



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, April 26, 2018

Calhoun County Building – Marshall
Garden Level Conference Room

1. Call to Order

Chair Brian Wensauer called the meeting of the Calhoun County Land Bank Authority Board to order at 3:00pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

Roll Call: Lenn Reid, Steve Buller, Derek King, and John Hart were in attendance. Patrick McLean arrived at 3:07pm and Lynn Ward Gray arrived at 3:09pm.

Staff: Krista Trout-Edwards, Executive Director and Amy Rose Robinson, Property & Project Coordinator.

2. Pledge of Allegiance

3. Approval of the Agenda

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

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – October 28, 2017 Meeting

Mr. King moved to approve the consent agenda including the meeting minutes of February 15, 2018. Mr. 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 – as submitted
- b. Property Listing & Rehabilitations – as submitted
- c. Grant Update– as submitted
- d. Budget Report– as submitted
- e. Informational Items:
 - i. 2018 Neighborhood Mow & Maintenance: Ms. Trout-Edwards noted that the program continues to grow, and that nine groups will participate this year. The groups will mow more than four hundred properties in Battle Creek and Albion.
 - ii. Former State Farm Headquarters project update: Ms. Trout-Edwards shared the project timeline for releasing the RFP for the demolition as well as additional information about on-going environmental assessments.
 - iii. Transform This Commercial Property (TTCP) Update: Ms. Trout-Edwards announced that responses to the first TTCP RFP were returned, and that the Development Review Committee is being set up to review the responses.

- iv. Michigan Association of Land Banks Impact Study: Ms. Trout-Edwards provided an update on the study, in which the CCLBA is featured, and noted that it is expected to be completed in early May.
- v. Potential Funding Option: Ms. Trout-Edwards provided an overview of a potential appropriation from the County Treasurer that would provide over \$600,000 to the CCLBA for the completion of projects where there is either a funding gap or no funding at all. She identified 23 projects, and provided background information. A handful of these projects are located in historic districts and are not currently eligible for demolition under the blight elimination grant. Ms. Trout-Edwards noted that representatives from the State Historic Preservation Office (SHPO) would be in town to review the demolition request of houses located in historic districts. Should SHPO representatives change their minds, it would free up a portion of this planned appropriation which could then be allocated to other projects. She concluded that the request must be approved by the Calhoun County Board of Commissioners at its May 3rd meeting.

Ms. Gray asked about the inclusion of citizens in the broader demolition and rehabilitation of historic assets. Discussion followed regarding the pending SHPO visit, potential funding transfer from the Treasurer to supplement Land Bank and grant sources in managing complex properties, and the role of the summer workshop series in opening the conversation about historic preservation.

- vi. Website Updates: Ms. Trout-Edwards noted that staff is working on various updates to the website, include adding the Transform This Commercial Property information as well as information on the EPA brownfield assessment grant.

7. Discussion Items

- a. Practical Preservation Workshop Series – 26 Fremont Street
Ms. Trout Edwards distributed the flyer, described the program, and discussed public outreach.
- b. Development with Cereal City Athletics –
Ms. Trout-Edwards highlighted the need for an additional six month extension as Cereal City works with the MEDC on funding, and also gave overview of item 7a. Discussion followed and members verbally supported and extension to allow for continued work with the MEDC.

8. New Business

- a. Discuss and Approve a new concept outlining a payment in lieu of the 5:50 tax capture for Cereal City Athletics (Battle Rock) project and support the Executive Director in finalizing negotiations.

Mr. King moved to approve the payment in lieu of 5:50 for the Battle Rock project at 50 W Michigan Avenue. Ms. Gray seconded, and the motion passed by a unanimous voice vote. John Hart abstained from discussion and vote.

9. Accept Report of Accounts Payable

Ms. Gray moved to approve the Report of Accounts Payable as presented. Patrick McLean seconded

and the motion passed by a unanimous voice vote.

10. Citizen Comment

None

11. Board Member Comments & Announcements

Ms. Gray noted the “Keeping You Informed” May 22nd at 7:00pm with focus on school safety.

12. Adjournment

Mr. McLean moved to adjourn at 4:15pm. Mr. King seconded, and the motion passed by a unanimous voice vote.

The next meeting is scheduled for **June 28, 2018 at 3:00pm in the Garden Level Conference Room** at the Calhoun County Building.