

## Calhoun County Land Bank Authority Minutes

### Board Meeting, October 26<sup>th</sup> 2012

#### 1. Call to Order:

The Calhoun County Land Bank Authority Board convened at 12:15 p.m. at 11081 Michigan Avenue, Battle Creek, MI.

#### 2. Roll Call:

Board Members Present: Ann Rosenbaum, Peggy Sindt, Lynn Ward Gray, Teresa Durham, Nola Batch, Terris Todd.

Board Member Absent: Rob Behnke

Staff Present: Jon Bartlett, Executive Director, Nina Smith and Krista Trout-Edwards

#### 3. Pledge of Allegiance

#### 4. Citizen Comment:

None

#### 5. Additions or Deletions to the Agenda:

- a. None

#### 6. Consent Agenda:

Approval of meeting minutes from July 12<sup>th</sup>, 2012.

*Motion by: Ann Rosenbaum*

*Supported by: Teresa Durham*

*Motion Passed*

#### 7. Unfinished Business:

There was no unfinished business.

#### 8. New Business

##### **a. Update on the NSP2 Grant**

- i. Nina Smith provided an update regarding the NSP2 expenditure report. As of today, the Land Bank has expended \$2,719,272 out of \$3,206,134, which is an 85% expenditure rate. She said the Land Bank met the federal expenditure October 1<sup>st</sup> requirement of 70% and that it is on track to meet monthly expenditure goals.
- ii. Krista Trout-Edwards provided an update on the NSP2 demolitions. All but five of the Round 5 demolitions were complete as of the meeting, and those remaining would be done the following week. She also said that the Glenwood Trace project was completed and all agencies had signed off on it. Staff is now looking to close out projects and sell vacant lots to interested, adjacent owners.

##### **b. Resolution to approve the CCLBA Side Lot Disposition Policy**

- i. Krista Trout-Edwards explained that staff was currently using the NSP2 policy to govern side lot sales and that it wanted to adopt the same policy for Land Bank properties not covered by NSP2. She explained that staff did not want to transfer properties to people with delinquent taxes or code violations, and that this was written into the policy. She stated that although the policy gives

priority to adjacent owner occupied people, it does make exceptions for different situations. She also stated that staff had received a realtor's opinion on pricing and that non-buildable lots sell for \$210 and buildable ones for \$310.

*Motion by: Peggy Sindt*

*Supported by: Lynn Ward Gray*

*Motion Passed*

**c. Resolution authorizing the acceptance of properties not sold at either the September or October auctions and rejected by the local units.**

Krista Trout-Edwards provided an update on how many properties sold at each auction, and what the overall profits were. She also said that the Land Bank could receive an additional 62 properties if the municipalities declined to accept the unsold parcels.

*Motion by: Teresa Durham*

*Supported by: Terris Todd*

*Motion Passed*

**d. Resolution authorizing the Executive Director to apply for grant funds through the 2012 Michigan Blight Elimination Program.**

Jon Bartlett gave an overview of this new grant, and explained that the Land Bank would like to take the lead on the application and management process. He also gave examples of properties that the Land Bank would like to demo, and said that he would be contacting all municipalities to see if they would like to participate.

*Motion by: Peggy Sindt*

*Supported by: Nola Batch*

*Motion Passed*

**e. Discussion on whether or not the CCLBA should enter into development agreements where the CCLBA holds certain properties during the acquisition state and development state until the project is complete.**

- i. Jon Bartlett presented the concept and idea to board members. After some discussion he stated that he would be happy to bring examples from other communities to the next meeting. However, timing for the properties in question at the moment is critical because the municipality would like them to be in the Land Bank before the end of the year. After some discussion, board members decided to vote on transferring the current properties into the Land Bank.

*Motion by: Ann Rosenbaum*

*Supported by: Peggy Sindt*

*Motion Passed*

**9. Payment of Bills:**

*Motion by: Lynn Ward Gray*

*Supported by: Teresa Durham*

*Motion Passed*

**10. Public Comment:**

Announcement by Nola Batch that Ann Rosenbaum's retirement party is scheduled on November 15<sup>th</sup> at 5:00 p.m. at Shuler's.

**11. Board Members Personal Privilege:**

- a. Teresa Durham wondered if there would be a transitional meeting prior to Ann's departure.
- b. Terris Todd thanked the staff for their hard work and said that he will continue to support the staff level if he gets reelected. He also was curious about having a transitional meeting.
- c. Lynn Ward Gray said great job to the NSP2 team and congrats to Ann retiring.
- d. Peggy Sindt mentioned that she attended the Land Bank Conference with staff and that she found it very educational and informative.

**12. Announcement:**

TBD

**13. Adjournment:**

The Calhoun County Land Bank Meeting was adjourned at 1:25 p.m.

*Motion by: Ann Rosenbaum*

*Supported by: Terris Todd*

*Motion passed*