

DETROIT LAND BANK AUTHORITY

**BOARD OF DIRECTORS MEETING
GUARDIAN BUILDING
500 Griswold • Detroit, Michigan 48226
(Executive Board Room – 6th Floor)**

**Tuesday, May 14, 2019
11:00 AM**

MINUTES

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

OTHERS PRESENT: Public, DLBA Staff

CALL TO ORDER

Board Chair, Erica Ward Gerson called the May 14, 2019 meeting to order at **11:04 a.m.**

ROLL CALL

Board Chair, Erica Ward Gerson called roll. Five of five members were present, and a quorum was met.

ADOPTION OF THE AGENDA

Board Chair, Erica Ward Gerson called for a Motion to adopt the agenda. **Motion by Member Hosey to approve the agenda. Supported by Member Walters. MOTION APPROVED.**

REVIEW AND APPROVAL OF MINUTES

Board Chair Erica Ward Gerson called for a motion to approve the April 16, 2019 Board of Directors meeting minutes. **Motion by Member Walters for approval of minutes. Supported by Member Hosey. MOTION APPROVED.**

PUBLIC COMMENT

Board Chair Erica Ward Gerson opened the floor to public comment.

- **John Lauve** distributed a proposed form of an agenda to the group to review for use at future Board meetings. Mr. Lauve stated that he would like to see the Detroit Land Bank develop a neighbor to neighbor project, a discount for those living next to blighted structures and a plan to deal with blight.
- **Scott Sell**, Detroit resident and owner of Maison Detroit, LLC in Detroit, stated that he has been purchasing and renovating properties in the City. He recently purchased 912 E. Grand Blvd, a duplex that he currently resides in and rents out. Mr. Sell inquired about the neighboring vacant lot currently owned by the Detroit Land Bank which is not available as a Side lot due to the size.

Mr. Sell requested to speak with someone to possibly negotiate the price of the lot. Reginald Scott, Director, Inventory assisted Mr. Sell with the matter.

Joanne Warwick, Detroit resident, congratulated the team for creating the “Other Projects” page on the website and commented that the Disposition section needs to be updated. Ms. Warwick also commented that the Own It Now program is not like a traditional real estate sale and would like to discuss with Reginald Scott, Director, Disposition.

Miguel Retiyz, stated that he purchased a home 10 years ago and inquired about an open lot next door that he would like to purchase. Mr. Retiyz stated that he has applied four times with no response. Reginald Scott, Director, Inventory assisted Mr. Retiyz with the matter.

EXECUTIVE DIRECTOR REPORT

Saskia Thompson, Executive Director distributed a report and provided the following highlights:

Inventory

Saskia highlighted the following inventory totals:

- 25,236 Structures
- 66,2018 Vacant Lot
- 91,936 Total Inventory

Disposition (Sales)

Saskia highlighted the following Sales numbers for April 2019:

- 54 Auction
- 139 OIN
- 965 Side Lots

Demolition

Saskia reported that the total Hardest Hit Fund spend down is \$258 Million; 75% complete and only approximately 25% left to spend, all of which has been bid through the RFP process.

Client Services

Saskia highlighted 8,529 calls answered and 1,330 Walk-in customers served.

Marketing and Communications

Saskia reported that new billboards, bus signs, and radio spots have rolled out and we are taking advantage of peak sales season.

Spotlight Items:

Saskia highlighted the following items:

- Operations and Demolition department are working together with the DBA and DON's to create an improved real time tracking system for demolition activities in neighborhoods.
- The Inventory department created a new Open House structure to generate interest and allow multiple houses to be shown at one time. This new method was recently used to publicize three Own it Now houses on Hickory street.
- DLBA employees participated in the Motor City Makeover, revitalizing neighborhoods across the City .
- Executive Team provided an update on the Quarterly Report to the Planning and Economic Development Committee on Thursday, May 16th.

- Rod Liggons, Director, Community Affairs and Saskia provided an update on the Osborn Open House event and stated that it was a success and helped to get our message out.

STANDING COMMITTEE REPORTS

Community Engagement

Member Pernell-Shelton reported that the Community Engagement Committee met last week, and she is very excited about the potential for more community projects in the future, Advertisements on D-Dot and Smart buses and special thanks to Jano for her hard work on all of the great upcoming projects.

Finance Audit Committee

Member Hosey reported that the Committee met last week, reviewed the budget, discussed upcoming projects and met the entire Finance staff. Member Walters added that she enjoyed the new format and it was helpful to hear from all of the departments.

Saskia Thompson, Executive Director commented that she was glad to hear that the new format for the committee meetings went well. Member Morrow-Bartell stated that the format was great, and she enjoyed learning about the advertising, and the proposed skilled trades discount policy. She also stated that it is the season for open houses and a great publicity opportunity.

TREASURER'S REPORT

Irene Tucker, CFO, reviewed the April 30, 2019 financials and metrics with the Board and discussion ensued.

NEW BUSINESS

a. Resolutions

5-02-2019 RESOLUTION TO APPROVE FY 2020 OPERATING BUDGET. Irene Tucker, CFO, provided background on the resolution. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

5-03-2019 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH JSP REALTY LLC. Jano Hanna, Assistant Director, Projects, provided background on project and stated that it is subject to City Council approval. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

5-04-2019 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AMENDMENT NO. 1 TO BACKSTOP GRANT AGREEMENT WITH QUICKEN LOANS COMMUNITY FUND. Robbie Linn, Interim Director, Inventory, provided background. Board Chair Ward Gerson provided background. **Motion by Member Morrow – Bartell to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

5-05-2019 RESOLUTION ADOPTING THE SKILLED TRADES EMPLOYMENT PROGRAM DISCOUNT POLICY. Reginald Scott, Director, Disposition, provided an update on the program and discussion ensued. **Motion by Member Hosey to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

5-06-2019 RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH HSBC BANK USA, N.A., TRUSTEE. Board Chair Ward Gerson provided background.

Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.

5-07-2019 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO FUNDING AGREEMENT WITH THE CITY OF DETROIT. Reginald Scott, Director, Disposition, provided background.
Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED

CLOSED SESSION

Board Chair Ward Gerson stated that the General Counsel has informed her that there is no basis for Closed session

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 Walters. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **11:42 a.m.**