

Montgomery County Land Reutilization Corporation (MCLRC)
Annual Board Meeting
April 17, 2018

Attendees: Carolyn Rice, Treasurer (Chair of the Board)
Doug Harnish, Principle, Market Metrics (Vice Chair of the Board)
Sheila Crane, Realtor/Community Dev. Specialist, HER Realtors (Board Member)
Brian Inderrieden, Director of Plan. & Comm. Dev., City of Dayton (Board Member)
Scott Paulson, Trustee, Washington Township (Board Member)
Mark Willis, Commission Aide to Judy Dodge (Commission Representative)
Mike Grauwelman, MCLRC (Executive Director)
David Williamson, MCLRC (General Counsel)
Judy Zimmerman, Dir. of Finance, Treasurer's Office (Treasurer)
Angela Lilly, Montgomery County Treasurer's Office (Secretary)
Sam Braun, Finance Manager, Montgomery County Auditor's Office

Absent: Debbie Lieberman, Montgomery County Commissioner (Board Member)
(Copies To): Judy Dodge, Montgomery County Commissioner (Board Member)
John Theobald, Commission Aide to Debbie Lieberman (Commission Representative)

Call to Order

Carolyn Rice, Chair of the Board, noting a quorum, called the meeting to order. A copy of the agenda is attached for reference.

Approval of Minutes

Scott Paulson moved to approve the February 20, 2018 Board meeting minutes. The motion was seconded by Sheila Crane and approved unanimously by voice vote. Doug Harnish abstained from the vote.

New Business – Item No. 1: Board Appointments

Sheila Crane, Doug Harnish, Brian Inderrieden, and Scott Paulson are appointed members of the Board. The term for the four appointed members expires this year. All four members have indicated a willingness to continue serving on the Board. Mark Willis moved to re-appoint Sheila Crane, Doug Harnish, Brian Inderrieden, and Scott Paulson to the MCLRC Board. The motion was seconded by Carolyn Rice and approved unanimously by voice vote. *See attached Board memo for more details.*

New Business – Item No. 2: Committee Appointments

The Steering Committee has historically been comprised of the Chair of the Board, Vice Chair of the Board and one appointed member from the Board. Sheila Crane has indicated a willingness to continue as the appointed member of the Steering Committee. Doug Harnish moved to

appoint Sheila Crane to the Steering Committee. The motion was seconded by Scott Paulson and approved unanimously by voice vote. *See attached Board memo for more details*

New Business – Item No. 3: Election of Chair and Vice Chair

Carolyn Rice, Chair, and Doug Harnish, Vice-Chair, have indicated their willingness to continue in these roles for another year. Scott Paulson moved to elect Carolyn Rice as Chair. The motion was seconded by Mark Willis and approved unanimously by voice vote. Scott Paulson moved to elect Doug Harnish as Vice-Chair of the Board. The motion was seconded by Sheila Crane and approved unanimously by voice vote. *See attached Board memo for more details.*

Other Business – Financials

The Board reviewed the MCLRC program expenditures and revenues, including a NIP reimbursement and expenditures summary. The cash balance at the end of March was \$2,375,469. First half tax collection is complete for the Treasurer's Office; therefore \$1,068,732 in DTAC funds will be transferred to the Land Bank in April/May.

- Financials - There is a small variance in the personnel line item as a staff member resigned due to health issues and was out most of 2017.
- NIP - In December 2017, 119 properties went through the NIP process, resulting in a \$1,756,558 reimbursement from OHFA. YTD expenditures total \$1,252,166.
- TFAP - the program has a negative variance, as foreclosure expenses are paid as they occur while revenues are not realized until the properties are transferred.
- DIY - the program currently has higher expenditures vs. revenues. Although a loss per unit was anticipated it has been less than expected due to a stronger market / higher offers. There has also been considerable investment in preparing properties for market. This is in part due to the delay in the foreclosure process, and a sudden inventory being provided. The program now has a reasonable portfolio of properties, and work is being undertaken to increase the number of units being processed.
- Commercial - the Honeywell property has proven to have many issues (roof, personal property) but should be on the market in the next 60 days.
- NCST – the program had a \$12,000 negative variance due to acquiring a hand full of properties.

Other Business – Neighborhood Initiative Program

Mike Grauwelman provided an update on the NIP program. To date, 487 properties have been completely processed through the NIP program and have received reimbursement from OHFA. Demolition contracts have been awarded for 823 properties and 78 properties have been transferred to new owners.

Other Business – DIY Program

Nine properties are under contract in the DIY program. Three more properties are scheduled to be awarded in April. Revenue to expenses is showing \$35,000 on the positive side when only accounting for properties transferred. (Earlier financials indicated a loss due expenditures on properties not yet transferred.) Six properties acquired for DIY were transferred to NIP due to properties not being salvageable. There are eighteen properties in the land bank que being prepared for market. Fourteen properties identified as potential candidates for the program have taxes paid in full, which removes them from the program.

Other Business- Thriving Neighborhoods Initiative

The Land Bank has been talking to the lending community in search of partners for renovation and homeownership loans, Land Bank renovation, and philanthropy. As well, energy partners for philanthropy energy efficiency. On the ground, there are currently three Pineview properties in inventory and the next neighborhood slated for focus is Madden Hills.

Other Business – Executive Session

Doug Harnish moved to adjourn to Executive Session to discuss the purchase or sale of property. The motion was seconded by Sheila Crane. Carolyn Rice took roll call of those Board members in favor of entering Executive Session.

Roll Call:

Sheila Crane, aye
Doug Harnish, aye
Brian Inderrieden, aye
Scott Paulson, aye
Carolyn Rice, aye
Mark Willis, aye

Mark Willis moved to exit Executive Session. The motion was seconded by Doug Harnish
Carolyn Rice took roll call of those Board members in favor of exiting Executive Session.

Roll Call:

Sheila Crane, aye
Doug Harnish, aye
Brian Inderrieden, aye
Scott Paulson, aye
Carolyn Rice, aye
Mark Willis, aye

Announcement

The next board meeting is scheduled for Tuesday, May 22, 2018

Call to Adjourn

There being no further business, Scott Paulson moved to adjourn the meeting. Doug Harnish seconded the motion.



Board Meeting Agenda

Montgomery County Land Reutilization Corporation

April 17, 2018 3:30 pm

Montgomery County Treasurer's Office

Call to Order: Chair Carolyn Rice

Roll Call:

Approval of Minutes: February 20, 2018 (Attached)

Old Business:

New Business:

Item No. 1 – Board Appointments (Attachment)

- Presentation and Discussion
- Motion to Appoint

Item No. 2 – Committee Appointments (Attachment)

- Presentation and Discussion
- Motion to Appoint

Item No. 3 – Election of Chair and Vice Chair (Attachment)

- Presentation and Discussion
- Motion to Elect

Executive Session to Discuss the Purchase or Sale of Property

Other Business:

Next Meeting: May 22, 2018 @ 3:30 pm

Adjourn

To: MCLRC Steering Committee
From: Mike Grauwelman Executive Director
Subject: April Agenda
Date: April 13, 2018



New Business

Item No. 1 – Board Appointments

Action Requested: Appointment / Re-appointment of “Appointed Directors” to the Board of Directors.

Recommendation: Appointment / Re-appointment of those interested in continuing as “Appointed Directors” to a two year term.

As a part of the organization’s annual activities it is important to review the needs of the organization and the individuals involved in the organization including its Directors. The MCLRC has under its Code of Regulations (Article II, Members, Authority of Members) “ex officio” and “appointed” directors that serve on the board. There are three ex officio and four appointed directors that complete the seven member board. The ex officio members are appointed / established by virtue of their elected office, and the rule governing land banks provided in the Ohio revised Code. These positions include the County Treasurer and at least two County Commissioners. The ORC goes on to require the participation of a township member (with a population greater than 10,000) and a representative of the largest municipal corporation. The term of the ex officio directors is indefinite, while the appointed members serve for two year terms. The term for the four appointed directors expires this year. In order to standardize these appointments, the MCLRC has made these appointments at its annual meeting. Below is the list of members and their member status ex officio or appointed.

Ex officio Members:

- Carolyn Rice, Montgomery County Treasurer.....Chair
- Debbie Lieberman, County Commissioner.....Personnel Committee Member
- Judy Dodge, County CommissionerPersonnel Committee Member

Current Appointed Members:

- Brian Inderrieden, Dayton Member
- Sheila Crane HER RealtorsMember
- Scott Paulson, Washington Township Trustee.....Member
- Doug Harnish, President Market Metrics.....Vice Chair

The existing “appointed” directors were approached to determine if they were able and willing to continue to serve on the Board. Members Inderrieden, Crane and Harnish were reached and are willing to continue to serve. I was unable to reach Scott Paulson.

Item No. 2 – Committee Appointments

Action Requested: Appointment of members to the Steering and Personnel Committees.

Committee Recommendation: TBD Based Upon Membership (See Current listing below).

As a part of the organization’s annual meeting activities a review the organization’s committee needs is undertaken. From a management standpoint there is no compelling reason to alter the current committee structure. If however a Board member wishes to increase their involvement rotating membership on the Steering Committee or leadership roles could be considered. I have spoken to Shelia Crane and Doug Harnish about continuing on their Steering Committee role. They have indicated a willingness and interest in continuing to serve. If a change is made, I would recommend that the composition continue to reflect as much diversity of the existing membership including public and private, real estate and policy representatives. I believe that this serves the organizations interests and provides a balanced perspective in our decision making process.

Current Steering Committee Members:

- Carolyn Rice, Montgomery County Treasurer
- Sheila Crane, HER Realtors
- Doug Harnish, President Market Metrics

ITEM NO. 3 – ELECTION OF OFFICERS (CHAIR, VICE CHAIR)

Action Requested: Election of a Board for a Chair and Vice Chair

Section 3.3 of the Code of Regulations provides that the positions of Chair and Vice- Chair are to be elected at the annual meeting (See insert below).

At each Annual Meeting following the adoption of this Code of Regulations, the Board of Directors shall elect from its number a new Chairperson and new Vice-Chairperson, provided that there shall be no prohibition on electing a member of the Board of Directors to successive terms as Chairperson or Vice-Chairperson. The term of the Chairperson and Vice-Chairperson shall run from the date of election of each as Chairperson or Vice-Chairperson to the next succeeding Annual Meeting.

The current chair and vice chair provide for both an elected official and a private sector representative from the Board. This approach provides some diversity in leadership and an

approach that I believe best serves the organization. Both Carolyn Rice (Chair) and Doug Harnish (Vice Chair) have indicated a willingness to continue in these roles.

DISCUSSION – ANNUAL REPORT

The Code of Regulations provides that there be an annual meeting of the Board of Directors at which the Board shall release an annual report. The financial report /Audit is underway and scheduled for completion by the State Auditor in May. The stakeholder accomplishments report (Progress Report) is being developed will also be available in May.