

General Monthly Meeting LBA Board of Directors Thursday, June 25, 2020

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

<https://us02web.zoom.us/j/87806512315?pwd=NktXODd3cHZqc0VNdElQdHhMRW5SUT09>

Meeting ID: 878 0651 2315

Password: 506224

One tap mobile

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+13017158592,,87806512315#,,1#,506224# US (Germantown)

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
9:42am	4. Ratify Minutes – May 28, 2020

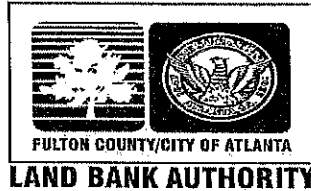
Action Items

Time	Item Description
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9:45am	5. Approve Expansion of Scope of Work for YourCrescendo to Include Branding and Website Production
10:05am	6. Approve Office Lease Amendment for 6-Month Extension with 6-Month Renewal Option
10:20am	7. Approve ePropertyPlus 12-month Subscription Renewal

Information Items	
Time	Item Description
10:30am	8. Proposed Interlocal Agreement with City of Atlanta to Accept Title to Properties Received from Demolition Lien Foreclosure Action
10:45am	9. Update re Surplus Property Sales
10:55am	10. New Financial Management Reports
11:00am	11. Federal Legislation Introduced for National Land Bank Network Act of 2020 (H.R. 7103)
11:15am	12. Public Comments (Two-minute limit per speaker)

Action Item	
11:30am	13. Adjourn



MINUTES
GENERAL MONTHLY MEETING
LBA BOARD OF DIRECTORS
Thursday, June 25, 2020

Type of Meeting: Regular Monthly Meeting

Location: Zoom Conference Call

Board of Directors			
Name:	Title:	Attendance:	
		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 Schools Advisor		NP

Staff and Counsel			
Name:	Title:	Attendance:	
		Present	Not Present
Christopher Norman	Executive Director	P	
Rhonda Corporal	Office Manager	P	
Terica B. Bashir	Program Director	P	
Elizabeth Roberts	Sr. Program Director	P	
Jade Wiles	Asset Manager	p	
Pamela Preston	Management Analyst		Furloughed
Atty. Rodney Strong	LBA General Counsel		NP
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	

1. **Call to Order:** Ms. Janis Ware - Chairperson called the meeting to order at 9:34 A.M.

2. **Adopt Agenda:**

Treasurer Michelle Nelson made a motion to:

Adopt Agenda with no changes.

Board Member Jason Hudgins seconded the motion.

MOTION APPROVED UNANIMOUSLY.

3. **Introductions:**

None.

4. **Ratify Minutes:**

Boardmember Jason Hudgins made a motion:

Ratify minutes as submitted for the meeting on May 28, 2020, with no changes.

Treasurer Michelle Nelson seconded the motion.

MOTION APPROVED UNANIMOUSLY.

ACTION ITEMS

5. Approve Expansion of Scope Work for Your Crescendo to Include Branding and Website Production.

Mr. Norman explained that the LBA engaged Your Crescendo in June 2018, to assist with creating a 5-year Strategic Plan. At the April 23, 2020 meeting the LBA Board of Directors approved the final plan. The Strategic Plan included two recommendations to: 1) update the website and 2) conduct a brand audit. LBA Staff requested that Your Crescendo submit a proposal to expand the scope of their engagement to include these two action items. Their new proposal includes the following:

- Change name to Metro Atlanta Land Bank
- Conduct brand audit to assess current branding and make recommendations for improvement and enhancements.

- Develop brand and style guidelines for a consistent look and feel to maximize brand strategy and standards in support of the growing LBA.
- Create digital brand assets
 - Website
 - Social Media
 - Newsletter
 - Consider including: Thought leadership (white paper, blogs videos and other digital content)

The cost of the engagement will be a total of \$19,500 to be paid in monthly installments of \$6,500.

Mr. Reggie Hammond explained that the branding concept came out of the LBA's Strategic Plan. He stated Your Crescendo will first conduct a Brand Audit & Assessment. They will refresh the brand, grow the brand & engage stakeholders.

Mr. Norman stated that the LBA would use a DBA and not an official name change.

Boardmember Jason Huggins made a motion:

To Approve Expansion of Scope of Work for Your Crescendo to Include Branding and Website Production.

Secretary Jane Bradshaw-Burnette seconded the motion.

MOTION APPROVED UNANIMOUSLY.

6. Approve Amendment to the Office Lease for a 6-month Extension with a 6-Month Renewal Option.

Mr. Norman stated that enclosed in their board information packet is a non-binding letter of intent to continue to lease the current LBA office space. The terms will be for 6 months to commence July 1, 2020, with an option to extend for an additional 6 months. We are waiting for documents from the Vantage Realty Partners attorney's; therefore, the LBA will not be financially liable for the lease being signed late.

7. Approve ePropertyPlus 12-month Subscription.

Mr. Norman explained that this will be the 6th renewal for the LBA. At this time, the LBA has 5 users. The user's annual subscription service fee is \$17,729.25, that is a 5% increase. For the first time, the renewal comes with 8 hours of Professional Services, which can be applied towards User training delivered remotely, advanced configuration services, or other mutually acceptable purposes free of charge.

Treasurer Michelle Nelson made a motion:

To Approve ePropertyPlus 12-month Subscription.

Secretary Jane Bradshaw-Burnette seconded the motion.

MOTION APPROVED UNANIMOUSLY

Informational Items:

8. Proposed Interlocal Agreement with the City of Atlanta to Accept Title to Properties Received for Demolition Lien Foreclosure.

Mr. Norman stated that the City of Atlanta is working with the LBA to accept title for certain properties to re-convey title to Invest Atlanta. This proposed Interlocal Agreement will authorize the City to convey deeds in lieu of foreclosure to the LBA. He stated that there will be restrictions on these properties.

Chairperson Janis Ware questioned if the LBA will receive maintenance fees for these properties.

Mr. Norman replied that they can incorporate maintenance fees into the agreements.

9. Update re: Surplus Property Sales.

Mrs. Terica Bashir stated that the LBA has 6 properties for sale:

- 1070 Lucile Ave - listing price of \$80,000
 - received offer at asking price and closing is scheduled for 7/10/20
- 862 Hubbard St – listing price \$85,000
 - Awaiting more suitable offers in alignment with the listing price
- 2468 Main St – listing price \$80,000
 - No offer at this time, property viewing with agent scheduled for 6/25
- 295 Oak Drive – listing price \$95,000
 - Two (2) counter offers with \$85,000
- Browns Mill Road – listing price \$100,000
 - No offers at this time
 - Fire damage
 - Agent suggests that the LBA reduce asking price
- 501 Cairo – listing price \$42,000
 - Received offer of \$50,500 (above asking price) awaiting chair's signature

10. New Financial Management Reports.

the Atlanta Land Trust, Inc. for the Permanent Affordability Pilot Program and an update on the LBA's finances.

11. Public Comments (Two-minutes limit per speaker) NONE

Executive Session

Boardmember Jason Hudgins made a motion to

Adjourn into Executive Session.

Secretary Jane Bradshaw-Burnette seconded the motion.

MOTION APPROVED UNANIMOUSLY

Secretary Jane Bradshaw-Burnette made a motion to

Exit Executive Session

Vice-Chair Kate Little seconded the motion.

MOTION APPROVED UNANIMOUSLY

Exited Executive Session

12. Adjourn

Adjourned Meeting at 10:17am.

J B Burnette
1-19-21