

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

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

Board Members

Alex Zumbar
Janet Creighton
Lem Green
Bill Smith
John Arnold

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, Lem Green and John Arnold.

3. MINUTES OF THE NOVEMBER 20, 2017 MEETING

Green moved, Creighton seconded, and the motion carried to approve the minutes of November 20, 2017.

4. PUBLIC SPEAKS – No public speaks

5. TREASURER REPORT

The month of November ended with a checking account balance of \$1,469,669.77. Revenues were -0- and total expenses were \$187,054.39. The Star Ohio Investment account had an ending balance of \$1,010,894.06 with \$1,033.40 interest earned, and the Star Plus Investment account had an ending balance of \$6,141.77. Creighton moved, Arnold seconded, and the motion carried to approve the Treasurer's Report for November.

Heather Cunningham referenced the 2017 amended Budget with the attached Zero Variance Report as requested by Zumbar. Arnold moved and Smith seconded to approve the amended 2017 budget as submitted. Zumbar stated that he noticed the income and expenditure numbers were not going to be fully utilized. Each year the accounts must be adjusted accordingly as things occur with the NIP program. He had asked RPC staff to go back and address particular line item codes and that is what they have done. A vote was taken on the previous motion and carried.

6. FISCAL ITEMS

Heather Cunningham presented the following fiscal items:

Post Approval of Payments

1. City of Canton – NIP#39 – 9 parcels		\$142,419.63
a. 210868 – 420 Crestmont Ave SE	\$15,943.47	
b. 219733 – 1943 Bentley Pl NE	\$9,738.81	
c. 203373 – 1220 Dueber Ave SW	\$17,473.97	
d. 220855 – 928 Arlington Ave SW	\$18,015.57	
e. 224017 – 712 – 12th St NE	\$23,670.21	
f. 225493 – 2726 Blair Pl SW	\$12,870.57	
g. 227054 – 1942 – 5th St SE	\$13,229.43	
h. 229949 – 2405 9th St SW	\$18,874.28	
i. 226659 – 2232 Bollinger Ave NE	\$12,603.32	
2. City of Alliance – NIP#40 – 10 parcels		\$133,759.19
a. 102599A – 84 W. Perry St	\$14,829.15	
b. 102599B – 804 Diehl Ct	\$12,016.51	
c. 105461 – 812 Diehl Ct	\$16,933.29	
d. 101342 – 1130 E. Patterson St	\$16,489.14	
e. 110537 – 319 Green Ave	\$9,981.51	
f. 108468 – 540 S. Freedom Ave	\$11,992.20	
g. 109236 – 546 S. Freedom Ave	\$11,782.20	
h. 109237 – 514 E. Cambridge Ave	\$16,447.90	
i. 115311 – 435 Harrison St	\$12,325.37	
j. 103684 – 1019 Noble St	\$10,961.92	
3. City of Alliance – NIP #41 – 8 parcels		\$105,507.48
a. 100489 – 1309 Noble St	\$15,835.27	
b. 104936 – 1315 Noble St	\$11,465.76	
c. 104787 – 319 N. Park Ave	\$13,387.79	
d. 101560 – 1117 Pike St	\$10,305.41	
e. 100347 – 41 Selby St	\$13,682.69	
f. 105364 – 521 N. Webb Ave	\$14,223.74	
g. 104033 – 110 W. Vine St	\$13,898.97	
h. 101781 – 746 Wade Ave	\$12,707.85	

Arnold moved, Smith 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:****❖ 457– Total number of acquired properties to date:**

- 270 demolitions have been completed overall – 2 new packets have been completed since the November report
 - 258 demolitions have been approved by OHFA – 11 new packets since the November report.
 - Current average cost of demolition per property is \$15,922.00
 - OHA mortgages are fully executed on 242 properties & OHFA reimbursement to SCLRC - \$3,827,856.97
 - Canton has been reimbursed a total of \$3,770,194.65 for 258 properties
 - SCLRC to be reimbursed an additional \$282,486.76 for 16 properties which will have OHA mortgages placed on them
 - 12 additional demolition packets being readied by the RPC for submission to OHFA; OHFA to reimburse SCLRC additional - \$188,683.66

❖ 82 - Total Number of Properties Identified on a Current Active List for Acquisition under Round 3**City of Alliance:****❖ 138 - Total number of acquired properties to date:**

- 64 demolition reimbursement packets have been submitted overall – 11 new packets since the November report.
 - 53 demolitions have been approved by OHFA – 18 new packets since August report
 - Current average cost of demolition per property is \$14,020.00
 - OHA mortgages are fully executed on 35 properties & OHFA reimbursement to SCLRC - \$470,309.58
 - Alliance has been reimbursed a total of \$663,150.33 for 53 properties
 - SCLRC to be reimbursed an additional \$262,666.70 for 18 properties which will have OHA mortgages placed on them
 - 11 additional demolition packets being readied by the RPC for submission to OHFA; OHFA to reimburse SCLRC additional - \$164,323.30

❖ 27 - 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:

❖ **32 - Total number of acquired properties to date**

- 4 demolitions have been completed overall – 0 new demolition has been completed since December 2016
 - 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

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

Green moved, Creighton seconded, and the motion carried to approve the NIP report as presented.

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

Total Applications Submitted: 1388
(17 applications were received since Nov. '17 update)

Cities – 1195
 Canton: 969, Massillon: 91, Alliance: 135

Other Communities – 193

Bethlehem Twp – 8, Brewster – 2, Canal Fulton – 1, Canton Twp – 33, East Canton – 7, East Sparta – 2, Hartville – 3, Jackson Twp – 4, Lake Twp – 4, Lawrence Twp – 6, Lexington Twp – 31, Limaville – 2, Louisville – 2, Meyer’s Lake – 1, Minerva – 3, Nimishillen – 4, Osnaburg Twp – 12, Paris Twp – 3, Perry Twp – 10, Pike Twp – 8, 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: 5
 - Total Number of Applications Denied: 485
 - Number of Canceled Applications/Fee Refunded: 51
 - Total Number Pending Approval by Community: 18
 - **Total Number of Approved Applications: 829**
(25 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: 218
 - Total Number Being Prepared for Transfer: 36
 - **Total Number Transferred to Date: 575**

Vacant Lot Program Update:**Total Applications Submitted: 151***(1 Application received since the last month's update)*

Cities – 143; Canton: 131, Alliance: 11, Massillon: 1

Other Communities – 8

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

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- Total Number of Applications under Preliminary Review: 1
 - Total Number of Applications Denied: 91
 - Number of Canceled Applications/Fee Refunded: 2
 - Total Number Pending Approval by Community: 11
 - **Total Number of Approved Applications: 46**

(0 Applications approved since the last report)

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- Total Number of Approved Applications Pending Executed MOU/ Completion of Foreclosure Proceeding: 32
 - Total Number Being Prepared for Transfer: 0
 - Total Number Transferred to Date: 14

Green asked for an update on the inability of some property owners to consolidate their side lots. Under the side lot regulations, the lots are supposed to be consolidated under a single auditor's parcel number with the adjoining lot. Peters stated the applicants have two options when consolidating the parcels. They can combine the properties for tax billing purposes by filling out the proper form from the Auditor's office. The property owner will get one bill and a new parcel number, but they are not legally combined using that method. The second option would be for the property owner to do a boundary survey to have it legally combined. In the past, the applicant had been given the form to combine their properties at the time of transfer, but after staff stopped meeting with them directly (due to the ability to do electronic filing of the deeds), that form was then mailed to the applicant, which they could fill out and submit to the Auditor's office. But for example, if the property owner has an existing mortgage, they cannot use the form to combine the side lot, so in that case they would have to do a land boundary survey. There has been discussion on giving the combination form to the client prior to the transfer, so RPC staff would turn it in when the actual recording of the deed is done. Green asked if it was a problem, because they wanted to avoid these properties becoming delinquent again. Peters stated that was something they wanted to discuss during the work session. The land bank is tax exempt, and the applicants receive the remainder of that year tax exempt once they receive title; so taxes don't start accruing until the following year and then are billed a year after that. So there is a time period between when the side lot client receives title and when the first tax bill is sent to them. Staff wanted to see if the Board would like them to do a follow-up study on all of these side lots, because many of these transfers are coming to the point where they are getting their first bill now.

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

9:15 PUBLIC HEARING – Presentation of the CY 2018 SCLRC Budget

Cunningham reviewed the details of the 2018 SCLRC budget. Nau pointed out the RPC contract amount was increased from \$180,000 to \$189,000. The contract runs from September to October because that was when the agreement was originally executed, but they do want to get that on a calendar year. The actual amount spent in FY 2017 for RPC to administer the SCLRC has gone over \$5,651, so it was increased about 6% for 2018. Green questioned the item for Sirak – Property Insurance, which shows \$9,760.80 was actually spent in 2017, but the 2018 budget amount is for \$29,000. Zubar explained that as properties are added and taken off, the actual cost can only be estimated. He didn't know exactly how much the Land Bank will be charged each year, but it could be that amount once all the properties have been acquired. Green asked what was contemplated by the Property Acquisition item because it shows -0- was expended in 2017, but \$100,000 is being budgeted for 2018. Peters stated that is for the Targeted Acquisition Program the Board recently adopted, so money was put aside for that. Nau stated some of these categories, like the demolition program, has not spent anywhere near the amount that was allocated, but it was put in there to allow those activities should there be a need. Green asked if this is a good estimate for DETAC. Zubar stated yes, the Treasurer's office continues with the tax lien program, and also about 700 foreclosures have been sent to the Prosecutor for foreclosure activity. Green asked if that amount is allocated to the Land Bank in addition to money that comes to the Treasurer's office. Zubar stated yes, the Land Bank receives 5% and 2.5% goes to the Prosecutor and 2.5% goes to the Treasurer. Green moved, Creighton seconded, and the motion carried to adopt the 2018 budget as submitted.

9. ADOPT SCLRC 2018 MEETING SCHEDULE

It was suggested the Tuesday, January 16th meeting date be changed to Monday, January 22nd. All were in agreement. With that revision, the 2018 meeting schedule was accepted as presented.

10. NEW BUSINESS

Peters stated the Village of East Canton had submitted a request through the Targeted Acquisition Program. The Village has been maintaining a lot located off of Werley Road South for a number of years. It's been certified delinquent since 1978, and they are looking to acquire that lot to build a secondary service building. East Canton representatives were present. Staff will begin the process to acquire this property through a tax foreclosure upon Board approval. The Land Bank will take title to the lot and then transfer it to the Village. Green moved, Arnold seconded, and the motion carried to approve assistance to the Village of East Canton to acquire this property.

11. OLD BUSINESS

a. Property Management Software Update

Peters stated that staff has continued to enter information into the software. Representatives from the Prosecutor's office and Treasurer's office are also utilizing the software. They are working with Cuyahoga County's staff to get the additional tasks implemented. The Board will be receiving their log-in information in the near future.

b. City of Massillon – Demolition of 248 Erie St. S. & 26 Tremont Ave. SE

Peters stated the City of Massillon had submitted two requests for assistance in tearing down structures at 248 Erie St. S. and 26 Tremont Ave. SE, and the requests were brought before the Board at

the last meeting. The city owns the property on Erie Street and is looking for funding assistance. The city does not own the other property on Tremont Avenue, and at last month's meeting, the Board had questions regarding the ownership of that property. Nau stated he had spoken to Dave Maley last week, and the city wants to pull the Tremont request from the agenda, but they are still interested in assistance for the demolition of the property on Erie Street. Dave Maley, who was present, confirmed this information was correct. Zumbar moved, Creighton seconded, and the motion carried to approve the funding request from the City of Massillon for 248 Erie Street S.

12. Next Meeting – Monday, January 22, 2018 - 9:00 a.m.

The meeting was adjourned at 9:30 a.m.