



CCLBA Board of Directors Meeting Minutes

3:00pm Thursday, February 24, 2022

Calhoun County Building – Marshall

Garden Level Conference Room

AND VIA ZOOM VIDEO CONFERENCE

1. Call to Order

Chair Brian Wensauer called the meeting of the Calhoun County Land Bank Authority Board to order at 3:03pm.

Roll Call: Brian Wensauer, Lenn Reid, Jack Reed, John Hart, Lynn Ward Gray in attendance in person. Derek King in attendance via Zoom. (Virtual attendance rules under the Open Meetings Act indicate that King is unable to vote and his presence does not count toward quorum.)

Staff: Krista Trout-Edwards, Executive Director; Angela Whitesell, Office & Program Coordinator; Amy Rose Robinson, Property & Project Coordinator – all in person. Mariah Monahan, Administrative Assistant and Janie Brown, Grant Support Technician – both via Zoom.

2. Pledge of Allegiance

3. Approval of the Agenda

Lynn Ward Gray moved to approve the agenda. Lenn Reid seconded, and the motion passed unanimous voice vote.

4. Citizen Comment

None.

5. Consent Agenda

Approval of Land Bank Minutes – December 16, 2021

Jack Reed moved to approve the consent agenda including the meeting minutes of December 16, 2021. John Hart 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.

Ms. Trout-Edwards clarified limitations to Mr. King's role due to his virtual attendance, specifically that he is not included in the quorum count and is unable to vote.

Ms. Trout-Edwards provided highlights on the following:

- a. Property Sales - *as submitted which included 2 sales from 2021 as they occurred after the December board meeting. 109 Fountain, which will be a infill housing project with Norfolk Homes and 625 Hamblin the sale of which successfully navigated zoning changes under TTCP.*
- b. Property Listing & Rehabilitations – as submitted
- c. Grant Update– as submitted
- d. Budget Report – as submitted
- e. Informational Items – as submitted
 - i. Battle Rock / 50 W Michigan Ave, Battle Creek
Ms. Trout-Edwards stated that this property has now returned to the market and is actively being promoted for sale.

- ii. 26 Fremont St
Ms. Trout-Edwards shared that 26 Fremont St will be featured in the upcoming edition of This Old House magazine and that the property will actively be listed for sale closer to publication in May 2022.
- iii. 131 Superior St N – State Land Bank | Michigan Department of Treasury Grant
Ms. Trout-Edwards noted that an extension has been granted for the remediation work on this site.
- iv. JEDI Committee (Justice, Equity, Diversity & Inclusion)
Ms. Trout-Edwards notified the Board that she has been named co-chair to this inner-county committee
- v. MALB Funding Work
Ms. Trout-Edwards provided an update on the continuing work of the Michigan Association of Land Banks to pursue and secure an improved funding strategy for Land Banks across the state.
- vi. Other
Ms. Trout-Edwards shared that she will be providing an update to the Board of Commissioners on the work of the Land Bank at the March 3rd meeting and provided a hard copy of her presentation to CCLBA Board members.

Jim Dyer, General Counsel, joined the meeting at 3:26pm.

7. Discussion Items

a. Title Insurance Priorities

Ms. Trout-Edwards shared the recent addition of funding for title work, clarified the importance of this work. She indicated the desire for input from the Board on parameters going forward.

Property & Project Coordinator, Amy Rose Robinson, who passed out hard copies of case studies for an informed discussion which followed; discussion included various options of how to implement the funding in a manner that provides the most benefit.

The Board favorably received options where the costs were shared such that a buyer would have “skin in the game” but wouldn’t be burdened with the entire cost. Staff to provide update on potential cost share options at future meetings.

b. Strategic Planning Priorities

Ms. Trout-Edwards reminded the Board that there is a need to devise a new strategic plan as the previous one expired 2017. Brief discussion followed with input on scope and incremental approach.

8. New Business

a. Elect 2022 Officers

Upon consent to continue in their current roles, John Hart made a motion that Lynn Ward Gray, Vice Chair, and Derek King, secretary continue in their current roles for 2022. Lenn Reid seconded the motion. All in support: Brian Wensauer, John Hart, Lenn Reid, Jack Reed and Lynn Ward Gray. Opposed: none. Abstain: Derek King

b. Adopt & Sign 2022 Code of Ethics

Mr. Hart moved to approve the 2022 Code of Ethics as presented. Ms. Gray seconded, and the motion passed by unanimous voice vote.

c. Accept & Approve Washington Heights Neighborhood | NPC2 Advisory Committee Structure and Selection Process as recommended by the Selection Committee.

Ms. Trout-Edwards provided an overview of the progress of the Selection Committee's to date and the structure that they have agreed to bring to the board for approval.

Ms. Gray commented affirmatively on the Selection Committee's addition of youth members to the Advisory Committee.

Mr. Hart made a motion to accept and approve the structure and selection process of the Washington Heights Neighborhood | NPC2 Advisory Committee as presented. Mr. Reed seconded and the motion passed by a unanimous voice vote. RES 2022-01

9. Accept Report of Accounts Payable

Ms. Gray made a motion to accept the Report of Accounts Payable. Mr. Hart seconded, and the motion passed by unanimous voice vote.

10. Citizen Comment

None.

11. Board Member Comments & Announcements

Ms. Gray reported that The Milton (former Heritage Tower) is holding open houses Mondays, Wednesdays, Fridays, and Saturdays from 11:00-2:00pm. She acknowledged the staff for an outstanding job.

Mr. Hart said that it was good to see everyone (at this first in-person meeting since February 2020!).

Mr. Reed appreciated that progress has continued despite challenging circumstances.

12. Adjournment

Ms. Reid made a motion to adjourn. Mr. Reed seconded, and the motion passed by unanimous voice vote. The meeting was adjourned at 4:27pm.

The next meeting is scheduled for **April 28 at 3:00pm** and will be held in person in the Garden Level Conference Room at the Calhoun County Building, unless meetings are permitted to be held via Zoom. If virtual meetings are permitted, information on how to participate will be available at calhounlandbank.org.