

MINUTES OF THE STARK COUNTY LAND REUTILIZATION CORPORATION
August 21, 2017

The Stark County Land Reutilization Corporation met for their regular meeting on Monday, August 21, 2017 at 9:00 a.m. in the Stark County Regional Planning Commission Conference Room.

Board Members

Alex Zumbar
Lem Green
Janet Creighton
Bill Smith
John Arnold

RPC Staff

Lynn Carlone
Katie Phillips
Beth Pearson
Sarah Peters
Jill Gerber
Amanda Davey
Heather Cunningham
Emma Posillico

Others

Deana Stafford
JR Rinaldi
Jaime Allbritain

1. CALL TO ORDER BY SCLRC CHAIRMAN, Alex Zumbar
2. ROLL CALL – Board Members Present

Roll call found the following board members in attendance: Alex Zumbar, Lem Green, Janet Creighton, Bill Smith and John Arnold.

3. MINUTES OF THE July 24, 2017 MEETING

Green moved, Creighton seconded, and the motion carried to approve the minutes of July 24, 2017.

4. PUBLIC SPEAKS – No public speaks
5. TREASURER REPORT – Beth Pearson

The month of July ended with a checking account balance of \$1,323,561.11. Revenues were \$11,573.98 and total expenses were \$167,956.07. The Star Ohio Investment account had an ending balance of \$1,006,813.52 with \$961.47 interest earned, and the Star Plus Investment account had an ending balance of \$6,123.45.

Green referenced the itemized maintenance costs for the city of Canton and asked if that was the amount the SCLRC was paying the city to mow the grass. Pearson stated the city invoices the Land

Bank for the actual money expended on the maintenance of those NIP properties, and the Land Bank then reimburses the city. Peters stated that when the reimbursement packet gets submitted to OHFA, the Land Bank asks for an allowance of \$1,200 per parcel to cover the required three years of maintenance. After year one is past, the city can ask for up to \$400 of what they paid out in maintenance costs. That amount on the spreadsheet (\$288,904.36) is held in reserve. That is the allowance received from OHFA to pay out to the cities for their maintenance. Green asked if that was part of the Land Bank’s money that’s in the bank. Zumbar stated that was correct. He also suggested that amount be set aside in the budget so it is not spent. Arnold moved, Green seconded, and the motion carried to accept the Treasurer’s report as submitted.

6. FISCAL ITEMS – Beth Pearson

Post Approval of Payments

1. City of Canton – NIP #35 – 7 parcels	\$122,017.29
a. 209999 525 Hartung Pl NE	\$16,700.00
b. 226655 2155 4 th St. NE	\$12,146.41
c. 245635 633 Young Ave. NE	\$14,132.36
d. 225767 2157 6 th St. NE	\$10,635.22
e. 209362 1951 3 rd St. NE	\$21,466.26
f. 208016 1363 Lee Ct. SW	\$23,237.04
g. 215257 1433 Lippert Rd NE	\$23,700.00

Smith moved, Arnold seconded, and the motion carried to approve the post-approval of the above noted payments.

7. NEIGHBORHOOD INITIATIVE PROGRAM (NIP) REPORT – Lynn Carlone

Carlone presented the Neighborhood Initiative Program (NIP) Update

City of Canton:

- ❖ **375 – Total number of acquired properties to date:**
 - 242 demolitions have been completed overall – 0 new demolitions have been completed since the July report
 - 232 demolitions have been approved by OHFA – 7 new packets since the last month’s report.
 - Current average cost of demolition per property is \$15,818.00
 - OHA mortgages are fully executed on 225 properties & OHFA reimbursement to SCLRC - \$3,527,674.91

- OHA mortgages are pending on 7 properties; OHFA to reimburse SCLRC additional - \$131,580.25
 - Canton has been reimbursed a total of \$3,355,866.28 for 232 properties
 - 10 additional demolitions are being readied for submission to HFA - \$168,601.81
 - 7 additional demolition packets being readied by the City of Canton for submission & review of the RPC
- ❖ **178 Total Number of Properties Identified on a Current Active List for Acquisition under Round 3** (22 additional parcels recent submitted by City & under review by RPC)

City of Alliance:

- ❖ **122- Total number of acquired properties to date:**
- 35 demolition reimbursement packets have been submitted overall – 0 new packets since the July report.
 - 29 demolitions have been approved by OHFA – 0 new packets since February report
 - Current average cost of demolition per property is \$13,473.00
 - OHA mortgages are fully executed on 29 properties & OHFA reimbursement to SCLRC - \$396,545.94
 - Alliance has been reimbursed a total of \$357,920.02 for 29 properties
 - 6 additional demolitions are being reviewed/approved by OHFA; outstanding reimbursement requests - \$73,763.17
- ❖ **31 - Total Number of Properties Identified on a Current Active List for Acquisition under Round 3.** (2 additional parcels submitted by City & under review by RPC)

City of Massillon:

- ❖ **24 - Total number of acquired properties to date**
- 4 demolitions have been completed overall – 0 new demolition has been completed since December
 - 4 demolitions have been approved by OHFA – 0 new packets since February report.
 - Current average cost of demolition per property is \$9,599.00
 - OHA mortgages are fully executed on 4 properties; OHFA reimburse to SCLRC - \$39,644.68
 - Massillon has been reimbursed a total of \$34,444.68 for 4 properties
- ❖ **34- Total Number of Properties Identified on a Current Active List for Acquisition under Round 3.**

Green asked if the Land Bank is on target for meeting performance deadlines. Carlone stated that ownership needs to be taken of more properties to fully expend all funding. November deadlines have been met for this year, but there may be some concerns for the following year. The fact that OHFA has switched over to a new computer system has really slowed down their process, and they are aware of that also. Zumar asked if staff had an estimate of how much money may not get expended. Carlone stated if an additional 20 properties are taken at current cost, funding should be fully expended. There are additional monies being given out this fall, but the SCLRC is not in line at this point in time to receive any of those funds. To get additional funding, over \$6 million would have had to be spent by the fall, and that is not expected to be accomplished. Zumar stated the Land Bank has been allocated \$12 million. Green moved, Creighton seconded, and the motion carried to approve the NIP report as presented.

9. SIDE LOT/VACANT LOT PROGRAM REPORT – Sarah Peters
Sarah Peters presented the Side Lot Program Update:

Total Applications Submitted: 1270

(13 applications were received since last month's update)

Cities – 1085

Canton: 880, Massillon: 81, Alliance: 116

Other Communities – 181

Bethlehem Twp – 8, Brewster – 2, Canton Twp – 33, East Canton – 7, East Sparta – 2, Hartville – 3, Jackson Twp – 3, Lake Twp – 2, Lawrence Twp – 6, Lexington Twp – 28, Limaville – 2, Louisville – 2, Meyer's Lake – 1, Minerva – 3, Nimishillen – 4, Osaburg Twp – 12, Paris Twp – 3, Perry Twp – 10, Pike Twp – 4, Plain Twp – 30, Sandy Twp – 2, Sugarcreek Twp – 5, Tuscarawas Twp – 2, Washington Twp – 4, and Waynesburg – 3, Wilmot -1

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- Total Number of Applications under Preliminary Review: 0
 - Total Number of Applications Denied: 443
 - Number of Canceled Applications/Fee Refunded: 80
 - Total Number Pending Approval by Community: 31
 - **Total Number of Approved Applications: 746**
(6 Applications approved since last month's update)

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- Total Number of Approved Applications Pending Deposit Receipt / NIP Early Lien Release Approval / Request for Foreclosure / Completed Foreclosure Proceeding: 178
 - Total Number Being Prepared for Transfer: 40
 - **Total Number Transferred to Date: 528**
(0 Side Lots were transferred since last month's update)

Vacant Lot Program Update:

Total Applications Submitted: 121

(2 Application received since the last month's update)

Cities – 116; Canton: 106, Alliance: 9, Massillon: 1

Other Communities – 5

Canton Twp – 1, Hartville – 1, Lexington Twp – 2, Sugarcreek Twp – 1

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- Total Number of Applications under Preliminary Review: 2
 - Total Number of Applications Denied: 79
 - Number of Canceled Applications/Fee Refunded: 1
 - Total Number Pending Approval by Community: 0
 - **Total Number of Approved Applications: 39**
(8 Applications approved since the last report)

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- Total Number of Approved Applications Pending Executed MOU/ Completion of Foreclosure Proceeding: 26 (24 previously approved applications canceled since the July '17 update)
 - Total Number Being Prepared for Transfer: 0
 - Total Number Transferred to Date: 13

Peters explained that there were more applications approved than the 26. From those applications that were previously approved, the applicants either did not submit the purchase price by the deadline, or the applicants said they were no longer interested. After the applicant is notified that their application has been approved, they are then asked to review the purchase agreement and submit the requested purchase price in order to proceed. The deadline had passed for them to submit the purchase price; many deadlines expired three months ago. Staff allows 30 days to respond, and the deadline can be extended if they request more time. If an applicant came back and said they were now ready to pay, staff would re-review the request to verify that they still qualify before proceeding. Arnold moved, Smith seconded, and the motion carried to approve the Side Lot/Vacant Lot report as presented.

10. NEW BUSINESS

- a. Discussion on Canton City Fund Allocation

This matter was previously handled and discussion was not necessary.

11. OLD BUSINESS

- a. 1512 Garfield Ave. SW Update

Katie Phillips stated that debris removal/clean-out was completed on July 31st by Bio Scene Recovery Inc. at the property on Garfield. The SCLRC contracted with HZW Environmental Consultants to perform an asbestos evaluation. The results of the evaluation, completed on August 10th, are currently being reviewed by RPC staff. The next steps will be contracting for asbestos abatement and demolition. Dick Drake, Canton City arborist, has been out to the property and said all trees and shrubbery are fine to be cleared.

b. Targeted Acquisition Assistance Program (TAAP) Draft Policy

Peters stated that staff had presented draft policies for the Board's review at last month's meeting. Staff received no comments on the Targeted Acquisition Assistance Program policy and recommends approval of the policy. Green moved and Arnold seconded to adopt the Targeted Acquisition Assistance Program policy. Creighton asked if these policies should be sent to the Prosecutor's office for review. Zumbar stated that Dave Thorley, RPC Staff Attorney, reviewed the policies for the Land Bank. Creighton believed the Prosecutor's office should review and sign off on it. There was some discussion on reviewing the policies. Green withdrew his pending motion. Zumbar stated both policies will go to the Prosecutor's office for their review and comments.

c. Demolition Assistance Program (DAP) Draft Policy

Peters stated staff received comments from Zumbar on the Demolition Assistance Program policy. Those comments are being reviewed now, and if necessary, a revised draft will be available by next month. Zumbar stated that several communities that came to the Land Bank for assistance expressed concern that their Community Development Block Grants (CDBG) or Housing Urban Development (HUD) block grants they receive are typically for developmental programs that attract business, so they don't have a surplus of funds for demolition. Carlone stated the Land Bank pays only hard demolition costs up to 50% of the overall demolition of a property; this could be 100% of the hard demolition cost. It has worked very well so far, and RPC staff have had no complaints from any community who previously received funding from the SCLRC. Zumbar stated this policy will also be reviewed by the Prosecutor's office.

11. Next Meeting – September 18, 2017, 9:00 a.m.

12. Adjournment

The meeting was adjourned at 9:38 a.m.