

Montgomery County Land Reutilization Corporation (MCLRC)
Board Meeting
January 14, 2014

Attendees: Carolyn Rice, Treasurer (Chair of the Board)
Debbie Lieberman, Montgomery County Commissioner (Board Member)
Judy Dodge, Montgomery County Commissioner (Board Member)
Dale Berry, Pres. Washington Twp. Board of Trustees (Board Member)
Doug Harnish, Principle, Market Metrics (Board Member)
Nan Whaley, Mayor, City of Dayton (Board Member)
Mike Grauwelman, Executive Director
Paul Robinson, Chief Deputy Treasurer, Treasurer's Office (Treasurer)
David Williamson, MCLRC General Counsel
Maggie Carper, Assistant Prosecuting Attorney, Prosecutor's Office
Angela Lilly, Treasurer's Office (Secretary)
Anita Smultz, MVFHC, Fair Housing Analyst
Scott Paulson, Trustee, Washington Township
Sheila Crane, Realtor/Community Development Specialist, HER Realtors
Jeremy Kelly, Reporter, Dayton Daily News

Absent (Copies To): Mathias Heck, Prosecutor (Board Member)
John Cumming, Chief of Civil Division, Prosecutor's Office

Call to Order

Carolyn Rice, Chair of the Board, noting a quorum, called the meeting to order at 3:33 p.m. A copy of the agenda is attached for reference.

Approval of Minutes

Debbie Lieberman moved to approve the December 17, 2013 board meeting minutes. The motion was seconded by Dough Harnish and approved unanimously by voice vote.

Treasurer's Report

Paul Robinson presented the Treasurer's Report (see attached) for the period of December 17, 2013 through January 13, 2014, which shows an ending balance of \$1,345,303.26. The most noticeable transaction is a reimbursement to the City of Dayton for the Moving Ohio Forward program in the amount of \$552,573.30. Doug Harnish moved to approve the Treasurer's Report. The motion was seconded by Judy Dodge and approved unanimously by voice vote.

New Business – Executive Director's Report (NIP)

Mike Grauwelman reviewed the layout of the agenda for the meeting, which will also be used for future meetings. There are a couple of items on the agenda that are authorizations for expenditures.

There are currently no rules, nor a budget in place that would provide authority to the Executive Director, so items will need to be presented to the board until such time as the Executive Director has authority for expenditures. At the annual meeting held in April, the board will vote on authorities, appointment of board members, committee structure, etc.

Another item to be aware of is that the state land banks are working together on a proposal to present to Chase Bank as part of Chase's \$4 billion settlement, which will require funds be available for consumer type activities.

Mike Grauwelman will be working on the 2014 budget and putting together objectives for the land bank to accomplish this year.

New Business – Committee Reports

Rules Committee

Per Doug Harnish, the rules committee held their first regularly scheduled meeting for 2014 via tele-conference. Three specific items were discussed and recommendations will be given under new business items. Per Mike, recommendations will come through the committees up to the full board for approval.

Personnel Committee

Per Carolyn Rice, the personnel committee met and had one item for consideration. Board Member Dale Berry notified the Chair of his resignation from the MCLRC Board as of December 31, 2013. The Personnel Committee has a recommendation for Dale Berry's replacement. The board accepted Dale Berry's resignation.

VAPAC Advisory Group

No report at this time.

Old Business – Moving Ohio Forward Program Update

Per Paul Robinson, the biggest news within the program was the \$552,573.30 reimbursement to the City of Dayton. To date, the City of Dayton has been reimbursed approximately \$920,000, which includes the actual documentation that has been approved and reimbursed by the Attorney General. Because the MOF program is a 50% match, the \$920,000 represents \$1,800,000 worth of demolitions. There is another \$300,000 worth of reimbursements in the pipeline that the administrator (CountyCorp) is reviewing. The city was originally granted \$3,000,000 and with their match component, their totals are approximately \$5.3 million. Per Kevin Powell, City of Dayton Housing Inspector, Dayton has completed demolition, which totals 642 structures or 1100 units. The city is utilizing the additional \$1,000,000 (including match) of reallocated grant money from the Moving Ohio Forward program. The goal will be to make sure that all funding is used before the programs end. Mayor Whaley commended Carolyn Rice and Paul Robinson for being great partners in assisting the City of Dayton with the administrative process associated with the grant.

New Business – Item No. 1 – MCLRC Board Appointments

Due to the resignation of Dale Berry, the Personnel Committee nominated and moved to appoint Scott Paulson to be the MCLRC Board Township Representative as is required by law. The motion was seconded by Nan Whaley and approved unanimously by voice vote. *See attached Board Memo – Item No. 1 for requirements.*

New Business – Item No. 2 – MCLRC Grant Program

Carolyn Rice gave a recap of the formation and progress of the MCLRC grant program. The Rules Committee recommends suspending the grant program, with the final requests being considered and/or honored, in order to protect our cash flow as it relates to the NIP Program. The Rules Committee moved to suspend the MCLRC Grant program. The motion was seconded by Judy Dodge and approved unanimously by voice vote. *See attached Board Memo – Item No. 2 for discussion.*

New Business – Item No. 3 – Neighborhood Initiative Program

Mike Grauwelman outlined the requirements and expectations of the Neighborhood Initiative Program. Mike Grauwelman requested approval of funds to help compile the application for the NIP Program. The Rules Committee recommended allocating \$20,000 to support the completion of the grant application. Doug Harnish moved to approve the allocation of \$20,000 to support the completion of the grant. The motion was seconded by Debbie Lieberman and approved unanimously by voice vote. *See attached Board Memo – Item No. 3 for discussion.*

New Business – Item No. 4 – Greater Ohio Policy Center Study

The Greater Ohio Policy Center has requested that Ohio Land Banks provide financial support for a study intended to assist counties and their land banks. The Rules Committee recommended providing \$7500 towards the study. Doug Harnish moved to approve \$7500 towards the study. The motion was seconded by Judy Dodge and approved unanimously by voice vote. *See attached Board Memo – Item No. 4 for discussion.*

Other Business – Logo Selection

Mike Grauwelman presented logos used by other land banks. After reviewing the mission statement for the land bank, Mike presented two logos for the board to select from. The board voted and selected the first logo presented.

Announcement

The next board meeting is scheduled for Tuesday, February 18, 2014.

Call to Adjourn

There being no further business, the meeting was adjourned at 4:39 p.m.

I hereby certify that the minutes related to the Board of Directors' monthly meeting of January 14, 2014 set forth above are the minutes approved by the Board of Directors at their meeting of February 18, 2014.

/s/ Angela Lilly
Angela Lilly, Secretary
Montgomery County Land Reutilization Corporation

Meeting Agenda

Montgomery County Land Reutilization Corporation

January 14, 2014, 3:30 pm

County Treasurer's Conference Room

451 West Third Street Dayton, Ohio

Welcome: Carolyn Rice, Chair

Roll Call

Approval of Minutes

- December 17, 2013

Treasurer's Report

Executive Director's Report

Committee Reports

- Rules
- Personnel
- Vacant & Abandoned Property Action Council (VAPAC)

Old Business:

- Moving Ohio Forward Program Update

New Business:

Item No. 1 – MCLRC Board Appointments

- Personnel Committee Recommendation (See Attachment)
- Motion to Approve Appointment

Item No. 2 – MCLRC Grant Program (See Attachment)

- Presentation and Discussion
- Motion to Suspend Program

Item No. 3 – Neighborhood Initiative Program (See Attachment)

- Presentation and Discussion
- Motion to Authorize Expenditures

Item No. 4 – Greater Ohio Policy Center Study (See Attachment)

- Presentation and Discussion
- Motion to Authorize Expenditures

Other Business:

- **Logo Selection** (To be provided at the meeting)

Announcements

Next Meeting: Tuesday, February 18th 2014 @ 3:30 pm

Adjourn

Montgomery County Land Reutilization Corporation

Treasurer's Report

Transactions for December 17, 2013 through January 13, 2014

Type	Date	Num	Name	Memo	Amount	Balance
					Starting Balance	\$1,344,749.71
Transactions						
Check	12/19/2013	1089	DataYard	Domain Name Service: mclandbank.org / .com - 1 Year	(40.69)	1,344,709.02
Check	12/23/2013	1090	CountyCorp	Moving Ohio Forward Program Administration: July 1 - September 30, 2013	(5,900.45)	1,338,808.57
Check	12/31/2013		Garrett Wood LLC	Reimbursement: 529-531 Notre Dame - Foreclosure Costs	396.50	1,339,205.07
Deposit	12/31/2013		US Bank	Interest Paid	11.42	1,339,216.49
Check	01/02/2014	1092	Lee & Mason Financial Services, Inc.	Liability Coverage Premium: 529-531 Notre Dame	(7.97)	1,339,208.52
Check	01/02/2014	1093	Uniques Unlimited	Office Furniture	(3,411.62)	1,335,796.90
Deposit	01/03/2014	Wire	Treasurer of State / Attorney General	Moving Ohio Forward: Miamisburg Reimbursement	3,732.74	1,339,529.64
Check	01/09/2014	1094	City of Miamisburg	Moving Ohio Forward: Miamisburg Reimbursement	(3,732.74)	1,335,796.90
Check	01/09/2014	1095	Sinclair Community College	Neighborhood Improvement Program Meeting	(495.32)	1,335,301.58
Deposit	01/09/2014		Lee & Mason Financial Services, Inc.	Overpayment reimbursement: Oct. 2013 invoice	1.68	1,335,303.26
Deposit	01/10/2014	Wire	Treasurer of State / Attorney General	Moving Ohio Forward: Dayton reimbursement	552,573.30	1,887,876.56
Check	01/13/2014	1097	City of Dayton	Moving Ohio Forward: Dayton reimbursement	(552,573.30)	1,335,303.26
					Transactions Net Total / Ending Balance	\$ (9,446.45) \$ 1,335,303.26

MCLRC Board Memo

To: MCLRBC Board of Directors
From: Mike Grauwelman, Executive Director
Date: January 10, 2014
Subject: Agenda Items

This month's Board agenda has four items that require approval. This memo serves as the agenda "attachment", and is being supplied as background information to familiarize you with the issues.

Item No. 1 – MCLRC Board Appointments

The Board has experienced a resignation of an "Appointed Director". As prescribed under the Articles of Incorporation the Chair called a meeting of the ex officio Directors / Personnel Committee to meet and discuss the appointment of a new Appointed Director. The Chair will provide the recommendation of the replacement at the meeting.

Board Action Requested: Approval of the new appointment.

Item No. 2 – MCLRC Grant Program

In preparation of a successful request for Neighborhood Initiative Program (NIP) funding, the Executive Director has requested that the MCLRC grant program be suspended. The reason for the suspension is to preserve MCLRC operating funds that will be required to support expenses associated with the NIP demolition program. The NIP program is intended to be a reimbursement program requiring MCLRC to front all expenses associated with its implementation.

There are several communities that have over the past few months expressed an interest in submitting an application. These communities have been contacted and made aware that the program will be suspended, and that any applications made prior to January 15th will be reviewed.

The suspension would be effective immediately and in effect until such time that the cash position of the organization is able to support it once again.

The Rules Committee evaluated the request and has recommended approval of the suspension.

Board Action Requested: Motion to Suspend MCLRC Grant Program

Item No. 3 – Neighborhood Initiative Program

The Request for Proposals for the Neighborhood Initiative Program was released last week and includes a deadline of January 31, 2014. The program has evolved somewhat from the earlier “Guidelines”, but has remained consistent to its intended purpose. The primary change has been that of ownership communicated to you earlier. The Land Bank will be in a position where it will be liable for expenses related to the following:

- i. Maintenance +\$400 annually
- ii. Tax Assessments
- iii. Administration +\$1,000 unit

At this point it is difficult to estimate the annual expense for these items as we have no experience upon which to draw any conclusion, and the inventory of units (number and location, size, etc.) has not yet been defined. In order to mitigate future liabilities and address the organization’s ownership policy an agreement between the participating communities and Land Bank will be required to participate in the program. The business terms that have thus far been identified, and will be a part of the agreement are provided below.

- 1. Accept Ownership and Maintenance in 3 Years
- 2. Expenses >\$25,000 per Unit
 - a. Identify funding source.
- 3. Ineligible NIP Costs
- 4. Waive local (demolition, etc.) permit fees
- 5. Turn off / disconnect utilities
- 6. Provide public safety (fire, police) support if requested
- 7. Provide Target Area Plan
- 8. Identify Units for Demo
- 9. Support the development of Acquisition Strategies and Acquisition
- 10. Adopt Bank Land Bank acquisition policies and criteria
- 11. Identify units that may have extra ordinary demolition costs.
 - a. Environmental, Challenged location, Structural type

Finally it is apparent that the preparation of the grant will require resources beyond that of the Land Bank. Given no budget has been approved by the Board and the authority of the Executive Director has not yet been established, it will be necessary for the Board to authorize the expenditure of funds to support the grant. At this point I foresee the need for some legal, technical, marketing, and document control support. In addition the Board had asked that I reach out to several communities to determine if they required support in carrying out their responsibilities. One community has indicated that it could not support its role in developing the Target Area Plan. To address these and other potential needs the board is asked to authorize the Executive Director expenditure of up to \$20,000 to support the grant. The Rules Committee recommended approval of the request.

Board Action Requested: Motion to Authorize NIP Expenditures

Item No. 4 – Greater Ohio Policy Center Study

The Greater Ohio Policy Center has requested that Ohio Land Banks provide financial support for a study intended to assist counties and their land banks. The study's objectives include:

- Identify and share interesting and / or best practices among currently operating land banks.
- Inform the practices and operations of land banks at the initial or pre-start up stages, and
- Lay the foundation for measuring these land banks' progress and success as well as position land banks to play a role in community revitalization strategies.

A draft of the study request is attached. It is my understanding that The Greater Ohio Policy Center provided much needed support in establishing the MCLRC and in soldiering counties and their land banks cause in the past. This role is an important activity in coordinating the state's land bank activities and providing comprehensive, third party data to federal decision makers. Further such a study could be a useful tool in evaluating performance and identifying programs that may further MCLRC's mission, which could not be accomplished without substantial cost if attempted alone. Based upon these considerations it is recommended that the request be approved. The Rules Committee recommends approval in an amount of \$7,500.

Board Action Requested: Motion to Authorize Greater Ohio Policy Center Study Expenditure