



MINUTES
 GENERAL MONTHLY MEETING
 MALB BOARD OF DIRECTORS
 Tuesday, December 19, 2023

Type of Meeting: Regular Monthly Meeting

Location: Marquis II Conference Room, Marriott Marquis Complex. 285 Peachtree Center Ave. NE, Atlanta, GA 30303. Zoom Conference Call access was also provided.

Board of Directors			
Name:	Title:	Attendance:	
		Present	Not Present
Janis Ware	MALB Board Chairperson		NP
Kate Little	MALB Board Vice-Chairperson	P	
Michelle Nelson	MALB Treasurer	P (Virtual)	
Petrina Howard	MALB Board Secretary	P	
Edith Ladipo	MALB Board Member		NP
Joan Arkins	MALB Board Member	P	
Kenneth "Chris" Haider-Bardill	MALB Board Member	P	
Charles "Chuck" Shultz	Advisory Member - Atlanta Public Schools (APS)	P (Virtual)	

Staff and Counsel			
Name:	Title:	Attendance:	
		Present	Not Present
Christopher Norman	Executive Director	P	
Elizabeth Roberts	Internal General Counsel/Sr. Program Director		NP
Terica B. Bashir	Program Director	P	
Kimberly White	Vacant Property Manager	P	
Rhonda Corporal	Office Manager	P	
Atty. Rodney Strong	MALB External General Counsel		NP
Atty. David Maher	MALB External General Counsel	P (Virtual)	
Atty. Tres Dye	MALB Real Estate Counsel		NP
Atty. Michael Ward	City of Atlanta Law		NP
Atty. Patrick O'Conner	Office of Fulton County Attorney		NP

Call to Order: Vice Chairperson Kate Little - Called the meeting to order at 12:08 P.M.

1. Welcome &

Introductions: Board Members and MALB staff introduced themselves.

2. Adopt Agenda:

Secretary Petrina Howard made a motion to:

Adopt the Agenda with no changes.

Board Member Joan Arkins seconded the motion.

MOTION APPROVED UNANIMOUSLY.

3. Ratify Minutes:

Board Member Joan Arkins made a motion to:

Ratify minutes as submitted for the meeting of November 14, 2024.

Secretary Petrina Howard seconded the motion.

MOTION APPROVED UNANIMOUSLY.

Action Items:

- 4. Approve Deed Release of MALB interests for 875 Capital Avenue SW, Atlanta, GA 30315, and 872, 875, 876, 890 Crew Street, SW, Atlanta, GA 30315 (Parcel #'s 14-0075-0010-107-2; 14-0075-0010-108-0; other parcels combined and missing Parcels ID #'s)**

Mr. Norman explained to the Board that on December 30, 1998, Integral Smith PRC LLC, P.EP. Development LTD L.P., and Peoplestown Revitalization Corp. used the five properties listed below as collateral for a construction loan. The MALB extinguished the taxes for the following parcels: 875 Capital Avenue, 872, 875, 876, and 890 Crew St. The property is now known as The Square of Peoplestown. He explained that the extinguishment came with the standard requirement that the parcels be developed for affordable housing within at least 3 years from the tax extinguishment, which ended in 2002. At the end of the 3 year period, it was customary that the MALB release their deed interest. For various reasons, that never happened for these parcels. Mr. Norman stated that the MALB deed remains an encumbrance on the title for the parcels and needs to be released. The proposed deed release is to clear and release the property from certain rights and restrictions including springing rights of reverter and re-entry rights.

Board Member Joan Arkins made a motion to:

Approve Deed Release of MALB interests for 875 Capital Avenue SW, Atlanta, GA 30315, and 872, 875, 876, 890 Crew Street, SW, Atlanta, GA 30315 (Parcel #'s 14-0075-0010-107-2; 14-0075-0010-108-0; other parcels combined and missing Parcels ID #'s).

Board Member Kenneth "Chris" Haider-Bardill seconded the motion.

MOTION APPROVED UNANIMOUSLY.

- 5. Presentation by the City of South Fulton for Approval of Inclusion as a Member of the Metro Atlanta Land Bank**

TABLED.

- 6. Approve a Two-Year Extension of Asset Maintenance Contract for Executive Reality Solutions, Inc.**

Ms. Kimberly White informed the Board that the MALB currently has four asset maintenance vendors. However, staff will only be requesting two-year extensions for three vendors. She explained that it was a mutual decision that the OaksATL no longer provide routine maintenance service to MALB's clients. She stated that the properties they serviced will be divided between the remaining two vendors.

Ms. White stated that at the January 20, 2022, MALB Board meeting, the Board approved Executive Realty Solutions (Executive Realty) as one of four qualified vendor companies to provide asset maintenance services to the MALB and its clients. She stated that the contract agreement was for two years with one two-year option to renew. Their current contract will expire on December 31, 2023, and the MALB desires to execute the two-year extension. Executive Realty currently provides maintenance services for properties land banked by Atlanta Police Foundation and the MALB's own properties. The vendor has done a great job keeping the properties maintained and keeping the staff apprised of when and what services have been provided by utilizing the property database system, eProperty. Ms. White stated that the renewal term will be from January 1, 2024, through December 31, 2025.

Mr. Justin Menifee, REO Director for Executive Realty, stated that working with Ms. White and the MALB is a pleasure and that he looks forward to the next two years.

Secretary Petrina Howard made a motion to:

Approve a Two-Year Extension of Asset Maintenance Contract for Executive Realty Solutions, Inc.

Board Member Joan Arkins seconded the motion.

MOTION APPROVED UNANIMOUSLY.

7. Approve a Two-Year Extension of Asset Maintenance Contract for Synergy Real Estate Group, LLC.

Ms. White stated that the Synergy Real Estate Group, LLC. (Synergy) was also approved at the January 20, 2022, Board meeting as a qualified vendor to provide asset maintenance services. Their contract agreement was also for two years with a two-year renewal option. She explained that the MALB desires to execute the two-year extension. The renewal term will run from January 1, 2024, through December 31, 2025.

Mrs. Masharn Wilson, Managing Member of Synergy, stated that she has been working with the MALB in some capacity for the past twenty years, including the Neighborhood Stabilization Program. She said that she is looking forward to continuing the relationship.

Secretary Petrina Howard made a motion to:

Approve a Two-Year Extension of Asset Maintenance Contract for Synergy Real Estate Group, LLC.

Board Member Joan Arkins seconded the motion.

MOTION APPROVED UNANIMOUSLY.

8. Approve a Two-year Asset Maintenance Contract for R&R Grading and Demolition, LLC.

Ms. White informed the Board that R&R Grading and Demolition, LLC (R&R Grading) was one of four qualified vendor companies approved at the January 20, 2022, Board meeting to provide asset maintenance services. However, it was the only vendor approved to only provide demolition services for the MALB. The original contract expires on December 31, 2023, and has a two-year extension option. She stated that the MALB desires to execute the two-year extension, and the renewal term will be from January 1, 2024, through December 31, 2025. Ms. White informed the Board that two properties are scheduled for demolition: 619 Griffin Street (Invest Atlanta banked property) and 538 Mary Street (MALB property, former NSP property) and will use R&R Grading to provide the service.

Treasurer Michelle Nelson asked if R&R Grading was the only vendor approved for doing demolition projects.

Ms. White answered, yes. They were the only vendor that answered the Request For Qualifications; however, Synergy has previously demolished properties for MALB.

Ms. Tijuna Williams, a representative with R&R Grading, stated the currently scheduled demolitions would be their first two projects with the MALB. She informed the Board they received the permit to move forward on the demolition of 538 Mary Street today.

Treasurer Michelle Nelson made a motion to:

Approve a Two-Year Extension of Asset Maintenance Contract for R&R Grading & Demolition, LLC.

Secretary Petrina Howard seconded the motion.

MOTION APPROVED UNANIMOUSLY

9. Approve Finalist for MALB Accounting Services Request for Proposals

Mr. Norman informed the Board that Rosales Financial Group, LLC (“RFG”) scored the highest amongst the proposals submitted for the Request For Proposals (RFP) for accounting services. The MALB received eight proposals. Each of the proposals were reviewed and scored by qualified individuals, including MALB Staff and Board members. He stated that two proposals were disqualified for non-compliance with the RFP guidelines. He reviewed the responsibilities of the new accounting firm as outlined in the RFP. Mr. Norman stated that it would be a one-time contract. After negotiations are completed, staff will present the terms of the contract at the January Board meeting for final approval. He noted that the MALB staff has requested to approve and move forward with RFG.

Secretary Petrina Howard stated that the Rosales Financial Group's proposal was well-detailed and would fit MALB's accounting needs.

Board Member Kenneth "Chris" Haider-Bardill made a motion to:

Approve Rosales Financial Group, LLC as the Finalist for the Accounting Services Request for Proposals.

Secretary Petrina Howard seconded the motion.

MOTION APPROVED UNANIMOUSLY

10. Approve Center for Community Progress Technical Assistance Grant for Evaluation of Permanent Affordability Pilot Program

Mrs. Terica Bashir explained to the Board that the Center for Community Progress and Grounded Solutions Network (GSN) are offering a technical assistance grant to the Metro Atlanta Land Bank (MALB). The grant will allow the MALB to investigate policy reforms relative to the Permanent Affordability Pilot Program and evaluate the program as a whole. This grant will further support MALB's ongoing efforts to provide permanent affordable housing. She explained that they will conduct informational interviews with Atlanta Metro organizations committed to producing affordable housing with an affordability term of at least 20 years, MALB staff and Board members, as well as other stakeholders. Mrs. Bashir explained that the scheduled activities with GSN and Community Progress are to 1) Review Policies and Engage Local Stakeholders (October-January 2024); 2) Draft Revised Policies (January 2024); 3) Finalize and Present Revised Policies (February).

Board Member Joan Arkins made a motion to:

Approve Center for Community Progress Technical Assistance Grant for Evaluation of Permanent Affordability Pilot Program.

Board Member Kenneth "Chris" Haider-Bardill seconded the motion.

MOTION APPROVED UNANIMOUSLY

11. Ratify Acceptance of \$75,000 Campbellton Road Tax Allocation District Special Fund Grant from Invest Atlanta for Acquisition Due Diligence Costs

Mr. Norman informed the Board that Invest Atlanta approved funding support in the amount of \$75,000 for the due diligence and earnest money costs associated with the acquisition of land for the development of fresh food access located on the Campbellton Road corridor. Invest Atlanta will provide Tax Allocation District (TAD) Funding to the MALB for the payment of earnest money, due diligence services performed, or for executed contracts related to due diligence.

Treasurer Michelle Nelson asked if there is an additional cost for due diligence, will staff come back to petition the Board?

Mr. Norman replied that the Land Bank would not come out of pocket for this project.

Board Member Kenneth "Chris" Haider-Bardill made a motion to:

Ratify Acceptance of \$75,000 Campbellton Road Tax Allocation District Special Fund Grant from Invest Atlanta for Acquisition Due Diligence Costs.

Treasurer Michelle Nelson seconded the motion.

MOTION APPROVED UNANIMOUSLY

12. Approve Insurance Renewal of Corporate Policy and Worker's Compensation Policy

Mr. Norman reminded the Board that the MALB has three insurance policies: 1) Corporate, 2) Worker's Compensation, and 3) Directors and Officers. The Directors and Officers policy is a multi-year (3 years) policy and will not renew this year. The Business/Corporate Policy will be renewed in mid-January, and will be presented at the January Board meeting. He stated that staff is introducing and requesting approval for the Worker's Compensation Policy today.

Treasurer Michell Nelson asked if there were any coverage changes on the policy and have Attorney Elizabeth Roberts and Attorney David Maher reviewed the policies.

Mr. Norman stated there were no significant changes, only a \$500 premium increase.

Attorney Maher said they typically review the policies to ensure coverage and amounts; however, he has not reviewed the 2024 renewal policy. He went on to say that he would be happy to do so.

Board Member Joan Arkins made a motion to:

Approve Insurance Worker's Compensation Policy contingent on Counsel's review.

Secretary Petrina Howard seconded the motion.

MOTION APPROVED UNANIMOUSLY

Information Items

13. Financial Matters Update

Mr. Norman informed the Board that the MALB is still operating in the black at this time. The MALB is waiting for the Fulton County budget to be approved which is typically in January with funds dispersed in February. The City of Atlanta budget/funds are approved in June and will be available in July/August. He also stated that in 2024 the Land Bank will receive monies from the sale of Sheriff/Marshal Deed properties after all title work is completed.

14. Public Comments

NONE.

15. New Business.

Mr. Norman informed the Board that staff is working on the 2024 Board meeting schedule and will be polling the Board members for dates and times.

Adjourned Meeting at 1:00 P.M.

A handwritten signature in blue ink that reads "Peter Howard". The signature is written in a cursive style with a large initial "P" and a long horizontal stroke extending to the right.