



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, December 17, 2019

Calhoun County Building – Marshall
Garden Level Conference Room

1. Call to Order

Vice Chair Lynn Ward Gray called the meeting of the Calhoun County Land Bank Authority Board to order at 3:07pm in the Garden Level Conference Room of the Calhoun County Building located at 315 West Green Street, Marshall, MI 49068.

Roll Call: Lynn Ward Gray, Lenn Reid, Jack Reed and Derek King in attendance. John Hart arrived at 3:08pm. Brian Wensauer was excused.

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

2. Pledge of Allegiance

3. Approval of the Agenda

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

4. Citizen Comment

None

5. Consent Agenda

Approval of Land Bank Minutes – August 22, 2019 Meeting

Mr. King moved to approve the consent agenda including the meeting minutes of August 22, 2019. Lenn Reid 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. Communications Update – as submitted
- f. Informational Items – as submitted

Ms. Trout-Edwards indicated that 260 projects of the HH3.8 grant had been completed successfully through to funding as of today 12/17/2019.

Ms. Trout-Edwards highlighted the recent unanimous commitment from the City of Albion to partner for the demolition of the Union Steel facility, as well as the Treasurer and the Board of Commissioners support by appropriation.

Ms. Trout-Edwards also shared that the RFQ for the Eastside Redevelopment project is scheduled to be released January 21st. She indicated that MML assistance with the RFQ has the added benefit of distribution through MML's resources and \$75,000 assistance after the project is awarded.

7. Public Hearing – 2020 Budget

Motion to open Public Hearing

Mr. King moved to open the Public Hearing for the 2020 Budget. John Hart seconded, and the motion passed by unanimous voice vote.

Ms. Trout-Edwards reviewed the proposed budget and led discussion.

Mr. King moved to close the Public Hearing. Mr. Hart seconded, and the motion passed by unanimous voice vote.

8. New Business

a. Approval of 2020 Budget

Mr. King moved to approve the 2020 Budget as presented. Mr. Reed seconded, and the motion passed by unanimous voice vote.

b. Discuss and Approve 2019 Budget Amendment

Mr. Reed moved to approve the 2019 Budget Amendment as presented. Mr. Hart seconded, and the motion passed by unanimous voice vote.

c. Discuss and Approve 2020 Meeting Schedule

Mr. Hart moved to approve the 2020 Meeting Schedule as presented. Ms. Reid seconded, and the motion passed by unanimous voice vote.

d. Discuss and Approve an Amendment to extend the ARC Land Banking Agreement

Ms. Trout-Edwards advised that extending the agreement allowed for conversation regarding the Specific Tax and to coordinate an exit transition for the properties

Mr. King moved to approve the extension. Mr. Hart seconded, and the motion passed by a unanimous voice vote.

e. Discuss and Approve an extension for the Battle Rock project at 50 W Michigan Ave in Battle Creek

Ms. Trout-Edwards stated that as of December 12th the project's Due Care Plan had been approved by EGLE, their Brownfield Plan was also approved, and the developers were working with the SBA on financing the final components. She reported that February 25th was the MEDC board meeting and that this extension would cover the project until the results of that meeting.

Mr. King moved to approve the extension. Mr. Reed seconded, and the motion passed by a unanimous voice vote. Mr. Hart abstained.

9. Accept Report of Accounts Payable

Mr. Hart 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. Reid was pleased with the progress on Union Steel, that the Community Gardens are now tax exempt and the City of Albion's new zoning ordinance being in effect.

Mr. Hart recapped the benefit of the USEPA grant for the Record Box, the pending breweries, New Level Sports and remediation on Hamblin Ave.

Ms. Gray stated that she felt the messaging efforts of the Land Bank are yielding a positive result and expressed thanks to the Land Bank staff for a great year.

Mr. King is looking forward to Battle Rock coming to fruition and echoed Ms. Gray's thanks for a great year, which was agreed upon by all.

12. Adjournment.

Mr. King made a motion to adjourn. Mr. Hart seconded, and the meeting was adjourned at 4:11pm.

The next meeting is scheduled for **February 27, 2020 at 3:00pm** in the Garden Level Conference Room at the Calhoun County Building.