



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, June 25, 2015

Calhoun County Building – Marshall
Garden Level Conference Room

1. Call to Order

Christine Schauer called the meeting of the Calhoun County Land Bank Authority Board to order at 3:18pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

Roll Call: Christine Schauer, Derek King, Peggy Sindt, Lynn Ward Gray. Patrick McLean arrived at 3:50pm. Absent: Jeremy Andrews and Rob Behnke.

Staff: Krista Trout-Edwards, Executive Director; Richard Lindsey, General Counsel; Amy Rose Wallace-Robinson, Property & Project Coordinator; and Angela Hartung, Administrative Assistant.

2. Pledge of Allegiance

3. Approval of the Agenda

Lynn Ward Gray moved to approve the agenda. Peggy Sindt seconded, and the motion passed by unanimous voice vote.

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – April 23, 2015 Meeting & Acceptance of 2014 Audit Report

Ms. Sindt moved to approve the Land Bank minutes and accept the audit report as presented.

Derek King seconded, and the motion passed by unanimous voice vote.

6. Reports:

Executive Director's Report

Krista Trout-Edwards presented the Executive Director's report covering the following topics:

a. Property Sales

b. Property Listing & Rehabilitation

Ms. Trout-Edwards shared "before and after" photographs of some of the work that was being done this year to make properties more presentable for sale. During her presentation, Ms. Trout-Edwards highlighted the new logo and the interactive part of the eProperty software that is being prepared for the Land Bank website.

c. Grant Updates

Ms. Trout-Edwards shared that the Battle Creek TMA public meeting had a good turnout. The Albion TMA public meeting was less well attended but inspired good discussions.

Ms. Trout-Edwards reported that the NSP2 demolition projects are through the asbestos assessment phase and that the project costs related to asbestos have dramatically increased and that this trend is not isolated to Calhoun County. This is leading to a reduction in what can be accomplished with the available funds.

Ms. Trout-Edwards reported that the contract for the Battle Creek HOME Grant project at 253 McKinley is presently being negotiated.

d. Budget

Ms. Trout-Edwards presented the YTD financials.

Ms. Schauer pointed out that the budget amendment previously discussed would hopefully be ready for review and a vote at the August meeting.

e. General Announcements

Ms. Ward Gray inquired about the progress of the pilot Neighborhood Mow & Maintenance Program.

Ms. Trout-Edwards reported that one group had dropped out of the program and another had a bumpy start, but that the five remaining groups were progressing smoothly now.

Mr. King inquired as to whether Summit Pointe was one of our contracted mowers.

Ms. Trout-Edwards confirmed that in addition to the Neighborhood Mow & Maintenance Program, the Land Bank contracts with Replica Services, Custom Lawn Care and Summit Pointe Connections.

Ms. Ward Gray requested a synopsis of the groups participating with the Neighborhood Mow & Maintenance Program be emailed to the Board.

Ms. Sindt requested an update on the American Colloid disposition and whether the railroad track was part of the discussion.

Ms. Trout-Edwards reported that American Colloid had been doing some environmental work at the site.

Richard Lindsey indicated there was research occurring to determine the history and exact footprint of the property in order to further discussion on the disposition.

Ms. Trout-Edwards provided that she and Ms. Schauer had an opportunity to meet with the new President & CEO of BCU, Marie Briganti to discuss the Land Banking Agreement. Ms. Trout-Edwards reported that Ms. Briganti agreed to pursue feedback on entering a revised agreement from the BCU Executive Board at their next meeting. Ms. Trout-Edwards shared photographs of the buildings included in the existing Land Banking Agreement with BCU. Discussion followed around condition of the buildings and potential development of the same.

Ms. Ward-Gray asked for an update after the BCU Board meeting.

Ms. Trout-Edwards showed the new Land Bank logo and highlighted the interactive portion of the eProperty website that will be linked with the Land Bank website when it launches.

Mr. King expressed an interest in obtaining the property list. A discussion followed about the varying classification of properties.

7. New Business

A. Discuss and Approve Revised Section 3 Plan

Ms. Trout-Edwards provided background on the Section 3 policy.

Patrick McLean moved to approve Revised Section 3 Plan. Peggy Sindt seconded, and the motion passed by unanimous voice vote.

B. Discuss and Approve Resolution for NSP2 Program Income Round 2 Grant

Ms. Trout-Edwards clarified the terms of the Resolution for this round of grant funding

Ms. Schauer explained the potential adjustment of funds to cover other NSP2 related projects.

Ms. Ward Gray moved to approve the Resolution for NSP2 Program Income Round 2 Grant. Ms. Peggy Sindt seconded. A roll call vote was taken. Christine Schauer, yes; Derek King, yes; Patrick McLean, yes; Peggy Sindt, yes; and Lynn Ward Gray, yes. Resolution approved.

8. Acceptance of Accounts Payable

Ms. Schauer presented the Report of Accounts Payable for acceptance.

Ms. Ward Gray moved to accept Report of Accounts Payable as presented. Mr. McLean seconded, and the motion passed by unanimous voice vote.

9. Citizen Comment

None

10. Board Member Comments and Announcements

Mr. McLean inquired as to the outcome of the volunteer efforts in Albion.

Ms. Trout-Edwards replied that there are two more houses to be done with the remaining supplies and showed photos of the completed project.

Ms. Ward Gray announced this weekend's River Raft Regatta in Battle Creek and the Fantasy Forest at the Leila Arboretum.

11. Adjournment

Mr. King moved to adjourn. Ms. Schauer seconded, and the motion passed by unanimous voice vote.

The Calhoun County Land Bank Board of Directors Meeting was adjourned at 4:31pm and the next meeting is scheduled for **August 27, 2015 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.