

Kankakee Regional Land Bank Authority

December 18, 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 - Present
 - 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
 - j. Brian White - eProperty Plus present via Zoom
 - k. Chris Breach - Daily Journal
4. Approval of electronic and telephonic participation – Joe Nugent motioned and Matt Olszewski seconded the motion. All were in favor. Motion carried to approve electronic and telephonic participation.
5. Public comment – There were no public comments.
6. Approval of November 19, 2024 Meeting Minutes – Matt O. motioned to approve the minutes and Joe Nugent seconded the motion. All were in favor. Motion carried.
7. Financial Review

- a. Account balance of \$59,216.01 was reported. Matt O. motioned to move the financial into the records and Joe Nugent seconded the motion. All were in favor and motion passed.
- b. Bills from Clean Cut Invoice for Demolitions \$13,200 & \$23,400 were reviewed. These bills were approved at the November meeting. Dr. Crawford provided clarity about the price of the demolitions were different because the properties had different work loads based on the size of the houses. Chairperson Sanford asked if the two properties are on our insurance and Dr. Crawford reported that, that request was submitted to the insurance company. Dr. Crawford asked Brent Denzin if anything with the deeds needed to be completed. Mr. Denzin reported that there isn't anything to do with the deed, but that we should notify the assessors office to have the property reassessed since there are no more structures on the property. Mr. Denzin also advised that the Land Bank may want to communicate with the insurance company that the property is vacant now with no structures which may reduce the liability.
- c. No financial report from the County was presented.

8. Chairperson's Report

9. Executive Director's Report - Not Applicable

- a. 217 E Court St. - The County did approve to convey the deed on Nov. 12. There are a couple of steps until the deed is recorded and officially ours. A timeline to expect the deed is still unknown. Chairperson Sanford asked about next steps we should anticipate after we get the deed. A discussion was held on the cost of the environmental clean up and Barbi advised that she would send out another request for environmental cleanup estimates.
- b. Dr. Crawford informed the board that the landbank has a Facebook account and asked that the board follows and shares.
- c. Dr. Crawford reported that the City has allocated \$50,000 in ARPA dollars to the landbank.
- d. Dr. Crawford reported that he is onboarding eProperty Plus and that it is going well. There is work to be done with configuration and he is still learning. He advised that he will need another person to learn the software so we can keep

operations moving if something happens with staff. Joe Nugent volunteered. Brian White presented the training timeline and reported that the training sessions are completed. Now, it is about building the habit of using the software and implementing its capabilities into the day to day. The application should be live on Friday, Dec. 20,2024. Dr. Crawford presented a candidate list for review.

10. Old Business

a.

11. New Business

a. Dr. Crawford reported he is working on the candidate list.

12. Adjournment – Victor Nevarez motioned to adjourn and Joe Nugent seconded. All in favor. Motion carried and the meeting was adjourned at 2:25 pm.

13. Next meeting is January 21, 2025 at 1:30pm in the County Board Room.

Minutes prepared by KRLBA Secretary Barbi Brewer-Watson