



Kingston City Land Bank (KCLB)
Board of Directors Meeting

Monday, April 26, 2021
6:30 PM-8:00 PM
Virtual Meeting

<p><u>Computer: Video:</u> https://zoom.us/j/8453343953?pwd=RFhrSTdoVlpReVR1NWZqTXNvTUhSdz09</p> <p><u>Phone:</u> 312-626-6799</p> <p><u>Meeting ID:</u> 845 334 3953</p> <p><u>Password:</u> 878897</p>	<p><u>Board attendees:</u></p> <p>Daniel Kanter, Bartek Starodaj, Robert Dennison, Omari Washington, Anezka Sebek, Karin Roux, Ilana Berger, Steve Noble, Sarina Pepper</p> <p>Absent: N/A</p>	<p><u>Staff attendees:</u></p> <p>Mike Gilliard, Owen O'Connor, Erica Lane</p> <p>Absent: N/A</p>	<p><u>Public:</u></p> <p>N/A</p>
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- **Call to order, time: 6:32 PM**
- **Announcements**

No announcements

- **Vote I to approve meeting minutes from prior Board meeting: March 22, 2021**

Roux raised a motion to approve the March 22 Board meeting minutes, seconded by Dennison. Motion passed unanimously.

- **Public comments (10 minutes: 2 minutes each speaker)**

No public comments.

- **Update from the Chair, Daniel Kanter**

Kanter provided the following updates:

- KCLB provided feedback this month to the City of Kingston regarding the original list of 36 properties originally approved for acquisition. Those that have been accepted have companies that will provide title insurance and minor environmental issues.
- 149 Greenkill has been officially purchased by the KCLB. This is the KCLB's fourth property.
- Kanter advocated for the KCLB in the Common Council's Finance and Audit committee to acquire 124-126 Franklin for the price of the back taxes. This matter will be brought to the Council in May. .
- Construction is progressing on all three properties (174 Hasbrouck, 64 Van Buren, 248 Main)

Mayor Noble

- Noble will send communication to the Council President supporting the KCLB's acquisition and rejection of certain properties and also propose providing the KCLB the right of first refusal for any tax foreclosed property for a period of 60 days. Noble specified that the current language is providing the right of first refusal "for all tax-foreclosed properties." Noble asked the KCLB Board for feedback on this language. A discussion followed:
 - Kanter asked if this is the right timing for the introduction of this resolution for the right of first refusal. Noble said that this would open up a discussion from the Common Council about what to do about the rejection of properties and that the timing of this discussion is relevant to current discussions happening with the Council.
 - Dennison asked if it would be a problem for the KCLB if the organization is not able to close within the 60-day period. Noble said that the City intends to do some of the initial investigation work on the foreclosed properties and that this would hopefully hasten the KCLB's discovery progress. Dennison said that likely vacant lots would not support the mission of the KCLB and might not need to be included in the resolution.
 - Roux proposed a working group that would include KCLB Board members and representatives from the Common Council to improve relations between the two groups. Noble said that his letter will go to the Finance & Audit Committee and this committee is subject to strict meeting laws, but that this idea could be given to them to encourage an open dialogue. Noble also mentioned that the Council could officially appoint a liaison to the KCLB.
 - Kanter agreed with Roux and that ongoing education with the Common Council would be beneficial.
 - Sebek expressed concern about the capacity of the KCLB to undertake the work involved with the right of first refusal and questioned if the 60-day period would be sufficient.
 - Kanter asked if the title searches performed by the city would include title insurance for the purchaser. Noble said that this detail is not yet known. Noble also said that the time frames are important to reduce the risk of the Common Council "souring" on the right of first refusal concept and that the 60-day timeframe could be extended in the future.
 - Pepper expressed her support for the right of first refusal and that 60 days should be enough time to make a decision.
 - Gilliard asked that the 60-day decision window to start when the KCLB has received a 40-year title report and keys to the property. Noble said that the City does not usually provide title reports as a matter of general operations, so this might not necessarily be a reasonable commitment that the City can make.
 - Kanter said that 90 days might be reasonable and that further, the window might need to be contingent upon receipt of a title report.
 - Noble said that the City's foreclosure process takes many months and that during this period, the KCLB can begin some form of investigation and decision making well before the formal window opens.
 - Noble concluded that it's important to plant the seed to the Common Council for this policy resolution given that some Common Council members have already expressed public support for the previous auction system.

- Berger added that the right of refusal is a positive step for the KCLB but that Gilliard and Kanter should propose the exact language that would be helpful in the KCLB's assessment with each property. She also added that the KCLB should create meaningful avenues of collaboration with the Common Council, especially with the new members of the Council that will start in 2022.

- **Executive Director's Report**

Gilliard provided the following updates:

- Gilliard said that O'Connor has been diligently managing construction and property clean-outs.
- Gilliard asked if he could put Board email addresses on the website. The Board agreed.

- **Committee Reports**

- **Finance/Audit Committee (10 minutes)**

- Roux provided the following update from the Committee's March meeting:

- Lane is continuing work on financial reporting documents that could be shared with the Board.
- Lane is preparing audit materials due to the ABO on June 30.
- Process of moving funds to M&T Bank has started.

- **Communications & Community Engagement Committee (10 minutes)**

- Starodaj provided the following update from the Committee's April meeting:

- The committee is focusing on the relaunch of the marketing period for 174 Hasbrouck, 64 Van Buren, 248 Main St. Starodaj described the primary changes of this marketing period:
 - Applicants will be sent to a form on the KCLB's website rather than to the referral agencies' general portal.
 - Income and household size requirements have been expanded to increase the eligibility pool
 - Language has been introduced to emphasize that each property is being completely renovated and will be ready to move in once sold.
- Starodaj said that the committee has decided to shorten the marketing window from 45 days to 30 days. Washington raised concerns that this would not allow for enough outreach time. After a discussion and informal vote, the Board reinstated the 45-day marketing window.

- **Governance Committee (10 minutes)**

- Next Committee meeting will be in June.

- **Acquisition/Disposition Committee (10 minutes)**

- Dennison provided the following updates from the Committee's April meeting:

- Original list of 36 properties has been reviewed and answers have been sent to Mayor Noble.

- The committee discussed the process for Pathway II properties and drafted the process for acquisition of properties that includes early public participation. This has been circulated to the committee first and then will be sent to the entire Board.
 - Final two pilot properties have been identified.
- **Fundraising Committee (10 minutes)**
 - Roux provided the following update from the Committee's April meeting:
 - The committee is continuing to plan for a potential in-person fundraising event later this year.
 - The committee continues to work toward its goal of securing \$30k to help pay down the sales prices of the remaining two pilot properties.

New Business

Katner said that he has restarted communication with the Kingston Design Showcase to work on 174 Hasbrouck. Kanter said this is partly because of the budget implications from the unexpected structural work currently underway on the property.

- Berger expressed some concerns that the Design Showcase is not values-aligned with the KCLB but that she will do further research.

Motion to adjourn the meeting was raised by Kanter, raised by Sebek. Motion passed unanimously.

- **Adjournment, time: 8:02 PM**

Votes, as tallied by Secretary

No resolutions were voted upon

I hereby certify that the above represents a true and accurate accounting of the meeting minutes and votes held on the date above.

Signed



Bartek Starodaj, Secretary, Kingston City Land Bank

April 26, 2021