



## CCLBA Board of Directors Meeting Minutes

**3:00pm Thursday, August 22, 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 3:00pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

**Roll Call:** Brian Wensauer, Lenn Reid, Derek King, John Hart in attendance. Lynn Ward Gray arrived at 3:03pm. Jack Reed arrived at 3:05pm.

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

### 2. Pledge of Allegiance

### 3. Approval of the Agenda

*John Hart moved to approve the agenda. Lynn Ward Gray seconded, and the motion passed by unanimous voice vote.*

### 4. Citizen Comment

None

### 5. Consent Agenda

#### a. Approval of Land Bank Minutes – June 27, 2019 Meeting

#### b. Accept 2018 Audit

*Derek King moved to approve the consent agenda including the meeting minutes of the June 27, 2019 meeting and acceptance of the 2018 Audit. Jack Reed 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

Ms. Trout-Edwards highlighted that all of the HH3.8 grant properties are down and that an extension has been granted to accommodate the associated documentation requirements.

- d. Budget Update – as submitted
- e. Communications Update – as submitted
- f. Informational Items – as submitted

Ms. Trout-Edwards noted that the Battle Rock project at 50 W Michigan Ave has received a letter of intent from MEDC and that the project is moving forward with an anticipated transfer of October to meet OPRA requirements.

Additionally, Ms. Trout-Edwards sought interest level from the board regarding a tour of recent small developments facilitated by the Kalamazoo Land Bank. Discussion followed, dates TBD.

## **7. Discussion Items**

### **a. Eastside Redevelopment (410 East Dr)**

Ms. Trout-Edwards led a brief discussion regarding issuance of a Request for Proposal (RFP) with specific development parameters and/or the option of the Land Bank as master developer at the site. The RFP will be issued and both options will continue to be vetted.

### **b. Incremental Development Alliance Work**

Ms. Trout-Edwards highlighted the learnings from the work with the Incremental Development Alliance as organized by the State Land Bank, specifically the need for infill housing and the unique positioning of the Land Bank to meet missing housing needs within the County. There was discussion about the fit of this work with the Land Bank Mission and support of the Land Bank pursuing this new path to stabilization and revitalization.

John Hart departed at 4:00pm

## **8. New Business**

### **a. Discuss and Approve an Amendment to the 2019 Budget**

Ms. Trout-Edwards clarified that the proposed amendment contained typical adjustments and was at the suggestion of the Finance department.

*Mr. King moved to approve the Amendment to the 2019 Budget. Mr. Reed seconded, and the motion passed by unanimous voice vote.*

## **9. Accept Report of Accounts Payable**

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

## **10. Citizen Comment**

none

## **11. Board Member Comments & Announcements**

none

## **12. Adjournment.**

*Mr. King made a motion to adjourn. Mr. Reed seconded and the meeting was adjourned at 4:14pm.*

The next meeting is scheduled for **October 24, 2019 at 3:00pm** in the Garden Level Conference Room at the Calhoun County Building.