



CCLBA Board of Directors Meeting Minutes

3:00pm Friday, February 17, 2017

Calhoun County Building – Marshall
Garden Level Conference Room

1. Call to Order

Brian Wensauer called the meeting of the Calhoun County Land Bank Authority Board to order at 3:03pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

Roll Call: Brian Wensauer, Derek King, Lenn Reid, Steve Buller, Patrick McLean in attendance.

Staff: Krista Trout-Edwards, Executive Director; Amy Rose Robinson, Property & Project Coordinator; Angela Hartung, Office & Program Coordinator; and Jim Dyer, General Counsel.

2. Pledge of Allegiance

3. Approval of the Agenda

Derek King moved to approve the agenda. Patrick McLean seconded, and the motion passed by unanimous voice vote.

4. Citizen Comment

none

5. Consent Agenda

Approval of Land Bank Minutes – December 15, 2016 Meeting

Mr. King moved to approve the consent agenda including December 15, 2016 meeting minutes. Steve Buller seconded, and the motion passed by unanimous voice vote.

6. Reports:

Executive Director's Report

Krista Trout-Edwards gave highlights of the Executive Director's report.

a. Property Sales

b. Property Listing & Rehabilitation

Ms. Trout-Edwards highlighted the project at 435 Cornell Drive.

c. Demolition Projects & Grant Updates

Ms. Trout-Edwards indicated that the 27 demolitions for the HHF Albion grant are complete and that the hazardous materials assessment has begun on the HH 3.8 grant.

Mr. Buller inquired about HH 3.8 classification limitations.

Ms. Trout-Edwards confirmed that the grant is for residential structures only.

Lynn Ward Gray arrived at 3:09pm.

d. Budget Report

There were no questions regarding the budget.

e. Informational Items

- i. Schmidke Builders – Ms. Trout-Edwards disclosed that this contractor is currently serving as contractor on the project at 435 Cornell Dr and has also put in a offer to purchase 221 Kirkwood.
- ii. ACE Properties – Ms. Trout-Edwards disclosed that ACE Properties has applied to purchase 309 W Ash as a side lot. ACE Properties is owned and operated by Bill and Karen Dobbins. Bill Dobbins is the President of Albion Reinvestment Corporation (ARC), with whom the Land Bank has a Land Banking agreement.
- iii. Office Space – Ms. Trout-Edwards shared that the Land Bank offices will be re-locating to the second floor of the County Building when that space is ready later this spring. This move will afford the team space to function more efficiently and will allow for the utilization of interns.
- iv. Visioning – Ms. Trout-Edwards informed the Board that the current Strategic Plan will be expiring in 2017 and that sessions will take place later in the year to draft an updated Strategic Plan.
- v. Side Lot Pricing – Ms. Trout-Edwards shared that next time, a scale for pricing for extra large side lots will be introduced to the Board.
- vi. Land Banking 101 Webinar – Ms. Trout-Edwards shared the availability of this webinar being presented by the Center for Community Progress and that the Land Bank would be happy to arrange for the participation of any board member. Steve Buller, John Hart and Patrick McLean had already submitted interest.

John Hart arrived at 3:19pm

Lynn Ward Gray inquired as to why 56 Latta and 30 Northside Drive have been on the market for so long. Ms. Trout-Edwards replied that the goal is to have owner-occupied in both of those properties for the stability of the neighborhoods. She also shared that a smaller property like 9 Saunders Ct would be more ideal for an investor.

7. New Business

- a. Election of 2017 Officers – Mr. Wensauer indicated that Lynn Ward Gray and Derek King were willing to continue to serve in their current capacities of Vice Chair and Secretary, respectively.

John Hart moved to elect Lynn Ward Gray as Vice Chair and Derek King as Secretary for 2017. Patrick McLean seconded, and the motion passed by unanimous voice vote.

- b. Annual Adoption of Code of Ethics – Ms. Trout-Edwards indicated that it was time for the renewal of the Code of Ethics, which would be Res 2017-01.

Ms. Gray moved to approve the Code of Ethics for 2017. Mr. Hart seconded, and the motion passed by unanimous voice vote. Res 2017-01 was signed by all members.

- c. Discussion & Approval Assignment of 180Urban Development Agreement to Battle Creek Unlimited – Ms. Trout-Edwards provided an overview at Mr. Wensauer's request.

Ms. Gray moved to approved the assignment of the 180Urban Development Agreement to Battle Creek Unlimited. Mr. King seconded, and the motion passed by unanimous voice vote.

- d. Approval of temporarily reduced price of \$100 + recording for lots 10,000 square feet and below for the Side Lot Sale March 1 – 31, 2017.

Mr. McLean moved to approve the implementation of a temporarily reduced price as presented. Ms. Gray seconded, and the motion passed by unanimous voice vote.

8. Accept Report of Accounts Payable

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

9. Citizen Comment

none

10. Board Member Comments & Announcements

Mr. King commented that the assignment of the 180Urban Development Agreement was a win-win to a difficult situation and complimented Ms. Trout-Edwards on the resolution.

Mr. McLean shared information on the new facility at the Ludington Center (Albion College) in downtown Albion.

Mr. Hart indicated that Cereal City Athletics had acquired preliminary approval from the Historical District Commission on their plans for the climbing facility at 50 W Michigan and that the next step is to pursue funding from MEDC.

Mr. Buller inquired after the time parameters for the HH 3.8 grant. Ms. Trout-Edwards affirmed that the timeline is 18 months.

Ms. Gray indicated that the next regular Battle Creek City Commission meeting is next Tuesday, March 21.

11. Adjournment

Mr. Wensauer adjourned the meeting at 3:37pm. The next meeting is scheduled **April 27, 2017 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.