

DeKalb County Regional Land Bank Authority
Meeting Minutes, October 17, 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

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:

Mr. Allen Mitchell, Director

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

II. *September Meeting Minutes-*

Approved- Mr. Green made a motion to approve the minutes as written, Mr. Reynolds seconded the motion. The motion passed.

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III. Public Comments

Mr. Antonio Suarez came to speak on behalf of Cameron Peterson regarding an application that was submitted on 861 South Hairston Road, Stone Mountain, GA. He stated the property is in a location that aligns with the mission of the land bank based on location and potential of future use. His team is interested in the land bank purchasing this property. He is also asking for additional information regarding the process of the land bank purchasing the property and development. He was asked to follow up with Ms. Churchill.

IV. Financial Report

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

Expenses - \$24,356.78 for payroll and laptop, attorney fees, and credit card items for new systems for the land bank, the current balance in the operating account is \$1,804,320.85 (as of September 30, 2024). There was zero income from land sale or property redemption transactions.

- b. Mr. Green discussed the anticipated future expenditures. Mr. Green attend the Reclaiming Vacant Properties Conference in St. Louis (October 9-11). Travel costs related to the trip. Inga Harmon fees were refunded. There will be upcoming attorney fees and CPA fees for year-end preparation.
- c. Mr. Johson 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. There is an application for West Hill Street property in Clarkston, 3619 Tulip Drive, 1260 West Ridge, 200 Kirkwood, and 1813 West Austin. West Hill is currently the only property that is cleared for sale.
- c. There was discussion regarding 7747 Union Road and the need to get the property cleared and in compliance. There is a commercial property on Stone Quarry that is currently located in a flood plain. Ms. Churchill and Ms. Gaines are in the process of strategizing on the continual maintenance of the various properties. They started placing signs on lots that are currently maintained. They will install new signs on additional properties as they are cleared.
- d. The Post Realty project was not accepted, and Ms. Churchill will follow up with Savannah Land bank.
- e. The two accounting firms were discussed, and Ms. Churchill made a recommendation to hire Wilson and Lewis. They could quickly setup the QuickBooks correctly and provide training for Ms. Churchill and Mr. Green. She stated we could revisit the audit company. There is not a required contract. Mr. Green inquired about a more cost-effective company. Mr. Green made a motion to accept the ED recommendation to hire Wilson and Lewis for QuickBooks training. Ms. Harmon second the motion. Motion passed.
- g. Ms. Churchill provided an update on GALBA assisting the land bank on its first conference in January. She also shared information on an increase with public inquiries due to marketing

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efforts. The mayor's brunch is scheduled for October 28, 2024. The board was not included in the invitation. The ED will be sending out the information to the mailing list where the board is included.

- h. Mr. Green discussed the Reclaiming Vacant Property conference that he attended in St. Louis. He discussed the purpose and takeaways. He also listed the participating organizations. He also brought information back to everyone from the conference.

Ms. Harmon made a motion for the meeting to adjourn; Mr. Johnson seconded the motion. The meeting adjourned at 3:27pm.

Next Meeting is scheduled on November 14, 2024

Meeting Adjourned at 3:27 PM

The board went into Executive Session