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These typed minutes are a supplement to the official, recorded minutes on file with the CLRC secretary.

CLRC Chair, Nancy Nix called the meeting to order at 11:00 a.m.

Attendees:

| | | | |
|------------------|---------------|--------------|----------------|
| Nancy Nix | Dan Acton | Rob Wile | TC Rogers |
| Michael McNamara | Tim Carlson | Kathy Dudley | David Fehr |
| Charles Young | Karen Gabbard | Kyle Fuchs | Jody Gunderson |
| Denise Callahan | Don Dixon | Doug Atkins | Chasity King |
| Bob Bass | | | |

Ms. Nix requested a motion to approve the minutes of January 8, 2015. Mr. Wile made a motion to approve the minutes as submitted. Mr. Adkins seconded. Motion passed.

Treasurer's Report

Ms. Nix provided a treasurer's report. Discussed DTAC first half settlement will be forthcoming.

The upcoming audit of 2014 funds report has been submitted. Ms. Nix provided financial report of Hardest Hit program from inception 2014 to 2015 as an update.

Ms. Nix announced all books will be turned over to Mike McNamara after this meeting. Tim Carlson gave an update of funds allocated to his expenses for clarification.

Mike McNamara requests execution of a modification extension agreement at a cost of \$2,000.00 for Board approval. Mr. Adkins made a motion to approve the modification extension agreement as submitted. Mr. Wile seconded. Motion passed.

Land Bank Team Changes

Mike McNamara reports his new position as President of the Land Bank handling the day to day operations. Dave Fehr has agreed to become the new treasurer for the Land Bank and Karen Gabbard to continue as the secretary.

A memorandum of understanding needs to be executed for service agreement with the commissioners.

Development of a strategic plan for the land bank will be forthcoming.

Mr. Adkins requested a motion to adopt the memorandum of understanding between the Butler County Commissioners and the Butler County Land Reutilization Corporation as presented. Mr. Wile seconded. Motion passed.

Mr. Adkins requested a motion to approve Mike McNamara to be named as President of the Land Bank replacing Nancy Nix. Mr. Wile seconded. Motion passed.

Mr. Acton requested a motion to approve Dave Fehr to be named Treasurer of the Land Bank. Mr. Adkins seconded. Motion passed.

Mr. Wile requested a motion to authorize Mike McNamara, David Fehr and Nancy Nix as authorized check signers of the Land Bank account. Mr. Adkins seconded. Motion passed.



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Director Report

Mike McNamara reports the 40 properties from Middletown and Hamilton, exceeded the benchmark of properties needed to meet the March 31st deadline.

Met all reporting deadlines to Ohio Housing Finance Agency.

Moving forward with second round, as scheduled on Hardest Hit Funds program.

Mike discussed the letter commemorating the Moving Ohio Forward funds outlining the properties and dollars utilized by the land bank.

Each land bank required to submit for their own IRS tax exempt-nonprofit status for reporting purposes. The cost is \$6,000 when joining with other counties. This is \$46,000 split between counties depending upon their size. The commitment is needed prior to April 30th. Mr. Adkins requests a motion to have the authority to tell thriving communities to obtain an IRS letter for a cost up to \$6,000. Mr. Wile seconded. Motion passed.

New Land Bank Participants

Two county agencies requesting to join the land bank have submitted their Memorandum of Understanding. Ross Township, represented by Bob Bass and the City of Trenton. Mike McNamara will be meeting with different townships and cities to discuss joining the land bank.

Don Dixon requests a motion to approve the City of Trenton MOU as presented. Ms. Nix seconded. Motion passed. Don Dixon also requested a motion to approve Ross Township's MOU as presented. Mr. Wile seconded. Motion passed.

Hamilton

Jody Gunderson presented two Butler County Land Bank Economic Development proposals. Proposal #1 at 232 Main and 240 Main Street to be demolished to provide additional off-street parking for viable businesses on Main Street. Hamilton CORE Fund is present owner contributing 88% which equals \$126,000 and requesting land bank contribute 12% at an amount of \$16,500. Proposal #2 is one building to be demolished at 205 North B Street with the city contributing 87% at an amount of \$175,000 and requesting 13% from the land bank at an amount of \$25,000. This area is to become the area known as the gateway to the Riverfront Development that will include a proposed Hamilton Sports Complex, current Great Miami Rowing Center and several other businesses. City of Hamilton powerpoint slide printouts on file with Land Bank. Per Mike McNamara, land bank funding other than DTAC can be used for the cities of Hamilton and Middletown and contributes an economic development component which is required per our MOU.

Middletown

A property at 3400 Tytus Avenue Kyle Fuchs requests a project to utilize the land bank as a pass through. Over \$10,000 in back taxes, blight of trash, cars and feral cats. Request to acquire the property through the land bank and the neighboring veterinary hospital "All About PetCare" would purchase the property and improve the building to become a thriving business. Presentation packet with land bank files.



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New Business

Mike McNamara states applications will be made available to every village, township and city for each of their project requests in the future. Suggestions made regarding new funding cycle and allocation percentages for future projects to make the application process fair. Projects will be determined by their location not by the status of residential or commercial per the land bank board.

The CLRC's next meeting will be held Monday, June 29th at 11:00 a.m. in the Commissioners meeting room, 6th Floor.

Mr. Dixon moved to adjourn the meeting, Mr. Acton seconded. Ms. Nix adjourned the meeting at 11:55 a.m.