

**DETROIT LAND BANK AUTHORITY**  

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**BOARD OF DIRECTORS MEETING**  
**GUARDIAN BUILDING**  
**500 Griswold St, Suite 1200 • Detroit, Michigan**  
**(Belle Isle Conference Room)**

**Tuesday, October 20, 2015**

**2:00 PM**

**MINUTES**

**Present:** Richard Hosey  
Larry Lipa  
Patricia Pernell-Shelton  
Marsha Bruhn  
Erica Ward Gerson

**Others Present:** Detroit Land Bank Authority (DLBA) staff  
Public

**CALL TO ORDER**

Chairperson Ward Gerson called the October 20, 2015 meeting to order at 2:05 P.M.

**ROLL CALL**

All board members were present and a quorum was met.

**ADOPTION OF THE AGENDA**

Chairperson Ward Gerson called for the adoption of the agenda. **Motion by Member Hosey to adopt the agenda. Supported by Member Lipa. MOTION APPROVED.**

**REVIEW AND APPROVAL OF MINUTES**

**Motion by Member Bruhn to adopt the August 25, 2015, September 9, 2015 and October 12, 2015 minutes. Supported by Member Lipa. MOTION APPROVED.**

**PUBLIC COMMENT**

Chairperson Ward Gerson opened the meeting to public comment. Gaston Nash from Arden Park Association inquired about a lot located at 7338 Puritan that was previously owned by DLBA. He stated that the new owner has fenced the property and is dumping asphalt. Mr. Nash asked if DLBA is selling commercial property and if the use for the land to the new owners is monitored. Chairperson Ward Gerson stated that we do not sell commercial lots and referred Mr. Nash to Charity Dean, Sales and Program Manager. Jim Dwight of Rosedale Park Improvement Association asked about the amount of DLBA properties that are occupied. Chairperson Ward Gerson commented that she can only guess that there are about 4,000 and further noted that the DLBA is in the process of launching a new pilot to address the complicated issue of occupied DLBA homes. Nancy Bringham of East English Village also expressed concern about occupied DLBA homes and urged Board to assist with keeping people in their houses. Chairperson Ward Gerson requested Mr. Dwight and Ms. Bringham to stay through the end of the Board meeting, as one of the resolutions on the agenda addresses the DLBA's new pilot program for occupied homes. Joanne Warwick expressed concern about the DLBA's Nuisance Abatement Program and its legality, in addition to requesting the public comment section be moved to a later item on the agenda. Chairperson Ward Gerson directed Ms. Warwick to Michael Brady, General Counsel, for questions about the Nuisance Abatement Program and noted that the DLBA follow City Council's meeting order for

consistency. Debra Baugh reported that she needed assistance purchasing a property, which she had previously put an application in for with the City's Planning and Development Department. Chairperson Ward Gerson referred Ms. Baugh to Jano Hanna, Assistant Deputy Director.

### **EXECUTIVE DIRECTOR'S REPORT**

Carrie Lewand-Monroe, Acting Executive Director, thanked members for her new appointment. Mrs. Lewand-Monroe introduced Pura Bosco, Director of Acquisitions and Land Reuse, and Alese Small, Disposition Closing Manager, to the Board. Mrs. Lewand-Monroe distributed the most recent Council report and stated that Acquisitions and Land Reuse has officially closed out Round 1 of the Hardest Hit Funds with the Michigan State Housing and Development Authority (MSHDA). Mrs. Lewand-Monroe addressed the recent surge in media attention regarding demolition and noted that Craig Fahle will provide an update on this during his staff report. Mrs. Lewand-Monroe also discussed Disposition and reported that auction sales and pricing are up due to realignment with the quiet title program, specifically noting that 350 quiet title auctions were in the last month, and quality reviews of the properties. Mrs. Lewand-Monroe noted 779 properties auctioned and 2,573 side lot sales have been recorded since the inception of each program.

### **STAFF REPORTS**

#### **Acquisitions and Land Reuse.**

Carrie Lewand-Monroe, Acting Executive Director, provided the Acquisitions and Land Reuse update during the Executive Director's report.

#### **Disposition.**

Carrie Lewand-Monroe, Acting Executive Director, provided the Disposition update during the Executive Director's report.

#### **Legal.**

Michael Brady, General Counsel, reported that the Nuisance Abatement Program committee met and has received 1,196 titles to date, which includes some donations. Mr. Brady also reported that they have not lost any lawsuits and the Quiet Title team exceeded their previous monthly goal of 100, by filing a total of 350 quiet title actions in the last month.

#### **Public Affairs.**

Craig Fahle, Public Affairs Director, distributed a report, jointly compiled by the DLBA, Detroit Building Authority and Mayor's Office, that was provided in response to the recent media stories from Charlie LeDuff and confirmed the DLBA is performing a large quantity of quality demolitions. Mr. Fahle walked through the process for demolishing a property and commented that the DLBA values the importance of being environmentally safe. Member Bruhn requested that Mr. Fahle provide her with a detailed list of cost per property against previous administration via email; Member Hosey requested information on other cities' demolition processes.

### **STANDING COMMITTEE REPORTS**

#### **Finance and Audit.**

Member Hosey provided a brief update on projects, reviewed how commercial properties are handled through JET and briefly discussed the budget. Member Hosey also reported that they are transitioning into Financial Force, a program that would allow for better analysis and provide detailed reports that would be readily accessible. Chief Financial Officer Michelle Story-Stewart reported that the audit is moving forward and should be complete soon. Mrs. Story-Stewart will provide a full report to the Board in December.

#### **Project Review.**

Member Lipa confirmed the Acquisitions and Land Reuse and Disposition staff reports, and noted his anticipation for the forthcoming Disposition policy for occupied homes.

### **Community Engagement.**

Member Pernell-Shelton confirmed the Public Affairs staff report and provided a special thanks to Craig Fahle for his recent work with the Detroit Association of Realtors and getting properties sold.

### **TREASURER'S REPORT**

Michelle Story-Stewart, Chief Financial Officer, provided the Treasurer's report to the Board. Mrs. Story-Stewart distributed financials for the period ending September 30<sup>th</sup> and discussed key balance sheet and profit and loss figures. Highlights were the sizeable cash balance and the \$23M awarded in grant funding. Mrs. Story-Stewart answered questions from the Board and a discussion ensued. Member Hosey commented that the cash balance will be used specifically to ensure that vendors and contractors receive payment in a timely manner.

### **OLD BUSINESS**

Chairperson Ward Gerson opened the floor for any Old Business. None was outstanding.

### **NEW BUSINESS**

#### **Resolutions.**

**Resolution 10-03-2015**, regarding approving amending the policy on the disposition of properties to certain existing occupants through the Buy Back Program. Charity Dean provided an overview of the resolution and a discussion ensued. Chairperson Ward Gerson noted that Property Transfer Section i of the resolution should be revised to read "To make a monthly payment of \$100 or more to cover anticipated taxes". Board members also commented on the importance of covering cost for water bills to prevent future issues with property.

Chairperson Ward Gerson stated that an update of the pilot will be reported to the Board. **Motion by Member Hosey. Supported by Member Bruhn. MOTION APPROVED.**

**Resolution 10-04-2015**, regarding approving adopting grant proposal from the MSHDA (Michigan State Housing Development). Mrs. Story-Stewart provided an overview of the resolution and a discussion ensued. During the discussion it was identified that the resolution needed to be revised to add staff names and titles. **Motion by Member Hosey. Supported by Member Bruhn. MOTION APPROVED.**

### **ADJOURNMENT**

There being no further business, Chairperson Ward Gerson adjourned the meeting at 3:13 p.m.