



HCLRC BOARD MEETING MINUTES

Wednesday, January 17, 2013

4:00 PM, Hamilton County Administrative Offices, Room 610, Cincinnati, OH

1. CALL TO ORDER

Greg Hartmann called the Hamilton County Land Reutilization Corporation (HCLRC) Board of Directors meeting to order at 4:05 p.m.

BOARD MEMBERS PRESENT:

Goering, Robert
Hartmann, Greg
Honerlaw, Joseph
Monzel, Chris
Portune, Todd
Qualls, Roxanne
Quarry, Mark
Rolfes, Carolyn

BOARD MEMBERS EXCUSED:

Weidman, Tom

PGCDA, as Management Company of the HCLRC:

Basil, Will
Boggs Muething, Paula
Brunner, Laura
Laird, Tiffany
Paul, Gail
Recht, Chris
Robb, Deborah
Weber, William

GUESTS:

Blume, Liz, Community Building Institute
Christoff-Sheetz, Kate, City of Cincinnati
Croft, Tom, East Price Hill Improvement Association
Gamel, Tom, East Price Hill Improvement Association
Muller, Paul, Cincinnati Preservation Association
Nelson, Adam, Habitat for Humanity
Nugent, Dale, Suburban Steel Supply Company
Simpson, Yvette, City of Cincinnati
Smith, Ken, Price Hill Will
Strauss, Matt, Price Hill Will
Warminski, Margo, Cincinnati Preservation Association

2. WELCOME AND INTRODUCTIONS

Mr. Hartmann acknowledged and welcomed guests.

3. APPROVAL OF MINUTES

Mr. Hartmann asked Board members if there were any additions or modifications to the September 19, 2012 Board of Directors meeting minutes. Hearing none, he asked for a motion to adopt the meeting minutes.

Motion: Rob Goering moved to adopt the minutes of the September 19, 2012 Board of Directors meeting. The motion was seconded by Chris Monzel and was approved unanimously.

4. APPOINT OFFICERS FOR 2013

Mr. Hartmann reviewed the motion placed before the Board for its consideration, discussion, and approval for the following slate of officers: Mr. Greg Hartman as Chairperson; Mr. Joe Honerlaw as Vice Chairperson; and Ms. Laura Brunner as Secretary of the Hamilton County Land Reutilization Corporation for the one-year term commencing January 17, 2013.

Motion: Mr. Goering moved to appoint the aforementioned officers. The motion was seconded by Todd Portune and was approved unanimously.

5. ADOPT 2013 MEETING SCHEDULE

Mr. Hartmann reviewed the motion placed before the Board for its consideration, discussion, and approval for the 2013 schedule for regular meeting dates, in addition to today's meeting, as follows: Wednesday April 24; Wednesday July 24; and Wednesday October 23. These dates have previously been circulated to all board members.

Motion: Mr. Monzel moved to approve the aforementioned dates. The motion was seconded by Mr. Goering and was approved unanimously.

6. CONSIDERATION TO AMEND THE CODE OF REGULATIONS

Mr. Hartmann introduced Paula Boggs Muething who provided the following explanation:

Pursuant to Code of Regulations Article X, the Code of Regulations may only be amended if a majority of the Directors of the Board and a majority of the ex officio members of the Board approve the consideration of such amendments at a meeting of the Board of Directors. A proposed draft of amendments to the Code of Regulations was provided to each board member in the Board packets sent electronically on January 11, 2013. Placed before the Board's consideration is whether to consider these amendments at the next regularly scheduled board meeting on April 24, 2013.

After some discussion of the matter, Mr. Hartmann asked for a motion to consider amendments to the Code of Regulations.

Motion: Mr. Goering moved to consider the amendments. The motion was seconded by Mr. Portune and was approved unanimously.

7. FINANCIAL REPORT

Laura Brunner presented draft financial statements for the Board's consideration.

Ms. Brunner stated that the State Auditor's office waived its requirement to audit HCLRC financials at this time. Alternatively, financials will be audited at the end of next year for the collective life-to-date of the HCLRC.

The proposed 2013 Appropriations Budget was reviewed. Revenue from Hamilton County's DTAC funds are estimated at 3 million and the remaining funding of 5.7 million will flow through the books for the demolition grant program. The HCLRC is contributing a portion of the DTAC funds in order to achieve the total matching funds allowed by the Attorney General's office for the Moving Ohio Forward grant program.

Formal Action – Proposed resolution 2013-1 was brought before the Board for approval of the annual budget for the fiscal year of 2013:

A RESOLUTION APPROVING THE ANNUAL BUDGET FOR THE FISCAL YEAR 2013

After some discussion of the matter, Mr. Hartmann asked for a motion to approve Resolution No. 2013-1.

Motion: Mr. Goering moved to approve Resolution No. 2013-1 approving the annual budget for the fiscal year of 2013. The motion was seconded by Mr. Portune, and was approved unanimously.

8. PROPERTY ACQUISITION/BOARD OF REVISIONS FORECLOSURES

Ms. Muething presented a report of all properties that have been requested over the last several months. There are two primary methods of acquiring properties via tax foreclosure which are Prosecutor foreclosures and Board of Revisions foreclosures.

Ms. Muething discussed the various challenges and the need for a strategy that will allow the HCLRC to acquire properties more quickly and efficiently. Discussions had taken place between the HCLRC, Hamilton County Treasurer Rob Goering, and Commissioner Greg Hartmann to come up with a solution. The conversations resulted in Hamilton County Prosecutor agreeing to retain a private law firm to handle the Board of Revisions foreclosure process. The Board of Revisions foreclosures are only for vacant and abandoned properties; therefore, the judicial foreclosure process will still be used where these criteria does not apply.

The Board had further discussions on some of the details pertaining to the Board of Revisions process.

9. FOCUS NEIGHBORHOODS STRATEGY

Ms. Muething introduced Liz Blume, Executive Director of the Community Building Institute (CBI), who provided the following updates:

CBI is working in two sets of communities: Short-Term focus neighborhoods include Walnut Hills, Evanston, Madisonville, Avondale, Norwood, St. Bernard, and Fairfax while Long-Term focus neighborhoods include Price Hill, Northside, South Cumminsville, College Hill, North College Hill, Mount Healthy, and Colerain Township. CBI met with each aforementioned short-term community to indicate their individualized challenges and needs, and establish a work program that supports those needs. Initial information has been compiled and was presented before the Board is a report reflecting the scope of work and primary issues facing the short-term communities.

Key Projects/Partnerships in Focus Neighborhoods

Ms. Muething gave an update on the status of some current projects and partners with whom the HCLRC has established relationships.

The HCLRC recently signed a Letter of Intent with Building Value. The HCLRC intends to use Building Value's services for deconstruction, as well as lot stabilization and property maintenance. Building Value intends to ramp-up their work force using work force re-entry and economic inclusion.

Avondale has recently been awarded a HUD Choice Neighborhoods grant for \$29 million dollars. The HCLRC is coordinating meetings with stakeholders to ensure all parties are leveraging each other's work. Ms. Blume will be present in all upcoming meetings with Strive Partnership, LISC, Reds Community Fund, Uptown Consortium, and the Avondale Comprehensive Development Corporation (ACDC).

Additionally, the HCLRC is working on a project with National Church Residences in Avondale at the Alaska Acres site, and negotiating an IRS tax lien release from the property.

The HCLRC is partnering with the Homesteading and Urban Redevelopment Corporation (HURC) on a project in the Village of Addyston, where the HCLRC will be performing some demolitions using funds from the Moving Ohio Forward Demolition Grant Program. The Village of Addyston is submitting an application to the Housing Investment Fund Grant Program to acquire funding for stabilization of additional properties.

Some additional active partners include the Model Group, 3CDC, and local builders who would reconstruct after demolition.

10. LANDBANK PROGRAMS

Ms. Muething presented an updated descriptions list of the Landbank programs, and noted on the Historic Structure Stabilization grant program which relates to the motion set before the Board.

Ms. Muething introduced Chris Recht to give an update on the Advisory Board. The Advisory Board includes Paul Muller of the Cincinnati Preservation Association, Margo Warminski of the Cincinnati Preservation Association, Caroline Statkus of the City of Cheviot, and Tom Croft of East Price Hill Improvement Association. This Board is serving in an advisory capacity to help figure out how best to allocate the funding for the historical structure stabilization, and has its first meeting scheduled at the end of the month.

Ms. Muething introduced Billy Weber to give an overview of the Loveland Predestinarian Baptist Church, and other examples of those who are slated to receive Historic Structure Stabilization funds.

Formal Action – Proposed resolution 2013-2 was brought before the Board for approval to fund the historic structure stabilization program in 2013:

A RESOLUTION TO ALLOCATE \$250,000.00 TO THE HISTORIC STRUCTURE STABILIZATION PROGRAM.

After some discussion of the matter, Mr. Hartmann asked for a motion to approve Resolution No. 2013-2.

Motion: Mr. Goering moved to approve Resolution No. 2013-2 authorizing the HCLRC to allocate \$250,000.00 to the Historic Structure Stabilization program. The motion was seconded by Mr. Monzel, and was approved unanimously.

11. CAGIS UPDATE

The HCLRC has been working on a CAGIS technology upgrade, and communicating with many of the Hamilton County offices. The Clerk of Courts has agreed to create a new field in the online filing system to allow all mortgage and tax foreclosures be searched by parcel ID. This information will be connected to CAGIS to assist the HCLRC identify properties that are currently in mortgage and tax foreclosure in a given area. This function is expected to be online in the next two to three months.

Ms. Muething reported that CAGIS and the HCLRC met with the Cincinnati Police Department (CPD) and will be providing the CPD with foreclosure information. The CPD will make available its vacant/foreclosed property registration information. Meetings have taken place with the Hamilton County Recorder's office and they are working to digitize those records.

Additionally, the HCLRC was awarded \$65,000 from the Annie E. Casey Foundation to be used towards the CAGIS program. The grant will be administered through LISC.

The Board had further discussions on some of the details pertaining to what the system will show and who will have access to its information.

12. MOVING OHIO FORWARD DEMOLITION GRANT PROGRAM

Ms. Muething reported that the HCLRC was audited in December by the Ohio Attorney General's office of which the audit was passed.

Ms. Muething introduced Mr. Recht who presented the following updates:

In preparation for administering the approximately \$11.1 million in demolition grant/matching dollars, the Landbank met in the fall with individuals from jurisdictions across the County to ensure clarity on the Program requirements and lawful condemnation processes. Each of the jurisdictions was provided a guide to Blight and Nuisance Abatement by Governmental Action, as well as a one-page chart to assist jurisdictions in determining whether their target properties are eligible for the Program. Additionally, the Landbank engaged in community outreach sessions and presented at several community council meetings and community-based organizations, including the Homeownership Preservation Group, Cincinnati Preservation Association, Home Builders Association, and the CDC Association of Greater Cincinnati. Further outreach included working with demolition contractors and environmental consultants to ensure inclusive participation in the grant work.

The Landbank also took a proactive approach to risk management in its administration of the Program, beginning with establishing exceptionally protective insurance standards. The organization increased its own insurance limits, as well as set aggressive and comprehensive coverage requirements for contractors. Other risk management tactics included the hiring of a consultant to provide demolition oversight and ensure Program compliance, the sharing of information and best practices with the Cuyahoga and Lucas County Land Reutilization Corporations, and the creation of a demolition workflow and checklist that set forth step-by-step procedures to ensure successful and timely execution throughout the administration of the demolition process. The Landbank also successfully filed a reimbursement request with the Attorney General for the first batch of demolitions performed by the City of Cincinnati as a sub-recipient under the Program, and has established its own reimbursement protocol for Landbank-managed demolitions.

To-date, the Landbank has completed five demolitions in East Price Hill under the Program. There are 26 additional properties in various stages of the demolition process which are located in the cities of Cincinnati, Norwood, North College Hill, Mt. Healthy, St. Bernard, Wyoming, Colerain Township, and the villages of Cheviot, Glendale, Lincoln Heights, and Lockland. The Landbank continues to work

strategically with municipalities and townships throughout the County to identify and establish control over vacant and blighted residential properties that are ripe for demolition under the Program. At present, 107 additional properties have been identified as probable candidates, and Landbank staff is in the midst of confirming eligibility and ensuring the necessary control.

The Board had further discussions on some of the details pertaining to the timing of moving properties and the deadlines set by the program.

Ms. Muething introduced Deborah Robb to give an update on Economic Inclusion on work being done by contractors. Ms. Robb reported that the HCLRC put out to bid 25 houses for demolition. One of those houses went to Building Value in Wyoming for deconstruction. For the remaining properties, approximately 75% of the \$330,000 spent went to minority owned businesses.

13. ADJOURNMENT

Motion: Mr. Honerlaw moved to adjourn the Board of Directors meeting. The motion was seconded by Mr. Monzel and was approved unanimously. The Board of Directors meeting adjourned at 4:57 PM.

Respectfully,



Laura N. Brunner
Secretary