



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, October 28, 2021

Calhoun County Building – Marshall
Via ZOOM Video Conference Call

1. Call to Order

Chair Brian Wensauer called the meeting of the Calhoun County Land Bank Authority Board to order at 3:01pm via ZOOM Video Conference Call.

Roll Call: Brian Wensauer, Derek King, Lenn Reid, and Lynn Ward Gray in attendance. John Hart joined at 3:12 p.m.

Staff: Krista Trout-Edwards, Executive Director; Amy Rose Robinson, Property & Project Coordinator; Mariah Monahan, Administrative Assistant; Janie Brown, Grant Support Technician; and Jim Dyer, General Counsel.

2. Pledge of Allegiance

3. Approval of the Agenda

Lynn Ward Gray moved to approve the agenda. Lenn Reid seconded, and the motion passed by roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none.

4. Citizen Comment

None

5. Consent Agenda

a. Approval of Land Bank Minutes – August 26, 2021 Meeting

b. Accept 2020 Audit

Ms. Gray moved to approve the consent agenda including the meeting minutes of August 26, 2021, and acceptance of the 2020 Audit. Ms. Reid seconded, and the motion passed by roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none.

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 –

i. *Ms. Trout-Edwards provided an overview of the final report for the 2016 EPA Brownfield Assessment Grant.*

Ms. Lenn Reid asked if additional clean-up would occur at the Darlymple site, and Ms. Trout-Edwards informed her that no additional work would be done there by the CCLBA, as the property is now owned by the City of Albion.

Ms. Lynn Ward Gray stated that she appreciated the time, effort, and presentation of the final report.

d. Budget Update – as submitted

e. Informational Items –

i. *Ms. Trout-Edwards introduced the newest staff member of the CCLBA team, Janie Brown, who is the Grant Support Technician. Ms. Trout-Edwards explained her role at the Land Bank.*

7. Discussion Items

a. **Property Sales in the Washington Heights Neighborhood.**

Ms. Trout-Edwards provided an overview of the work in the neighborhood under the grant, and the pressure staff is feeling as they work to create and incorporate the Advisory Committee. She also provided examples of properties the Land Bank could acquire from the city to create redevelopment sites but explained why a policy governing dispositions and acquisitions might make more sense. She also shared a quadrant map and a review process created by staff to better review sites in the neighborhood.

John Hart agreed and stated that the Land Bank and the City of Battle Creek should work together closely to provide better structure and plans for the properties. He further stated he wants to ensure that the Land Bank considers what the highest and best use of the properties owned is, therefore, it may need to consider a hybrid policy that recognizes some sites are Side Lots while others have development potential. He also mentioned that a modification to the quadrant map may be necessary to ensure all the commercial area is in one quadrant.

Derek King agreed that a pause is necessary and that making sure the Advisory Committee was in place and established made the most sense to provide input on property sales.

John Hart reiterated his thoughts on the quadrant map stating that it might make sense to shift Quadrants #1 and #2 to being horizontal, so that they run along Michigan Avenue W and Vanburen St W and better outline the commercial district.

Lynn Ward Gray agreed with Mr. Hart's suggestion on modifying the quadrants. She stated that people want the opportunity to have their voices heard, thus a pause is appropriate, and being purposeful in how and to whom we sell Land Bank properties is important in keeping the community united.

b. **Battle Rock Project**

Ms. Trout-Edwards provided an overview of the 9th Amendment project as well as deadlines, including the required financial packet by December 1st of this year and closing by December 9. She stated that the developers had submitted updates per the Amendment, but recently indicated a desire to reshape their project for it to be mixed use. Ms. Trout-Edwards felt an additional extension request would be forthcoming and wanted to discuss that with Board members. She also explained her desire to leave the Amendment in place as return and return the property to the market under the Transform This Commercial Property, which would allow the developers to rebid on it with their revised project.

John Hart concurred with Ms. Trout-Edwards summary, and felt that the developers could revisit the site with their revised project under the TTCP program. He did indicate that the new vision is more manageable.

The Board agreed that while they support the developers and their vision there are not enough details in their revised plan. Therefore, the Amendment should stay in place as written.

c. **Motion to Amend the October 28, 2021 Board Meeting Agenda Packet to include New Business Item 8b.**

Lynn Ward Gray made a motion to add agenda item 8b, Ms. Reid seconded the motion and the it passed by a roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none.

8. New Business

a. **Review and Approve Sale of 600 N Albion Street (51-004-015-00), Albion**

Ms. Trout-Edwards presented the staff report as submitted.

Lynn Ward Gray moved to approve the sale of 600 N Albion St as presented. Ms. Reid seconded, and the motion passed by a roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none. RES 2021-07

b. **Request that the Executive Director present a policy that covers property sales in the NPC2 area until the Advisory Committee issues its development and land use recommendations.**

Derek King moved to have policy created, Ms. Reid seconded, and the motion passed by a roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none.

9. Accept Report of Accounts Payable

Ms. Gray moved to approve the Report of Accounts Payable as presented. Mr. Hart seconded, and the motion passed by roll call vote. In favor: Brian Wensauer, John Hart, Lenn Reid, Derek King, and Lynn Ward Gray. Opposed: none.

10. Citizen Comment

None

11. Board Member Comments & Announcements

Derek Hart shared his heartfelt condolences regarding the passing of Ms. Trout-Edwards' father. All other members seconded his condolences.

12. Adjournment.

Mr. King made a motion to adjourn. Ms. Reid seconded, and the meeting was adjourned at 4:18 p.m.

The next meeting is scheduled for **December 16, 2021 at 3:00pm** via Zoom with the virtual information available on the website at <https://calhounlandbank.org/events/>.