

DeKalb County Regional Land Bank Authority
Meeting Minutes, February 13, 2025
2:00 pm to 4:00 p.m.

Type of Meeting: In Person

ATTENDANCE:

DeKalb County Board of Directors

Present:

Mr. Quinn Green

Ms. Inga Harmon

Dekalb County Land Bank Staff

Ms. Tamika S. Churchill, Executive Director

Mr. Devontae Lee, Real Estate Development Manager

City of Lithonia Representative

Mr. Fred Reynolds

I. Meeting Called to order at 2:21 pm by Mr. Reynolds

II. January Meeting Minutes-

Mr. Reynolds made a motion to accept the minutes as written, Ms. Harmon seconded the motion. Motion passed.

III. Attorney Report

- a. Allie Jett provided an update on the status of various properties and their current status. This included the following: Hilda Burns served the final person and expects the

DeKalb County Regional Land Bank Authority
Meeting Minutes, February 13, 2025
2:00 pm to 4:00 p.m.

final order from the court, Tulip Drive should be ready in May, Rolling Place is expected to be completed in March, Will Rodgers properties should complete this Spring. The 3rd batch of properties included 5 that received barments, no one redeemed and currently moving forward with quiet title. This include Valerie Woods, Kirkwood, Ridge Avenue, Will Rodgers, and Union Grove.

- b. There was an introduction by the new hire Devontae Lee, Real Estate Development Manager.
- c. There was discussion about the resolution that was discussed during the board retreat. Attorney Jett asked for clarification and a decision on the ED power to make decisions regarding purchases and executing contracts. Ms. Harmon suggested deciding upon a maximum dollar amount. A decision was made to allow the ED to make decisions regarding spending with a max dollar amount of \$10,000. This will allow her to conduct daily operations and perform property preservation line items.
- d. Mr. Mitchell referenced the IGA for further clarification.
- e. Mr. Green made a motion to accept the resolution and Ms. Harmon second the motion. Motion passed. Ms. Harmon signed the resolution.

IV. Chairman's Remarks

Mr. Reynolds mentioned that he is very passionate about incorporating the economic development piece into the goals of the Land Bank so that there is a push to assist the community and their households.

V. Financial Report

- a. A financial update was provided by Mr. Green. The following information was provided: Expenses - \$12,368.11 include monthly staff payroll, monthly staff healthcare benefits, and bookkeeping software. There was a reduction this month due to reduced staffing. The current balance in the operating account is \$1,683,906.35 (as of January 31, 2025). There was zero income from land sales or property

DeKalb County Regional Land Bank Authority
Meeting Minutes, February 13, 2025
2:00 pm to 4:00 p.m.

redemption transactions.

- b. Mr. Green discussed the anticipated future expenditure. There will be upcoming new staff fees related to incoming staff that are currently being recruited, attorney fees for completing the title clearing (barment and quiet title processing) of twenty-five pilot parcel properties assigned to DRLB. New properties are anticipated to be assigned and would require the same process.
- c. There was discussion regarding the issues that both the ED had on several occasions with the bank card being frozen due to fraud alerts. There are several inefficiencies with Citizen Trust Bank that were mentioned. Mr. Green suggests that the land bank look at adding a secondary bank.

V. Executive Director Report

- a. Ms. Churchill discussed the activities and action items at the last meeting.
- a. The fire station property seems like a viable property that can be transferred to the landbank and sold to an interested party. Both Ms. Churchill and Mr. Lee see many benefits in the land bank acquiring this property.
- b. The 7 properties discussed in the last meeting were determined by both Mr. Lee and Ms. Churchill to be viable properties. Ms. Churchill stated that the properties will be low maintenance properties. Also, there is currently confirmed interest in 3 of the lots.
- c. Ms. Churchill discussed the applications that she currently has with offers for Hill Street. This property is clear and ready to close. This is all cash and can close quickly. Ms. Harmon made a motion to accept the application, Mr. Reynolds second the motion, and the motion passed.
- d. It is expected that these properties will close prior to the next Land Bank meeting, upon receiving a contract from

DeKalb County Regional Land Bank Authority
Meeting Minutes, February 13, 2025
2:00 pm to 4:00 p.m.

- the attorney and a copy signed by the purchaser.
- e. Mr. Green suggested widespread PR on this transaction to show the wins of the land bank. Everyone agreed that this is a priority line item.
- f. Ms. Churchill is requesting to hire a marketing firm or person who will be charged with creating more exposure to the efforts and wins of the land bank. This will be both through email blast and social media. She is researching pricing.
- g. The Tolemi software was discussed, and Ms. Harmon made a motion to move forward with the purchase of this software. Mr. Green second the motion and the motion passed. Mr. Green asked to receive more context on the implementation process of this software.

Ms. Harmon made a motion for the meeting to adjourn; Mr. Green seconded the motion. The meeting adjourned into an executive session at 4:15pm.

Next Meeting is scheduled for April 16, 2025