

DETROIT LAND BANK AUTHORITY

BOARD OF DIRECTORS MEETING IN PERSON & VIA ZOOM

Tuesday, July 26, 2022

10:00 AM

MINUTES

IN PERSON: Erica Ward-Gerson
Patricia Pernell-Shelton
Miranda Morrow-Bartell

EXCUSED Richard Hosey
Carol Walters

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

CALL TO ORDER

Board Chair Ward Gerson called the **July 26, 2022**, meeting to order at **10:04 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 Hosey and Member Walters were each excused.

REVIEW AND APPROVAL OF MINUTES

Board Chair Ward Gerson called for a motion to approve the minutes for the June 28, 2022, Board of Directors meeting. **Motion by Member Morrow-Bartell** 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.

Vanessa Peake – Detroit resident, stated that in April 2022, a person affiliated with the nonprofit organization that Ms. Peake works with, wanted to purchase a side lot that was DLBA's property. Ms. Peake stated that the application was declined because the lot was fenced in with the neighboring property. Ms. Peake stated that the DLBA needs to address this concern. Ms. Peake also stated that the DLBA needs to address people trying to assume vacant lots adjacent to them that belong to the DLBA. Board Chair Ward Gerson asked Ms. Peake to provide the address of the property via email at inquire@detroitlandbank.org so Rob Linn, Director of Inventory, can assist with this matter.

CEO UPDATE

Customer Service Update

Tammy Daniels, CEO, reported that the Client Services Department, now called Customer Service Department, is undergoing an overhaul and the DLBA is actively interviewing to fill several open positions. Tammy reported that the department is being restructured, job descriptions are being rewritten, and pay scales changed. Tammy also reported that under the guidance of Michele Chitick, Assistant Director, the team has seen remarkable improvements in just one month. Tammy reported that in June, the average wait time for people calling into the DLBA was 114.3 minutes, and as of the previous week it was down to 9.8 minutes which is a 92 percent drop. Tammy stated that this is a testament of leadership and a great team that focuses on delivering customer service on behalf of the DLBA. Tammy also reported that she received three in-depth long emails about the level of Customer Service provided by a long-time member of the team, Trezella Goodin, Customer Service Representative.

Employee Satisfaction Survey

Tammy reported that the DLBA retained the services of Custom Insights to do our Employee Satisfaction Survey and that they are finalizing our survey questions and topics for launch early next month. Tammy stated that we will have more to report on the results at the next Board Meeting.

Strategic Planning Initiative

Tammy reported that we are wrapping up the outreach portion of our strategic planning initiative. Tammy stated that the Board has had an opportunity to speak with the Center for Community Progress and they also have received great feedback from the community and City Council members and hopes to reach out to as many people as possible to let their voices be heard.

Mayor's Affordable Housing Initiative Launch

Tammy reported that representatives of the DLBA attended the press conference for the launch of the Mayor's Affordable Housing Initiative where he announced the seven-point plan to create affordable housing in the City. Tammy also reported that the Land Bank is a part of that program, and will provide 20-50 houses to non-profits who will rehab the houses and rent them out to low-income individuals for a period of 10 years.

BUYER SUCCESS STORIES

Alyssa Strickland, Assistant Director, Public Relations & Strategic Initiative, Administration, presented to the Board videos of Buyer Success Stories that showcased the work being done in the community by the DLBA and provided an opportunity to the stories of some buyers of DLBA properties. Charisma Tatum, Digital Content Specialist, shared with the group 10 videos from buyers and discussion ensued. Alyssa stated that we will continue to share buyer stories on our platforms to let them tell the DLBA story for us and show their hard work.

NEW BUSINESS

a. Resolutions

7-01-2022 RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO SERVICES AGREEMENTS FOR PROPERTY MAINTENANCE SERVICES. Rob Linn, Director of Inventory, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-02-2022 RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO SERVICES AGREEMENTS FOR TREE AND STUMP REMOVAL SERVICES. Rob Linn, Director of Inventory,

provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-03-2022 RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A FOURTH AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH ARMORBEARER INVESTIGATIONS, LLC. 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.**

7-04-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH CAT COMPANY LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-05-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH CRYSTAL MARIE EVENTS, LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-06-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH G&E INVESTMENTS GROUP INC. 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.**

7-07-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH MARGOT GUICHETEAU. 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.**

7-08-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH MICHAEL AND STACY HALVORSON. 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.**

7-09-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH JC WORLDWIDE 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.**

7-10-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH DAVON JONES. 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.**

7-11-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH LILY KLINE. 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.**

7-12-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH ALBERT MEMA. 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.**

7-13-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH GUADALUPE JARAMILLO. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-14-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH LUKASZ WIETRZYNSKI. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

7-15-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO FIRST AMENDMENT TO LAND TRANSFER AGREEMENT WITH CITY OF DETROIT BROWNFIELD REDEVELOPMENT AUTHORITY. Doug Parker, Chief Counsel Disposition and Corporate Governance, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. Member Walters abstained. MOTION APPROVED.**

7-16-2022 RESOLUTION APPROVING LISTING OF 19955 SAN JUAN. Rob Linn, Director Inventory, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

7-17-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO OPTION TO PURCHASE AND DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH 1548 TEMPLE, LTD.

Rob Linn, Director Inventory, 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 Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

CLOSED SESSION

Board Chair Ward Gerson called for a Motion to enter Closed Session. **Motion by Member Morrow-Bartell Supported by Member Pernell-Shelton.** 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 11:00 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 11:40 a.m.

ADJOURNMENT

There being no further business, Board Chair Ward Gerson called for a **Motion to adjourn. Motion by Member Morrow-Bartell to adjourn the meeting. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **11:40 p.m.**