



CCLBA Board of Directors Meeting Minutes

4:00pm Wednesday, March 1, 2023

Calhoun County Building – Marshall
3rd Floor Law Library

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 4:02pm.

Roll Call: Brian Wensauer, John Hart, Lenn Reid, and Derek King in attendance. Jack Reed and Lynn Ward Gray arrived late, noted below.

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

2. Pledge of Allegiance

3. Citizen Comment

None

4. Approval of Agenda

John Hart moved to approve the agenda. Derek King seconded, and the motion passed with a unanimous voice vote.

5. Consent Agenda

Approval of Land Bank Minutes – December 15, 2022

Mr. Hart moved to approve the consent agenda including the meeting minutes of December 15, 2022. Mr. King seconded, and the motion passed by unanimous voice vote.

Jack Reed arrived at 4:04pm and Lynn Ward Gray at 4:06pm.

6. Executive Director's Report – continued

- a. 2023 Property Sales – as submitted.
- b. 2023 Property Listings, Rehabilitations & Reviewed Sites – as submitted
- c. Grant Update

- i. EPA Brownfield Assessment Grant

Ms. Trout-Edwards shared that staff applied in November 2022 for another EPA Brownfields Assessment grant and should hear in May 2023

- ii. Washington Heights Neighborhood (WHN) Grant – as submitted

Mr. Hart inquired about the Community Walks.

Ms. Trout-Edwards explained that the Community Walks are scheduled on days and at times when the WHN AC meets in order to encourage participation.

- iii. State Land Bank/Treasury Blight Elimination Grant – as submitted

- d. Budget Report – as submitted.

Ms. Trout-Edwards noted the learning curve and limited functionality at present with the county's new financial software and that the reports attached are for the end of 2022 only.

- e. Communications – as submitted.

Brief conversation about the reinstated Neighborhood Mow & Maintenance program.

f. Informational Items:

- i. PA 1 of 2023 – Ms. Trout-Edwards provided an overview of the Public Act and the expansion of projects that now includes acquisition and rehabilitation.
- ii. Title Work and Side Lot Update – Ms. Trout-Edwards confirmed that staff is proceeding as discussed at the last staff meeting, and that they are taking the first three applications through the process and have sent outreach letters to the next ten applicants.
- iii. AmeriCorps – LISC
Ms. Trout-Edwards shared the progress to address the county's need for housing coaching and counseling through a position supported by AmeriCorps.
- iv. 2023 Outlook
Ms. Trout-Edwards highlighted an upcoming conversation on strategic planning around state funding and partnership with the Treasurer's office.

7. New Business

- a. Elect 2023 Officers
Lynn Ward Gray made a motion to continue with the current officers for the year 2023, specifically herself as Vice Chair and Derek King as Secretary. Mr. Hart seconded. A roll call vote was taken. In Favor: Wensauer, King, Gray, Reid, Reed, Hart. Opposed: none.
- b. Accept and Sign 2023 Code of Ethics
Mr. King made a motion to support the signing of the 2023 Code of Ethics. Mr. Hart seconded, and the motion passed by a unanimous voice vote. All members of the Board signed the 2023 Code of Ethics.
- c. Accept and Approve Resolution of Engagement for the State Land Bank Authority's RFP 2023-001 – Blight Elimination Program Round 1.
Mr. King moved to approve the aforementioned resolution as written, Mr. Hart seconded. A roll call vote was taken. In Favor: Wensauer, King, Gray, Reid, Reed, Hart. Opposed: none.

RES 2023-01

8. Accept Report of Accounts Payable through 2022

Ms. Trout-Edwards noted that due to the learning curve on the new financial system, the attached report included accounts payable through the end of 2022.

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

9. Citizen Comment

None.

10. Board Member Comments & Announcements

Ms. Reid mentioned dumping at Ann St and Chestnut St in Albion.

Ms. Gray shared information about BCAAR's Homeownership Workshop on March 14th from 5:30 – 7:30pm at Second Missionary Baptist Church in Battle Creek. The event is free and dinner is provided.

Mr. Hart commented on the great WHN work.

Ms. Trout-Edwards responded that the processes employed there are intended to be carried out in other areas as possible.

Mr. Reed asked about the former State Farm property at 410 East Dr.

Ms. Trout-Edwards shared that staff is meeting with EGLE later this month in hopes of determining a path forward for development.

11. Adjournment

Mr. King made a motion to adjourn. Ms. Reid seconded, and the motion passed by unanimous voice vote. The meeting was adjourned at 4:43pm.

The next meeting is scheduled for **April 27, at 3:00pm** and will be held in person in the Garden Level Conference Room at the Calhoun County Building, a virtual component will be available at calhounlandbank.org.