

**DETROIT LAND BANK AUTHORITY**

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**BOARD OF DIRECTORS MEETING  
REMOTE MEETING VIA ZOOM**

**Tuesday, April 28, 2020**

**11:00 AM**

**MINUTES**

**VIA ZOOM WEBINAR:**

Erica Ward Gerson  
Miranda Morrow-Bartell  
Richard Hosey  
Patricia Pernell-Shelton  
Carol Walters

**OTHERS PRESENT:** DLBA Staff

**CALL TO ORDER**

Board Chair Ward Gerson called the April 28, 2020 meeting to order at **11:05 a.m.** and reiterated the process and logistics for a Zoom meeting.

**ROLL CALL**

Member Morrow-Bartell called roll. Five of five members were in attendance, and a quorum was met.

**REVIEW AND APPROVAL OF MINUTES**

Board Chair Ward Gerson called for a motion to approve the March 20, 2020 Board of Directors meeting minutes. **Motion by Member Walters** for approval of minutes. **Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**PUBLIC COMMENT**

Board Chair Ward Gerson opened the floor to public comment. No public present.

**EXECUTIVE DIRECTOR UPDATE**

Saskia Thompson, Executive Director, provided the following departmental highlights and updates:

**Sales**

Saskia highlighted 365 sales and 304 closings for the month of March and 148 sales and 7 closings reflecting a decrease of 30% for the month of April. Saskia also reported that although we are continuing with Auction and On It Now sales, we are functioning with less than 10 staff to perform closings.

**Inventory**

Saskia reported that because we currently have a limited amount of structures available, we are listing 1 auction a day and selling 4 out of 5 per week. Saskia also reported that due to Governor Whitmer's order, maintenance is deferred and limited to emergency situations only and Side Lots sales are on hold.

**Demolition-** Saskia reported that although we have 80 properties in the pipeline, we are not currently demolishing properties due to the Governor's order and will be ready to move forward when the order is lifted.

**Compliance** – Saskia reported that 30-day referral reconveyances have been suspended and all evictions ceased. Saskia also stated that Rehabbed and Ready is on hold until we can be in the field. Once the Governor's order is lifted, we will be using the standardized construction package and are pursuing possible new funding over the next few months.

**Finance** – Saskia reported that the finance department has changed the process of payments to automatic debit for quick turnaround with transactions. Saskia also reported a 20% reduction to the budget, which resulted in cuts of almost 40 staff. Saskia stated that the organizational chart is being revised to reflect changes and will be shared with Board members.

**Work-From-Home update** – Saskia stated that all staff are continuing to work from home and once the Governor's order is lifted all staff will not return to work at the same time. The plan is to continue to utilize working from home and implementing flexible schedules for staff. We are having discussions and working on a comprehensive plan on how to handle public meetings and the re-opening of the 12th floor lobby.

**Budget-** Saskia reported that City Council will be holding Executive sessions this week and we are on standby to testify if called. Our expectation is that our budget will be approved at \$11 million.

**MOU** – Saskia reported that the Detroit Land Bank Memorandum of Understanding is currently in the Planning and Economic Development Committee and we are awaiting City Council meetings to reconvene within 2 weeks.

## **NEW BUSINESS**

### **a. Resolutions**

**4-01-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH BERNADINE DAVENPORT.** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-02-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH CROS GROUP INVESTMENT LLC.** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-03-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH 1727 MERRICK STREET PARTNERS, LLC.** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-04-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH DANIEL AND COLLEEN ROBAR,** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-05-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH TWG INVESTMENTS LLC.** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-06-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH HAMILTON CORRIDOR, LLC.** Karla Marshall, Manager, Projects & Community Partnership, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-07-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO THE CITY OF DETROIT FOR PARK EXPANSION.** Robbie Linn, Director, Inventory provided background on the resolution and Doug Parker, Chief Counsel stated that City Council approval is also required. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-08-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO THE CITY OF DETROIT FOR PARK EXPANSION.** Robbie Linn, Director, Inventory provided background on the resolution and Doug Parker, Chief Counsel stated that City Council approval is also required. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

**4-09-2020 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO THE CITY OF DETROIT FOR PARK EXPANSION.** Robbie Linn, Director, Inventory provided background on the resolution and Doug Parker, Chief Counsel stated that City Council approval is also required. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED ON A ROLL CALL VOTE.**

#### **ADJOURNMENT**

There being no further business, Board Chair Ward Gerson called for a **Motion to adjourn. Motion by Member Hosey to adjourn the meeting. Supported by Member Ward Gerson. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **11:51 a.m.**