



# BOARD OF DIRECTORS MINUTES

## MEETING – JANUARY 27, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

### 1. Call To Order

The meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held January 27, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:06 a.m. Acting Chairperson Carole Olshavsky, Ronald J. Hagan, Tamara Howard (Representative for Commissioner Boyce), Melissa Messina (Representative for Ronald J. Hagan), Tracy Hatmaker (Township Representative), James Schimmer (Representative for Commissioner Brown), and Eric Wagenbrenner (Representative for Commissioner O'Grady), were present and constituted a quorum.

### 2. Approval Of Minutes

The November 18, 2016 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on January 17, 2017.

Acting Chairperson Olshavsky reviewed the motion placed before the Board for its consideration, discussion, and action. Acting Chairperson Olshavsky asked Board members if there were any additions or modifications to the October 28, 2016 Board of Directors' Meeting minutes. Hearing none, she asked for the required motion.

**Motion:** Mr. Schimmer moved to approve the November 18, 2016 Board of Directors' Meeting minutes. The motion was seconded by Mr. Hatmaker, and was approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-1

Mr. Williams referred the Board to the Summary of Disbursements/Disclosures detailing information from November 11, 2016 – December 31, 2016 and January 1, 2017 – January 20, 2017. Mr. Williams briefly discussed the following disbursement(s):

- Deposits from the Nov.-Dec. Summary totaling the amount of \$1.5 million; due largely to DTAC, Tax Lien Contribution, and five OHFA Reimbursements.

Acting Chairperson Olshavsky reviewed the proposed Resolution 17-1 placed before the Board for its consideration, discussion, and action. Acting Chairperson Olshavsky asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period from October 24-November 10, 2016. Hearing none, she asked for the required motion.

**Motion:** Mr. Hatmaker moved to approve Resolution No. 17-1 approving the Summary of Disbursements/Disclosures for the period from November 11, 2016 – December 31, 2016 and January 1, 2017 – January 20, 2017. The motion was seconded by Mr. Schimmer and was approved unanimously.

### 4. 2017 Budget Approval – Resolution 17-2

VP Williams provided the Board with a revised 2017 budget. He noted that the final Budget has only changed marginally from the draft budget presented at the Board's November 2016 meeting. This final documents notes final 2017 corporate expenditures and small adjustments to a couple of Administrative line items.

### 5. Township Coordination Update

Ms. Kingsborough gave a brief presentation and report before the Board on the status of the Township's Coordination. A copy of the presentation is included in the Board Minute Book.

### 6. Q4 2016 Activity Report

Ms. Kingsborough gave a brief presentation and report before the Board on the status of the 4<sup>th</sup> Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), Tax Lien Certificate Program, and Responsible Landlord Program. A copy of the presentation is included in the Board Minute Book.

### 7. 845 Parsons Avenue Lease to City of Columbus – Resolution 17-3

Mr. Rosenberger explained this motion is for the authorization of a Lease between the Corporation, as lessor, and the City of Columbus, as lessee, for a portion of the Land Bank Center at 845 Parsons Ave.

Mr. Rosenberger explained the conceptual overlay of the "Land Bank Center" transaction is as follows:

- COCIC has acquired the property and extensively redeveloped the building and will own the same for the duration of the co-location arrangement. Upon the disposition of the building and property, COCIC shall be entitled to all proceeds.
- COCIC has generally fit-up the building to receive a modular, panel, office system. Fit-up includes floor coverings and general office lighting.
- The building has generally been divided into a City office area, a COCIC office area and common areas, which include the reception, conference, kitchen, lunch, restroom, copy/printer and storage areas. Approximately two-thirds of the workspaces are located in the City office area, with the remaining one-third located in the COCIC office area.
- COCIC and the City have each furnished and equipped its respective office area. Each has provided the furnishings and equipment to meet its respective requirements in the copy/print and storage areas. COCIC has furnished the reception area and furnished and equipped the conference, kitchen and lunch areas.
- COCIC and the City have each provided and equipped its respective technology infrastructure, except that the City has provided the telephonic infrastructure for both the City and COCIC with no charge for equipment. COCIC will pay to the City the per-line service charger customarily paid by any City office.
- COCIC will operate and maintain the building, its systems and grounds as a multi-occupant, full-service office facility. COCIC and the City will each maintain its respective furnishings and equipment.
- The co-location arrangement will be effected by a lease between COCIC, as lessor, and the City, as lessee.

Basic Lease terms is as follows:

- Base Term of seven (7) years, extendable on a year to year basis, unless notice by either party to not so extend, given not less than two-years prior to the expiration of the Term.
- There shall be no charge to the City for base rent.
- The City will pay an agreed fair share contribution against building operating expenses. Such contribution was generally determined using expense estimates provided by property managers at Continental Real Estate and by Sam Koon Appraisals for services relative to trash, a security system, janitorial, utilities and building management, which estimated expenses were allocated between COCIC and the City based upon the workspaces for each. Such estimated expenses are \$39,000 for the first year, with two-thirds (\$26,000) allocated to the City and one-third (\$13,000) allocated to COCIC.
- The City will provide the front-desk services required during all regular business hours, such services to include attending the front desk, receiving and managing all visitors, receiving and managing all telephone calls to the general telephone number and managing all conference rooms and associated amenities. As such services, will result in a cost-savings to COCIC, the City shall receive a credit against its fair-share contribution against building operating costs. The credit is \$7,000 for the first year, making the City's net contribution \$19,000 for the first year.
- As a provision against anticipated inflation, the City contribution and the credit for front-desk services are increased by three percent (3%) per annum, causing the City's net contribution over the seven-year Base Term to be \$145,586.

Acting Chairperson Olshavsky reviewed proposed Resolution 17-3 placed before the Board for its consideration, discussion, and action. Acting Chairperson Olshavsky asked Board members if there were any additional comments or information. Hearing none, she asked for the required motion.

**Motion:** Mr. Wagenbrenner moved to approve Resolution 17-3 authorizing a Lease between the Corporation, as lessor, and the City of Columbus, as lessee, for a portion of the Land Bank Center at 845 Parsons Ave. The motion was seconded by Mr. Schimmer and was approved unanimously. Mr. Schoeny abstained from voting.

## 8. 845 Parsons Avenue Construction Contract Change Orders – Resolution 17-4

Mr. Rosenberger explained this resolution to approve Change Orders 1, 2 and 3 and authorize Change Order 4, all to the construction contract with Miles McClellan Construction Company for the redevelopment of 845 Parsons Ave.

Mr. Rosenberger briefly explained to the Board that previously approved a redevelopment plan on August 24, 2016. The plan called for a Phase One, which provided for the performance of the full redevelopment, save for the exterior walls, which was to be deferred until calendar year 2017, and save for the replacement of the roof, which was to be deferred until subsequent to 2017. The Board chose to move the roof replacement into Phase One, leaving behind for authorization in 2017 the exterior wall work. The authorized amount for Phase One was \$635,000.

- Phase One has been completed and Change Orders 1, 2 and 3 have been executed, increasing the contract sum to \$650,926, an increase of 2.5% to the original contract sum.

- Miles McClellan Construction Company is poised to execute the exterior wall work when winter conditions have ended. The change to increase the scope to include the exterior wall work and to increase the contract sum by the \$43,000 budgeted amount will be effected through Change Order 4.

Acting Chairperson Olshavsky reviewed proposed Resolution 17-4 placed before the Board for its consideration, discussion, and action. Acting Chairperson Olshavsky asked Board members if there were any additional comments or information. Hearing none, she asked for the required motion.

**Motion:** Mr. Schoeny moved to approve Resolution 17-4 approving Change Orders 1, 2 and 3 and authorize Change Order 4, all to the construction contract with Miles McClellan Construction Company for the redevelopment of 845 Parsons Ave. The motion was seconded by Mr. Hagan, and was approved unanimously.

**9. 3150-3218 Allegheny Avenue, Columbus Allegheny – Completion**

A brief presentation and report was presented before the Board on the completion of the demolition of 3150-3218 Allegheny Avenue, Columbus. *A copy of the presentation is included in the Board Minute Book.*

**10. 1085 Columbus Street, Harrisburg Demolition –Completion**

A brief presentation and report was presented before the Board on the completion of the demolition of 1085 Columbus Street, Harrisburg. *A copy of the presentation is included in the Board Minute Book.*

**11. 5805 Barbara Drive, Hilliard – Advice of Special Circumstances**

A brief presentation and report was presented before the Board on the demolition of 5805 Barbara Drive, Hilliard. *A copy of the presentation is included in the Board Minute Book.*

**12. Executive Search Update**

Former Chairman, Ed Leonard, along with Mark Ryan and Katie Russ (of BeecherHill) updated the Board on the search for COCIC's new President/CEO.

**13. ADJOURNMENT**

There being no more business to come before the Board of Directors of the COCIC, Acting Chairperson Olshavsky moves that the meeting of the Board of Directors of the COCIC be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors of the COCIC was adjourned at approximately 10:18 a.m.



# BOARD OF DIRECTORS MINUTES

## MEETING – MARCH 24, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

### 1. Call To Order

The meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held March 24, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:03 a.m. Chairman Ronald J. Hagan, Commissioner Kevin Boyce, Tracy Hatmaker (Township Representative), Tamara Howard (Representative for Commissioner Boyce), Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Steven Schoeny (Municipality Representative), and Sadicka White were present and constituted a quorum.

### 2. Approval Of Minutes

The January 27, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on March 14, 2017.

Chairman Ronald J. Hagan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the January 27, 2017 Board of Directors' Meeting minutes. Hearing none, he asked for the required motion.

**Motion:** Mr. Schoeny moved to approve the January 27, 2017 Board of Directors' Meeting minutes. The motion was seconded by Mrs. Olshavsky, and was approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-5

Mr. Williams referred the Board to the Summary of Disbursements/Disclosures detailing information from January 23, 2017 – March 17, 2017. Mr. Williams briefly discussed the following disbursement(s):

- Deposits totaling the amount of \$1.4 million; due largely to the Allegheny demolition reimbursement, the sale of Georgesville Road, the IRS refund from the "Private Letter Ruling", and three OHFA Reimbursements.

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-5 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period from January 23, 2017 – March 17, 2017. Hearing none, he asked for the required motion.

**Motion:** Ms. White moved to approve Resolution No. 17-5 approving the Summary of Disbursements/Disclosures for the period from January 23, 2017 – March 17, 2017. The motion was seconded by Mr. Schimmer and was approved unanimously.

### 4. BeecherHill Engagement – Resolution 17-6

Mr. Rosenberger explained this motion is for the approval to engage BeecherHill for professional recruiting services in connection with the position of Executive Director, at a flat fee of \$37,500.

Mr. Rosenberger explained the Board previously reached a consensus to approve the engagement, however, no formal motion or resolution was adopted.

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-6 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Schimmer moved to approve Resolution No. 17-6 approving the BeecherHill Engagement. The motion was seconded by Mr. Schoeny and was approved unanimously. Ms. White abstained from voting.

### 5. Westport Road Acquisition In lieu of Tax Foreclosure – Resolution 17-7

Mr. Rosenberger explained this motion is for the authorization to acquire the Westport Road Property in lieu of tax foreclosure.

Mr. Rosenberger briefly explained to the Board that the complex previously known as Metro West is owned by The Wingates LLC. The owner remains in title to 12.287 acre tract situated west of Westport Road. The property is subject to delinquent real estate taxes and assessments totaling \$1.3 million, most of which are demolition assessments for the benefit of COCIC. With the Wingates principal killed in December 2016, the estate fiduciaries have offered to convey the property to COCIC. At least one appraisal put the value of the property at approximately \$600K. Other than extinguishment of delinquent taxes and assessments, no consideration would be paid by COCIC for the conveyance. The Board briefly discussed the proposed resolution.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-7 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Ms. White moved to approve Resolution 17-7 authorizing the acquisition of the Westport Road property in lieu of tax foreclosure. The motion was seconded by Mrs. Olshavsky and was approved unanimously.

## **6. Georgesville Road Property at Metro West – Report of Sale**

Mr. Rosenberger informed the Board that COCIC was paid \$964,752 for the sale of the Georgesville Road Property. The property is 7.23 acres situated at Georgesville Road and Lincoln Park Court. COCIC acquired the property in 2015 from and induced to, Romney. COCIC paid no cash, demolished 250 blighted housing units, and granted Romney a three-year option to repurchase the property for COCIC's total demolition and other costs. The option was exercised and COCIC conveyed the property directly to the purchaser selected by Romney. The future plan for the site is for a retail development, La Plaza Tapatia.

A brief presentation was presented before the Board on sale of the property and future development. *A copy of the presentation is included in the Board Minute Book.*

## **7. Internal Revenue Service Update**

Mr. Rosenberger updated the Board on COCIC's tax status.

In 2012, COCIC was reorganized as a statutory county land reutilization corporation (CLRC). The prevailing opinion was that as a CLRC, COCIC was a Section 115 exempt organization a government instrumentality; therefore, the filing of Form 990s was discontinued.

In 2016, COCIC joined in a consortium of Ohio CLRCs to seek an IRS Private Letter Ruling confirming the Section 115 exempt status.

Because of COCIC's involvement in the Central Park Golf Course and Club House, the IRS is in the process of issuing a letter of "No Determination," which is the preferred posture until COCIC can extricate itself from the actual operation of the golf course.

As a precaution, COCIC is filing Form 990s for the past few years and requesting reinstatement of the previous 501 (c)4 exempt status.

A brief presentation was presented before the Board. *A copy of the presentation is included in the Board Minute Book.*

## **8. 5805 Barbara Drive, Hilliard – COMPLETION**

A brief presentation and report was presented before the Board on the demolition of 5805 Barbara Drive, Hilliard. Ms. Kingsborough informed the Board that prior to demolition, letters were mailed to neighbors and the neighboring school; Loewendick demolished the property in two days, with site supervision provided by North American Environmental. ABC 6 also reported on the demolition. The approximate cost of demolition was \$16,800. *A copy of the presentation is included in the Board Minute Book.*

## **9. OHFA NIP Update**

A brief presentation and report was presented before the Board regarding Neighborhood Initiative Program (NIP). To date, COCIC was been awarded \$20.8 million. Beginning in May 2017, there will be a three-phase reallocation analysis.

Additionally, as of March 22<sup>nd</sup>, OHFA has changed their computer software for the NIP Program. The new software, Allita, allows users to easily see activity across all parcels, rather than just one at a time; upload all project costs and documents to one place for reimbursement from OHFA; user-friendly dashboards; easier approval process; and better long-term tracking. Also, OHFA asked COCIC to pilot the new system first. *A copy of the presentation is included in the Board Minute Book.*

## **10. Tax Lien Certificate Update**

A brief presentation and report was presented before the Board on the Tax Lien Certificate Program. As of February 2017, 251 affidavits have been sent; special counsel Alban & Alban have filed 238 cases, with 31 foreclosures completed. Demolition is expected to begin in June 2017. *A copy of the presentation is included in the Board Minute Book.*

## **11. ADJOURNMENT**

There being no more business to come before the Board of Directors of the COCIC, Chairman Ronald J. Hagan moves that the meeting of the Board of Directors of the COCIC be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors of the COCIC was adjourned at approximately 10:05 a.m.



# BOARD OF DIRECTORS MINUTES

MEETING – MAY 2, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

## 1. Call To Order

The meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held May 2, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:04 a.m. Chairman Ronald J. Hagan, Tracy Hatmaker (Township Representative), Tamara Howard (Representative for Commissioner Boyce), Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Steven Schoeny (Municipality Representative), Eric Wagenbrenner (Representative for Commission O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

## 2. Approval Of Minutes

The March 25, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on April 20, 2017.

Chairman Ronald J. Hagan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the March 25, 2017 Board of Directors' Meeting minutes. Hearing none, he asked for the required motion.

**Motion:** Mrs. Olshavsky moved to approve the March 25, 2017 Board of Directors' Meeting minutes. The motion was seconded by Mr. Schoeny, and was approved unanimously.

## 3. Disbursements/Disclosures – Resolution 17-8

Mr. Williams referred the Board to the Summary of Disbursements/Disclosures detailing information from March 20, 2017 – April 28, 2017. Mr. Williams briefly discussed the following disbursement(s):

- Deposit for the amount of \$2.6 million; the first DTAC disbursement
- Reimbursement to Curtiss Williams for \$260.00 for State Forfeiture Deeds

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-8 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period March 20, 2017 – April 28, 2017. Hearing none, he asked for the required motion.

**Motion:** Mr. Wagenbrenner moved to approve Resolution No. 17-8 approving the Summary of Disbursements/Disclosures for the period from March 20, 2017 – April 28, 2017. The motion was seconded by Mrs. Olshavsky and was approved unanimously.

## 4. Q1 Financial Report

Mr. Williams referred the Board to 'Q1 Budget vs. Actual Summary' highlighting the first quarter of 2017 actual expenses compared to the budgeted amounts for the period (as of March 31<sup>st</sup>).

- **Blighted Expenses:** 13% of budget
- **Strategic/Trusted Partner/Responsible Landlord:** 14% of budget
- **Golf Course:** 15% of budget
- **Administrative:** 24% of budget

*Steven Schoeny left the meeting at appx. 9:40 a.m.*

## 5. Q1 Project Update

Ms. Kingsborough gave a brief presentation and report before the Board on the status of the 1<sup>st</sup> Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), Tax Lien Certificate Program, and Responsible Landlord Program. A copy of the presentation is included in the Board Minute Book.

## 6. Demolition Costs Review

Mr. Rosenberger briefly discussed the recent article "Special inspector general questions high cost of home demolitions in Columbus", April 28, 2017, in The Columbus Dispatch.

A brief presentation was presented before the Board reviewing COCIC demolition costs from 2015 through the 1<sup>st</sup> quarter of 2017. A copy of the presentation is included in the Board Minute Book.

## **7. 2017 Tax Lien Certificate Purchases – Resolution 17-9**

Mr. Rosenberger explained this motion is for the authorization to purchase and foreclosure of tax lien certificates on demolition-worthy properties.

Resolution 16-26 was approved on August 25, 2016 and generally authorized a Test Tax Lien Certificate Foreclosure Program.

The purpose of the program remains unchanged: to assure an inventory of demolition-worthy properties sufficient to fully utilize the \$20,868,366 of demolition funding awarded to COCIC by The Ohio Housing Finance Agency (OHFA) through its Neighborhood Initiative Program (NIP).

The fundamentals of the program remain unchanged:

- COCIC purchases from the Franklin County Treasurer tax lien certificates on properties that are demolition-worthy.
- COCIC pays \$1 for each certificate and enters into a promissory note for any amount recovered by COCIC through the foreclosure process, in excess of the costs of foreclosure.
- COCIC engages private legal counsel to prosecute the foreclosure of the certificates, which typically concludes with the forfeiture of the property to COCIC.
- COCIC seeks reimbursement of the costs of the foreclosure under the NIP and recycles the reimbursed funds to prosecute yet more tax lien certificate foreclosures.

Based on results to date, the best estimate is that the program will result in the forfeiture to COCIC of approximately 160 (2/3rds) demolition-worthy properties. There is a consensus that the test program results and the facts and circumstances warrant a continuation of the program with COCIC making a second purchase of tax lien certificates. Those same parties, working in partnership, have identified approximately 180 demolition-worthy properties.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-9 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Ms. White moved to approve Resolution 17-9 authorizing the acquisition of the purchase and foreclosure of tax lien certificates on demolition-worthy properties. The motion was seconded by Mrs. Olshavsky and was approved unanimously. Chairman Hagan abstained.

## **8. Engagement of Foreclosure Counsel – Resolution 17-10**

Mr. Rosenberger explained this motion is for the authorization to engage Alban & Alban, LLP as tax lien certificate foreclosure counsel.

Resolution 16-26 was approved on August 25, 2016 and generally authorized the engagement of Alban and Alban LLP ("Alban") as private foreclosure counsel for the Test Tax Lien Certificate Foreclosure Program. The prospect of the 2017 Tax Lien Certificate Purchases presents again the engagement of foreclosure counsel. The negotiated fee was a flat rate of \$2,250 per case.

COCIC has developed information (a) on the allowable foreclosure attorney fees under the VA-guaranteed (\$2,250), HUD-insured (\$2,250) and Fannie Mae-owned (\$2,700) loan programs, (b) on the allowable foreclosure attorney fee without court approval under ORC Section 5721.371 in tax lien certificate foreclosures (\$2,500), and (c) on actual, court-awarded foreclosure attorney fees to the three, active holders of Franklin County tax lien certificate portfolios: Wood Cove, Columbus Servicing Agency, and Nelnet.

After considering that the burden of start-up is largely behind Alban and that the program involves a significant number of foreclosure case referrals to Alban, it is believed that a flat fee of \$2,100 per case is both reasonable and appropriate. Fees for cases that are concluded prematurely, without a foreclosure sale or forfeiture, are invoiced on a proportional basis. All third-party costs (court, service, publication, title) are invoiced to COCIC at the prevailing rates, free from any mark-up. Alban has agreed to continue the engagement at the \$2,100 reduced fee.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-10 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Weiler moved to approve Resolution 17-10 authorizing the engagement of Alban & Alban, LLP as tax lien certificate foreclosure counsel. The motion was seconded by Mr. Schimmer and was approved unanimously.

**9. Land Bank Center Property Sales Website**

Ms. Kingsborough presented before the Board 'The Land Bank Center-Columbus and Franklin County Land Banks' website powered through eProperty Plus software. The website will contain all of City of Columbus and COCIC owned properties that are for sale.

**10. Executive Session**

At 9:58 Chairman Ronald J. Hagan moved that the Board go into executive session on a personnel matter, specifically to hear a report on the activities of the search committee and on the committee's conversations with potential successors to Mr. Rosenberger. The motion was seconded by Carole Olshavsky, followed by a roll-call vote with [Hagan, Olshavsky, Schimmer, Howard, Wagenbrenner, Hatmaker, Weiler, and White] voting for the motion and with no votes against. At approximately 10:26, the meeting returned to open session. Chairman Ronald J. Hagan moved that the meeting be adjourned.

**11. ADJOURNMENT**

There being no more business to come before the Board of Directors of the COCIC, Chairman Ronald J. Hagan moves that the meeting of the Board of Directors of the COCIC be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors of the COCIC was adjourned at approximately 10:28 a.m.



# BOARD OF DIRECTORS MINUTES

## ANNUAL MEETING – MAY 26, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

### 1. Call To Order

The annual meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held May 26, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 11:02 a.m. Chairman Ronald J. Hagan, Tracy Hatmaker (Township Representative), Commissioner Boyce, Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Steven Schoeny (Municipality Representative), Eric Wagenbrenner (Representative for Commission O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

### 2. Approval Of Minutes

The May 2, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on May 18, 2017.

Chairman Ronald J. Hagan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the May 2, 2017 Board of Directors' Meeting minutes. Hearing none, he asked for the required motion.

**Motion:** Ms. White moved to approve the May 2, 2017 Board of Directors' Meeting minutes. The motion was seconded by Mr. Weiler, and was approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-11

Mr. Williams referred the Board to the Summary of Disbursements/Disclosures detailing information from May 1, 2017 – May 18, 2017. Mr. Williams briefly discussed the following disbursement(s):

- Deposits from the City of Columbus for Q1 Lease payment and furniture reimbursement;
- Payment in the amount of \$4,250 to KaBoom! for playground equipment for Urbancrest.

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-8 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period May 1, 2017 – May 18, 2017. Hearing none, he asked for the required motion.

**Motion:** Mr. Schimmer moved to approve Resolution No. 17-11 approving the Summary of Disbursements/Disclosures for the period from May 1, 2017 – May 18, 2017. The motion was seconded by Mr. Wagenbrenner and was approved unanimously.

### 4. MetroWest – Report of Costs and Recoveries

Mr. Rosenberger gave a brief presentation and report before the Board on the costs and recoveries for the MetroWest project. A *copy of the presentation is included in the Board Minute Book.*

### 5. Receiver Loan Program – Resolution 17-12

Mr. Rosenberger explained this motion is for the approval of the Receiver Loan Program.

#### RECEIVER LOAN PROGRAM AND DETAILS

##### **Sub-Program**

The Receiver Loan Program is to be treated as a sub-program of the Blight Intervention/Strategic Reutilization Program. Two results apply: One, the requirements with respect to Blight, Activities and Properties likewise apply to the sub-program. And two, under the current Annual Resolution of Standing Authority, Board approval is required for any transaction in excess of \$50,000.

##### **Special Elements**

Fundamental to all such transactions is a court-appointed receiver to address a blighted or blighting condition at property. An appointment is evidence of the seriousness of the condition and the intransigence of the facts and circumstances to remedy. Importantly, it is the court-appointed receiver that engages the statutes allowing the treatment of the receiver's costs and thereby enabling the recovery under the receiver loan.

While the statutory change has been in effect for a bit over two years, these remain somewhat uncharted waters. Thus, special counsel should be engaged to provide expertise in the early transactions.

This Program requires a sound determination by management of a high probability of repayment or other recovery of the Receiver Loan from the sale of the property. Where there is little prospect for a substantial recovery, those matters should be managed under the Blight Elimination Program

#### **Business Terms**

Interest at 3% per annum. Maturity of one year.

The undertaking of the Receiver to take the necessary actions that will cause the loan proceeds to be expended for the proper purposes of the receivership and to qualify the expended loan proceeds as court costs payable from the property sale proceeds.

Court approval of the rehabilitation plan and of the Receiver Loan.

Generally, unsecured; with special consideration of required security based on loan amount or other circumstances that increase the risk profile of the transaction.

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-12 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the Receiver Loan Program. Hearing none, he asked for the required motion.

**Motion:** Mrs. Olshavsky moved to approve Resolution No. 17-12 approving the Receiver Loan Program. The motion was seconded by Ms. White and was approved unanimously.

#### **6. Municipal, Township, and Appointed Directors**

In accordance with the Code of Regulations, the service of Steven Schoeny as the municipal Director, Tracy Hatmaker as the township Director and Robert Weiler, Carole Olshavsky and Sadicka White as the Appointed Directors, shall be continued until such time as successors are appointed by the respective appointing authorities.

#### **7. Election of Officers**

Mr. Rosenberger explained the slate of officers will remain the same: Ronald Hagan as Chairperson, John Rosenberger as President, Carole Olshavsky, Curtiss Williams, and Robert Weiler as Vice Presidents, Jim Schimmer as Secretary and Treasurer, and Melissa Coleman as Assistant Secretary of the Central Ohio Community Improvement Corporation.

#### **8. Amendment of Articles of Incorporation – Resolution 17-13**

Mr. Rosenberger explained this motion is for the approval of the Amended Articles of Incorporation.

Under the 2011 version of the Articles, upon any dissolution of the Corporation, the disposition of the Corporation assets was to be determined by the Franklin County Board of Commissioners and approved by the Franklin County Treasurer. The likely recipient would be Franklin County or one of its agencies. The IRS requires that any post-dissolution disposition be expressly limited to a recipient qualified as exempt under Section 115 of the Internal Revenue Code, of which Franklin County is one of many.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-13 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Weiler moved to approve Resolution 17-13 authorizing the approval of the Amended Articles of Incorporation. The motion was seconded by Mrs. Olshavsky and was approved unanimously.

#### **9. Amendment of Code of Regulations – Resolution 17-14**

Mr. Rosenberger explained this motion is for the approval of the Amended Code of Regulations.

All of the changes can fairly be characterized as "house-keeping." For instance, in assorted places there are references to the "Board of Directors," "board of Directors" and "Board" (now defined as the "Board"); to "Director" and "Board member" (now uniformly as "Director"); and to "Chairperson" and "Chairman" (now defined as "Board Chair"). Further, some references to the Ohio Revised Code were re-numbered by the Ohio General Assembly. And finally, there were the usual typos and nits. It is believed that none of the proposed changes cause a substantive change to the Code.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-14 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Hatmaker moved to approve Resolution 17-14 authorizing the approval of the Amended Code of Regulations. The motion was seconded by Mrs. Olshavsky and was approved unanimously.

## **10. 2016 Financial Statements Update**

Beth Atkinson, CPA briefly discussed the status of the 2017 Financial Report, prepared by Parms & Company. There was brief discussion.

## **11. 2017 Annual Resolution of Standing Authority – Resolution 17-15**

Mr. Rosenberger explained this motion is for the approval of the approval of the 2017 Resolution of Standing Authority.

The regime is a construct that employs (a) the Board-approved annual budget, which designates COCIC's resources for described purposes; (b) the Board-approved programs, which prescribe the attributes of each program; and (c) the past practice of accepting that there is a monetary threshold below which management, by sheer necessity, must be able to act without specific Board approval. Long-standing practice is the recognition of management authority to act where the amount is \$25,000 or less.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-15 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Schoney moved to approve Resolution 17-15 authorizing the approval of 2017 Annual Resolution of Standing Signatory Authority. The motion was seconded by Mr. Hatmaker and was approved unanimously.

## **12. Annual Resolution of Standing Authority in Property Transactions – Property 17-16**

Mr. Rosenberger explained this motion is for the approval of the approval of Annual Resolution of Standing Signatory Authority, subject to a stated expiration

Management believes that a clear and unambiguous resolution of standing signatory authority in Property Transactions would greatly assist in the conduct of COCIC's business. Please note that whatever conditions, limitations or restrictions the Board may impose on the signatory in Property Transactions shall continue in full force and effect, but that the signatory's determination that the signatory is acting within the authority granted would be conclusive and other transaction parties would be entitled to rely thereon and not be required to inquire further.

Management continues to believe that any resolution of standing signatory authority should be reviewed annually and that COCIC's annual meeting is an appropriate place to revise, confirm or terminate the authority. Use of an annual June 30 expiration date serves to assure the discipline of the annual review.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-16 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Wagenbrenner moved to approve Resolution 17-16 authorizing the approval of Annual Resolution of Standing Signatory Authority in Property Transactions, subject to a stated expiration. The motion was seconded by Mr. Hatmaker and was approved unanimously.

## **13. ADJOURNMENT**

There being no more business to come before the Board of Directors of COCIC, Chairman Ronald J. Hagan moves that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 12:00 p.m.



# BOARD OF DIRECTORS MINUTES

## SPECIAL MEETING – JUNE 6, 2017

*The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206*

Central Ohio Community Improvement Corporation

### 1. Call To Order

A special meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held June 6, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 8:10 a.m. Ed Leonard (Representative for Ronald Hagan), Tracy Hatmaker (Township Representative), Commissioner Boyce, Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Steven Schoeny (Municipality Representative), Eric Wagenbrenner (Representative for Commission O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

### 2. Executive Session

At 8:12 Acting Chair Ed Leonard moved that the Board go into executive session on a personnel matter, specifically to hear a report from the Search Committee and to consider the qualifications of a possible successor to Mr. Rosenberger as COCIC's senior executive.

The motion was seconded by Mr. Wagenbrenner, followed by a roll-call vote with [Leonard, Olshavsky, Schimmer, Boyce, Wagenbrenner, Hatmaker, Weiler, and White] voting for the motion and with no votes against. At approximately 8:50, the meeting returned to open session.

### 3. Motion to Appoint Successor

The Board desired to proceed with the designation of a successor to Mr. Rosenberger.

Acting Chair Ed Leonard moved to designate Curtiss L. Williams as the successor to Mr. Rosenberger as COCIC's senior executive and to empower the Search Committee to enter negotiations with the designee relative to business terms, all with a view on the same at the next meeting of the Board.

Acting Chair Ed Leonard reviewed the proposed motion placed before the Board for its consideration, discussion, and action and asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mrs. Olshavsky moved to approve Curtiss L. Williams as the successor to Mr. Rosenberger. The motion was seconded by Ms. White and was approved unanimously.

### 4. ADJOURNMENT

There being no more business to come before the Board of Directors of COCIC, Acting Chair Ed Leonard moves that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 8:51 a.m.



# BOARD OF DIRECTORS MINUTES

## REGULAR MEETING – JUNE 23, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

### 1. Call To Order

The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held June 23, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:02 a.m. Chairman Ronald J. Hagan, Commissioner Boyce, Steven Schoeny (Municipality Representative), Eric Wagenbrenner (Representative for Commissioner O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

### 2. Approval Of Minutes

The May 26, 2017 and June 6, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on June 15, 2017.

Chairman Ronald J. Hagan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the May 26, 2017 and June 6, 2017 Board of Directors' Meeting minutes. Hearing none, he asked for the required motion.

**Motion:** Mr. Schoeny moved to approve the May 26, 2017 and June 6, 2017 Board of Directors' Meeting minutes. The motion was seconded by Mr. Wagenbrenner, and was approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-17

Mr. Williams referred the Board to the Summary of Disbursements/Disclosures detailing information from May 19, 2017 – June 16, 2017. Mr. Williams briefly discussed the disbursement and explained that the payments were standard for the time-period.

Chairman Ronald J. Hagan reviewed the proposed Resolution 17-17 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period May 19, 2017 – June 16, 2017. Hearing none, he asked for the required motion.

**Motion:** Commissioner Boyce moved to approve Resolution No. 17-17 approving the Summary of Disbursements/Disclosures for the period from May 19, 2017 – June 16, 2017. The motion was seconded by Ms. White and was approved unanimously.

### 4. Acceptance of 2016 Audited Financial Statement - Resolution 17-18

Beth Atkinson, CPA briefly discussed the Annual Financial Report, prepared by Parms & Company. There was brief discussion.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-18 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Wagenbrenner moved to accept the Report on the Audited Financial Statements of Central Ohio Community Improvement Corporation for the Years Ended December 31, 2016 and 2015, as prepared by Parms & Company. The motion was seconded by Commissioner Boyce, and was approved unanimously.

### 5. Status Update – Sale of 999 E. Dublin-Granville Rd.

Mr. Rosenberger gave a brief presentation and report before the Board on the sale of 999 E. Dublin Granville Rd. A *copy of the presentation is included in the Board Minute Book*.

### 6. Appointment of Successor President and Transition – Resolution 17-19

Mr. Rosenberger explained this motion is for the approval of the appointment, terms of employment and transition of authority to Curtiss L. Williams as President.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-19 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Weiler moved to approve Resolution 17-19 authorizing the approval of the Appointment of Successor President and Transition. The motion was seconded by Mr. Wagenbrenner and was approved unanimously

## **7. Successor Standing Signatory Authority in Property Transactions – Resolution 17-20**

Mr. Rosenberger explained this motion is for the approval of Standing Signatory Authority in Property Transaction, subject to a stated expiration.

By Resolution No. 17-16, adopted May 25, 2017, the Corporation appointed John C. Rosenberger, then President of the Corporation, as the Standing Signatory for the Corporation in Property Transactions. Curtiss L. Williams has succeeded Mr. Rosenberger in office, thereby necessitating the need for the Corporation to likewise appoint Mr. Williams.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-20 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Ms. White moved to approve Resolution 17-20 authorizing the approval of the Successor Standing Signatory Authority in Property Transactions. The motion was seconded by Mr. Weiler and was approved unanimously.

## **8. Change of Authorized Signatories for Depositories Accounts – Resolution 17-21**

Mr. Rosenberger explained this motion is for the approval to adopt the standard resolution required by the Corporation's current depositories, to name the current Board Chair, the Treasurer and the President as the authorized signatories and confirms and ratifies the Corporation's policy requiring that two of the three authorized signatories be required to act with respect to transaction amounts in excess of \$25,000.

Chairman Ronald J. Hagan reviewed proposed Resolution 17-21 placed before the Board for its consideration, discussion, and action. Chairman Ronald J. Hagan asked Board members if there were any additional comments or information. Hearing none, he asked for the required motion.

**Motion:** Mr. Weiler moved to approve Resolution 17-21 authorizing the approval of the Change of Authorized Signatories for Depositories Accounts. The motion was seconded by Ms. White and was approved unanimously.

## **9. ADJOURNMENT**

There being no more business to come before the Board of Directors of COCIC, Chairman Ronald J. Hagan moves that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 9:43 a.m.



# BOARD OF DIRECTORS MINUTES

## REGULAR MEETING – JULY 28, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

Central Ohio Community Improvement Corporation

### 1. Call To Order

The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held July 28, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:05 a.m., Tracy Hatmaker (Township Representative), Tamara Howard (Representative for Commissioner Boyce), Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Eric Wagenbrenner (Representative for Commissioner O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

### 2. Approval of Minutes

The June 23, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on July 24, 2017.

Acting Chair, Carole Olshavsky reviewed the motion placed before the Board for its consideration, discussion, and action. Acting Chair, Carole Olshavsky asked Board members if there were any additions or modifications to the June 23, 2017 Board of Directors' Meeting minutes. Hearing none, she asked for the required motion. Tracy Hatmaker abstained.

**Motion:** Mr. Wagenbrenner moved to approve the June 23, 2017 Board of Directors' Meeting minutes. The motion was seconded by Mrs. Olshavsky. and was approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-22

Mrs. Atkinson referred the Board to the Summary of Disbursements/Disclosures detailing information from June 19, 2017 – July 21, 2017. Mrs. Atkinson briefly discussed the following disbursements:

- Deposit from National Church Residences Investment Corporation in the amount of \$228,800 for the sale of 999 E. Dublin-Granville Rd.
- Payment to US Treasury in the amount of \$850 for the submission of the tax-exempt reinstatement application.
- Payment to Miles McClellan in the amount of \$53,732.09 for the build-out of the Land Bank Center.

Acting Chair, Carole Olshavsky reviewed the proposed Resolution 17-22 placed before the Board for its consideration, discussion, and action. Acting Chair, Carole Olshavsky asked Board members if there were any additions or modifications to the Summary of Disbursements/Disclosures for the period June 19, 2017 – July 21, 2017. Hearing none, she asked for the required motion.

**Motion:** Mr. Hatmaker moved to approve Resolution No. 17-22 approving the Summary of Disbursements/Disclosures for the period from June 19, 2017 – July 21, 2017. The motion was seconded by Ms. White and was approved unanimously.

### 4. Q2 Financial Report

Mrs. Atkinson referred the Board to 'Q2 Budget vs. Actual Summary' highlighting the second quarter of 2017 actual expenses compared to the budgeted amounts for the period (as of June 30<sup>th</sup>). Mrs. Atkinson pointed out the "*Provision for Opportunity Driven Activities*" increased from the sale of Georgesville Rd.

- **Blighted Expenses:** 30% of budget
- **Strategic/Trusted Partner/Responsible Landlord:** 24% of budget
- **Golf Course:** 42% of budget
- **Administrative:** 53% of budget

### 5. Corporate Credit/Debit Card – Resolution 17-23

Mr. Williams explained this motion is for the authorization to obtain a corporate credit card or a corporate debit card that is tied to a COCIC bank account and the signatories therefor.

By Resolution 13-70, the Board of Directors approved the obtainment and use of a corporate credit card to cover the cost of travel, conferences, equipment, supplies, particularly those that are executed via the internet. With the departure of John Rosenberger, CapitalOne doesn't allow for COCIC to "transfer" the card.

Acting Chair, Carole Olshavsky reviewed proposed Resolution 17-23 placed before the Board for its consideration, discussion, and action. Acting Chair, Carole Olshavsky asked Board members if there were any additional comments or information. Hearing none, she asked for the required motion.

Motion: Mr. Wagenbrenner moved to approve Resolution 17-23 authorizing the application for a corporate credit or debit card. The motion was seconded by Mr. Hatmaker and was approved unanimously.

## **6. Q2 Project Update**

Ms. Kingsborough gave a brief presentation and report before the Board on the status of the 2<sup>nd</sup> Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), Tax Lien Certificate Program, and Responsible Landlord Program. *A copy of the presentation is included in the Board Minute Book.*

## **7. The Commons at Royal Landing Demolition – Resolution 17-24**

Mr. Williams explained that the City of Whitehall acquired the Commons at Royal Landing in 2016 for \$4.6 million dollars in an effort to reduce the crime and blight related to this complex. As of January 2017, the complex is 100% vacant and has 49 blighted structures with 273 units. The City of Whitehall has completed a RFQ process for a market rate, residential, retail, and service oriented commercial development. This development will also include approximately 1.5 to 2 acres of public green space. Continental Real Estate was chosen as the developer for this project.

As the City of Whitehall is named as a target area in the Neighborhood Initiative Program (NIP) Demolition Grant, The Ohio Housing Finance Agency has reviewed this project and approved reimbursement for a demolition cost of \$2.275 million dollars. The City of Whitehall will reimburse COCIC for any remaining demolition costs in excess of the project approval.

Acting Chair, Carole Olshavsky reviewed proposed Resolution 17-24 placed before the Board for its consideration, discussion, and action. Acting Chair, Carole Olshavsky asked Board members if there were any additional comments or information. Hearing none, she asked for the required motion.

**Motion:** Ms. White moved to approve Resolution 17-24 authorizing the acceptance of a conveyance of the 5-parcel complex at the Commons at Royal Landing, the demolition of the blighted buildings through the NIP Grant as approved by the Ohio Housing Finance Agency, and the re-conveyance of the parcels to the Whitehall Community Improvement Corporation for the furtherance of economic development in the City of Whitehall. The motion was seconded by Mr. Hatmaker and was approved unanimously.

## **8. Other Business**

Mr. Williams discussed with the Board of Directors the possibility of having a “Board Road Trip” to view a few COCIC projects and also the need to have a “Visioning Retreat” to discuss the future of COCIC. Ms. Coleman will contact everyone with possible dates and times to coordinate both events.

## **9. ADJOURNMENT**

There being no more business to come before the Board of Directors of COCIC, Acting Chair, Carole Olshavsky moves that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 10:15 a.m.

# BOARD OF DIRECTORS MINUTES

REGULAR MEETING – SEPTEMBER 29, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206



## 1. Call to Order

The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held September 29, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:30 a.m., Cheryl Brooks-Sullivan, Sam Gresham (Representative for Cheryl Brooks-Sullivan), Tamara Howard (Representative for Commissioner Boyce), James Schimmer (Representative for Commissioner Brown), Eric Wagenbrenner (Representative for Commissioner O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

## 2. Approval of Minutes

The July 28, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on August 26, 2017.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of minutes.

**Motion:** Mr. Weiler moved to approve the August 26, 2017 Board of Directors meeting minutes; seconded by Mr. Gresham. Motion approved unanimously.

## 3. Disbursements/Disclosures – Resolution 17-25

Mrs. Atkinson referred the Board to the Summary of Disbursements/Disclosures detailing information from July 22, 2017 – August 21, 2017 and August 22, 2017 – September 22, 2017. Mrs. Atkinson briefly discussed the following disbursements:

- OHFA Reimbursements #55- #59 totaling over \$1.2 million.
- Payments to New Perspective Asset Management in the amount of \$20K each; which were the first disbursements for the Receivership Loan Program.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Summary of Disbursements/Disclosures.

**Motion:** Mr. Schimmer moved to approve the Summary of Disbursements/Disclosures from July 22, 2017 – August 21, 2017 and August 22, 2017 – September 22, 2017; seconded by Mr. Wagenbrenner. Motion approved unanimously.

## 4. Amendment to Existing NIP Agreement with OHFA – Resolution 17-26

Mr. Williams explained this motion is for the approval of the amendment to the current contract for an additional \$2,000,000 of NIP funding; making COCIC's total grant award to \$22,868,366 and will extend the grant agreement for the \$2MM from 2019 to the end of 2020.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Amendment to Existing NIP Agreement with OHFA.

**Motion:** Mr. Weiler moved to approve the Amendment to Existing NIP Agreement with OHFA; seconded by Ms. White. Motion approved unanimously.

## 5. Amendment to Resolution of Standing Authority in Property Transactions – Resolution 17-27

Mr. Williams explained this motion is for the approval of Amendment to the Resolution of Standing Signatory in Property Transactions.

By Resolution 17-16, the Board of Directors approved then Board Chair Ronald J. Hagan, Secretary-Treasurer James R. Schimmer, and President John C. Rosenberger, signatory authority in property transactions. Since then, Cheryl Brooks-Sullivan has been appointed Franklin County Treasurer, thereby serving as COCIC's Board Chair and the appointment of Curtiss L. Williams as President/CEO necessitates a change in those with signatory authority on behalf of the corporation in property transactions.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Amendment to Resolution of Standing Authority in Property Transactions.

**Motion:** Mr. Gresham moved to approve the Amendment to Resolution of Standing Authority in Property Transactions; seconded by Mr. Wagenbrenner. Motion approved unanimously.

## **6. Agreement to Conduct an Economic Impact Analysis – Resolution 17-28**

Mr. Williams explained this motion is for the approval to enter into agreement with the Greater Ohio Policy Center to conduct an economic impact analysis. COCIC staff and the Columbus Land Bank are proposing a jointly funded economic impact analysis of past efforts to be conducted by the Greater Ohio Policy Center (GOPC). The cost of the analysis will be \$40,000. Columbus will cover \$15,000 of the fee while COCIC will fund the balance of \$25,000. The analysis will review the joint efforts of the two land banks and COCIC efforts outside the City of Columbus.

The analysis will look at various impacts, including:

- Economic impact of joint demolition programs
- Economic impact of programs that provide funds to community development organizations that redevelop vacant and blighted properties
- Economic impact of the sale of land bank properties
- Overall impact of COCIC/City Land Bank on improving Columbus neighborhoods

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Amendment to Resolution of Standing Authority in Property Transactions.

**Motion:** Mr. Weiler moved to approve the Amendment to Resolution of Standing Authority in Property Transactions; seconded by Mr. Gresham. Sadicka White abstained. Motion approved.

## **7. Other Business**

Mr. Williams briefly discussed with the Board of Directors the necessary amendments needed for the Poindexter LLC. A packet of information was distributed to all Board Members to review prior to the next scheduled Board Meeting.

## **8. ADJOURNMENT**

There being no more business to come before the Board of Directors of COCIC, Chairperson, Cheryl Brooks-Sullivan moved that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 10:00 a.m.



# BOARD OF DIRECTORS MINUTES

## REGULAR MEETING – OCTOBER 27, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206

### 1. Call to Order

The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held October 27, 2017 at 845 Parsons Ave., Columbus, OH and called to order at 9:00 a.m., Cheryl Brooks-Sullivan, Sam Gresham (Representative for Cheryl Brooks-Sullivan), Tracy Hatmaker, Tamara Howard (Representative for Commissioner Boyce), Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Eric Wagenbrenner (Representative for Commissioner O'Grady), Robert Weiler, and Sadicka White were present and constituted a quorum.

### 2. Approval of Minutes

The September 29, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets and were electronically sent on October 18, 2017.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of minutes.

**Motion:** Ms. White moved to approve the September 29, 2017 Board of Directors meeting minutes; seconded by Mr. Schimmer. Motion approved unanimously.

### 3. Disbursements/Disclosures – Resolution 17-29

Ms. Kingsborough referred the Board to the Summary of Disbursements/Disclosures detailing information from September 25, 2017 – October 20, 2017. Ms. Kingsborough briefly discussed the following disbursements:

- Deposit from OHFA Reimbursements #60 and #61 totaling over \$385K.
- Deposit from City of Columbus for the Tax Lien Certificate Program in the amount of \$250K
- Payment to Greater Ohio Policy Center in the amount of \$20k to conduct an Economic Impact Analysis
- Payment to City of Columbus Redevelopment in the amount of \$111,862.50 for sale proceeds of 999 E. Dublin Granville Rd

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Summary of Disbursements/Disclosures.

**Motion:** Mr. Schimmer moved to approve the Summary of Disbursements/Disclosures from September 25, 2017 – October 20, 2017; seconded by Mr. Wagenbrenner. Motion approved unanimously.

### 4. Sale of 1829 E. Long St. – Resolution 17-30

Mr. Williams explained this motion is for the approval to authorize the sale and conveyance of 1829 E. Long Street to JPS Print, or any affiliate thereof, for \$217,250.00. After discussion of the Board, it was decided to amend COCIC's Board of Director's approval date from October 31, 2017 to February 28, 2018.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Sale of 1829 E. Long St.

**Motion:** Ms. White moved to approve the Sale of 1829 E. Long St; seconded by Mrs. Olshavsky. Motion approved unanimously.

### 5. Poindexter Community Renaissance LLC – Resolution 17-31

Mr. Williams explained this motion is relative to Poindexter Community Renaissance, LLC relating to the name change of the PCR, the amendment to its purpose clause set forth in the Articles of Organization, the adoption of an Amended & Restate Operating Agreement, the establishment of a bank account, and the approval and execution of a Cooperative Agreement.

The PCR is a separate legal entity with COCIC being its only member. COCIC's Board is in effect, the Board of the PCR. PCR has no current use under its original purpose. When appropriate, PCR can become an agent of COCIC in strategic activities/transactions and in any project approved by the Board that is consistent with COCIC's mission.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Poindexter Community Renaissance, LLC Resolution.

**Motion:** Mr. Weiler moved to approve the Poindexter Community Renaissance, LLC Resolution; seconded by Ms. White. Motion approved unanimously.

## **6. Q3 Financial Report & Project Update**

Ms. Kingsborough referred the Board to 'Q3 Budget vs. Actual Summary' highlighting the 3<sup>rd</sup> quarter of 2017 actual expenses compared to the budgeted amounts for the period (as of September 30<sup>th</sup>).

- **Blighted Expenses:** 53% of budget
- **Strategic/Trusted Partner/Responsible Landlord:** 38% of budget
- **Golf Course:** 78% of budget
- **Administrative:** 66% of budget

Ms. Kingsborough also gave a brief presentation and report before the Board on the status of the 3<sup>rd</sup> Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), Tax Lien Certificate Program, and Responsible Landlord Program. A copy of the presentation is included in the Board Minute Book.

## **7. Other Business**

Mr. Williams briefly discussed with the Board of Directors a request from VRG to extend their 2018 payment.

## **8. ADJOURNMENT**

There being no more business to come before the Board of Directors of COCIC, Chairperson, Cheryl Brooks-Sullivan moved that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 10:15 a.m.

# BOARD OF DIRECTORS MINUTES

REGULAR MEETING – DECEMBER 8, 2017

The Land Bank Center • 845 Parsons Ave • Columbus, OH 43206



## 1. Call to Order

The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held December 8, 2017 at 505 W. Whittier St., Columbus, OH and called to order at 9:15 a.m., Cheryl Brooks-Sullivan, Sam Gresham (Representative for Cheryl Brooks-Sullivan), Tracy Hatmaker (Township Representative), Tamara Howard (Representative for Commissioner Boyce), Carole Olshavsky, James Schimmer (Representative for Commissioner Brown), Steven Schoeny (Municipality Representative), Eric Wagenbrenner (Representative for Commissioner O'Grady), and Robert Weiler were present and constituted a quorum.

## 2. Approval of Minutes

The October 27, 2017 Board of Directors' Regular Meeting minutes were provided to each Board member in the Board packets.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of minutes.

**Motion:** Mr. Weiler moved to approve the October 27, 2017 Board of Directors meeting minutes; seconded by Mr. Schoeny. Motion approved unanimously.

## 3. Disbursements/Disclosures – Resolution 17-32

Mrs. Atkinson referred the Board to the Summary of Disbursements/Disclosures detailing information from October 21, 2017 – December 1, 2017. Mrs. Atkinson briefly discussed the following disbursements:

- OHFA Reimbursements #62 totaling over \$255K
- \$108K from the net sale proceeds from the Dublin-Granville sale

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Summary of Disbursements/Disclosures.

**Motion:** Mrs. Olshavsky moved to approve the Summary of Disbursements/Disclosures October 21, 2017 – December 1, 2017; seconded by Mr. Wagenbrenner. Motion approved unanimously.

## 4. Responsible Landlord – Resolution 17-33

Mr. Williams explained this motion is for the approval of the additional \$500,000 loan to South Side Renaissance Homes II, LLC. with management's standing authority for loans of \$70,000 or less per unit.

Chairperson Cheryl Brooks-Sullivan reviewed the motion placed before the Board for its consideration, discussion, and action. Chairperson called for the approval of the Responsible Landlord Loan.

**Motion:** Mr. Schimmer moved to approve the Responsible Landlord Loan; seconded by Mr. Weiler. Motion approved unanimously.

## 5. ADJOURNMENT

There being no more business to come before the Board of Directors of COCIC, Chairperson, Cheryl Brooks-Sullivan moved that the meeting of the Board of Directors be adjourned. A voice vote was taken and the motion carried unanimously. The meeting of the Board of Directors was adjourned at approximately 9:31 a.m.