

REGULAR SCHEDULED MEETING MINUTES

Griffin-Spalding County Land Bank Authority

January 27, 2025

One Griffin Center Municipal Courtroom

100 S. Hill St, Griffin, GA

4:00 PM

Call to Order

Determination of Quorum

Chairman Newton Galloway presided, convening the meeting at 4:01 PM

Board Members present were Patty Beckham (Vice Chair), Bruce Ballard (Treasurer) and Pamela Sutton. Cora Flowers joined the meeting at 4:15 PM. Also present were Mayor Doug Hollberg, David Penland (Counsel), David Allen, Michelle Haynes, Eva Morales and Christopher Blocker (Land Bank Authority Manager)

Approval of Agenda

Call to Motion to approve agenda made by Newton Galloway

Motion to approve agenda made by Bruce Ballard. Second by Patty Beckham. No further discussion and no objection

Motion approved 4-0

Approval of Minutes

Approval of Minutes for the Regular Scheduled Meeting for December 12, 2024

Call to Motion to approve minutes made by Newton Galloway

Motion to approve minutes for the Regular Scheduled Meeting on December 12, 2024. No further discussion and no objection. The motion was approved by Bruce Ballard. Second by Patty Beckham. No objection and no objection.

Motion approved 3-0, Ms. Pamela Sutton abstained her vote.

Public Comments

At this time, the Chairman opens the floor to comments from public. Comments should relate to a specific agenda item. Comments related to property availability can be directed to Christopher Blocker, Land Bank Authority Manager at (678) 544-5292 and cblocker@cityofgriffin.com

Kim Avery of Grayson, Georgia addressed the board regarding applications to purchase property from the Land Bank Authority and when property would be available for purchase from the Land Bank Authority. Christopher Blocker informed Ms. Avery and the general public that the Master Property Inventory would be available on the Griffin-Spalding Land Bank Authority website after the meeting.

Jonathan Joseph, partner with Griffin Modern, addressed the board to inform the board about new developments that Griffin Modern has under construction in Griffin. Griffin Modern has completed their

model home in the last 30 days. Griffin Modern has 6 homes currently under development. Griffin Modern is currently partnering with Truist to assist home owners with financing and homebuyer education. The homes will be owner-occupied homes. Griffin Modern is looking to acquire properties from the Land Bank Authority in close proximity to downtown Griffin.

Regular Agenda

1. Welcome to the new Griffin-Spalding Land Bank Authority Board Members

City Appointees Patty Beckham and Pamela Sutton were welcomed by the Land Bank Authority Board Members. The city appointees were appointed at the January City Commission Meeting.

2. Conduct Board Elections for new Griffin-Land Bank Authority Officers

Patty Beckham nominated as Vice Chairwoman by Newton Galloway. Second by Cora Flowers

Motion to close nominations by Bruce Ballard. Second by Cora Flowers.

No discussion, no objection. Motion passed 5-0

Patty Beckham elected as Vice Chairwoman of the Griffin-Spalding Land Bank Authority

Call to motion for Board Election for the Chairman by Newton Galloway.

Newton Galloway nominated as Chairman by Bruce Ballard. Second by Patty Beckham

Motion to close nomination by Bruce Ballard. Second by Patty Beckham.

No discussion, no objection. Motion passed 5-0

Newton Galloway elected as Chairman of the Griffin-Spalding Land Bank Authority

3. Consider retainer agreement for David Penland, Attorney at Beck, Owen & Murray, to serve as general counsel for Griffin-Spalding Land Bank Authority in the amount of \$35,000.00 (Blocker)

Discussion regarding David Penland to serve as the legal counsel for the Land Bank Authority.

Discussion regarding appointment of David Penland as the legal counsel for the Land Bank Authority. Mr. Penland has served as the interim Executive Director after the resignation from the previous director. Mr. Penland has also done closings on behalf of the land bank authority. The retainer will be used for city budgetary allocation in the current budget year. Mr. Penland will bill against the retainer at the hourly rate listed in the retainer agreement. The funds will be held in a trust and zeroed out at the end of the month. The bill will be presented at the monthly meeting. David Penland to provide comprehensive legal services and general legal oversight and not solely focused on real estate matters.

Motion to approve retainer agreement for David Penland, Attorney at Beck, Owen & Murray, to serve as general counsel for Griffin-Spalding Land Bank Authority in the amount of \$35,000.00 with the following amendments to the agreement presented: Strike "Advise you on such legal issues as you may specifically request" and replace with "advise you on such legal matters as needed" and Strike "Nor shall we have any duty to update you as to any matter in which we may have previously advised or represented you." by Cora Flowers.

Second by Newton Galloway.

No further discussion, no objection. Motion is approved as amended. 5-0

4. Discussion regarding Griffin-Spalding Land Bank Authority Property Inventory (Blocker)

Discussion about Land Bank Authority Master Property Inventory List as prepared and presented by Land Bank Authority Manager Christopher Blocker. There are 355 Parcels totaling 152.95 total acres in the Land Bank Authority inventory. Christopher Blocker presented the inventory list as of December 2021 and the list of sales from January 2022. The Land Bank Authority has not purchased the property from the Tax Commissioner Tax Sale, the property was acquired as a credit bid. A credit bid occurs when there is no bid at the tax sale auction, the Tax Commissioner will transfer the property to the Land Bank Authority and there no financial transaction. The Land Bank Authority has sold the properties at a significant discount from the Tax Sale price. The current sales price for the Land Bank Authority inventory is \$589,907.00 and the assessed value is approximately \$4.5M. The Recommend Minimum Bid policy was approved in 2019 and was approximately 25% of the Tax Assessor's Assessed Value.

Recommendation by Christopher Blocker to release a Request for Qualifications to appraise 100 parcels in the amount of \$40,000.00.

There are currently 62 parcels under contract by the Land Bank Authority. Currently the Land Bank Authority has property in the inventory as "Banked, Not For Sale" which means the property has been identified as a parcel that will be part of a future targeted development in the city or county. The Land Bank Authority has an obligation to contact the individuals who were under contract to give them the right to refuse the contract. There needs to be time parameters on when the individuals who were under contract

Recommendation by Cora Flowers for a property schedule and timeline for appraisal. There should be RFPs done for individuals to buy the properties. The Land Bank Authority board need to comprehensively revise policies for standard bid structure and policies. The appraisal may not be warranted. The board needs to consider the suitability of use. Current policy does not state that an appraisal is required to determine the price. The board needs a plan for property disposition.

The Land Bank Authority will adhere to the existing price under contract. These contracts will need to be amended. A very few of the existing contracts have had the right of redemption completed. The right of redemption does expire; the foreclosure of the right of redemption does not. The contracts with the individuals will need to be amended but with the same terms, conditions and price.

Prioritize the properties that can be sold the quickest. The tax assessed value may be sufficient to determine the price. Christopher has been directed to bring back the list of priorities to the Land Bank Authority such as nuisance, central business district and "foreclosure of right of redemption properties".

Christopher to work with Planning & Development (City of Griffin) and Community Development (Spalding County) as a factor in priority.

5. Presentation to the Land Bank Authority Board regarding Land Bank Manager Activity (Blocker)

Christopher Blocker presented Land Bank Manager Activity Report. Christopher Blocker met with Corinne Thornton, Office Director and Region 4 Representative with the Georgia Department of Community Affairs. Christopher Blocker toured new housing developments in Griffin and Spalding County.

No board action taken

6. Discussion about Land Bank Authority Board Workshop scheduled for Monday, February 24th with SJT Partners (Blocker and Flowers)

Christopher Blocker updated the board on Land Bank Authority Board Workshop. Christopher intends to invite board members, city and county staff, housing authority and other key partners to the upcoming workshop. The first hour would consist of training and the remaining time in the workshop would be working through existing policies of the board. Christopher has given the contact information for the city manager, county manager, David Penland and other individuals in preparation of the workshop.

No board action taken

7. Update the Board on closings, redeemed property, right of redemption foreclosure status, contracts pending, request for properties awarded but not under contract (Penland and Blocker)

There is 1 Side-Lot Closing scheduled. David has not heard a response from the purchaser regarding that property

a. Consider redraft closing fee in the amount of \$250.00 for the purchase of 817 Ray St, Griffin and 341 N. 14th St, Griffin.

The purchaser has no-called and no-shown twice for two separate closings in 2024. The \$250.00 fee will be payable to Beck, Owen and Murray to cover the expenses for closing. The contract will need to be amended.

Motion to approve redraft closing fee in the amount of \$250.00 for the purchase of 817 Ray St, Griffin and 341 N. 14th St, Griffin made by Patty Beckham.

Second by Bruce Ballard

Motion passed by 5-0.

8. Consider approval and adoption of new logo for Griffin -Spalding Land Bank Authority (Blocker)

Christopher Blocker presented options for consideration of the Land Bank Authority Board. The logo needs to be condensed and “Griffin Spalding” needs a hyphen. There needs to be slight changes to the logo design and bring the logo back for consideration for adoption.

No board action taken

Report of Finances

Treasurer and Land Bank Authority will update the Board on expenses, monies received and any other pertinent financial information

1. Presentation of current financial statements (Ballard)

Treasurer Bruce Ballard presented LBA Bank Statements for month ending December 2024. The Land Bank Authority started the month of December with \$6,253.05. Checks and expenses cleared in the amount of \$2,108.65 and there was a credit of \$5,000.00 from the sale of a property. The Land Bank Authority ended the month of December with a balance of \$9,144.40. There was one check outstanding from

November 2024 payable to Metro Southern Media that had not cleared until December. In the public fund checking account there was no change in the account which started and ended at \$17,994.01.

Call to motion to approve financial statements as presented by Bruce Ballard by Newton Galloway.

Motion to approve financial statements as presented by Patty Beckham.

Second by Cora Flowers.

No further discussion and no objection. Motion is approved 5-0.

Motion to elect Bruce Ballard as the Land Bank Authority Board Treasurer made by Patty Beckham.

Second by Cora Flowers.

No further discussion and no objection. Motion is approved 5-0.

Discussion regarding the appointment of the Board Secretary to keep the record of the board actions, minutes and board activities.

Motion to appoint Christopher Blocker, Land Bank Authority Manager, as Board Secretary made by Newton Galloway.

Second by Patty Beckham

No further discussion and no objection. Motion is approved 5-0.

2. Presentation of the City of Griffin FY Budget 2025 (Blocker)

Christopher Blocker presented LBA City of Griffin FY 2025

The LBA approved the budget in FY 2025.

Motion to approve Land Bank Authority Budget with the amendment of moving \$18,000.00 from Disposal Services to Professional Services for audit service for FY 2023 and FY 2024 by Newton Galloway.

Second by Bruce Ballard

No further discussion and no objection. Motion passed 5-0

3. Consider engagement letters with Mauldin & Jenkins for audit services for FY 2023 and FY 2024 (Blocker)

Christopher Blocker presented the engagements letters for FY 2022, FY 2023 and FY2024 in the amount \$9,000.00 for Mauldin & Jenkins audit services for FY 2023 and \$9,000.00 for Mauldin & Jenkins audit services for FY 2024.

Motion to approve engagement letters with Mauldin & Jenkins for audit services for FY 2023 and FY 2024 made by Cora Flowers.

Second by Newton Galloway.

No further discussion and no objection. Motion passed 5-0

4. Discussion regarding Georgia Interlocal Risk Management Agency Renewal GIRMA 2025-2026 (Blocker and Penland)

Christopher and David are investigating if the Land Bank Authority may qualify under the City of Griffin's existing coverage as an Authority, Board or Commission. David Penland believes that the Land Bank Authority does not qualify for coverage under the City of Griffin GIRMA coverage.

Motion to table discussion Georgia Interlocal Risk Management Agency Renewal GIRMA 2025-2026 until more information is discovered by Cora Flowers

Second by Newtown Galloway.

The Land Bank is covered by the existing GIRMA policy until April 2025.

No further discussion and no objection. Motion passed 5-0

Authority Member Comments

Bruce Ballard: The Land Bank Authority is audited every year. Our finances are monitored through Quicken to track data with bank accounts and provide that data to the auditors. Now the Land Bank Authority has varied accounts which can be concerning and convoluted. The intergovernmental agreement does not state that it should be where the Land Bank Authority should have multiple accounts managed by the Land Bank Authority and the City of Griffin. The Land Bank Authority submitted a budget to the city and county. The Land Bank Authority needs to be mindful of the accounting.

Adjourn

Motion to adjourn by Patty Beckham

Second by Patty Beckham

Meeting adjourned at 5:58 pm