



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, April 25, 2019

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 3:08pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

Roll Call: Brian Wensauer, Lynn Ward Gray, Lenn Reid, Jason Farmer, John Hart, and Jack Reed in attendance. Derek King was excused.

Staff: Krista Trout-Edwards, Executive Director; Angela Whitesell, Office & Program Coordinator; and Amy Rose Robinson, Property & Project Coordinator. Jim Dyer, General Counsel arrived at 3:12pm.

2. Pledge of Allegiance

3. Approval of the Agenda

Jack Reed moved to approve the agenda. John Hart seconded, and the motion passed by unanimous voice vote.

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – February 28, 2019 Meeting

Lynn Ward Gray moved to approve the consent agenda including the meeting minutes of February 28, 2019. Jason Farmer seconded, and the motion passed by unanimous voice vote.

6. Executive Director's Report

Krista Trout-Edwards provided highlights from the Executive Director's Report.

- a. Property Sales - as submitted
- b. Property Listing & Rehabilitations – as submitted
- c. Grant Update– as submitted
- d. Budget Update – as submitted
- e. Informational Items – as submitted

7. New Business

- a. Discuss and Approve an extension for the Battle Rock project at 50 W Michigan Ave in Battle Creek and support the Executive Director in finalizing the amendment.

Krista Trout-Edwards provided a brief summary on the project, and explained the need for an additional extension based on the on-going work and commitment by developers.

Mr. Reed moved to approve the extension and support the Executive Director. Lenn Reid supported, Mr. Hart abstained, and the motion passed by unanimous voice vote. RES 2019-02

- b. Discuss and Approve extension of media communications contract with Byrum & Fisk through December 31, 2019.

Ms. Trout-Edwards indicated that this extension will carry the current communications contract thru to the end of the calendar year, during which time she, the Treasurer and

General Counsel will connect the new County communications staff regarding capacity.

Mr. Farmer moved to approve the extension. Mr. Reed seconded and the motion passed by a unanimous voice vote. RES 2019-03

- c. Discuss and Approve the sale of two vacant parcels to New Level Sports, waiving Section 3.8 Zoning of the Land Bank's Policies and Procedures.

Ms. Trout-Edwards recognized Mr. Carl Turner who is also involved in the New Level Sports project. Thereafter she provided a summary of the interactions with this project and the desire to free up the parcels from the Zoning policies as due to the scope of the New Level Sports project, zoning issues will be addressed at the City level on a broader scale.

Ms. Gray moved to approve the sale. Ms. Reid supported and the motion passed by unanimous voice vote. RES 2019-04

- d. Discuss and Approve the acquisition of economic development property in Albion in partnership with the purpose of creating a Brownfield Development Plan and authorize the Executive Director to sign all necessary documents.

Ms. Trout-Edwards provided an overview of this partnered project wherein the Land Bank could help facilitate a brownfield declaration and thus, open up opportunities for the developer to access project incentives not otherwise available.

Ms. Gray moved to approve the acquisition and authorization of the Executive Director. Ms. Reid supported and the motion passed by unanimous voice vote. RES 2019-05

8. Accept Report of Accounts Payable

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

9. Citizen Comment

Mr. Carl Turner of 12 Arlington Ave requested assistance in obtaining the ability to build on his recently purchased side lot at 8 Arlington Ave.

Krista Trout-Edwards confirmed ongoing discussions with Bedford Township to work through this matter and that the Land Bank is awaiting tax figures from the Assessor to proceed with a Payment in Lieu in order to facilitate Mr. Turner's request.

10. Board Member Comments & Announcements

Ms. Gray reported that "Keeping You Informed" Town Hall meeting will be on May 14th at 6:30pm in the Battle Creek City Commission Chambers, with a topic of "City Budget's Made Simple."

Brian Wensauer reported that both Forfeiture and Foreclosures are down this year.

Ms. Reid mentioned the upcoming Albion Council meeting on Monday, May 6 and expressed her thanks for the support of the economic development/brownfield plan.

Mr. Reed indicated that 3 representatives from Chemical Bank would be attending the MayDay event at 26 Fremont.

11. Adjournment.

Mr. Reed made a motion to adjourn. Mr. Farmer seconded and the meeting was adjourned at 4:04pm.

The next meeting is scheduled for **June 27, 2019 at 3:00pm** in the Garden Level Conference Room at the Calhoun County Building.