

Minutes of the Clayton County Land Bank Board

Regular Meeting of August 19, 2021

Meeting called to order at: 6:15 p.m. by James Shelby, Vice Chair

Board members present at the Meeting:

- Latrice Mitchell (delayed join)
- Deborah Lovelace (delayed join)
- Mike Mead
- David Allen (departed early)
- Rebekah Wright
- Tanya Lane (delayed join)
- Marti Tracy
- Greg Washington
- James Shelby (departed early)
- Kenny Ruffin
- Artie Jones

Others Present:

- Allie Jett- Jett Law Group (Legal Counsel to the Land Bank)
- Patrick Jett – Jett Law Group
- Kemith Thompson – Clayton County School District
- Sara Toering – Presenter

Motion for adoption of agenda and Confirmation of no Conflicts of Interest - Mr. Shelby moves to adopt the agenda and that there are no conflicts of interest, Mr. Allen seconds
Vote passes unanimously

Old Business

1. **Approval of previous meetings minutes** – Mr. Shelby moves that previous meeting minutes are adopted as presented
Seconded by Mr. Mead seconds
Vote passes unanimously
2. **Status of School Board re Tax Extinguishment** – counsel gives update as to status; Mr. Thompson gives follow-up to meeting with Schoolboard
3. **Inventory of properties update** – Counsel presents update of properties
4. **Executive Session – 6:29 – 6:41**
Mr. Jones moves to enter executive session, Mr. Shelby seconds
Vote passes unanimously
5. **New Business – 6:41**
 1. Report from legal counsel –

- a. Report on redemptions made - Ms. Jett confirmed that no requests have been made for redemptions since the most recent board meeting
 - b. Report on resources and process for maintenance of properties
2. Governance issues –
- a. Adoption of revisions to Bylaws & Administrative Policies and Procedures
Presentation by Sara Toering
 - Mr. Allen moves to adopt the Revised Bylaws, seconded by Mr. Jones
Voted passes unanimously
 - Mr. Allen moves to adopt the Administrative Policies and Procedures as presented, seconded by Mr. Jones
Vote passes unanimously
 - b. Establishment of banking relationship
Mr. Jones moves to allow Counsel to set up operating and escrow banking accounts pertaining to Land Bank funds, seconded by Mr. Mead
Vote passes unanimously
 - c. Election of treasurer
Discussion of possible combination of secretary and treasurer position.
Motion deferred to later date due to Mr. Allen's early departure from meeting.
3. Consideration of quote on Directors & Officer's insurance Quote presented by Ms. Jett
Mr. Mead moves that we accept quote and to paid by funds currently held in Trust, seconded by Mr. Jones
Vote passes unanimously
4. Land Donation Requests presented by Ms. Jett
- a. 13205A D031 / 114 Hamlet Ct, Riverdale, GA. 30274 (from private owner)
 - b. 12818 Panhandle Rd, Hampton, GA (from County)
Board would like to move forward with due diligence to be overseen by Counsel, including title search. Any motion on approving the donation requests is deferred until diligence is completed.
5. Two utility easement requests from Georgia Power presented by Ms. Jett
- a. 2050 Valley Woods Drive
 - b. 7106 Whitfield Drive
- Mr. Mead moves to approve requests, seconded by Mr. Jones
Vote passes unanimously
6. Request for parcel transfer from City of Morrow presented by Ms. Tracy
12115A A028 / 0 Childers Way
Mr. Jones moves to approve, seconded by Mr. Mead
Vote passes unanimously

7. Initiation of title clearance work on Yorktowne parcels presented by Ms. Jett and Mr. Jones
Ms. Tracy moves to get clear title on the properties, seconded by Ms. Wright
Vote passes unanimously

8. Acquisition of properties at September tax sale presented by Ms. Jett
Board in agreement to defer to each individual municipal representative for consideration of property to be obtained by the Land Bank within their respective jurisdictions and the properties within the unincorporated area of the county will be reviewed and decided by the county representatives on the board.

9. Process and timeline for consideration of future conveyances
a. Solicitation of governmental requests
b. Selection of applications for future consideration
Board in agreement that they would be ready to start review of applications

6. PUBLIC COMMENT

Public asked of how school board is involved and how taxes are considered, brief explanation by Ms. Jett

7. Adjourn – 7:40

Mr. Jones moves to adjourn,
Ms. Tracy seconds.
Vote passes unanimously
Meeting adjourned