

GRIFFIN SPALDING COUNTY LAND BANK AUTHORITY

406 North Hill Street, Griffin Georgia 30223

BOARD OF DIRECTORS

Newton Galloway
Patty Beckham
Shirley Gardner
Jim Smith

EXECUTIVE DIRECTOR, interim

Virginia S. Church

MINUTES OF REGULARLY SCHEDULED MEETING

September 13, 2018 4:00 p.m.

406 North Hill Street, Griffin Georgia 30223

The regularly scheduled meeting of the Griffin Spalding County Land Bank Authority was held on Thursday, August 9, 2018 at 4:00 p.m. at 406 North Hill Street, Griffin, Georgia with the following members present: Newton Galloway, Shirley Gardner, and Jim Smith. Chairman Newton Galloway presided over the meeting.

A. Determination of Quorum

Mr. Galloway determined that there was a quorum, as he, Jim Smith, and Shirley Gardner were present. Patty Beckham was absent. Mr. Galloway moved to amend the agenda to add: item F.5. Discussion of 620 West Poplar Street. Second by Mr. Smith. Motion passed 3-0.

B. Approval of minutes

1. June 14, 2018

Motion to approve by Mr. Smith, second by Ms. Gardner. Motion passed 3-0.

2. July 12, 2018

Motion to approve by Mr. Galloway, second by Ms. Gardner. Motion passed 3-0.

3. August 9, 2018

Motion to approve by Mr. Smith, second by Ms. Gardner. Motion passed 3-0.

C. LBA Management

1. Interim director update and license status

Ms. Church reported on health issues that had required an overnight stay in the hospital. She informed the Board that her law license has been in an inactive status for the past 4 years. Ms. Church asked if the Board wanted her to change to an active status, which would require payment of some minor additional fees (approximately \$150.00) and continuing legal education classes. Mr. Galloway moved for Ms. Church to change to active status, for the Land Bank to reimburse her for the fees, and that the Board would review request for payment for CLE classes on a case by case basis. Second by Mr. Smith. Motion passed 3-0.

2. Administrative support update

Ms. Church reported that Kat Martin had not provided any additional assistance since shortly after the Board's August meeting, but that there are still tasks for which she would like administrative support. Mr. Galloway asked that Ms. Church provide the Board with a list of tasks and the time for them which she would like for Kat Martin to perform.

3. Report on Joint Meeting with Spalding County

Mr. Galloway stated that he and Ms. Church had attended a joint meeting with the County board and reported to the County about the status of the Land Bank's work. There was discussion about the trial program the Land Bank is working on with Wild Plum, LLC, and the commissioners expressed their thoughts and concerns. The County Board voted to continue funding the Land Bank and staff was authorized to deposit the checks already received from the County.

4. Report on meeting with Wild Plum, LLC

Ms. Church reported that she and Mr. Galloway had met with Butch Armistead. Mr. Armistead had proposed guidelines for the Deed Under Power trial program and Mr. Galloway and Ms. Church suggested some additional ideas. A final set of guidelines will be presented to the LBA Board at the October meeting. Mr. Armistead would like for the Board members to tour the properties Wild Plum has already sold and Ms. Church is scheduling that for the week of Sept. 24.

D. Financial information

1. Recent bank statements; review and approval of checks written

Motion to approve by Ms. Gardner, second by Mr. Smith. Motion passed 3-0.

2. Payables list

- i. Comcast
- ii. Mauldin & Jenkins
- iii. Kidei Landscaping

Mr. Galloway moved for staff to pay the Comcast and Kidei Landscaping bills and to hold the Mauldin & Jenkins bill for a later item agenda. Second by Ms. Gardner. Motion passed 3-0.

3. Status of stormwater bills

Ms. Church reported that the past due bills have been paid, and the new bills she has received are less than \$15.

4. Status of reimbursement from City for Kidei Landscaping

Jessica O'Connor stated that the City had entered into a contract with the Griffin Housing Authority to maintain properties in the city limits. The Land Bank is a 3rd party beneficiary of that contract. Mr. Galloway stated that he wants the Land Bank to give Kidei Landscaping a 30-day notice to terminate their agreement. Later in the meeting, Mr. Galloway put this in the form of a motion, with a second by Mr. Smith. Motion passed 3-0. The City will reimburse for the bills from Kidei to date and Ms. O'Connor will see if the City will reimburse those accrued during the 30-day notice period.

Ms. O'Connor and Ms. Church will coordinate an agreement between the Land Bank and the City for mowing and cleanup services to be provided to the Land Bank via the City-GHA contract.

5. Request from Kidei Landscaping for dumping account

Mr. Galloway and Jessica O'Connor agreed that, since the Housing Authority will be handling any dumping, there is no need for the Land Bank to set up its own account.

6. Report on redemptions: 1739 Westminster Drive
Staff received the redemption amount for this property and will pay the taxes to the tax commissioner and deed the property back to the owner.
7. Status of audit
Ms. Church will send a final spreadsheet with as much information as possible to Mauldin & Jenkins next week. Stephanie stated that they will begin to do the actual audit work once she has that. Mr. Galloway moved that Ms. Church find out how much more the audit will cost, how much has been paid, and with what restrictions Mauldin & Jenkins will be able to complete it and report that information to the Board. Second by Mr. Smith. Motion passed 3-0.

E. Properties – Old Business

1. 1002 Kilgore Road – *title ordered*
2. 732 E. Chappell Street – (Burkhalter Realty)
Staff has spoken with Mr. Burkhalter, who does want to donate the property, and has ordered title work prior to accepting the donation, as recommended by Stephanie Windham.
3. Purchase offer from Bill Murray – *report of discussion*
Mr. Murray is not willing to accept the owner-occupancy restriction and has withdrawn his offer.
4. 113 Quail Lane – *title ordered*
5. 505 Northside Drive – *title ordered*
6. 4717 West McIntosh Road – *title ordered*
7. 401 North 16th Street – *title ordered*
8. 623 Wright Street
Mr. Dukes is still interested in purchasing this property. Staff will schedule a closing with Beck, Owen & Murray, per Mr. Dukes request.
9. 116 N. 15th Street (Habitat donation) – *title ordered*
10. 1003 E. McIntosh – *title ordered*
11. 818 & 820 E. Solomon Street – *title ordered*
12. 824 & 830 E. Solomon Street – *title ordered*

F. Properties – New Business

1. 519 Lucile Street – offer to purchase
Belinda Mathis lives on the adjacent property and has offered to purchase for \$500. She wants to combine this lot with her own. Mr. Galloway moved to accept the offer, subject to combination of the lots. Second by Mr. Smith. Motion passed 3-0.
2. 1425 ½ Spelman Ave – offer to purchase
Jose Alyah has offered to purchase for \$7,500.00. He wants this house for his brother to live in. Mr. Galloway moved to accept the offer. Second by Mr. Smith. Motion passed 3-0.
3. 323 E. Bank Street – offer to purchase, request to City for clean-up help
James Berry has offered to purchase this lot for \$4,000.00, and requests that the City provide up to 10 dumpster loads to assist him in having it cleared, as previously offered by Phil Francis, the director of solid waste. Jessica O'Connor states that she does not know if the City is still willing to do that, but she will investigate it. Mr. Galloway moved to accept the offer and request assistance from the City. Second by Mr. Smith. Motion passed 3-0.

4. Offer to Purchase Real Estate from Griffin Area Land Trust
 - a. 1133 West College Street Ext.
 - b. 1135 West College Street Ext.
 - c. 1137 West College Street Ext.
 - d. 1139 West College Street Ext.
 - e. 1143 West College Street Ext.
 - f. 1321 West College Street Ext.
 - g. D.F. Fuller Drive, parcel 051-03046
 - h. D.F. Fuller Drive, parcel 051-03045
 - i. 617 Newton Street

After lengthy discussion, Mr. Galloway moved to table this matter for 30 days, during which time staff will coordinate a meeting with the City and the Land Trust to discuss a development plan for the area. Second by Mr. Smith. Motion passed 3-0.

Mr. Galloway also asked Ms. O'Connor if the City can provide a GIS map of the area, showing the ownership of each property. Ms. O'Connor stated the City could produce a map.

5. Discuss 620 West Poplar (amendment to agenda)

Mr. Galloway informed the Board that he has instructed Ms. Church to set up a meeting with the Historical Society, the City, and the Land Bank to discuss options for this property, as it is in worse shape than it was before it was sold to the Zimmermans.

Ms. O'Connor informed the Board that the City is willing to swap only certain properties, as previously discussed in a Land Bank closed session.

- G. Executive session pursuant to O.C.G.A. § 50-14-3, if required.

None required.

H. Adjourn

Prepared by:

Approved:

Virginia S. Church
Executive Director, interim

Newton M. Galloway
Chairman