



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, June 22, 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 3:08pm 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, in attendance. Lynn Ward Gray and Steve Buller arrived late. Patrick McLean and John Hart were excused.

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

2. Pledge of Allegiance

Steve Buller arrived at 3:10 pm Lynn Ward Gray arrived at 3:12pm.

3. Approval of the Agenda

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

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – April 27, 2017 Meeting

Mr. Buller moved to approve the consent agenda including April 27, 2017 meeting minutes. Mr. King 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 reported on the change of Realtor and the pending sales on 253 McKinley (BC HOME grant); 81 N Union (TTH); and 1035 Michigan Ave.

b. Property Listing & Rehabilitation

c. Demolition Projects & Grant Updates

Ms. Trout-Edwards indicated that discussions with local municipalities to partner for over-budget projects on the HH3.8 grant were positively received and that leveraging grant funds with local dollars will create maximum impact from the grant.

d. Budget Report

e. Informational Items

- i. EPA Grant will be rolling out to Land Bank properties in Albion, Battle Creek and Emmett Township.

- ii. Office renovation is on schedule for a mid-July move.
- iii. 50 W Michigan Ave – Update on Cereal City Athletics. The project is still in the same place and the developers are continuing to pursue alternate paths for funding.
- iv. 2016 Year In Review video that was created as a companion to the Annual Report – was shared with the Board.

7. New Business

- a. Proposed Fair Housing Policy

Mr. King moved to approve the updated Fair Housing Policy. Ms. Reid seconded, and the motion passed by unanimous voice vote.

- b. Proposed Side Lot Sliding Scale

Mr. King moved to approve the Side Lot Sliding Scale. Ms. Gray seconded, and the motion passed by unanimous voice vote.

8. 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.

9. Citizen Comment

None

10. Board Member Comments & Announcements

Mr. Buller inquired about what the impact of Emmett Township's application for Brownfield dollars may have on the County's request.

Ms. Trout-Edwards indicated that there is a Tri-County application pending and that she would be glad to discuss further with Mr. Buller after the meeting in order to coordinate efforts. She also noted that the recent Land Bank grant included dollars for Emmett Township projects.

Ms. Gray noted that the Housing Town Hall is on Access Vision and shared complaint about the property at 30 Northside Dr E.

Ms. Reid thanked the staff for the work done in Albion and inquired about what would be included in the demolitions, and thereafter development, at Union Steel and Hayes Albion.

Ms. Trout-Edwards indicated that future plans would depend on environmental findings and that a due care plan would be part of the process at each individual site.

Mr. King opened discussion about the use of Byrum & Fisk for communications services and noted that the County has been considering the creation of a centralized department for public relations/communications services.

11. Adjournment

Ms. Gray moved to adjourn the meeting at 4:51pm; Mr. King seconded and the motion passed by unanimous voice vote.

The next meeting is scheduled **August 24, 2017 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.