

MINUTES OF THE STARK COUNTY LAND REUTILIZATION CORPORATION  
September 18, 2017

The Stark County Land Reutilization Corporation met for their regular meeting on Monday, September 18, 2017 at 9:00 a.m. in the Stark County Regional Planning Commission Conference Room.

Board Members

Alex Zumbar  
Janet Creighton  
Bill Smith  
John Arnold

RPC Staff

Lynn Carlone  
Katie Phillips  
Beth Pearson  
Sarah Peters  
Jenn Young  
Amanda Davey  
Heather Cunningham  
Emma Posillico  
Bob Nau  
Dave Thorley

Others

Deana Stafford  
JR Rinaldi  
Jaime Allbritain  
Joe Mazzola  
Josh Whitacre

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, Janet Creighton, Bill Smith and John Arnold.

3. MINUTES OF THE August 21, 2017 MEETING

Arnold moved, Smith seconded, and the motion carried to approve the minutes of August 21, 2017.

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

The month of August ended with a checking account balance of \$1,246,039.75. Revenues were \$143,773.50 and total expenses were \$221,294.86. The Star Ohio Investment account had an ending balance of \$1,007,821.32 with \$1,007.80 interest earned, and the Star Plus Investment account had an ending balance of \$6,127.98. Arnold moved, Creighton seconded, and the motion carried to approve the Treasurer's Report for August.

6. FISCAL ITEMS – Beth Pearson

## Post Approval of Payments

1. City of Alliance – NIP #36 – 6 parcels	<b>\$65,963.64</b>
a. 104513 851 Noble St.	\$7,403.33
b. 110580 328 Franklin Ave.	\$10,118.58
c. 103425 942 E. Patterson St.	\$8,307.61
d. 100830 35 Selby St.	\$23,083.91
e. 101482 922 Pike St.	\$9,217.13
f. 103696 1120 Pike St.	\$7,833.08

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

Pearson stated that budget preparations for the next year are in process, and at the Board's request, maintenance costs will be included in the reserve amounts within the budget.

Pearson referenced a letter regarding insurance costs for SCLRC owned properties. RPC staff, at the request of the City of Canton, has been trying to determine the exact cost of insurance for each property owned by the SCLRC. This includes not only the NIP properties, but also side lots, vacant lots, and any other parcels the SCLRC owns for any period of time. At the beginning of the NIP program, it was determined that the Land Bank would be invoicing cities at the cost of \$145.00 per parcel. This is what the cost was per year at that time for each property that contained a structure. Once properties are demolished, the cost was \$20.00 per year for the three years that the SCLRC would own the properties. To date the Land Bank has invoiced the City of Canton, and has been paid, a total of \$31,750.00 for 224 parcels. Additionally the SCLRC did not invoice for an additional 137 + properties until the insurance issue could be resolved. Similarly, the SCLRC has invoiced the City of Alliance, and has been paid, \$1,325.00 for 10 parcels and has not invoiced them for an additional 110+ properties. The City of Massillon has not been invoiced to date.

According to the NIP guidelines, insurance costs on properties prior to demolition are not a NIP eligible reimbursable expense. The only insurance that is reimbursable is the amount charged once the property is demolished, which is a very minimal amount. This would be considered a "maintenance expense". Currently the cost per year, per parcel is \$100.00 with structures and \$5.00 per parcel, per year, once the structure is demolished.

Staff is asking the Board review this and make a determination on to proceed. There are two possible solutions to this situation: reimburse the cities of Canton and Alliance for insurance costs that have already been invoiced and paid on NIP properties and not invoice any further for insurance, or accept the funds the cities have paid as full payment and not charge any additional insurance costs for NIP properties. Staff has not been able to get any usable data from the insurance carrier and our emails are now going unanswered, so this situation must come to a conclusion.

Zumbar suggested that staff stop invoicing the cities and the Land Bank will absorb the cost. A letter should be drafted and sent to each community that is participating in the program stating that they will not be invoiced going forward for insurance, and that the Land Bank will be absorbing this cost, and what they have paid to date is accepted as paid in full. Pearson stated the last invoice that staff sent out was in October 2016. All members were in agreement with going forward with this option.

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

Carlone presented the Neighborhood Initiative Program (NIP) Update

**City of Canton:**

❖ **402 – Total number of acquired properties to date:**

- 249 demolitions have been completed overall – 7 new demolitions have been completed since the August report
  - 232 demolitions have been approved by OHFA – 0 new packets since the July report.
    - Current average cost of demolition per property is \$15,880.00
    - OHA mortgages are fully executed on 232 properties & OHFA reimbursement to SCLRC - \$3,659,255.18
    - Canton has been reimbursed a total of \$3,355,866.28
  - 10 demolitions have been submitted to OHFA and awaiting approval; OHFA to reimburse SCLRC additional - \$168,601.81
  - 7 additional demolition packets being readied by the RPC for submission to OHFA - \$126,360.85

❖ **151 Total Number of Properties Identified on a Current Active List for Acquisition under Round 3 (8 additional parcels recent submitted by City & under review by RPC)**

**City of Alliance:**

❖ **127- Total number of acquired properties to date:**

- 35 demolition reimbursement packets have been submitted overall – 0 new packets since the July report.
  - 35 demolitions have been approved by OHFA – 6 new packets since August 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 \$423,883.66 for 35 properties
  - OHA mortgages are pending on 6 properties; OHFA to reimburse SCLRC additional - \$73,763.17

❖ **26 - Total Number of Properties Identified on a Current Active List for Acquisition under Round 3. (1 additional parcel 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.**

Arnold 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: 1307**  
*(37 applications were received since last month's update)*

Cities – 1122  
 Canton: 916, Massillon: 85, Alliance: 121

**Other Communities – 185**

Bethlehem Twp – 8, Brewster – 2, Canton Twp – 33, East Canton – 7, East Sparta – 2, Hartville – 3, Jackson Twp – 3, Lake Twp – 4, Lawrence Twp – 6, Lexington Twp – 29, Limaville – 2, Louisville – 2, Meyer's Lake – 1, Minerva – 3, Nimishillen – 4, Osnaburg 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: 11**
  - **Total Number of Applications Denied: 469**
  - **Number of Canceled Applications/Fee Refunded: 50**
  - **Total Number Pending Approval by Community: 19**
  - **Total Number of Approved Applications: 758**  
*(12 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: 189**
  - **Total Number Being Prepared for Transfer: 31**
  - **Total Number Transferred to Date: 538**

*(10 Side Lots were transferred since last month's update)*

**Vacant Lot Program Update:**

**Total Applications Submitted: 133**

*(12 Application received since the last month's update)*

Cities – 125; Canton: 113, Alliance: 11, Massillon: 1

Other Communities – 8

Canton Twp – 1, Hartville – 1, Lexington Twp – 2, Sugarcreek Twp – 1, Washington Twp - 3

- Total Number of Applications under Preliminary Review: 5
  - Total Number of Applications Denied: 84
  - Number of Canceled Applications/Fee Refunded: 1
  - Total Number Pending Approval by Community: 4
  - **Total Number of Approved Applications: 39**
- (0 Applications approved since the last report)

- Total Number of Approved Applications Pending Executed MOU/ Completion of Foreclosure Proceeding: 25
- Total Number Being Prepared for Transfer: 1
- Total Number Transferred to Date: 13

Smith moved, Creighton seconded, and the motion carried to approve the Side Lot/Vacant Lot report as presented.

10. **NEW BUSINESS**

11. **OLD BUSINESS**

- a. Targeted Acquisition Assistance Program (TAAP) Policy

Creighton moved, Arnold seconded, and the motion carried to approve the TAAP Policy.

- b. Demolition Assistance Program (DAP) Policy

Smith moved, Arnold seconded, and the motion carried to approve the DAP Policy.

- c. Property Management Software Update

Peters stated that since the last update, additional users have been given access to the Property Management software, enabling staff from the Treasurer and Prosecutor's offices to start entering information. Additional users responsible for putting information into the system will be added in the future, and the Board members will get their log-ins once they are all established. Currently there are some additional developments being worked on by Cuyahoga County's Land Bank staff to get the

procedural reminders established. At scheduled times someone will receive a reminder when the next step of the process needs to be completed. RPC and the Cuyahoga County Land Bank staff are in the beginning stages of discussion in establishing the public component side of the service.

Joe Mazzola gave an update on the City of Alliance's progress with their downtown economic development projects made possible in part by property acquisition assistance from the Land Bank.

11. Next Meeting – October 16, 2017, 9:00 a.m.

12. Adjournment

The meeting was adjourned at 9:20 a.m.