

Kankakee Regional Land Bank Authority
September 17, 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 via Zoom
 - c. Lisa Sanford - Present
 - d. Barbara Brewer-Watson – Present
 - e. Victor Nevarez - Absent
 - f. Norman Gaskin - Present via Zoom
 - g. Dr. Montele Crawford - Present
 - h. Scott Goldstein - 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 August 20, 2024 Meeting Minutes – Joe Nugent motioned to approve the minutes and Norman Gaskin seconded the motion. All were in favor. Motion carried.
7. Financial Review
 - a. Dr. Crawford presented the bills for \$965.00 for Denzin Soltanzadeh LLC. Barbi Brewer-Watson motioned to approve the bills and Norman Gaskin seconded the motion. All were in favor. Motion Carried.
 - b. Dr. Crawford presented the August 2024 checking account statement from First Trust Bank. He noted the ending balance of \$60,001.20.

- c. Dr. Crawford did not have a financial report to present. He did advise that the County finance person told him that they have two separate grants they are monitoring so that is why they have two separate lines. There is still some confusion as to why this accounting does not report any revenue.

8. Chairperson's Report

- a. Reported that there was a productive meeting with Rep. Haas about potential funding for the land bank. KRLBA needs to be registered in the GATA portal and to undergo an audit in order to receive grants.

9. Executive Director's Report

- a. Dr. Crawford reported on his update of bid requests for demolition projects. He has given 3 potential contractors a deadline. He will look at regional contractors if needed. He has also submitted the properties for approval to IHDA to cover demotion costs per the SCP grant.
- b. Dr. Crawford is working with Brent to request properties that we were working on via abandonment to come off the trustee auction list.
- c. Dr. Crawford signed in and sent the purchase agreement along with the check to the trustee this week from the KRLBA account. Cr. Crawford has a CREtelligent quote for Phase 1 engineering for \$1,800.00 and will proceed with this work. Barbi reported that she is waiting for updated estimates for the clean-up for the building. Joe Nugent asked about the sign announcing the landbank project on the building. Lisa Sanford explained that we should add a sign on the safety barrier in front of the building that says "A project by the Kankakee Regional Land Bank Authority. For More Information call" Dr. Crawford will work to get quotes on signs and get this moving. A discussion was held about removing the Jaffee sign from the building. Decision was to leave the sign in place. Joe Nugent brought up needing a press release announcing the purchase of the Jaffee building.
- d. Lisa Sanford asked Dr. Crawford suggested that we add all of our property projects on the website so that can increase our online traffic.

10. Old Business

- a. Dr. Crawford would like to revisit the conversation about software to help with property. A brief conversation was held about the past presentation of the software and annual costs. We will add this to the agenda for next month.
- b. Dr. Crawford advised that there isn't a clear path to acquire 643 S Myrtle because registered owners are deceased. Mrs. Funk is the representative of the ownership but we need some legal documentation that says she has authority to own the property.
- c. 895 S Osborn is on the auction list despite our efforts to acquire the property via abandonment. Dr. Crawford is trying to get the Trustee to pull it from the list and let the land bank acquire it.

11. New Business -

- a. Scott Goldstein reminded that the County has not spent any of their SCP funds and if IHDA does not see any activity then they may take back funds.

12. Adjournment – Matt Olszewski motioned to adjourn and Norman Gaskin seconded. All in favor. Motion carried and the meeting was adjourned at 2:15 pm.

13. Next meeting is October 15, 2024 at 1:30pm in the County Board Room.

Minutes prepared by acting KRLBA Secretary Barbi Brewer-Watson – Edited by Dr. M. A. Crawford