

Kankakee Regional Land Bank Authority  
October 15, 2024 meeting minutes  
County Building 189 E. Court St., Kankakee, IL 60901

1. Welcome – Meeting was called to order by Chairperson Lisa Sanford at 1:33 pm
2. Pledge of allegiance
3. Roll call
  - a. Joe Nugent – Present
  - b. Matt Olszewski - Absent
  - c. Lisa Sanford - Present
  - d. Barbara Brewer-Watson – Present
  - e. Victor Nevarez - Present via Zoom
  - f. Norman Gaskin - Present via Zoom
  - g. Dr. Montele Crawford - Present
  - h. Brent Denzin - Present via Zoom
  - i. Scott Goldstein - Present via Zoom
4. Approval of electronic and telephonic participation – Joe Nugent motioned to approve electronic and telephonic participation. Norman Gaskin seconded the motion. All were in favor. Motion carried.
5. Public comment – There were no public comments.
6. Approval of Sept. 17, 2024 Meeting Minutes – Joe Nugent motioned to approve the minutes and Victor Nevarez seconded the motion. r. Crawford advised he did fix some typos before presenting to the board. All were in favor. Motion carried.
7. Financial Review
  - a. Dr. Crawford presented the bills for \$47.00, for Denzin Soltanzedah; \$1,200 for Pathfinder social media annual services, \$1,100.00 for Morris survey for the property on state route 15 and \$550 for another property. A brief discussion was held about the use of Pathfinder. None of these expenses are over the threshold for a board vote.

- b. Dr. Crawford presented the 2024 September checking account statement from First Trust Bank. He noted the ending balance of \$59,208.12.
- c. Dr. Crawford did not have a financial report to present.

#### 8. Chairperson's Report

- a. We are waiting for the trustee deed on the Jaffee building. Brent advised that he reached out to Whitney who is the trustee attorney.

#### 9. Executive Director's Report

- a. Dr. Crawford reported that he received one bid to demolish the properties totaling \$36,600.00. A brief discussion was held on the bid content and how we go about approving the dollars. The County staff has not responded to the landbank's needs in approving the bills. Barbi made the motion to approve these bills subject to County approval. Joe Nugent seconded the motion. Joe asked about the hauling of asbestos and if that expense is above this normal cost. Barbi advised that per her experiencing of working with Clean Cut, that this fee is included in its proposal.
- b. Dr. Crawford advised that he submitted bids of \$1,000 each for 895 S Osborn, 459 S Myrtle, 1032 S East Ave.
- c. Lisa advised that Kankakee Title has decided not to work with us on title work. KRLBA will need to work with Chicago Title which is a \$1,750.00 fee. Also, the trustee deeds have to be approved by the County Board and before deeds are released. Their next meeting is on Nov. 12.
- d. ARPA funds are still under discussion from the County and City but no formal amounts have been decided.

#### 10. Old Business

- a. Eproperty plus software has submitted a proposal that outlines the payment structure for the software services that we need to be more streamlined in identifying and acquiring properties. Barbi asked if the reason for deferring the first year payment for the service is because they believe that as we become more active in acquiring property we will be able to pay for this

software in the next year. Brent and Scott have worked with other land banks that have used it and find it very helpful. Barbi motioned to approve the eproperty plus and Joe Nugent seconded. Lisa advised to schedule the onboarding when Dr. Crawford has time to give. All were in favor. Motion passes.

11. New Business -

- a. Dr. Crawford presented the invoice for the sign for 217 E Court from Fastsigns. The sign will be ready when we have the deed for the building and are ready to hang it.

12. Adjournment – Victor Nevarez motioned to adjourn and Joe Nugent. All in favor. Motion carried and the meeting was adjourned at 2:29 pm.

13. Next meeting is November 19, 2024 at 1:30pm in the County Board Room.

*Minutes prepared by acting KRLBA Secretary Barbi Brewer-Watson*