



## Board Minutes

Tuesday, April 26, 2022 Board of Directors Meeting, 4:00 p.m.

Todd B. Portune Center for Community Government, 138 E. Court St., Room 610

**1. CALL TO ORDER**

Jill Schiller called the Hamilton County Land Reutilization Corporation (Landbank) Board of Directors meeting to order at 4:03 p.m.

**Board Members Present:**

Driehaus, Denise

Reece, Alicia

Dumas, Stephanie Summerow

Schiller, Jill

Honerlaw, Joe

Weidman, Tom

Powdrill, Joyce

**The Port, as Management Company of the Landbank:**

Bancroft, Amy

Hudson, Rick

Brunner, Laura

Laird, Tiffany

Daniels, Jilson

Millikin, Tom

Denning, Philip

Recht, Chris

Fischer, Bill

Robb, Deborah

Ghugre, Arundhati

Stephens, Jacob

Herrmann, Luke

**Guests:**

DiMenna, Tony – Hamilton County Treasurer

Von Allmen, Marc – Hamilton County

**2. WELCOME AND INTRODUCTIONS**

Ms. Schiller welcomed the Board members, staff, and guest.

**3. COMPREHENSIVE ETHICS POLICY**

The organization's Comprehensive Ethics Policy and Acknowledgement Form were distributed. Ms. Schiller reminded those in attendance of the requirement for HCLRC Board Members to sign on an annual basis and asked them to review and return their completed forms.

**4. APPROVAL OF MINUTES**

Ms. Schiller asked Board members if there were any additions or modifications to the January 26, 2022 Board of Directors meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

**Motion:** Ms. Driehaus moved to adopt the minutes of the January 26, 2022 Board of Directors meeting. The motion was seconded by Mr. Honerlaw and was approved unanimously.

Ms. Schiller asked Board members if there were any additions or modifications to the March 4, 2022 Special Board of Directors meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

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**Motion:** Mr. Weidman moved to adopt the minutes of the March 4, 2022 Special Board of Directors meeting. The motion was seconded by Mr. Honerlaw and was approved unanimously.

**5. *MANAGEMENT REPORT***

Mr. Denning reported the Landbank has completed applications to the State of Ohio Department of Development for grant funding for demolition and brownfield remediation projects throughout Hamilton County. Staff coordinated with jurisdictions to prioritize eligible projects and gather information for the first-come, first-served funding. The State has begun making decisions about awards, and if successful, the Landbank is prepared to quickly scope, contract, and begin executing.

Mr. Denning recapped ribbon cuttings for the Landbank in the past few months: a new construction project on Loth Street; a historic stabilization project on Sycamore Street; and two new-construction homes in Lincoln Heights. Mr. Denning reported all six homes on Loth Street are under contract.

Mr. Denning reported on March 22, as part of our Economic Equity strategy, the Port hosted a subcontractor outreach meeting. The purpose was to share upcoming maintenance and repair projects, with minority, women, and small business contractors, as well as other interested parties. The Landbank has made awards for mowing contracts for 2022. Mr. Denning noted 100% are Minority and Women-owned awards, with 48% of contracts being awarded to WBE firms and 52% of contracts awarded to MBE firms.

Ms. Powell and Ms. Reece joined the meeting. Ms. Schiller welcomed Joyce Powdrill, the newest Board Member.

Mr. Denning reported, at the end of April, Landbank and Port staff will travel to Cleveland for the Ohio Landbank Association's 2022 Conference. Staff has been asked to lead four separate conference sessions focused on our experience and expertise with mapping, data, collaboration, and housing renovation.

Homeowner Repair Program

Mr. Denning recapped that at the January Board meeting the Board voted to allocate \$250K for a Homeowner Repair program. With a focus on increasing neighborhood stability by creating a program that provides resources for the most at-risk resident, Landbank staff has designed eligibility criteria, homeowner applications, contractor processes, and project management practices for the program. Using slides, Mr. Denning reviewed the program goals, analysis, design, criteria, project management, and reviewed existing programs. Application for Evanston residents will launch in May, and Kaiker Development + Construction will be contracted to act as the Construction Manager. The Board shared additional available resources, discussed and asked questions, all of which were answered to satisfaction.

Ms. Reece left the meeting.

**6. *INVENTORY REVIEW***

Ms. Bancroft referred the Board to the packet to review the Landbank's acquisition and disposition numbers.

**7. *PROGRAM REVIEW***

Disposition Programs

Ms. Bancroft gave an overview of the program name changes and application revisions and reviewed the number of dispositions through the first quarter of 2022. Using slides, she highlighted 3516 W 8th Street, 3542 Vine Street, and 3900 Herron Avenue.

Structure Stabilization

Ms. Bancroft reviewed the structure stabilizations completed through the first quarter of 2022 and gave an overview of the program schedule for the remainder of the year. Using slides, she highlighted 2600 Beekman Street and 2508 Glenway Avenue.

**8. FINANCIAL REPORT**

Mr. Hudson called the Board's attention to the Income Statement in the Board Packet. Revenue for Q1 totals \$660K, which is \$380K or 37% below plan. Expenditures for Q1 total \$977K, which is \$558K or 36% below plan. The net result is (\$317K) of expenditures in-excess of revenue, versus (\$495K) planned. Capital expenditures for the quarter total \$1.1M versus a plan of \$2.1M.

The Balance Sheet showed cash totals of \$283K, a decrease of (\$622K) from the prior year. The decline is due to capital spending and a reduction in payables.

Mr. Hudson reported BKD began their audit of the Landbank's 2021 financials. The final report is due to the Ohio Auditor of State by April 30th. BKD's final audit results will be shared with the board once available.

**9. ADJOURNMENT**

Ms. Schiller adjourned the April 26, 2022 Board of Directors meeting at 4:57 p.m.

Respectfully,



Laura N. Brunner  
Secretary