

**DeKalb County Regional Lank Bank Authority**  
**Meeting Minutes – December 14, 2022**  
**2:00pm to 4:00 p.m.**

**Type of Meeting: Zoom Meeting**

**ATTENDANCE:**

**DeKalb County Board of Directors**

Commissioner Irvin J. Johnson  
Mr. Quinn Green

**City of Lithonia Board of Director**

Mr. Fred Reynolds

**DeKalb County Community Development Department**

Allen Mitchell, Director  
LaQuanta Pressley, Project Monitor

**Dekalb County School Board**

Dr. Vasanne Tinsley. Advisor

- i. *Meeting Meetings approval of November 16, 2022 meeting being reviewed and approved at January 11, 2023 meeting.***
- ii. Previous Business**
  - a. Update on D&O insurance quote-The insurance policy was denied due to the insurance company thinking that the land bank have the ability to enforce eminent domain. Irvin suggested providing legislation to clear up the confusion on the purpose of the land bank. Mr. Green will assist Ms. Pressley with finding a company that will provide the insurance. The goal is to look internally within the county first and secondly reach outside of the county if the first approach is not successful.
  - b. Internal Accounting systems- The Land bank was successfully setup in the county I supplier system. A purchase order and invoice are in process for the funds allocated for the Land bank to be transferred to the Land bank account.

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- c. School Advisor-named and approved-Dr. Tinsley (approved in previous meeting)
  
- d. Website-Irvin sent out the staging link on 12/13/2022 to board members. Feedback was requested by Irvin to the group. Website is still being designed. Irvin is requesting a link to be placed on the website with the current available properties. This will allow potential buyers access to current information. Allen, will have the IT department upload information needed to show the available properties on the website.
- e. Property List-All agreed to add the properties for sale to the website for public viewing.
- f. External Communication-Minutes, agenda, and video of past meetings shall be posted within 48 hours after a meeting.
- g. Allen requested a PO for the web designer so that they can get the web designer paid.
- h. Dr. Tinsley joined the meeting and was introduced to the group. Mr. Johnson introduced himself and welcomed her to the group. Mr. Green also welcomed her to the group.
- i. PECS Meeting-Land bank setting a date to meet with the PECS committee. The board will present in early 2023.
- j. Staffing-Director and admin is needed. These hires are based on budget approval.
- k. Meeting with attorney Travis Smith about the title search, 60 day notice period, bar process, and quiet title step. Mr. Mitchell inquired if process could be expedited. It was decided to wait and save money. The attorney will focus on quiet title.

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### New Business

- a. Budget Request approval process-Irvin asked if all members agree to the budget amount that is being presented to the county in the amount of \$601,500. Mr. Green presented a motion to approve the budget as presented. Mr. Reynolds seconded the motion and the motion passed.
- b. Establish rules for attendance and participation-Mr. Johnson proposed a provision that all members are required to attend at least 75% attendance per year (2-3 meetings). Also set up additional conditions on notice on any missed meetings. These provisions must be in place in case we need quorums and unanimous votes.
- c. Mr. Mitchell-Reviewed 5-6 properties that Chris Bell is presenting to see if the Land bank wants them or sell them to the public. Mr. Mitchell thinks this would provide revenue for the Land bank. Mr. Green asked about the cost to maintain the properties. Mr. Green made a motion to engage the law firm to dispose of the surplus properties being offered by the county. Mr. Reynolds second the motion and the motion passed. Mr. Johnson asked for a closing package of the forms for transferring the properties. This was requested from Mr. Mitchell.
- d. The commissioners requested that the meetings in the future must be made public and advertise upcoming meetings. Land bank will use the county website, communications department for Dekalb county, or Champion publication. Mr. Green made a motion use the different avenues presented by Mr. Mitchell to advertise the next meeting for a public meeting. Mr. Reynolds second the motion and the motion passed.
- e. Next Meeting scheduled for January 11, 2023

*Meeting Adjourned at 4:00pm*