



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, October 22, 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 3:04pm 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, Lynn Ward Gray, Rob Behnke in attendance. Peggy Sindt arrived at 3:05pm and Patrick McLean arrived at 3:08pm. Jeremy Andrews was excused.

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

2. Pledge of Allegiance

3. Approval of the Agenda

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

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – August 27, 2015 Meeting

Mr. Behnke moved to approve the Land Bank minutes. Peggy Sindt 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

Ms. Trout-Edwards announced that 95% of budgeted property sales for 2015 has been achieved to date.

b. Property Listing & Rehabilitation

Ms. Trout-Edwards shared that 13 additional properties have been prepared for listing. She also reported that roof bids have been requested for several rehabilitation properties.

c. Grant Updates

Ms. Trout-Edwards reported that NSP2 Round 1 demolition projects are completed, except one that will be a news story in the Battle Creek Enquirer; the Round 2 demolition projects are in the demolition phase; and the CDBG demolitions in Albion are in progress and will be complete by the end of the year.

The 26 Fremont rehabilitation project bids came in beyond NSP2 grant funds; therefore the Land Bank is coordinating with the City of Battle Creek to redirect the NSP2 funds to other projects and the 26 Fremont site is being reassessed for viable options.

Ms. Gray inquired as to whether there would be public communication around revised plans for 26 Fremont when confirmed.

Christine Schauer affirmed that press releases would be a joint effort with the City of Battle Creek when a definitive plan is determined.

Ms. Trout-Edwards reported on the status of 203 Superior N and that all bids returned high for all stabilization efforts. Discussion followed about the options for the block face and its condition. She stressed the urgency to do something by winter and that guidance is needed. It was determined that the 3 most viable options at present which are to 1) continue to pursue a partner; 2) re-roof which includes replacement of the roof structure and pursue the remaining structural issues later; and 3) begin work on the entire project. Discussion followed and the Board concurred with the urgency to act.

At 4:00pm Patrick McLean and Richard Lindsey departed.

d. Budget

No comment, reports previously distributed.

e. General Announcements

Update on Battle Creek Unlimited Land Banking Agreement Properties

Ms. Trout-Edwards reported that an agreement for 3 of the properties is in process which would leave 2 structures in the Land Banking Agreement as well as vacant land. The present agreement with BCU still stands and there has been little progress toward the revisions previously presented.

7. New Business

a. Discuss and view new website

This item was tabled in the interest of time. Ms. Trout-Edwards will forward a link to the site before it goes live.

b. Extension of Albion Land Banking Agreement

Ms. Trout-Edwards presented a synopsis of the extension agreement, which included an overview of the buildings and of new initiatives downtown, as well as the role of community partners.

Ms. Gray moved to approve the Extension of the Albion Land Banking Agreement. Rob Behnke seconded, and the motion passed by unanimous voice vote. Ms. Sindt abstained.

8. Closed Session for Evaluation of Executive Director

Mr. Behnke moved to begin closed session. Ms. Gray seconded, and the motion passed by unanimous voice vote.

Ms. Schauer moved to end closed session. Ms. Gray seconded, and the motion passed by unanimous voice vote.

9. Accept Report of Accounts Payable

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

Ms. Sindt moved to accept Report of Accounts Payable as presented. Derek King seconded, and the motion passed by unanimous voice vote.

10. Citizen Comment

None

11. Board Member Comments & Announcements

This item was tabled in the interest of time.

12. Adjournment

The Calhoun County Land Bank Board of Directors Meeting was adjourned at 4:55pm by the Chairperson, Christine Schauer, and the next meeting is scheduled for **December 17, 2015 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.