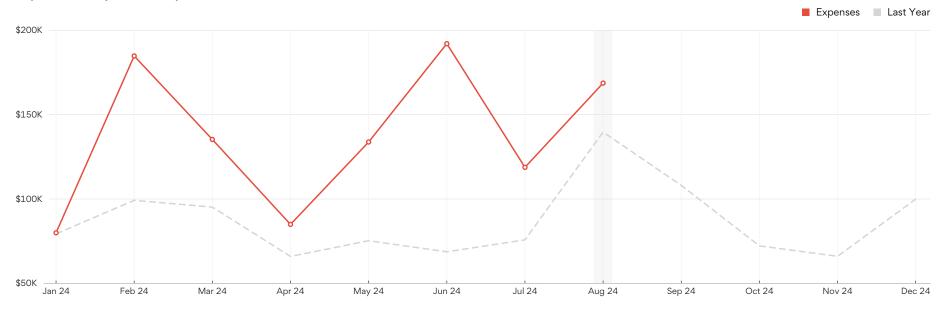
# **Basis of Preparation**

The accompanying financial statements were not subjected to an audit, review, compilation, or engagement by RG & Associates and RG & Associates does not express an opinion, a conclusion, nor provide any assurance on them. Substantially all the required disclosures have been omitted. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions. Accordingly, the financial statements are not designed for those who are not informed about such matters.

### This year vs last year



### Expenses This year vs last year



# **Balance Sheet YTD**

BALANCE SHEET	2024 (YTD)	2023 (YTD)
ASSETS		
Cash & Equivalents		
Cash Reserves		
Security National Bank Savings 4451	\$1,050,814	\$1,022,794
First National Bank Checking x6245	\$627,302	\$212,460
PayPal Bank	\$614	\$273
Petty Cash	\$0	\$4
Pinnacle Bank Checking x2235	\$659,513	\$646,142
Stripe	\$150	\$0
Total Cash & Equivalents	\$2,338,393	\$1,881,672
Other Current Assets		
Properties		
Depository Properties Held	\$19	\$64
Properties Held for Sale	\$714,900	\$740,300
Total Properties	\$714,919	\$740,364
Tax Lien Certificates		
Subsequent Taxes Paid on Tax Lien Certificates	\$40,736	\$46,707
Tax Lien Certificates	\$123,815	\$117,454
Total Tax Lien Certificates	\$164,551	\$164,162
Total Other Current Assets	\$879,470	\$904,526
Total Current Assets	\$3,217,863	\$2,786,198
Fixed Assets		
Accumulated Amortization	(\$59,660)	(\$59,660)
Accumulated Depreciation	(\$15,421)	(\$15,421)
Computer Software	\$59,436	\$59,436
Leasehold Improvements	\$24,764	\$24,764
Office Equipment	\$2,343	\$2,343
Website	\$10,000	\$10,000
Total Fixed Assets	\$21,461	\$21,461
Total Non-Current Assets	\$21,461	\$21,461
Total Assets	\$3,239,324	\$2,807,659
LIABILITIES		
Short Term Debt		
FNBO Credit Card - Deana x6494	\$638	(\$186)
FNBO Credit Card-Andrea 1626	\$1,690	\$3,070
FNBO Credit Card - Leslie x5772	(\$1,839)	\$877
Total Short Term Debt	\$489	\$3,762
Total Current Liabilities	\$489	\$3,762
Total Non-Current Liabilities	\$0	\$0
Total Liabilities	\$489	\$3,762
EQUITY	7	+-,
Retained Earnings		
Restricted Net Assets		
Restricted - DED	\$447,425	\$0
Restricted - NIFA (Legal Assistant Staff)	\$8,456	\$30,000
Restricted - Union Pacific	\$2,912	\$0
Noothoted Official define	ΨΖ,ΣΙΖ	ΨΟ

	2024 (YTD)	2023 (YTD)
Total Restricted Net Assets	\$458,793	\$30,000
Unrestricted Net Assets	\$2,590,979	\$2,709,507
Total Retained Earnings	\$3,049,772	\$2,739,507
Current Earnings		
Net Income	\$189,063	\$64,391
Total Equity	\$3,238,835	\$2,803,898
Total Liabilities & Equity	\$3,239,324	\$2,807,659

# 2024 Budget vs Actual

PROFIT & LOSS	2024 (YTD)	Budget	Budget Variance (\$)	Budget (full FY)
Revenue				
Contributed Revenue				
Agency/Government Grants	\$110,476	\$105,000	\$5,476	\$492,500
Board Contributions	\$2,250	\$1,250	\$1,000	\$2,500
Corporate/Business Contributions	\$8,938	\$0	\$8,938	\$185,000
Foundation/Trust Grants	\$351,255	\$660,000	(\$308,745)	\$858,000
Individual Contributions	\$0	\$0	\$0	\$11,250
Total Contributed Revenue	\$472,919	\$766,250	(\$293,331)	\$1,549,250
Earned Revenue				
Application Fees	\$2,201	\$3,075	(\$874)	\$4,225
Interest Earned	\$25,874	\$0	\$25,874	\$0
Property Sales	\$195,027	\$89,570	\$105,457	\$125,070
Redemption of DC Tax Lien Certificates	\$71,748	\$8,425	\$63,323	\$13,175
Redemption of OMLB Tax Lien Certificates	\$42,063	\$48,000	(\$5,937)	\$67,800
Tax Recapture Revenue	\$77,907	\$185,800	(\$107,893)	\$240,800
Total Earned Revenue	\$414,821	\$334,870	\$79,951	\$451,070
Net Assets Released From Restriction	\$385,686	\$0	\$385,686	\$0
Total Revenue	\$1,273,426	\$1,101,120	\$172,306	\$2,000,320
Expenses	, , , ,		, ,,,,,	. ,
Acquisitions				
Default Pre-Acquisition	\$20,807	\$19,000	\$1,807	\$25,000
General Acquisition	\$1,275	\$32,000	(\$30,725)	\$50,000
Strategic Pre-Acquisition	\$52,050	\$61,000	(\$8,950)	\$70,000
Total Acquisitions	\$74,132	\$112,000	(\$37,868)	\$145,000
Dispositions	Ψ7 4,102	Ψ112,000	(₩37,000)	Ψ1-13,000
Ambassador Program Expenses	\$29,527	\$46,000	(\$16,473)	\$50,000
Community-Informed Policies	\$7,088	\$49,000	(\$41,912)	\$59,000
Depository Program	\$0	\$5,000	(\$5,000)	\$5,000
Partnership Development	\$132	\$2,500	(\$2,368)	\$10,000
· · · · · · · · · · · · · · · · · · ·		\$45,900		
Successful Buyer	\$43,178 \$70,006		(\$2,722)	\$78,300
Total Dispositions  Maintenance	\$79,926	\$148,400	(\$68,474)	\$202,300
	<b>\$0.0</b>	¢10.000	(¢0.01.4)	<b>#10.000</b>
Adopt-a-Lot Program	\$86	\$10,000	(\$9,914)	\$10,000
Site Preparation	\$177,575	\$208,000	(\$30,425)	\$312,500
Neighborhood Stabilization Program	\$0	\$86,000	(\$86,000)	\$170,000
Property Maintenance & Improvement	\$79,008	\$115,000	(\$35,992)	\$165,000
Total Maintenance	\$256,669	\$419,000	(\$162,331)	\$657,500
Operations				
Accounting Fees	\$25,082	\$22,200	\$2,882	\$27,400
Building Expenses	\$34,959	\$36,720	(\$1,761)	\$55,080
Data Infrastructure	\$60,530	\$36,000	\$24,530	\$36,000
Fundraising	\$23,699	\$48,300	(\$24,601)	\$54,700
Human Resource Expenses	\$15,670	\$9,200	\$6,470	\$25,500
Information Technology	\$12,281	\$14,000	(\$1,719)	\$20,000
Lobbying	\$16,200	\$16,000	\$200	\$24,000
Office Expenses	\$17,182	\$18,000	(\$818)	\$22,000
Staffing & Personnel Expenses	\$469,015	\$460,800	\$8,215	\$689,200
Strategic Planning	<b>\$</b> O	<b>\$</b> O	\$0	\$6,000
Total Operations	\$674,619	\$661,220	\$13,399	\$959,880
Public Relations	\$13,241	\$24,000	(\$10,759)	\$33,250
Total Expenses	\$1,098,587	\$1,364,620	(\$266,033)	\$1,997,930
Operating Profit	\$174,839	(\$263,500)	\$438,339	\$2,390

	2024 (YTD)	Budget	Budget Variance (\$)	Budget (full FY)
Other Income				
Unrealized Gain (Loss)	\$14,224	\$0	\$14,224	\$0
Earnings Before Interest & Tax	\$189,063	(\$263,500)	\$452,563	\$2,390
Net Income	\$189,063	(\$263,500)	\$452,563	\$2,390





# **Property Details**

Address 1502 CORBY ST OMAHA, NE

Parcel Number: 2344540002

Owner: OMLB Zoned As: R7

Lot Size: 4303.3

Proposed Use: New Housing

Buildable: Yes

Acquisitions Date: 03/20/2019

# **Property Budget**

**Asking Price: \$11,000.00** 

**Acquisition Costs: Actual** 

Purchase Price: \$0.00
Foreclosure: \$236.81
Title Search: \$75.00
Total: \$311.81

**Operations Cost: Actual** 

Insurance: \$50.00 Maintenance: \$1,828.00 Total: \$1,878.00

**Disposition Revenue: Actual** 

Offer Amount: \$7,500.00 Property Investment Amount: (\$2,114.81)

Total: \$5,385.19





# **Property Details**

Address: 4001 N 29 ST OMAHA, NE

Parcel Number: 1828350000

Owner: OMLB Zoned As: R5

Zulieu As. No

Lot Size: 2935.3

Proposed Use: New Housing

Buildable: No – Needs Platted

Acquisitions Date: 09/04/2019

# **Property Budget**

**Asking Price: \$1,500.00** 

**Acquisition Costs: Actual** 

Purchase Price: \$0.00
Foreclosure: \$320.00
Title Search: \$85.00

Total: \$405.00

**Operations Cost: Actual** 

Insurance: \$50.00 Maintenance: \$325.00 Total: \$375.00

**Disposition Revenue: Actual** 

Offer Amount: \$1,500.00
Property Investment Amount: (\$780.00)

Total: \$720.00





# **Property Details**

Address 8354 UNDERWOOD AV

OMAHA, NE

Parcel Number: 2437580000

Owner: OMLB

Zoned As: R3

Lot Size: 9576.30

Proposed Use: New Housing

Buildable: Yes

Acquisitions Date: 11/02/2020

# **Property Budget**

**Asking Price: \$32,500.00** 

**Acquisition Costs: Actual** 

Purchase Price: \$0.00
Foreclosure: \$395.89
Title Search: \$85.00

Total: \$480.89

**Operations Cost: Actual** 

Insurance: \$50.00

Maintenance: \$970.00

Total: \$1,020.00

**Disposition Revenue: Actual** 

Offer Amount: \$25,000.00 Property Investment Amount: (\$1,415.89 )

Total: \$23,584.11