

DETROIT LAND BANK AUTHORITY

**BOARD OF DIRECTORS MEETING
IN PERSON & VIA ZOOM**

Tuesday, September 27, 2022

10:00 AM

MINUTES

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

EXCUSED Richard Hosey

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

CALL TO ORDER

Board Chair Ward Gerson called the **September 27, 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. Four of five members were in attendance, and a quorum was met. Member Hosey was excused.

REVIEW AND APPROVAL OF MINUTES

Board Chair Ward Gerson called for a motion to approve the minutes for the July 26, 2022, Board of Directors meeting. **Motion by Member Walters** for approval of the minutes. **Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

PUBLIC COMMENT

Board Chair Ward Gerson opened the floor to public comment.

Vanessa Peake – Detroit resident, inquired about dilapidated houses, the mental state of individuals purchasing properties from the Land Bank and concerns about being targeted for negative treatment by the Land Bank. Board Chair Ward Gerson addressed Ms. Peake’s concerns and CEO Tammy Daniels offered to meet with Ms. Peake after the meeting to discuss the matter further.

Maureen – Detroit resident, requested that the Board of Director’s meeting agenda being revised to include the addresses of property being purchased. Board Chair Ward Gerson responded and stated that we would include a listing for future meetings. Maureen also inquired about 1815 Seminole and asked if it would be on today’s agenda. Board Chair Ward Gerson replied that it would not be on the agenda.

CEO UPDATE

Organizational re-structure/update

Tammy Daniels, CEO, reported that the organization has been restructured to allow for a more strategic alignment with our finances and stated that Reginald Scott, CFO, will take on the additional role of COO and in this capacity will also oversee Information Technology, Salesforce and Procurement. Tammy also stated that the titles for the Disposition and Inventory department have been changed and are now called the Real Estate Sales and Marketing and Planning and Data Analysis department, respectively.

General Counsel

Tammy announced that Doug Parker has accepted the role of General Counsel and has plans to hire a Chief Litigation Officer to assist with certain litigation responsibilities.

Human Resources Director

Tammy introduced Michele Shelton, new Human Resources Director, to the group and stated that she worked most recently with the City of Detroit and brings a wealth of experience.

Property Rehabilitation

Tammy announced that Veronica Johnson has been promoted to the position of Assistant Director, Property Rehabilitation.

Work Schedule

Tammy reported that the work schedule transitioned from 2 to 3 days in the office beginning October 10th and all Covid protocols will remain in place. Tammy also reported that Juneteenth will be recognized as an official DLBA holiday beginning in 2023.

Employee Satisfaction Survey

Tammy reported that the Employee Satisfaction Survey has been completed and closed out with nearly 90% participation from staff. Tammy also stated that we will be meeting with Custom Insights to review the results and will provide a copy to the Board at the October meeting.

Strategic Planning Initiative/Framework

Tammy reported that she has a meeting scheduled today with the Center for Community Progress to review the draft framework and to discuss ways to create a more robust plan on how to engage the community. Tammy stated that we intend to contract a company to conduct the community engagement and will share the plan with the Board prior to implementation and a robust discussion ensued.

RVP Conference

Tammy reported that she and several members of the staff attended and presented at the Reclaiming Vacant Properties Conference last month and it was a great success. Board Chair Ward Gerson stated that it would be a great idea to schedule a lunch and learn and share with other staff members.

NEW BUSINESS

a. Resolutions

9-01-2022 RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A FOURTH AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH DOOR AND WINDOW GUARD SYSTEMS. 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.**

9-02-2022 RESOLUTION AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO A SECOND AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH H&R PROCESS SERVING GROUP, LLC. 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.**

9-03-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH BROTHER NATURE PRODUCE 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.**

9-04-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH MARTYNA ALEXANDER AND DANIEL RIBAR. 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.**

9-05-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH JOANNE BROWN. 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.**

9-06-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH CREATIVE IDEAS LLC. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

9-07-2022 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.**

9-08-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO PURCHASE & DEVELOPMENT AGREEMENT WITH LOVE N LABOR BOTANICALS 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.**

9-09-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO ENTER INTO OPTION TO PURCHASE & DEVELOP AND AGREEMENT TO MAINTAIN PROPERTY WITH RESURRECTION COMMUNITY DEVELOPMENT CORPORATION. Karla Marshal, Manager, Projects & Community Partnership, Disposition, provided background on the resolution. **Motion by Member Morrow-Bartell to approve resolution. Supported by Member Walters. Member Pernell-Shelton abstained. MOTION APPROVED.**

9-10-2022 RESOLUTION APPROVING CHIEF EXECUTIVE OFFICER TO RECEIVE PROPERTY FROM, AND CONVEY PROPERTY TO, THE CITY OF DETROIT. Rob Linn, Director, Inventory provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

9-11-2022 RESOLUTION APPROVING TRANSFER OF 14142 BIRWOOD. Rob Linn, Director, Inventory, provided background on the resolution. **Motion by Member Walters to approve resolution. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.**

9-12-2022 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH REVLEGAL SERVICES, INC. Doug Parker, General Counsel, provided background on the resolution. **Motion by Member Walters 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 Walters Supported by Member Morrow-Bartell** 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 11:12 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 11:46 a.m.

ADJOURNMENT

There being no further business, Board Chair Ward Gerson called for a **Motion to adjourn. Motion by Member Pernell-Shelton to adjourn the meeting. Supported by Member Morrow-Bartell. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **11:47 a.m.**