



**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 April 11, 2016 at 11:00 a.m.

Attendees:

Nancy Nix	TC Rogers	Rob Wile	Ed Teets
Michael McNamara	Tim Carlson	Kathy Dudley	
David Fehr	Karen Gabbard	Nicci Sczurek	
Denise Callahan	Doug Adkins	Chasity McAnulty	

Nancy Nix requested a motion to approve the minutes of January 11, 2016. TC Rogers made a motion to approve the minutes as submitted. Rob Wile seconded. Motion passed.

#### **Treasurer's Report**

Mike McNamara gave the treasurer's report. The amount on hand is \$168,000. DTAC receipts will be \$106,895, mobile home DTAC \$1,532.00. This is a reduction of about \$32,000 from last year. DTAC receipts have gone down over 12% as compared to last year with collections down only 5%, per Nancy Nix. Mike McNamara stated a three year projection will be provided later in the meeting with a suggested amount for DTAC at approximately \$125,000 this year. TC Rogers motioned to approve Treasurer's Report. Rob Wile seconded. Motion passed.

#### **Director's Report**

**Land Bank Budget Forecast** Preliminary numbers were provided which will be used as a planning document. Revenue forecast is based on 2016 dollars. Expenses are based on expenses now and estimates on what has been done in the past. A spike in administration costs is projected due to an upcoming audit as was conducted for the Port Authority.

**Hardest Hit Funds** – A request was made at the last land bank meeting to provide a list of properties and their statuses which is provided with disposition codes explained in the key provided in the upper right hand corner of the report. This report will be provided in future meetings. Mike McNamara will attend the quarterly meeting on Monday which may provide more information on what potential awards might be or what the rules might be.

**IRS Letter Update** – Still in progress as they have received everything from all the land banks in Ohio at The Department of Treasury. They should be getting back to us in the coming months.

**Morgan Township** –Ed Teets was in attendance from Morgan Township, asking the board to approve their MOU to join the land bank. The Project Application for Morgan Township contained in the meeting packet will be tabled at this time, but has been included for informational purposes as a potential property to be voted on by the land bank in the upcoming meeting.

**Miami University Study** – Study should be completed by the end of the month with a report to everyone by the first part of May. Final report will be emailed to the Board.

**Annual Reporting to Auditor** – There is a resolution in today's packet to approve Julian & Grube CPA's annual financial reporting and audits of \$1,500 per year for three years for reporting through 2018. This is half the price that is paid to the Port Authority for services.



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**Nonprofit entry into properties** – The board discussed whether personnel of nonprofit organizations should be allowed to enter into properties owned by the land bank. No nonprofit has requested to enter a land bank-owned property at this time; however, a historical society may request to enter. Insurance coverage would become an issue. Rob Wile of City of Hamilton states they are receiving calls asking for entry to salvage items. Doug Adkins states the City of Middletown's stance on this is to contract the property for demolition and then the project falls within the hands of the demolition contractor who may or may not wish to allow a salvage company or person(s) to enter the demo property at their own risk and at no risk to the city. Rob Wile would like to review this with the Architectural Design Review Board and Historic Hamilton to see if there is a plausible middle ground to bring back the information to the land bank board. Doug Adkins states the Middletown Historical Board has already inspected and given the okay to demo any of the properties in historical areas of Middletown. Rob Wile agrees the City of Hamilton does this as well.

Rob Wile made a motion to approve the resolution 2016-01 extending the Julian & Grube contract. Doug Adkins seconded. Mike McNamara gave roll call. Motion passed.

Resolution 2016-02 Amending Memorandum of Understanding with Commissioners was presented by Mike McNamara who gave roll call. TC Rogers approved the motion. Doug Adkins seconded. Motion passed.

Mike McNamara presented the motion to accept the MOU between Butler County Land Bank and Morgan Twp. Motion approved by Doug Adkins and seconded by Rob Wile. Motion passed.

Rob Wile asked for clarification purposes, what townships are now participating in the land bank? Mike McNamara stated Ross, Hanover, Fairfield, Liberty, Madison, Morgan, Wayne and Oxford. Conversations have taken place with St. Clair, Lemon and West Chester. Land bank member cities include Trenton, Middletown and Hamilton.

**City of Hamilton** - Kathy Dudley states Hamilton has acquired about 103 addresses; of those about 88 are the HHF, and they are continuing to use the MOU to deal with some other properties that would not be HHF qualified but which will be demolished. Hamilton is also acquiring the vacant lots because they were already cutting the grass, some of which were left over from the new census that was done under the Moving Ohio Forward Program. There are approximately 45 down with the others set up for asbestos reports, then the rest will go out for bid. The city is waiting on reimbursements from the state. They will continue to acquire properties both through donation and/or purchasing for nominal amounts which will be better compensable. The program doesn't allow the pay back of taxes and will restructure acquisitions with Tim Carlson. Kathy states they should hit 100 pretty easily with 20 in expedited foreclosures that are pending. The Prosecutor's office worked out a system where they take only a few at a time so it won't overwhelm their staff. Kudos to the Prosecutor's Office including Dan Ferguson, Cathy Harris and Mike Gmoser.

Nancy Nix asked if Kathy Dudley sees using expedited tax foreclosure being necessary outside of these programs and has the city received any push back? Kathy responded they are not trying to send too many at once to the prosecutor to avoid overwhelming them. The expedited foreclosures can only be used with vacant properties. Some properties are \$150 a half and it would take a while to reach the foreclosure threshold. The properties have become problematic with break-in's and are a nuisance when they are located by a school. The amount might not be what they normally get to but it helps everyone out in the long run, especially if a landlord's business plan is to make a profit by not paying real estate taxes. Properties that cannot be rented anymore, but are just vacant are ones the city tries to get. Kathy Dudley feels it helps Prosecutor's office, since there is less legal work with Tim Carlson doing the title searches. It is less money and the city is compensating for the publication costs if any, so



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Tim Carlson states it's very beneficial. Kathy Dudley added that, considering the mortgage foreclosures take upwards of 6 months to complete, this process helps them by saving a few steps. Nancy Nix suggested this may be a process we should continue indefinitely. Kathy Dudley responded that there is good public policy reason to keep it since some of the properties become very problematic with a possibility of meth labs in a property that is vacant. It helps the City to keep these properties cleaned up when the owners have walked away.

**City of Middletown** –Doug Adkins reported they are working on demo of the properties that were acquired and receiving another \$100,000 of CDBG funds for another year to do some demos that did not meet the NIP program. Middletown is working on putting together a new housing study, a 10,000 foot view of what needs to be done with the housing stock over the next decade to start moving in a more competitive direction so that Middletown has higher end places for people to live. There are so many properties under \$100,000. If you fill them up and people become more successful, they have to leave the city because there isn't enough housing. As a community they want to find out what gaps needed to fill, and whether renovation vs. demolition should occur. Middletown will be answering some of those questions this year. Another round of the NIP funds will be granted and unless the rules change it will not be very effective in Middletown. Most of the tipping point neighborhoods have been torn down - around 400 plus houses - and the city is simply going to run out of houses in that narrow band unless they change to the more distressed neighborhoods.

**No executive session.**

The CLRC's next meeting will be held Monday, July 11th at 11:00 a.m. in the Commissioners meeting room, 6<sup>th</sup> Floor.

Mr. Rogers moved to adjourn the meeting, Doug Adkins seconded. Ms. Nix adjourned the meeting at 11:50 a.m.