

DETROIT LAND BANK AUTHORITY

BOARD OF DIRECTORS MEETING
IN PERSON & VIA ZOOM

Tuesday, June 28, 2022
10:00 AM

MINUTES

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

OTHERS PRESENT: Members of the Public, Members of DLBA Staff

CALL TO ORDER

Board Chair Ward Gerson called the **June 28, 2022**, meeting to order at **10:07 a.m.** and reviewed the process and logistics for a Zoom meeting.

ROLL CALL

Adela Bejo called the roll. Three of five members were in attendance, and a quorum was met. Member Morrow-Bartell arrived at 10:30 a.m. Member Hosey was Excused.

REVIEW AND APPROVAL OF MINUTES

Board Chair Ward Gerson called for a motion to approve the minutes for the May 24, 2022, Board of Directors meeting. **Motion by Member Walters** for approval of the minutes. **Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

PUBLIC COMMENT

Board Chair Ward Gerson opened the floor to public comment.

Gina Peoples— Detroit resident, stated that she lives next door to a Detroit Land Bank property located at 3002 Collingwood and there are trees currently hanging over on her property. Tammy Daniels, Interim Executive Director assisted Ms. Peoples immediately and informed her that a member of the Inventory team would be contacting her to address the issue. Tammy also advised Ms. Peoples that the property is in the demolition pipeline and will request that it be moved up on the list. Board Chair Ward Gerson also noted that due to City Council budget cuts the Land Bank is unable to provide maintenance on a regular basis.

INTERIM DIRECTOR UPDATE

Tammy Daniels, Interim Executive Director reported that we are still in the process of conducting surveys in partnership with the Center for Community Progress in connection with the development of a strategic plan for the Land Bank and reminded Board members to respond to the survey if they have not already

done so. Tammy also stated that she would be ceding her time to Michele Chittick, Assistant Director, and Mark Epolito from Google for a presentation.

- **Google Presentation**

Mark Epolito, Google Public Sector Lead and Michele Chittick, Assistant Director, provided a presentation on a proposed partnership between the Land Bank and Google regarding the implementation of a web chatbot for the Land Bank and reported that it would help to resolve 91% of incoming communications. Mr. Epolito gave a demonstration of the virtual agent for Board Members to see, and discussion ensued. Tammy Daniels noted that she would address all concerns raised by Board members.

OLD BUSINESS

a. Resolutions

5-01-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CUSTOMER SERVICE TRANSFORMATION PROJECT WITH GOOGLE LLC. Tammy Daniels, Interim Executive Director, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

NEW BUSINESS

a. Resolutions

6-01-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REMIT PAYMENT TO SALESFORCE ON BEHALF OF THE DETROIT LAND BANK AUTHORITY. Gabriel Guerrero, Chief Counsel Administration, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

6-02-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REMIT PAYMENT TO FINANCIALFORCE ON BEHALF OF THE DETROIT LAND BANK AUTHORITY. Gabriel Guerrero, Chief Counsel Administration, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

6-03-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO REMIT PAYMENT TO VONAGE NEW VOICE MEDIA ON BEHALF OF THE DETROIT LAND BANK AUTHORITY. Gabriel Guerrero, Chief Counsel Administration, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-04-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A FUNDING AGREEMENT WITH THE CITY OF DETROIT. Doug Parker, Chief Counsel Disposition and Corporate Governance and Veronica Johnson, Property Rehabilitation Program Manager, provided background on the resolution. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

6-05-2022 RESOLUTION TO APPROVE FINAL FY22 BUDGET. Reginald Scott, CFO, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

6-06-2022 RESOLUTION TO APPROVE BUDGET FY23. Reginald Scott, CFO, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton . MOTION UNANIMOUSLY APPROVED.**

6-07-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH BEDFORD DEVELOPMENT LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

6-08-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH BRIDGING COMMUNITIES, INC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-09-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH HARRY AND GENEVA CACOK. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-10-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH FINE WUCHE LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

6-11-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH JIM AND PETER'S FARM LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-12-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH LYKESHA SHELTON. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

6-13-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO WAYNE COUNTY. Rob Linn, Director Inventory, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-14-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO THE CITY OF DETROIT FOR THE PLANNED DEXTER-ELMHURST REC CENTER. Rob Linn, Director Inventory, provided background on the resolution. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-15-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO CONVEY PROPERTY TO THE CITY OF DETROIT FOR CONSTRUCTION OF THE MEADE CUT THROUGH. Rob Linn, Director Inventory, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. Member Walters abstained. MOTION APPROVED.**

6-16-2022 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH ZUHAUSE LLC. Rob Linn, Director Inventory, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-17-2022 RESOLUTION ADOPTING AMENDMENTS TO THE AMENDED AND RESTATATED COMMUNITY PARTNER POLICY. Doug Parker, Chief Counsel Disposition and Corporate Governance provided background on the resolution. Board Chair Ward Gerson requested that the title be revised to reflect a numbering of the amendment. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

6-18-2022 RESOLUTION ADOPTING NEIGHBORHOOD HOME LISTING PILOT PROGRAM POLICY. Board Chair Ward Gerson provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-19-2022 RESOLUTION CHANGING TITLE OF EXECUTIVE DIRECTOR TO CHIEF EXECUTIVE OFFICER, INC. Board Chair Ward Gerson provided background on the resolution. **Motion by Board Chair Ward Gerson to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

6-20-2022 RESOLUTION AUTHORIZING THE BOARD CHAIR TO ENTER INTO EMPLOYMENT AGREEMENT FOR CHIEF EXECUTIVE OFFICER. Board Chair Ward Gerson provided background on the resolution. **Motion by Board Chair Ward Gerson to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

- b. **Equitable Transfers.** Tim Devine, General Counsel, presented to the Board details regarding the transfer of Land Bank property to two individuals under the Land Bank's Equitable Transfer Policy.

CLOSED SESSION

Board Chair Ward Gerson called for a Motion to enter Closed Session. **Motion by Member Morrow-Bartell Supported by Member Walters.** Board Chair Ward Gerson called roll for the vote of each Board Member to go into Closed Session. **MOTION UNANIMOUSLY APPROVED.**

Board Chair Ward Gerson moved to Closed Session at 11:30 a.m.

In accordance with the State of Michigan's Open Meetings Act (OMA), Section 8, Closed Sessions are permitted. The conditions of such a Closed Session includes the following: 1) The Session must be for a "limited purpose," 2) the Session must be conducted during the course of an open meeting and 3) per Section 9(1) of the OMA, the minutes of the open meeting must include the purpose for which a closed session is held.

The purpose of the Closed Session was to consult with the DLBA's attorney regarding trial or settlement strategy in connection with specific pending litigation as permitted in MCL 15.268(e), and to consider material exempt from discussion or disclosure by state or federal statute, specifically Section 13(1)(g) of Michigan's Freedom of Information Act, which protects the attorney-client privilege, as permitted in MCL 15.268(h).

Return to open session at 12:07 p.m.

ADJOURNMENT

There being no further business, Board Chair Ward Gerson called for a **Motion to adjourn. Motion by Member Walters to adjourn the meeting. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **12:08 p.m.**