

**DeKalb County Regional Lank Bank Authority**  
**Meeting Minutes – March 10, 2022**  
**2:00 p.m. to 4:00 p.m.**

**Type of Meeting: Follow-up working session**

**Location: Zoom Call**

**ATTENDANCE:**

**DeKalb County Board of Directors**

Mr. Irvin J. Johnson, DeKalb County Tax Commissioner

Ms. Brenda Cornelius, Former State of GA Commissioner for Human Relations

Mr. Quinn Green, Century 21 Associate Broker

Vacant Position

**City of Lithonia Board of Director**

Mr. Fred Reynolds

**DeKalb County Community Development Department**

Allen Mitchell, Director

Braunwin Camp, Neighborhood and Planning Manager

LaQuanta Pressley, Project Monitor

**Tax Commissioner Office**

Nicole Marchand Golden, Chief Deputy Tax Commissioner

**I. Approval of Previous Minutes – *Minutes approved with no changes.***

**II. Update on Approved Budget -**

**a. *General Fund*** – Allen Mitchell spoke to the budget being approved through the General Funds for budget request of \$350,000.

**b. *Commissioner Funding*** – Allen Mitchell stated he was told the \$200,000 in funds were also put into the General Fund, and didn't have access to them, however, have since found the funds Commissioner Lorraine Cochran-Johnson appropriated to the land bank. Allen will do one more verification and provide update at the next meeting confirming funds are still available. The funds will put the land bank over a half million dollars to start off with.

*Allen stated a bank account needs to be set up to transfer funds, and with the board's approval can be done by Community Development staff. Private Bank was the previous land bank account holder. Also, there's \$15,000 to \$20,000 in checks from property sales that came in. Quinn Green inquired on criteria for selecting a bank. Allen stated that preferably a bank anchored in DeKalb County. Brenda Cornelius suggested Citizens Trust Bank. Quinn Green offered to contact Citizens Trust and/or SouthState Bank.*

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### III. New Land Bank Authority Member Update

- a. **Board member** – Allen Mitchell informed current members that Inga Harmon was selected by the administration and interviewed by PECS committee and approved to go before the BOC on March 22, 2022.
- b. **Interim Executive Director** – Allen reached out to Stacy Grear, GIS Director, in reference to his staff person, Chris Bell, Real Estate Specialist, serving as a part-time executive director. He is awaiting an update on Chris's availability and interest in the position. Allen recommended someone from County be placed in the part-time position, and five to six months down the road, possibly advertisement for full-time position.
- c. **Administrative Support** – Allen suggested after placement of full-time executive director, then administrative support staff person to be hired.

### IV. Introduction to Foster, Foster, and Smith Law Firm

- a. **Travis Smith, ESQ – Previous Land Bank Experience** – Firm started in Clayton County in 1977. Travis provided background on experience with eminent domain and working the Tax Commissioner to handle legal affairs. After the Clayton County Land Bank was established by the County's BOC, the Tax Commissioner engaged the firm to run the land bank. They targeted properties through judicial and rem foreclosure. Also, focused on failed condominium conversion complexes that were blighted.
- b. **Agreement to Develop Bylaws** – Brenda Cornelius inquired about creating bylaws and policies and procedures. Travis stated the revision of the bylaws would be simple, but the policies and procedures would be more complex.
- c. **Land Bank Operations Agreement** – Brenda asked if Travis would be present at all meetings? Travis stated he is willing unless he receive notice that he is not needed. Travis stated that he would be present with staff, however, bill for his time only. Travis's hourly rates are \$225. Quinn Green raised concerns about land bank's budget and partner rates for attending meetings. Brenda stated once the land bank's vision, mission, and goals are clearly prioritized, then there wouldn't be a need to sit in on every meeting.

- V. **Discussion/Q&A** – Brenda asked if there were discussions about other cities in the County joining the land bank, and if someone reached out to the City of Clarkston? Allen stated that he previously spoke with the city manager and would send presentations, and other cities were contacted about joining.

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*Quinn suggested review of other law firms for writing bylaws. Board members inquired about the time frame for establishing bylaws. There is a 30-day period after appointment of a full board. Stated the clock would tick at the appointment of the board member on March 22<sup>nd</sup> so everyone would review IGA and bylaws and make notes for revisions.*

**VI. New Business** – *Allen stated that he's been advised that meeting should be public. Board members agreed and suggested meeting become public after March 24<sup>th</sup> meeting. Members suggested publishing meeting minutes in the interim. Allen recommended the development of the land bank's website outside of the County's website. Irvin Johnson stated he would provide recommendations for web designers.*

**VII. Next Meeting Date** – *Recommended for March 24, 2022, at 2:00 p.m.*

**VIII. Adjournment** – *Meeting adjourned at 3:48 p.m.*