



## CCLBA Board of Directors Meeting Minutes

**3:00pm Thursday, June 23, 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 3:07pm.

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

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

### 2. Pledge of Allegiance

### 3. Approval of the Agenda

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

### 4. Citizen Comment

None.

### 5. Consent Agenda

#### **Approval of Land Bank Minutes – May 3, 2022 and Acceptance of 2021 Audit Report**

*Derek King moved to approve the consent agenda including the meeting minutes of May 3, 2022 and the acceptance of the 2021 Audit Report. Mr. 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.

- a. Property Sales - as submitted.
- b. Property Listing & Rehabilitations – as submitted  
*Ms. Trout-Edwards noted that the Hazelwood lots discussed at the previous meetings are successfully under purchase agreements.*
- c. Grant Update– as submitted.
  - i. EPA Brownfield Assessment Grant  
*Ms. Edwards indicated that the EPA will be opening another round of funding and that the Land Bank is prepared to apply.*
  - ii. Washington Heights Neighborhood Grant  
*There was brief discussion regarding lack of quorum at recent WHN Advisory committee. Ms. Trout-Edwards shared strategy taken to receive presenters at the meeting and maintain momentum on projects impacted. She also shared intentional steps to be taken going forward to support novice committee members with the learning curve of board service.*
  - iii. State Land Bank / Treasury Blight Elimination Grant  
*Ms. Trout-Edwards gave a recap of the Land Bank history at 131 Superior St N, Albion. Discussion followed with support to complete the project using ARPA funding.*
- d. Budget Report – as submitted.

- e. Informational Items – as submitted
  - i. MALB - \$50 Million Blight Elimination Program Proposal  
*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.*
  - ii. Partnerships – Tire Collection – Calhoun County Solid Waste & Recycling, Treasurer’s Office, Environment Great Lakes & Energy (EGLE) and CCLBA.
  - iii. Staff Training
  - iv. Justice, Equity, Diversity, Inclusion (JEDI) – as submitted
  - v. Communication – as submitted

## 7. New Business

- a. **Discuss and Conditionally Approve the listing of two WHN properties with Troxel Realty for sale through the Transform This Home program**

*Ms. Trout-Edwards explained the need for this action to maintain momentum despite the Advisory Committee’s lack of quorum on June 8 and provided an overview of the proposed resolution.*

*Ms. Gray provided input from the Advisory Committee regarding the benefit of seeing the subject houses in person or virtually.*

*Mr. King questioned the complexity of the approach in the resolution, concerned about the redundancy and efficiency of the process.*

*Ms. Gray offered the perspective that the Advisory Committee is ready to be engaged.*

*Ms. Trout-Edwards clarified that this process stemmed from the technical difficulty of the lack of quorum on June 8 and the intent of the resolution is to support project momentum while the WHN Advisory Committee is learning critical features of functioning as a body.*

*Mr. King moved to approve the Resolution for Conditional Approval of Listing Qualified Houses located in the NPC2 Area Under the Transform This Home program. Mr. Hart seconded. A roll call vote was taken. In Favor: Wensauer, Gray, King, Reed, Hart. Opposed: none. RES 2022-05*

- b. **Discuss and Conditionally Approve the sale of 4720-00-006-0 + 4720-00-005-0 (in NPC2) to Hexx Design as a direct sale at Fair Market Value, with assistance on title work and site clearance costs, through Troxel Realty.**

*Ms. Trout-Edwards explained the need for this action to maintain momentum despite the Advisory Committee’s lack of quorum on June 8 and provided an overview of the proposed resolution.*

*Mr. Hart shared insights from his knowledge of Hexx’s business efforts.*

*Ms. Gray offered perspective from the WHN Advisory Committee on the matter.*

*Mr. King moved to approve the Resolution for Conditional Approval to sell Properties to Hexx Design as a Direct Sale. Ms. Gray seconded. A roll call vote was taken. In Favor: Wensauer, Gray, King, Reed, Hart. Opposed: none. RES 2022-06*

- c. **Discuss and Conditionally Approve entering into a Memorandum of Understanding (MOU) with the Washington Heights United Methodist Church (WHUMC) for properties 3900-00-035-0, 3390-00-034-0, 3900-00-033-0, and 3900-00-024-0 (in NPC2) to be used for residential infill and sold under Develop This Lot, if conditions of the MOU are met.**

*Ms. Trout-Edwards provided an overview of the resolution. Brief discussion followed.*

*Mr. Hart moved to approve the Resolution for a Conditional Approval to Enter into a MOU with the WHUMC to Purchase and Develop Sites as a Residential Infill through the Develop This Lot*

program. Mr. Reed seconded. A roll call vote was taken. In Favor: Wensauer, Gray, King, Reed, Hart. Opposed: none. RES 2022-07

**8. Accept Report of Accounts Payable**

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

**9. Citizen Comment**

None.

**10. Board Member Comments & Announcements**

Mr. Reed shared news of his new position with Sturgis Bank.

Mr. King was pleased with the benefits from the WHN Advisory Committee and was glad that Ms. Gray was chairing the committee.

Mr. Wensauer shared that the mobile exhibit of the Vietnam Veterans Memorial, "The Healing Wall" is coming to Battle Creek starting July 17 and encouraged all to check it out if available.

Ms. Gray expressed her gratitude for staff participating in the Juneteenth celebration in Claude Evans Park and noted that the Pride Festival is coming up and booth space is likely available.

**11. Adjournment**

Mr. Reed made a motion to adjourn. Mr. Hart seconded, and the motion passed by unanimous voice vote. The meeting was adjourned at 4:15pm.

The next meeting is scheduled for **August 25th 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](http://calhounlandbank.org).