

DeKalb County Regional Land Bank Authority
Meeting Minutes, April 11, 2024
2:00 pm to 4:00 p.m.

Type of Meeting: In Person

ATTENDANCE:

DeKalb County Board of Directors

Present:

Mr. Irvin Johnson

Mr. Quinn Green

Ms. Inga Harmon

City of Lithonia Representative

Mr. Fred Reynolds

DeKalb County Community Development Department

Present:

Ms. Braunwin Camp, Planning Manager

Mr. Allen Mitchell, Director

I. Meeting Called to order at 2:10 pm by Mr. Johnson

II. *March Meeting Minutes-*

Approved with edits- Mr. Green made a motion to approve the minutes as written, Mr. Johnson mentioned an edit needed on the start time, and Mr. Reynolds seconded the motion with revision. The motion passed.

DeKalb County Regional Land Bank Authority
Meeting Minutes, April 11, 2024
2:00 pm to 4:00 p.m.

III. Financial Report

- a. A financial update was provided by Mr. Green.
The following information was provided:

Expenses - \$11,438.87, and the current balance in the operating account is \$1,069,770.06 (as of March 31, 2024). Expenses included payroll, insurance, commercial insurance renewal, medical insurance reimbursement and reimbursements for staff travel for DRLB property site visits.

- c. Mr. Green is working with Citizens Trust to get the Line of Credit re-activated after it was paused due to the ED resigning. There were no activity transactions on the account.
- d. The Line of credit was used to purchase a camera for the Land Bank authority.
- e. There was a reimbursement check issued back to the Tax Commissioner's office for the purchase of a laptop for the Land Bank.
- f. An invoice was sent by the attorney that is currently being revised due to duplicate charges listed on the invoice.
- g. The commercial insurance policy was expanded to include more of a comprehensive policy.
- h. Mr. Green will follow up with the contact person sent over by Decide Dekalb to get the land bank set up on an automated financial system.
- i. Mr. Reynolds asked if there is a detailed breakdown on the invoice from the attorney handling the legal work of the properties to determine the amount being charged per property. Mr. Johnson stated he would send out the invoice to the board members.

Ms. Harmon made a motion to accept the financial report as written, Mr. Reynolds second the motion, and the motion passed.

DeKalb County Regional Land Bank Authority
Meeting Minutes, April 11, 2024
2:00 pm to 4:00 p.m.

IV. Old Business

- a. Mr. Johnson shared a property status spreadsheet. The sheet includes the many properties that were discussed for months. Included in the spreadsheet is the parcel number, address, proposed purchase price, appraised value, notes, project purpose, proposed project completion, and applicants.
- b. Mr. Mitchell provided an update from the attorney on the original 5 and the 25 properties that are in limbo. Mr. Mitchell is suggesting aborting the quiet title process and sale the properties to interested purchasers. He has the written process to get the 5 properties disposed of quickly.
- c. The attorney made comments and recommendations on 8 of the land bank properties. Cottonwood was condemned by the county. These properties must show in their applications that the property will be used for public use. There was a discussion on how to handle condemned properties.
- d. Mr. Johnson stated that outside of the legal decision, the board must determine the suitability of the property.
- e. Mr. Mitchell explained at some point there were interested buyers for all 25 properties on the list. This is why the properties were added to the list. Mr. Mitchell is suggesting selling the properties as is.
- f. Mr. Johnson is requesting the names of the people that were once interested in the properties.
- g. Mr. Johnson stated the board needs to get more involved in various community activities for further exposure to increase county visibility.

DeKalb County Regional Land Bank Authority
Meeting Minutes, April 11, 2024
2:00 pm to 4:00 p.m.

- h. Mr. Johnson requested an update from Mr. Reynolds on the fellowship application that he is completing. There was a discussion on the application and discussed different items for clarification.
- i. The Strategic plan is currently on hold.
- j. A letter was sent out by Mr. Johnson regarding the vacant board seat. Awaiting a response.

V. New Business

- a. The Executive Director resigned in March. There are currently 50-60 applicants that are currently under review for various positions.

Mr. Reynolds made a motion for the meeting to adjourn, Mr. Green seconded the motion. The meeting adjourned at 4:06pm.

Next Meeting is scheduled on May 9, 2024

Meeting Adjourned at 4:06 PM