



Board Minutes

Wednesday, October 23, 2013 Board of Directors Meeting, 4:00 PM
Hamilton County Administration Building, 138 E. Court St., Room 610

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
Monzel, Chris
Portune, Todd
Quarry, Mark
Rolfes, Carolyn

PGCDA, as Management Company of the HCLRC:

Basil, Will
Boggs Muething, Paula
Brunner, Laura
Laird, Tiffany
Recht, Chris
Robb, Deborah
Sampson, Alison

Guests:

Barrett, Maria – Port Financial Consultant
Bell, Gena – Commissioner Chris Monzel
Dale Nugent – Suburban Steel Supply
Margo Warminski – Cincinnati Preservation Association
David Wittekind – In-Line Development

2. **WELCOME AND INTRODUCTIONS**

Greg Hartmann acknowledged and welcomed guests.

3. **APPROVAL OF MINUTES**

Greg Hartmann asked Board members if there were any additions or modifications to the July 24, 2013 Board of Directors meeting minutes. Hearing none, he asked for a motion to adopt the meeting minutes.

Motion: Robert Goering moved to adopt the minutes of the July 24, 2013 Board of Directors meeting. The motion was seconded by Greg Hartmann and was approved unanimously.

4. **FINANCIAL REPORT**

Laura Brunner introduced Maria Barrett, Port Financial Consultant to present the financial Summary.

September Financial Statements

Three Moving Ohio Forward grant draws totaling over \$218,000 were received in the third quarter. The remaining balance due based on program to date expenditures is \$681,583, which is reflected on the balance sheet as a receivable.

The landbank spent over \$1.3 million on programming in the third quarter, compared to just over \$1 million in the first half of the year.

Not included on the financial statements is over \$822,000 of open purchase orders for environmental, demolition and stabilization work.

With the MOF deadline being extended to May 2014, we are projecting 10% of program revenue and costs to fall into next year. Based on our evaluation of the revised budget (see Resolution 2013-4 for your consideration), we expect the year end cash balance to be approximately \$700,000.

Audit Contract

The Auditor of State has awarded the five year audit contract to BKD LLP, one of five firms that proposed on the work. All-inclusive fixed fees for the contract period will be \$55,750. BKD previously audited the Port of Greater Cincinnati Development Authority, so we are familiar with the personnel and high quality of work they provide.

Robert Goering inquired if properties could be reflected on the balance sheet. Maria Barrett stated the Port is in the process of reviewing what costs need to be capitalized and intends to include it in future reporting. Additional discussion occurred regarding open purchase orders and the process by which the HCLRC is reimbursed for demolitions through the Moving Ohio Forward grant.

2013 Revised Budget

Maria Barrett referenced the revised budget presented in the Board packet. When it was disclosed that the second half operating funds would be significantly less than projected the budget had to be analyzed and reallocated. Despite the lower budget the HCLRC was able to allocate more money to programming and less to general and administrative expenses.

Formal Action Requested – Before the board today is proposed resolution 2013-4 entitled:

REVISED BUDGET FOR THE HAMILTON COUNTY LAND REUTILIZATION CORPORATION FOR THE FISCAL YEAR JANUARY 1, 2013 THROUGH DECEMBER 31, 2013.

After some discussion of the matter, Greg Hartmann asked for a motion to approve Resolution No. 2013-4.

Motion: Robert Goering moved to approve Resolution No. 2013-4. The motion was seconded by Chris Monzel, and was approved unanimously.

Draft 2014 Annual Budget

Paula Boggs Muething stated that the HCLRC is estimating the receipt of \$2.5 million in DTAC funds, in addition to some revenue from property sales. The largest change noted in the 2014 draft budget is the allocation of funds, putting them in the main buckets of Historic Structure Stabilization, Focus Neighborhood Commercial, Focus Neighborhood Residential, Non-Focus Neighborhood and General and Administrative.

Work will continue to take place throughout the entire county; however the HCLRC intends to be most proactive in the Focus Neighborhoods. After receiving recommendations from Community Building Institute (CBI), these communities are where the most impact can be made.

The proposed budget will be presented at the annual board meeting in January.

Further discussion was had regarding the Moving Ohio Forward allocations, processes and deadlines. It was noted that the Ohio Attorney General commended the HCLRC for its operations, strategies for vacant properties once demolished, and for how transformative the St. Leger demolition was for the Evanston community.

5. PROGRAM UPDATES

Moving Ohio Forward Demolition Grant Program

State of Ohio Attorney General Site Tour – The HCLRC conducted a site tour with Jennifer Mildren, Assistant Attorney General, to review previously demolished sites. Sites toured included properties in Northside, St. Bernard and Evanston (the former St. Leger site), all of which have a disposition strategy for the vacant land use to include new townhouses, condos and apartments. Ms. Mildren noted that Hamilton County is one of the few counties that have received these funds that have a focused strategy for the demolished sites.

Demolition Update – To date, we have demolished fifty-five properties with an additional fifty-one in the process for demolition. One of the properties that were demolished for the City of Wyoming was utilized as a training opportunity and controlled burn for the Wyoming Fire Department. The demolition contractor was on standby to demolish the building as soon as the fire was completely extinguished. The Wyoming fire chief and city administrator applauded our efforts to assist them in this valuable training exercise.

Demolition Economic Inclusion Update

MBE	\$599,372	25.8%
WBE	\$525,223	22.6%
SBE	\$1,200,970	51.7%

Neighborhood Initiative Program

Paula Boggs Muething attended a Revitalizing Ohio’s Vacant Properties conference where she attended a break out session for the Neighborhood Initiative Program (NIP), administered by Ohio Finance Agency (OHFA). This program requires that each property be acquired by a landbank, they will require a promissory note, and only 16 counties are allowed to participate. The U.S. Treasury Department will allow OHFA to direct \$60 million in funds to this demolition program.

Formal Action Requested – Before the board today is proposed resolution 2013-5 entitled:

RESOLUTION AUTHORIZING THE PORT OF GREATER CINCINNATI DEVELOPMENT AUTHORITY, AS MANAGEMENT COMPANY FOR THE HAMILTON COUNTY LAND REUTILIZATION CORPORATION, TO APPLY FOR, RECEIVE, AND TO TAKE ALL ACTION NECESSARY TO IMPLEMENT THE REQUIREMENTS OF THE NEIGHBORHOOD INITIATIVE PROGRAM.

After some discussion of the matter, Greg Hartmann asked for a motion to approve Resolution No. 2013-5.

Motion: Robert Goering moved to approve Resolution No. 2013-5. The motion was seconded by Chris Monzel, and was approved unanimously.

Historic Structure Stabilization Program

The Landbank recently selected four structures to be preserved under its Historic Structure Stabilization Program. Under guidance from the Program's Advisory Board, the Landbank decided to stabilize 1201 Linn Street (formerly the Regal Theater) and 1910 Freeman Avenue using funds from the Program's 2012 allocation. Both properties are located in the West End. Amongst other improvements, the properties will be cleaned out, undergo roof and wall repair, and be brought into full compliance with Cincinnati's Building Code. Work on the Linn Street property is underway. The Landbank will also stabilize 4000 Colerain Avenue (Farmer's Hotel) in Northside and 2710 Woodburn Avenue in Walnut Hills, utilizing funds from the Program's 2013 allocation.

Formal Action Requested – Before the board today is proposed resolution 2013-6 entitled:

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

After some discussion of the matter, Greg Hartmann asked for a motion to approve Resolution No. 2013-6.

Motion: Robert Goering moved to approve Resolution No. 2013-6. The motion was seconded by Chris Monzel, and was approved unanimously.

Laura Brunner added that we are more likely to have county candidates for this program. The HCLRC is working on long-term programming goals in which the Greater Cincinnati Foundation is interested in participating.

Paula Boggs Muething noted Deborah Robb has transitioned into the Community Revitalization business line as Director of Community Revitalization and Inclusion, and is an additional full-time resource for the Landbank.

Additional discussion occurred regarding the process of identifying qualified structures, in addition to strategies and challenges moving forward. Chris Recht will follow-up by circulating the matrix the Landbank uses as a starting point for evaluating properties under the Historic Structure Stabilization Program. Additionally, the HCLRC will plan to reach out to the Municipal League and Township Association.

Come Home Program – Evanston, Walnut Hills, St. Bernard

The CBI long-term Strategies report was provided for review. Liz Blume will be attending the Board of Directors annual meeting in January to give a brief presentation.

The Come Home Program is the next step in the HCLRC's short-term Focus Neighborhoods strategy. The resolution before the Board is for the allocation of funds to execute housing strategies in Evanston, Walnut Hills and St. Bernard.

Evanston

The plan in Evanston is to focus on image corridors of Woodburn Avenue between Xavier and DeSales Corner. The HCLRC is acquiring as many properties as they can along that corridor, also focusing housing and commercial redevelopment efforts from the five points areas, back to Walnut Hills and over to Blair. It is the HCLRC's intent to rehab ten to twelve buildings in that small focused area.

The purpose for the resolution before the Board is for acquisition, intake, initial stabilization and scope of work for rehab in Evanston.

Additionally, per Commissioner Todd Portune's suggestion, the HCLRC will collaborate with the Energy Alliance about incorporating energy efficiency into rehab and stabilization projects.

There are two phases to this work. Phase I is to allocate the funds to assist the communities of Evanston and Phase II will cover the rehab work.

Walnut Hills

The plan in Walnut Hills is to begin to acquire and hold key commercial and residential properties in the priority areas around McMillan and Taft, up to DeSales Corner. Estimates from Evanston will be used to assess how much rehab will take place since the housing stock is similar.

St. Bernard

The HCLRC has had discussions with St. Bernard. HCLRC will not work on rehabs as they are almost at market. Their CIC has acquired several properties and has plans for their residential redevelopment. They have asked the HCLRC to assist them with the City Center Development which will be the renamed development of St. Bernard Square.

Additional discussion occurred regarding residential and commercial redevelopment approaches and challenges in the seven short-term Focus Neighborhood communities, understanding the reasoning and strategy as to which areas will first receive the funding, as well as what the Come Home Program will fund.

Formal Action Requested – Before the board today is proposed resolution 2013-7 entitled:

A RESOLUTION TO ALLOCATE \$2,500,000.00 TO ASSIST THE COMMUNITIES OF EVANSTON, WALNUT HILLS, AND ST. BERNARD EXECUTE HOUSING AND REDEVELOPMENT STRATEGIES.

After some discussion of the matter, Greg Hartmann asked for a motion to approve Resolution No. 2013-7.

Motion: Robert Goering moved to approve Resolution No. 2013-7. The motion was seconded by Todd Portune, and was approved unanimously.

6. REVITALIZATION STEERING COMMITTEE LEGISLATION

Senate Bill 149

Paula Boggs Muething updated the Board on the Neighborhood Infrastructure Assistance Program (NIAP), stating the letter the Revitalization Steering Committee requested had been sent in addition to additional documentation on how the program would work. If passed, the HCLRC has identified a property in St. Bernard that they believe is the right project for this, connecting a pedestrian bridge that would link their business district to a community recreation center.

The HCLRC requested approval to sign the letter as an endorser of this legislation.

Motion: After some discussion Robert Goering moved to approve NIAP Senate Bill 149. The motion was seconded by Chris Monzel, and was approved unanimously.

NESHAP Recommendation

It is the recommendation of the HCLRC to send correspondence to the governor requesting that the single family resident exemption be recognized in Region 5.

The HCLRC requested approval to sign the letter as an endorser of this legislation.

Motion: After some discussion Robert Goering moved to approve sending a letter of support for NESHAP. The motion was seconded by Todd Portune, and was approved unanimously.

Senate Bill 172

This legislation is aimed to improve the efficiency and effectiveness of Ohio's landbanks and tax foreclosure proceedings of vacant and abandoned properties.

All Board members were not comfortable with supporting this bill. It was determined that the management of the Landbank would provide a letters of support.

7. MONTHLY REPORTING

Paula Boggs Muething noted that the 2014 Board of Directors meeting dates will be circulated.

8. ADJOURNMENT

Greg Hartmann adjourned the October 23, 2013 Board of Directors meeting at 5:23 p.m.

Respectfully,



Laura N. Brunner
Secretary