



## CCLBA Board of Directors Meeting Minutes

**3:00pm Thursday, April 27, 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 3:01pm 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, John Hart in attendance. Lynn Ward Gray and Steve Buller arrived late. Patrick McLean was absent.

Staff: Krista Trout-Edwards, Executive Director and Angela Hartung, Office & Program Coordinator.

### 2. Pledge of Allegiance

### 3. Approval of the Agenda

*Derek King moved to approve the agenda. John Hart seconded, and the motion passed by unanimous voice vote.*

### 4. Citizen Comment

None

*Lynn Ward Gray arrived at 3:04pm.*

### 5. Consent Agenda

#### **Approval of Land Bank Minutes – February 17, 2017 Meeting**

*Mr. King moved to approve the consent agenda including February 17, 2017 meeting minutes. Lynn Ward Gray 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

Ms. Trout-Edwards indicated there were 46 sales, of which 24 were during the March side lot sale. Additionally, the sale of the southern portion of the former State Farm concluded since last board meeting.

#### 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 HH3.8 demolition preparation is underway and there will be at least five rounds of demolition. She also noted that DEQ and MIOSHA are in county and will be reviewing compliance as applicable.

#### d. Budget Report

Ms. Trout-Edwards noted that there was a budget amendment later in the agenda.

- e. Informational Items
  - i. Neighborhood Mow & Maintenance – Ms. Trout-Edwards noted that the program has officially launched the season with four returning groups and four new ones, including one in Albion, and that partnerships for the program have expanded to include Granger and CISD.
  - ii. Treasurer activities – Ms. Trout-Edwards shared that the Land Bank would be providing project management services to the Treasurer on the complex Dalrymple School demolition and that the Treasurer is exploring the use of Treasurer funds for commercial demolitions such as Union Steel in Albion and Hamblin Ave properties in Battle Creek.
  - iii. Open House – Ms. Trout-Edwards shared information on the upcoming CISD open house May 9 at the Bynum Drive property indicating there will be a brief presentation on the partnership between CISD and the Land Bank.
  - iv. Habitat for Humanity – Ms. Trout-Edwards informed the Board that the Land Bank is partnering with Habitat on a Women’s Build project at 52 W Kingman and that a press event took place earlier today.
  - v. MALB – Ms. Trout-Edwards shared that the Michigan Association of Land Banks will be have their Leadership Summit in Calhoun County in October.

## **7. Discussion Items**

- a. 50 W Michigan Ave – Ms. Trout-Edwards shared that Cereal City Athletics has requested an extension to accommodate MEDC process; in response Ms. Trout-Edwards intends to grant an extension and to request a developer update in June and August on that process. Brief discussion around length of extension and the process at MEDC; Board members expressed support.
- b. Austin School Property – Ms. Trout-Edwards shared that the recent developer discussions for the former Austin School property have ceased, that the Transform This Commercial Property program would be launching in May and that any inquires will be funneled through that program.

*Steve Buller arrived at 3:35pm.*

- c. Transform This Commercial Property – Ms. Trout-Edwards sought input from the board on the materials for this program which has been designed to provided parameters and clarity for future commercial developments. Brief discussion around the TTCP, including associated development review committee and a web-based resource center.

## **8. New Business**

- a. Discuss and Approve 2017 Budget Amendment  
*Ms. Gray moved to approve the 2017 Budget Amendment as presented; Mr. King seconded and the motion passed by a unanimous voice vote.*
- b. Byrum & Fisk presentation  
Dianne Byrum and Ryan Hermes from Byrum and Fisk presented on their activities on behalf of the Land Bank which was followed by a brief question and answer period.

**9. Accept Report of Accounts Payable**

*Ms. Gray moved to approve the Report of Accounts Payable as presented; Mr. King seconded and the motion passed by a unanimous voice vote.*

**10. Citizen Comment**

None

**11. Board Member Comments & Announcements**

Ms. Gray shared information about her upcoming Town Hall meeting on May 23<sup>rd</sup> and the upcoming Juneteenth celebration in Battle Creek on Saturday, June 17<sup>th</sup>.

*Derek King departed at 4:35pm.*

Lenn Reid shared that Albion's Juneteenth celebration is also June 17<sup>th</sup>.

Mr. Hart inquired about press around the demolition rounds. Brief discussion followed.

**12. Adjournment**

*Mr. Hart moved to adjourn the meeting at 4:40pm; Steve Buller seconded and the motion passed by unanimous voice vote.*

The next meeting is scheduled **June 22, 2017 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.