



**METRO ATLANTA
LAND BANK** | Affordable Housing
Vibrant Communities
Economic Opportunities

General Monthly Meeting MALB Board of Directors Tuesday, August 24, 2021

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

<https://us02web.zoom.us/j/82507387534?pwd=NWdsdk5WXZ3MDBQOUpKVDB1VHdoUT09>

Meeting ID: 825 0738 7534
Passcode: 856787

One tap mobile
+16468769923,,82507387534#,,,,*856787# US (New York)
+13017158592,,82507387534#,,,,*856787# US (Washington DC)

Start Time: 11:00 a.m. Target End Time: 1:00pm

AGENDA

Mission: The mission of the Metro Atlanta Land Bank 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	Pages	Item Description
11:00am	N/A	1. Welcome
11:02am	1-2	2. Adopt Agenda
11:04am	N/A	3. Introductions
11:06am	3-9	4. Ratify Minutes – July 27, 2021

Action Items

Time	Pages	Item Description
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11:10am	10-54	5. Approve Disposition of 943 Camila St. SW, Atlanta, GA 30314 (Parcel # 14 0116-0005-100-5) to Joint Development by Atlanta Housing and Atlanta Land Trust
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Information Items		
Time	Pages	Item Description
11:35am	55-62	6. GA Association of Land Bank Authorities (GALBA) – Request for Statewide Allocation from Georgia ARPA Funds
11:50am	63-79	7. Update on Office Relocation
11:55am	80-82	8. Plan for Reopening of Office to Full Capacity
12:05pm	83-87	9. New Employee – Vacant Property Manager
12:10pm	88-89	10. Financial Update
12:15pm	90-101	11. Release of Request for Proposal for Audit Firms
12:20pm	N/A	12. New Board Member Appointed by Fulton County
12:22pm	N/A	13. Public Comments (Two-minute limit per speaker)
12:26pm	N/A	14. New Business

Action Item		
12:30pm	N/A	15. Adjourn



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MINUTES
GENERAL MONTHLY MEETING
MALB BOARD OF DIRECTORS
Tuesday, August 24, 2021

Type of Meeting: Regular Monthly Meeting

Location: Zoom Conference Call

Board of Directors			
Name:	Title:	Attendance:	
		Present	Not Present
Janis Ware	MALB Board Chairperson	P	
Kate Little	MALB Board Vice-Chairperson	P	
Atty. Jane Bradshaw-Burnette	MALB Board Secretary	P	
Michelle Nelson	MALB Board Treasurer	P	
Petrina Howard	MALB Board Member	P	
Kyle Lamont	MALB Board Member	P	
Vacant	MALB Board Member		N/A
Herb Joseph	Atlanta Public Schools Advisor	P	

Staff and Counsel			
Name:	Title:	Attendance:	
		Present	Not Present
Christopher Norman	Executive Director	P	
Terica B. Bashir	Program Director	P	
Rhonda Corporal	Office Manager	P	
Atty. Rodney Strong	MALB General Counsel		NP
Atty. David Maher	MALB General Counsel	P	
Atty. Tres Dye	MALB Real Estate Counsel	P	
Atty. Jonathan Futrell	City of Atlanta Law Department	P	

Atty. Patrick O'Conner	Fulton County Law Department	P	
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1. Call to Order: Chairperson Janis Ware - Called the meeting to order at 11:03 A.M.

2. Adopt Agenda:

Treasure Michelle Nelson made a motion to:

Adopt Agenda with no changes.

Secretary Jane Bradshaw-Burnette seconded the motion.

MOTION APPROVED UNANIMOUSLY.

3. Ratify Minutes:

Secretary Jane Bradshaw-Burnette made a motion to:

Ratify minutes as submitted for the meeting on July 27, 2021, with no changes.

Treasurer Michelle Nelson seconded the motion.

MOTION APPROVED UNANIMOUSLY.

Action Items:

4. Approve Disposition of 943 Camilla St. SE, Atlanta, GA 30314 (Parcel #14-0116-005-100-5) for Joint Development by Atlanta Housing and Atlanta Land Trust

Mr. Norman explained that the property located at 943 Camilla St. SE, Atlanta, GA 30314 (Parcel#14-0116-005-100-5) was donated to the MALB by Bank of America as part of the Spot Donation Program in response to the real estate crash in 2008-2009. This property is one of the 14 properties previously identified as part of the Permanent Affordability Pilot Program with the Atlanta Land Trust (ALT) via the MOU that was executed in May 2020. He informed the Board that the Atlanta Housing Authority, Inc. dba Atlanta Housing (AH) purchased the adjacent property as part of their CHOICE Neighborhoods affordable housing efforts. AH approached ALT and MALB about working together to develop this parcel in conjunction with theirs. All parties have agreed in principle that this approach makes sense. Mr. Norman explained the following:

- AH (via Invest Atlanta as their partner in the CHOICE Neighborhoods program) will purchase the property “as is” for \$30,290 subject to the appropriate restrictions imposed by the MALB that are reflected in the existing MOU for the Pilot Program with ALT.
- AH will proceed with development plans of the property.
- The land will be purchased by ALT prior to sale of the improvement to a new income qualified buyer under the permanently affordable community land trust model.

Secretary Bradshaw-Burnette questioned what type of structure will be on this parcel and the adjacent property owned by AH.

Mr. Rodrick Wallace, a representative from AH, replied that they will build affordable housing and it will probably be a single-family residence.

Board Member Kyle Lamont asked if the ALT will be purchasing at the same price as AH and if so, is it indicated in the sale agreement.

Attorney Tres Dye, representing AH in this transaction, stated that the price for ALT is not in the current sales agreement. Attorney Dye stated he will amend the agreement to include it.

Vice Chairperson Kate Little asked who has the authority to select the home buyer and if AH's current residents will be able to participate as part of their first-time home buyer program.

Mr. Wallace replied that the homes will be a part of AH's inventory for the first-time home buyer program and other affordable programs.

Board Member Kyle Lamont stated that AH has a different model than the ALT. He asked if AH is choosing the developer, is it the same model by purchase that the ALT uses. He also stated that on the agreement it states that ALT will be co-developers. Board Member Lamont questioned if ALT would enter into a developer agreement.

Mr. Norman stated that this project will be molded after the ALT model, and they will not enter into an agreement.

Vice Chairperson Kate Little made a motion to:

Approve Disposition of 943 Camilla St. SE, Atlanta, GA 30314 (Parcel #14-0116-005-100-5) for Joint Development by Atlanta Housing and Atlanta Land Trust.

Board member Kyle Lamont seconded the motion.

MOTION APPROVED UNANIMOUSLY.

Information Items:

5. GA Association of Land Bank Authorities (GALBA) – Request for Statewide Allocation from Georgia ARPA Funds

Mr. Norman stated that the GA Association of Land Bank Authorities (GALBA) plans to request \$25 million of the \$4.65 billion Georgia American Rescue Plan Funds to support land banks and development throughout Georgia. The timeframe to complete the application process is within the next 30 days. He also stated that the entity that will be distributing any grant funds must be the one

making the application and that GALBA was actively seeking an entity that would serve as both the applicant and fiscal agent on GALBA's behalf.

6. Update on Office Relocation

Mr. Norman informed the Board that the MALB's previous office suite located at 34 Peachtree St. is now completely empty. Staff from MALB will conduct a final walk through with the previous building's management. He stated that the last task to be completed is the internet to be connected in the new office.

7. Plan for Reopening of Office to Full Capacity

Mr. Norman stated that the current reopening plan for the office will be in two phases as follows:

- **Phase One** - (8/23/21-9/3/21) Two-week transition period packing and unpacking items for office space.
- **Phase Two** - (9/7/21) Return to office full-time working a pilot hybrid 4-1 schedule. During the hybrid work schedule, 4 days will be physically in the office with 1 remote day and all employees will follow the same schedule

He stated that all employees are required to be vaccinated.

Mr. Norman explained to the Board that due to the Governor's Emergency Order expiring, Board meetings will be required to be in-person moving forward. MALB attorneys will have to create COVID protocols for use by the Board and the public during meetings.

Secretary Jane Bradshaw-Burnett questioned if either the City of Atlanta (CoA) or Fulton County issued sets of guidelines and if they are not the same, which entity will MALB follow. She also asked as a public agency, what guidelines are enforceable. She concluded her statements by expressing concerns around members of the Board and staff that have children under the age of 12 that cannot receive the vaccine and how public meetings could affect them.

Mr. Norman replied that the MALB is not governed by Fulton County or the COA, so there is latitude for the enforcement of organizational specific guidelines.

Attorney Maher stated that the MALB is looking to see what other agencies and governmental entities are doing at this time. He stated that they are continuing to monitor how Atlanta City Council and Fulton County Commissioner public meetings operate.

8. New Employee – Vacant Property Manager

Mr. Norman stated that MALB hired Ms. Kimberly White for the position of Vacant Property Manager. She will be responsible for the management and maintenance of all assets for the MALB. He stated that the analyst position has not been filled at this time.

9. Financial Update

Mr. Norman informed the Board that the disbursement of the \$300,000 from the COA approved in the current General Fund budget has been requested. Once the funds are received, the MALB's available cash will be back up to approximately \$700,000. He reminded the Board that MALB is eligible for reimbursement of \$14,000 in expenses related to the move to the new suite per the lease agreement.

10. Release of Request for Proposals for Audit Firms

Mr. Norman stated to the Board that the Request for Proposals from accounting firms to perform an internal audit will be issued by September 8th and proposals will be accepted until 4:30 PM, October 8, 2021. He stated that all proposals will be digital, and the plan is to award a firm the contract at the October 26th Board meeting.

Secretary Jane Bradshaw-Burnette asked how often the MALB completes a financial audit.

Mr. Norman stated that the ideal practice is to have an audit performed every year; however due to MALB's financial constraints over the past several years, they were put on hold.

Vice Chairperson Kate Little asked if the MALB will have an audit committee.

Mr. Norman stated that is possible and solely up to the Board.

11. New Board Member Appointed by Fulton County

Mr. Norman informed the Board that Mr. Calvin Brock is the new MALB appointee for Fulton County. Mr. Brock will be the last appointment from Fulton County.

12. Public Comments (Two-minutes limit per speaker)

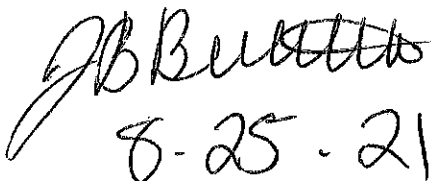
NONE

13. New Business

NONE

14. Adjourn

Meeting adjourned at 12:04 P.M.


8-25-21