

*Draft Minutes approved 6/5/13 for the  
February DRLBA Meeting.*

**DeKalb Regional Land Bank Authority  
February 6, 2013 Meeting**

*M. T. Telford*

*6/24/13*

Opening

The February 2013 meeting of the DeKalb Regional Land Bank Authority was held at the DeKalb County, Clark Harrison Building located at 330 W. Ponce De Leon Avenue, Decatur, GA. The meeting began at 4:13 PM with introductions of all present (Authority Members, Staff, Others, and the Public, see attendance below).

Minutes

A Board quorum was not present. Therefore, minutes were read but not approved. Authority Member Richard Princewill suggested that the minutes of the past meetings be presented to the other members for review and approval –by phone – before the next meeting to minimize time taken at the next meeting.

Staffing

Chris Morris noted that two of three interviews had been completed for the Authority's Executive Director Position. She stated that the County's GIS staff, Planning and Sustainability Department staff, and Economic Development Department staff were involved in the interview process. Morris noted that after a third interview takes place (pending scheduling), the interviewing group will recommend two candidates to the Authority.

Contract

Chris Morris provided an update on the NSP contract between the County and the Authority. Ms. Morris' staff is working with the DeKalb County Purchasing and Contracting Department to develop contract details.

Melvia Richards provided a briefing and distributed handouts regarding eligible uses of NSP funds. Chris Morris indicated that the NSP funds are intended as start-up funding for the Authority.

Public Comment

There were no public comments.

Regular Meetings

Chris Morris reminded everyone that 2013 meetings have been scheduled for the first Wednesday of each month at 4:00 PM. Authority Member Richard Princewill asked if alternative meeting formats, such as "go to meeting.com.", might be used. Chris Morris responded that regardless of the method of conducting meetings, public comment must be accommodated.

### Other

Land Bank Office Space - Chris Morris has asked the DeKalb County Office of Economic Development if the Land Bank Authority might use space within their office.

Land Bank Staff - Morris stated that to obtain technical assistance for the DeKalb Land Bank, the Board might consider entering into a contractual agreement with the Atlanta Fulton County Land Bank Authority.

Guest Joe Harrington asked if recent reorganization of DeKalb County government management will affect the Authority. Chris Morris responded yes and continued by stating that Luz Borrero now heads the Economic Development and Planning and Sustainability Departments. This consolidation of development departments under one chief will benefit the work of the Authority. She noted that coordination had already improved with the recent reorganization.

Chris Morris suggested that staff provide Board Members with copies of the new organizational chart.

### Adjournment

The meeting adjourned at 4:37 PM.

### **Attendance**

#### Authority Members

Richard Princewill  
Hassan Crockett

#### Staff

Randy Humphrey  
Allen Mitchell  
Chris Morris  
Melvia Richardson

#### Others

Hans, DeKalb County School District  
John Maximuk, Livable Communities Coalition

#### Public

Joe Harrington

*Draft Minutes approved 6/5/13 for the  
November 2012 DRLBA Meeting.*

**Minutes**  
**Board of Directors Meeting**  
**DeKalb Regional Land Bank Authority**  
**November 7, 2012**

*Officer Twp/ur*  
*6/24/13*

**Call to Order**

Members Amanda Thompson, Hassan Crockett, and Richard Princewill were in attendance. The meeting was called to order at 4:08 PM.

**Welcome and Introductions**

Chair Amanda Thompson opened the meeting and initiated introductions.

**Review and Approval of Minutes of the October 10, 2012 meeting**

On a motion by Hassan Crockett, seconded by Richard Princewill, the minutes from October 10, 2012 meeting was approved (3-0 vote).

**Update: Liability Insurance**

Jim Monacell, attorney for the DeKalb Development Authority, presented insurance policy to the board members via telephone. Members listened to Monacell's informal presentation and discussed liability afterwards.

Points of Discussion included the following:

- Amanda Thompson asked if there was something harmful found on the land, would the current liability coverage help protect the Board?
- Chris Morris noted that when the Authority begins to acquire property, then coverage should be added to protect the Authority (specific real estate issues).
- Richard Princewill asked to be sure that the policy has the capacity to protect us or do we need greater capacity.
- Hassan Crockett asked: what if the area does not increase in value? Can one file a claim later that growth potential did not materialize as expected, does this cover? Monacell replied yes – if the board is properly administered and there is adequate documentation.
- Can one pursue my personal property? Monacell answered that the policy covers the individual and the authority as long as the authority is acting within its appropriate scope.
- Amanda Thompson asked for reassurance that the policy is for anyone who fights our actions. Monacell replied yes.
- Richard Princewill asked for the name of the Authority's attorney. Chris Morris mentioned that the Board will have to engage an attorney when the Authority begins to acquire properties. John Taylor showed interest and has been a good team player with the LCC.
- Chris Morris noted that PointNorth is the insurance company for this policy.



**Update: Land Bank Staffing**

Chris Morris distributed candidate information to the three members at the meeting. Morris noted that the Board directed staff to bring the top six candidates forward for Authority review, but she noted that only three people applied for the position. Morris noted that she and two other County officials will interview applicants. She is considering advertising the position again. Morris also committed to follow up with the Authority by November 12<sup>th</sup>.

**Public Comment**

The Board asked for comments from the public. Comments covered several topics including:

- With the land bank situation, will you be limited to the properties that you get. The Authority answered by stating that it would not be limited.
- Hassan Crockett asked about other cities coming on-board. Chris Morris responded by stating that she has a meeting scheduled later in November with the City of Lithonia.
- Question: For properties owned by county, can the LBA acquire it? The authority answered yes and added that it cannot force anyone to sell or donate property.
- A comment was made that the job advertisement was not found in the AJC – expressed view that a larger base is needed to pick the right person.
- A comment was made about the idea of going out to the communities (for outreach). For many, one said, still no clue that LBA exists and what land banking means. The Authority members discussed the pros and cons of doing community education at this stage. Hassan Crockett discussed the benefits of a public relations phase in early 2013.
- A question was asked whether NSP funds can only be used for foreclosed property. Chris Morris replied no and that a more detailed explanation would take place at the next meeting.
- A comment was made that there are investors active in the area and that the land bank authority should not act in any adverse way toward abandoned schools.
- One person made several comments:
  - Comment that the land bank would operate like a real estate company (refuted by Authority members) and
  - that it is best to get fully organized before going out to the public, and
  - could there not be a problem even if the LBA does NOT act (for example on small pieces of unwanted property)

Amanda Thompson responded to these comments.

**Priorities for Property Acquisition**

Chris Morris noted that homeownership is the top priority and rental property is an option. She added that source of funding will drive what property is acquired and for this reason it is important to have several different sources of funding.

Amanda Thompson noted that the City of Decatur had a list of unbuildable lots and would consider if placement in the land bank would be appropriate.

**Next Steps and Agenda Items for Future Meetings**

Authority members agreed that the December 5<sup>th</sup> meeting agenda should include the following:

- Review and approval of November 7, 2012 meeting minutes
- Receive update on land bank staffing (executive director)
- Present NSP regulations on eligible properties
- Provide examples of practical applications of policies and procedures

It was decided that the next meeting would take place on December 5, 2012 at 4PM and that the January 2013 meeting would take place on January 9<sup>th</sup> at 4PM.

**Adjournment**

The meeting adjourned at 5:34 PM.