

Kankakee Regional Land Bank Authority  
August 20, 2024 meeting minutes  
County Building 189 E. Court St., Kankakee, IL 60901

1. Welcome – Meeting was called to order by Chairperson Lisa Sanford at 1:30 pm
2. Pledge of allegiance
3. Roll call
  - a. Joe Nugent – Present
  - b. Matt Olszewski - Present
  - c. Lisa Sanford - Present
  - d. Barbara Brewer-Watson – Absent
  - e. Victor Nevarez - Present
  - f. Norman Gaskin - Present
  - g. Dr. Montele Crawford - Present
  - h. Brent Denzin - Present via at Zoom
4. Approval of electronic and telephonic participation – Victor Nevarez motioned to approve electronic and telephonic participation. Matt Olszewski seconded the motion. All were in favor. Motion carried.
5. Public comment – There were no public comments.
6. Approval of July 16, 2024 Meeting Minutes – Joe Nugent motioned to approve the minutes and Victor Nevarez seconded the motion. All were in favor. Motion carried.
7. Financial Review
  - a. Dr. Crawford presented the bills for \$1,413.00 for Denzin Soltanzadeh LLC. Victor Nevarez motioned to approve the bills and Joe Nugent seconded the motion. All were in favor. Motion Carried.
  - b. Dr. Crawford presented the financial report starting with the July 2024 checking account statement from First Trust Bank. He noted the ending balance of \$59,997.13.

- c. Dr. Crawford presented the June and July monthly financial statements from the County. Matt Olszewski asked about the content of the two separate reports. Dr. Crawford said he would get additional clarification from the County on the presentation format. Norman Gaskin motioned to accept the reports. Joe Nugent seconded. The reports were accepted as presented.

## 8. Chairperson's Report

- a. No report at this time.

## 9. Executive Director's Report

- a. Acquisition via Abandonment Update: Dr. Crawford reported that he sent an email to the County Trustee requesting properties be pulled from the auction. The Trustee replied that only properties designated for demolition could be pulled from the auction. He noted that this differs from what the Treasurer's office had indicated. Brent Denzin stated that the Trustee acts on behalf of the County but now operates independently. Properties with apparent value should go to auction. Previously municipalities were allowed to pull properties with the assumption it was for demolition and not resale. The County has authority to sell to whomever it wishes. He suggested that the Land Bank reach out to the County and have it direct the Trustee to deal with the KRLBA. Credit should be given to the KRLBA to bid above the minimum bid. Lisa Sanford stated that she would be ok with a private bidder winning the bid if they bid over the Land Bank and they take title subject to the deed restriction. Brent Denzin suggested that a minimum bid based on the unpaid taxes and penalties be set above the normal minimum bid. If no bid is received, the Land Bank could purchase for the standing minimum bid of around \$800.
- b. 895 S Osborn & 643 S. Myrtle: Dr. Crawford stated that he is having a discussion with the owners of the two properties for a possible deed-in-lieu. Joe Nugent asked if we would have to hold a special meeting to accept the DIL. Dr. Crawford explained that would not be necessary as he has the authority to accept the DIL.

- c. Request for County SCP2 Funds: Dr. Crawford reported that the County Board desires to assist the Land Bank with cash flow. They have devised a process to access SCP2 funds for our target properties. He said that he would meet with the Planning Department who would take our request to the Committee to approve access. Upon approval, the County would pay a bill and submit for reimbursement from the grant. Upon the sale of the properties, the Land Bank would be able to keep the sale proceeds but the County gets reimbursed for expenses from the grant. He noted that he has a very good relationship with the Planning Department and works well with them. Victor Nevarez asked if there is a cap on the amount of the funds. Dr. Crawford said he assumes it is limited to the amount of the grant but the County has not set a cap. Lisa Sanford asked where he was with the City funds requested. Victor Nevarez stated that the City was waiting to see what the County did. He added that he cannot speak for the City but he expects that the Land Bank will receive the funds requested from the City.
- d. Request for Qualifications (RFQ) Form: Dr. Crawford presented his RFQ form. He reviewed the timeline noting there would be a public posting this week with a deadline of the Friday before the next Board meeting. Joe Nugent asked if this form would be required to be completed for each project. Dr. Crawford stated that would not be necessary as this will allow us to compile a list of eligible contractors. Mr. Nugent added that it is somewhat confusing since the two projects at hand are listed in the RFQ. Dr. Crawford suggested that he could make the RFQ generic. Mr. Nugent stated it seems like we are creating a two-step process and suggested the current form be revised to include a request for proposal of the specific project along with the RFQ. Dr. Crawford said he would work on revising the form and send it out to the Board.

## 10. Old Business

- a. 217 E. Court St. Update: Brent Denzin reported that the Land Bank has been pursuing multiple routes to gain title to the property and we have now caught up with the Trustee route. The Trustee is pursuing a deed to the property and can then enter into a contract with the Land Bank. This is the preferred option at this time. The second option would be to follow the

judicial sale route. He noted that we have obtained a summary judgment and can now go to sale. He noted this is more expensive and may take longer than the Trustee option. Dr. Crawford suggested we submit the minimum bid to the Trustee and obtain title through that route.

- b. KRLBA Website: Dr. Crawford reported that the website is now live. He added that content now needs to be added.
11. New Business -
- a. None
12. Adjournment – Victor Nevarez motioned to adjourn and Norman Gaskin seconded. All in favor. Motion carried and the meeting was adjourned at 2:40pm.
13. Next meeting is September 17, 2024 at 1:30pm in the County Board Room.

*Minutes prepared by acting KRLBA Secretary Matthew Olszewski*