

## General Monthly Meeting LBA Board of Directors Thursday, March 26, 2020

**NOTE: THIS WILL BE A ZOOM CONFERENCE CALL AND NOT IN-PERSON**

<https://zoom.us/j/493175824?pwd=YWFTWnRWc28wSTYydXp5cGJibDI1dz09>

Meeting ID: 493 175 824

Password: 533211

One tap mobile

+13126266799,,493175824# US (Chicago)

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**Start Time: 9:30 a.m.**

### AGENDA

**Mission:** The mission of the Fulton County/City of Atlanta Land Bank Authority is to facilitate the transformation of the City and County into a vibrant community by:

- Returning non-revenue generating, non-tax producing, or blighted property to an effective utilization status in order to provide market and affordable housing, public space, new industry and jobs for the citizens of the City and County.
- Extinguishing past due tax liens from property foreclosed upon by Fulton County and the City of Atlanta in their tax collection capacities.

Time	Item Description
9:30am	1. Welcome and Instructions
9:35am	2. Adopt Agenda
9:37am	3. Introductions
9:45am	4. Ratify Minutes – February 27, 2020

Action Items	
Time	Item Description
9:52am	5. Approve 5-Year Strategic Plan/Articulation – Consultant: Your Crescendo
10:52am	6. Approve Selection of Commercial Broker for Assistance with Lease Options

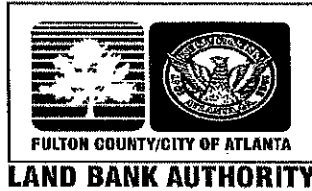
11:10am	7. Approve 5-Year Land Banking Depository Agreement with Invest Atlanta
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<b>Information Items</b>	
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<b>Time</b>	<b>Item Description</b>
11:20am	8. LBA – Atlanta Land Trust Catalytic Land Cohort Learning Trip – Denver, CO - March 10-12
11:23am	9. Public Comments (Two-minute limit per speaker)

<b>Action Item</b>	
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11:30am	10. Adjourn
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**MINUTES**  
**GENERAL MONTHLY MEETING**  
**LBA BOARD OF DIRECTORS**  
**THURSDAY, MARCH 26, 2020**

**Type of Meeting:** Regular Monthly Meeting

**Location:** Zoom Conference Call

<b>Board of Directors</b>			
<b>Name:</b>	<b>Title:</b>	<b>Attendance:</b>	
		Present	Not Present
Janis Ware	LBA Board Chairperson	P	
Kate Little	LBA Board Vice-Chairperson	P	
Atty. Jane Bradshaw-Burnette	LBA Board Secretary	P	
Michelle Nelson	LBA Board Treasurer	P	
Jason Hudgins	LBA Board Member	P	
Vacant	LBA Board Member	N/A	
Vacant	LBA Board Member	N/A	
Herb Joseph	Atlanta Public School Advisor	P	

<b>Staff and Counsel</b>			
<b>Name:</b>	<b>Title:</b>	<b>Attendance:</b>	
		Present	Not Present
Christopher Norman	Executive Director	P	
Rhonda Corporal	Office Manager		NP
Elizabeth Roberts	Senior Program Director	P	
Terica B. Bashir	Program Director	P	
Jade Wiles	Asset Manager	P	
Pamela Preston	Management Analyst	P	
Atty. Rodney Strong	LBA General Counsel	P	
Atty. David Maher	LBA General Counsel	P	
Atty. Tres Dye	LBA Real Estate Counsel	P	
Atty. Jonathan Futrell	City of Atlanta Law Department		NP

Atty. Reginald McClendon	City of Atlanta Law Department	P	
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**Call to Order:** Chairperson Janis Ware called the meeting to order at 9:40 A.M.

1. Welcome:

Chairperson Janis Ware delivered the welcoming remarks.

2. Adopt Agenda:

Treasurer Michelle Nelson made a motion:

*Adopt Agenda with no changes.*

Secretary Jane Bradshaw-Burnette seconded the motion.

**MOTION APPROVED UNANIMOUSLY.**

3. Introduction:

Visitors: Mr. Reginald Hammond and Ms. Erika Williams – Your Crescendo. Board Members and Staff introduced themselves.

4. Ratify Minutes:

Treasurer Michelle Nelson made a motion:

*Ratify minutes as submitted for the meeting on February 27, 2020.*

Secretary Jane Bradshaw-Burnette seconded the motion.

**MOTION APPROVED UNANIMOUSLY.**

**Action Items:**

**5. Approve 5-year Strategic Plan/Articulation – Consultant: Your Crescendo**

Mr. Reginald Hammond and Ms. Erika Williams, of Your Crescendo, provided an overview of the revised Strategic Plan Articulation Map. Board Members and Staff requested additional changes. Draft version included as appendix.

**Item to be revisited for approval at the next Board Meeting.**

**6. Approve Selection of Commercial Broker for Assistance with Lease Options**

LBA solicited a total of 12 Commercial Brokers via Request for Proposal (RFP) document. Two responses to the RFP were received. Staff reviewed and scored both solicitations. Kellogg Partners received the highest score.

The Staff recommended to approve Kellogg Partners as the Commercial Broker for assistance with the LBA's commercial rental lease agreement.

Boardmember Jason Hudgins made a motion:

*Approve Selection of Kellogg Partners as Commercial Broker for Assistance with Lease Options*

Treasurer Michelle Nelson seconded the motion.

**MOTION APPROVED UNANIMOUSLY.**

**7. Approve 5-Year Land Banking Depository Agreement with Invest Atlanta**

LBA had a 5-year Land Banking Depository Agreement ("Agreement") with Invest Atlanta that expired on December 31, 2019. Invest Atlanta is interested in entering into a new 5-year Land Banking Depository Agreement.

Mrs. Terica Bashir stated the proposed new Agreement would have the same terms as the previous Agreement with three additional terms:

1. LBA will not allow third-party vendors to enter the banked properties without prior written notification to and approval from LBA. Invest Atlanta will need to notify LBA and obtain consent before any work is performed, this includes accessing the property for boarding, security, etc.
2. There will be no demolition of property without LBA's written consent, confirmation of valid insurance coverage, and an approved executed contract.
3. LBA will charge a 5% late fee if Invest Atlanta does not remit payment within the required time period (e.g. net 30 days).

The Staff recommended to approve the 5-Year Land Banking Depository Agreement with Invest Atlanta to include the three changes.

Boardmember Jason Hudgins made a motion:

*Approve 5-Year Land Banking Depository Agreement with Invest Atlanta with three new changes.*

Secretary Jane Bradshaw-Burnette seconded the motion.

**MOTION APPROVED UNANIMOUSLY.**

**Information Items:**

**8. LBA – Atlanta Land Trust Catalytic Land Cohort Learning Trip – Denver, CO – March 10-12, 2020**

Mr. Norman attended the Catalytic Land Cohort Learning trip in Denver, Colorado, along with representatives from Portland, Atlanta, Houston, Grounded Solutions, and Center for Community Progress. A grant from Wells Fargo supports the Cohort. The goal of the multi-city initiative is to understand how to achieve scale with land banks and community land trusts. The concern is that while we are doing good work in these different cities, we need to expand more rapidly with more scale. The costs to attend were underwritten by Wells Fargo.

**9. Public Comments – None**

**10. Meeting Adjourned**

Meeting adjourned at 10:49 A.M.

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Attorney Janes Bradshaw-Burnette, LBA Secretary