

DeKalb County Regional Land Bank Authority
Meeting Minutes, November 14, 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

Dekalb County Land Bank Staff

Ms. Tamika S. Churchill, Executive Director

Ms. Kashel Gaines, Asset Manager

City of Lithonia Representative

Mr. Fred Reynolds

DeKalb County Community Development Department

Present:

Ms. Braunwin Camp

I. Meeting Called to order at 2:05 pm by Mr. Johnson

II. *October Meeting Minutes-*

Approved- Mr. Green made a motion to approve the minutes as written, Mr. Reynolds seconded the motion. Mr. Johnson asked what was revised in the minutes. Mr. Reynolds stated it was the spelling for South Hairston. It was also suggested to correct two additional addresses. Mr. Green revised his motion to approve the minutes with suggested

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revisions. Mr. Reynolds second the motion. Motion passed.

III. Public Comments

No Public Comments

IV. Chairman's Remarks

- a. The proposed budget is due. Mr. Johnson requested the budget from Ms. Churchill for board members prior to submission to the county.
- b. Mr. Johnson sent out an update on Robert's Rules of Order handouts for board member reference.
- c. The Lithonia IGA ends next year. Mr. Johnson stated we must prepare marketing to Lithonia officials that will demonstrate the benefits of continuing their affiliation with the DRLBA. Mr. Reynolds provided insight into Lithonia's current position and thought process.

V. Financial Report

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

Expenses - \$24,578.45 for payroll, line of credit payments, attorney fees, 2 industry events, and credit card bill payments for the Treasurer, the current balance in the operating account is \$1,779,742.40 (as of October 31, 2024). There was zero income from land sale or property redemption transactions.

- b. Mr. Green discussed the anticipated future expenditures. There will be upcoming attorney fees for completing the title clearing (barment and quiet title processing) and expansion of work with additional outside counsel for bulk parcel processing.
- c. Mr. Johnson stated that the treasurer's report was accepted as information.

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V. Executive Director Report

- a. Executive Director Report-Ms. Churchill discussed the activities and action items since the last meeting.
- b. The following properties have fee simple title secured, quit claim filed: 3223 Cottonwood (Deed) and 3187 Cottonwood (Deed), and 3597 W Hill. Mr. Johnson requested that a copy of the deeds be placed in the file folder prior to closing.
- c. Mr. Johnson requested confirmation of deeds. Ms. Churchill stated Ally confirmed three deeds, which she will obtain. Mr. Green emphasized the need for deeds in the landbank's name and proper filing.
- d. Mr. Green suggested creating a timeline for applications, including title searches, quiet titles, and property status updates. Proposed creating a ledger with color codes for property status.
- e. There are currently 37 applications in total submitted. No applications were received in October.
- f. Ms. Churchill reviewed ongoing outreach and training efforts. There were interactions with Decide Dekalb, Center for Community Progress, and National Land Bank Network (CPC). Attendance at the Metro Atlanta Land Bank 30th Anniversary Celebration, GA Association of Land Bank Authorities Summit, and conducted 1st Webinar Wednesday event.
- g. Mr. Green recommended connecting with Sharon Steel before year-end.
- h. Mr. Johnson requested a copy of the correspondence sent to CEO-elect Elaine Cochran, from ED, be re-shared with the board.
- i. Ms. Churchill discussed Sleight and eProperties software. The preference is eProperties, due to the program being more cost-effective. Mr. Green requested her recommendation. Ms. Churchill will provide her recommendation at the next meeting.

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Mr. Green made a motion for the meeting to adjourn; Mr. Reynolds seconded the motion. The meeting adjourned at 4:03pm.

Next Meeting is scheduled on December 12, 2024

Meeting Adjourned at 4:03 PM

The board went into Executive Session