1. **Call to Order by the Chair.** The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held January 25, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:04 a.m., Chair Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), Fred Ransier, Jim Schimmer, Steve Schoeny, and Eric Wagenbrenner (Representative for Commissioner O’Grady) were present and constituted a quorum.

2. **Review and Approval of Minutes.** The minutes of the December 7, 2018 regular meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. **Mr. Schoeny moved to approve the meeting minutes.** The motion was seconded by Mr. Wagenbrenner. **MOTION APPROVED.**

3. **President’s Report.**
   - **Golf Depot Acquisition:** Closing is scheduled for January 31st; Commercial One will be providing property management services; The City of Gahanna continues to express interest and have received inquiries from other interested parties; and Gerry Hammond wants to continue the Golf Academy.
   - **Gas Migration:** The OEPA required gas migration plan has been changed once again; revised plan calls for installation of passive gas vents, no trenches.
   - **JKR:** Working with their Counsel to clarify the issues and costs they claim have been incurred because of the gas migration unto their property and COCIC’s position that their title company is at fault for not discovering the landfill.
   - **Insurance Claim:** Refiling claim, as CHUBB has denied the claim.
   - **Controller Position:** To date, six interviews have been conducted and have a few more candidates to contact.
   - **Conflict of Interest Forms:** Annual forms are needed to be completed. Working to have a narrative on what exactly constitutes a conflict of interest; expected to have at next board meeting on February 22nd.
   - **Replacement for Township Director:** Continuing to work with the townships to appoint a replacement.
   - **Westport Road:** FGI has failed to provide financial information and has not adhered to their original RFP Proposal. COCIC provided an option agreement approximately 6 months ago, along with a timeline, which they failed to meet their 1st deadline. After which, a meeting was held to discuss the project, which they brought an entirely new time and development project. Another meeting is scheduled within the next couple of weeks.

4. **Resolution 2019-1.** Approving the Summary of Disbursements/Disclosure from December 1, 2018-January 18, 2019. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-1. **Mr. Schimmer moved to approve Resolution 2019-1.** The motion was seconded by Mr. Schoeny. **Resolution 2019-1 was unanimously adopted.**

5. **Resolution 2019-2.** Approving the 2019 Fiscal Year Budget for the Central Ohio Community Improvement Corporation (COCIC). There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-2. **Mr. Wagenbrenner moved to approve Resolution 2019-2.** The motion was seconded by Mr. Schimmer. **Resolution 2019-2 was unanimously adopted.**

6. **Adjournment.** There being no further business, 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 10:22 a.m.

I hereby certify that the minutes related to the Board of Directors’ regular meeting of January 25, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of March 29, 2019.

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Melissa D. Coleman, Assistant Secretary  
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The special meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held March 29, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 3:04 p.m., Chair Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), Robert Peters, James Schimmer (Representative for Commissioner Brown), Steve Schoeny, Sadicka White, and Eric Wagenbrenner (Representative for Commissioner O'Grady) were present and constituted a quorum.

2. **Review and Approval of Minutes.** The minutes of the January 25, 2019 regular meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. Mr. Schoeny moved to approve the meeting minutes. The motion was seconded by Ms. White. **MOTION APPROVED.**

3. **President’s Report.**
   - **Golf Depot Acquisition:** The Golf Depot was purchased on February 22nd, in the amount of $712K. COCIC has acquired liquor license and food service permits. The property is being marketed by Commercial One. Mr. Williams provided graphics to illustrate (4) possible reuses for the property.
   - **Gas Migration:** Migration continues to occur on the landfill. Hull has revised the Gas Mitigation plan as a result and will be sending to OEPA.
   - **2683 Winchester Pike:** Property is being marketed by Best Commercial Real Estate; one formal offer has been received and another is pending.
   - **Franklin Park Medical Building:** By request of Fred Ransier, a community meeting will be held in regard to the progress of the building, which is scheduled for April 17th at the new St. Charles facility.
   - **Controller Position:** COCIC has interviewed 6/50 applicants since the position was posted in December. An offer was made, however, they declined. COCIC is re-posting the position and meeting with an accounting firm to discuss provisions of temporary accounting services.

   A copy of the President’s Report, along with any supporting information is included in the Board Minute Book.

4. **Resolution 2019-3.** Approving the Summary of Disbursements/Disclosure from January 21, 2019-March 15, 2019. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-3. Mr. Schimmer moved to approve Resolution 2019-3. The motion was seconded by Mr. Schoeny. **Resolution 2019-3 was unanimously adopted.**

   **Entered into Executive Session – 3:37 pm**
   **Returned to General Session – 4:25 pm**

5. **Resolution 2019-4.** Authorization to Reimburse JK&R for Costs Related to Installation of Gas Monitoring Systems. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to table Resolution 2019-4 until the next board meeting. Mr. Wagenbrenner moved to table Resolution 2019-2. The motion was seconded by Mr. Schoeny. **Resolution 2019-4 was tabled.**

6. **Resolution 2019-5.** Adoption of Central Ohio Community Land Trust (COCLT) Code of Regulations. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-5. Ms. White moved to approve Resolution 2019-5. The motion was seconded by Mr. Schoeny. **Resolution 2019-5 was unanimously adopted.**

7. **Adjournment.** There being no further business, 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 4:41 p.m.

I hereby certify that the minutes related to the Board of Directors’ special meeting of March 29, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of April 26, 2019.

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Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The special meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held April 26, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:04 a.m., Chair Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), Robert Peters, James Schimmer (Representative for Commissioner Brown), and Eric Wagenbrenner (Representative for Commissioner O’Grady) were present and constituted a quorum.

2. **Review and Approval of Minutes.** The minutes of the March 29, 2019 regular meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. **Mr. Schimmer moved to approve the meeting minutes.** The motion was seconded by Mr. Wagenbrenner. **MOTION APPROVED.**

3. **President’s Report.**
   - **Controller Position:** The Controller position has been filled and Ashley Young will be starting May 6th.
   - **Financials:** There will not be a 1st Quarter Financial Report; however, COCIC is in a good financial condition. Additionally, an extension has been filed with the State Auditor in regard to the 2018 audit.
   - **Near Eastside Community Meeting:** Over 20 neighbors participated in the meeting to discuss the Franklin Park Medical Center. COCIC provided an update of activities and efforts to sell the property. The meeting was attended by Board Members: Cheryl Brooks-Sullivan and Fred Ransier.

   A copy of the President’s Report, along with any supporting information is included in the Board Minute Book.

4. **Resolution 2019-6.** Approving the Summary of Disbursements/Disclosure from March 18 – April 19, 2019. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-6. Mr. Wagenbrenner moved to approve Resolution 2019-6. The motion was seconded by Mr. Peters. **Resolution 2019-6 was unanimously adopted.**

5. Board Chair Cheryl Brooks-Sullivan called for a Motion to enter into Executive Session. **Motion by Eric Wagenbrenner; Seconded by James Schimmer.**

   Assistant Secretary called roll for the vote of each Board Member to go into Executive Session. Each of the five (5) members voted yes to move into closed session. **MOTION UNANIMOUSLY APPROVED.** Board Chair Cheryl Brooks-Sullivan moved to Executive Session at 9:15 a.m.

**EXECUTIVE SESSION**

In accordance to the State of Ohio Open Meetings Act, Chapter 9, Executive Sessions are permitted. The conditions of such an Executive Session includes the following: 1) The Session must be for “the purpose of deliberations of permitted subjects,” 2) the Session must be conducted during the course of an open meeting and 3) per Chapter 8(1) of the OMA, the minutes of the executive session must include the purpose for which an executive session is held.

Permitted purposes of Executive session was “to discuss real estate transactions” as permitted in ORC 121.22(G)(2).

**Return to open session at 9:47 a.m.**

After Executive Session ended, the Board returned to NEW BUSINESS and Resolutions:

6. **Motion to un-table Resolution 2019-4.** Ms. Brooks-Sullivan asked for a motion un-table Resolution 2019-4. Motion by Mr. Schimmer; seconded by Mr. Peters. **MOTION APPROVED.**

7. **Resolution 2019-4.** Authorization to Reimburse JK&R for Costs Related to Installation of Gas Monitoring Systems. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-4. Mr. Wagenbrenner moved to approve Resolution 2019-4. The motion was seconded by Mr. Schimmer. **Resolution 2019-4 was adopted.**

8. **Resolution 2019-8.** Authorization to sale, lease, trade certain personal property and business assets related to the Golf Depot. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-8. Mr. Wagenbrenner moved to approve Resolution 2019-8. The motion was seconded by Ms. Howard. **Resolution 2019-8 was unanimously adopted.**

10. Q2 2019 Project Report. Mrs. Paxson gave a brief presentation and report before the Board on the status of the 2019 2nd 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 was provided to the Board and is included in the Board Minute Book.

11. Adjournment. There being no further business, 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 10:28 a.m.

I hereby certify that the minutes related to the Board of Directors’ regular meeting of April 26, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of May 31, 2019.

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Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The annual meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held May 31, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:06 a.m., Chair Cheryl Brooks-Sullivan, Robert Peters, Robert Weiler, James Schimmer (Representative for Commissioner Brown), Steven Schoeny, and Eric Wagenbrenner (Representative for Commissioner O'Grady), and Sadicka White were present and constituted a quorum.

2. **Review and Approval of Minutes.** The minutes of the April 26, 2019 regular meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. Mr. Wagenbrenner moved to approve the meeting minutes. The motion was seconded by Mr. Schoeny. **MOTION APPROVED.**

3. **President’s Report.**
   - **Controller Position:** Introduction of Ashley Young.
   - **OHFA Neighborhood Initiative Program (NIP):** Mr. Williams provided an updated on the NIP program since starting in 2013; to date COCIC received approximately $1.2M in administrative funds, allowing over 1,200 blighted properties to have been demolished.
   - **COCLT: Trinity Health Affordable Housing Loan:** Trinity Health, the parent company of Mt. Carmel Hospitals, is making a low interest loan available for the construction of affordable housing near Mt. Carmel West. COCIC, representing the COCLT was invited to meet with a Trinity representative. COCIC/COCLT would be the developer and work with Trinity and their developer of choice to build 10 single residential homes on existing land bank lots located throughout Franklinton.

   A copy of the President’s Report, along with any supporting information is included in the Board Minute Book.

4. **Resolution 2019-10.** Approving the Summary of Disbursements/Disclosure from April 23 – May 23, 2019. A detailed summary of the Disbursements/Disclosures were provided to the board; detailing information from 4/23-5/23/19. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-10. Mr. Weiler moved to approve Resolution 2019-10. The motion was seconded by Mr. Wagenbrenner. **Resolution 2019-10 was unanimously adopted.**

5. **Resolution 2019-11.** Authorization to accept designation of the Board of County Commissioners of Franklin County for Purposes of conveying certain real property to Scioto Peninsula Holdings, Ltd., or its assign, The Property Holding Company for the Columbus Downtown Development Corporation and Authorizing the President and/or other Officers, as necessary, to execute any and all documents necessary to effectuate the transfer of that real property.

   Corporation (CDDC) to lead a planning effort to redevelop the Scioto Peninsula and the CDDC obtained a market demand study for new office, residential, retail and hotel uses and hired an architect to prepare a development plan matching the demand study. The Franklin County Board of Commissioners adopted Resolution No. 0886-17 on December 12, 2017 that determined to appoint COCIC as agent for the County to transfer in fee simple a portion of the former Franklin County Veterans Memorial site (lying generally west of Belle Street) to COCIC and to cause COCIC to convey that property to Scioto Peninsula Holdings, Ltd., the property holding company for the CDDC. One of the components of the development plan is to convey the aforementioned property to a subsidiary of the CDDC.

   Under Section 1724.10 of the Ohio Revised Code, COCIC can be appointed the agent of Franklin County for this purpose. Under the same statute, Franklin County can convey that property to COCIC without advertising and receipt of bids.

   There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-11. Mr. Weiler moved to approve Resolution 2019-11. The motion was seconded by Mr. Peters. **Resolution 2019-11 was adopted.**

6. **Resolution 2019-12.** Authorization to Enter into Development Agreement with HNHF Realty for the construction of nine (9) permanently affordable single-family housing units.

   Ohio Community Land Trust (COCLT) for the purpose of partnering with the City of Columbus (City) and Franklin County (County) to address the affordable housing crisis. The COCLT is a subsidiary of COCIC. Via Ordinance 0227-2019, the City allocated $3.8 million dollars from its Development Taxable Bond Fund to the COCLT in support of this effort. COCIC will
act in the COCLT’s role until the COCLT receives its 501(c)3 tax exempt status from the IRS. At which time COCIC will assign the agreement to the COCLT.

COCIC/COCLT will enter into a development agreement with HNHF Realty acting as the developer to build nine (9) single-family homes on land that is owned by COCIC/COCLT. The homes will be built by modular home provider, Unibilt, and constructed by HNHF Realty’s subcontractor KMM Services.

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-12. Ms. White moved to approve Resolution 2019-12. The motion was seconded by Mr. Weiler. Resolution 2019-12 was unanimously adopted.

7. Resolution 2019-13. Authorization to Enter into Development Agreement with Columbus Housing Partnerships, Inc. (Homeport) for the construction of ten (10) permanently affordable single-family housing units.

Ohio Community Land Trust (COCLT) for the purpose of partnering with the City of Columbus (City) and Franklin County (County) to address the affordable housing crisis. The COCLT is a subsidiary of COCIC. Via Ordinance 0227-2019, the City allocated $3.8 million dollars from its Development Taxable Bond Fund to the COCLT in support of this effort. COCIC will act in the COCLT’s role until the COCLT receives its 501(c)3 tax exempt status from the IRS.

COCIC will enter into a development agreement with Homeport acting as the developer to build 10 single-family homes on land that is owned by COCIC/COCLT.

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-13. Mr. Weiler moved to approve Resolution 2019-13. The motion was seconded by Mr. Wagenbrenner. Resolution 2019-13 was unanimously adopted.


Ohio Community Land Trust (COCLT) for the purpose of partnering with the City of Columbus (City) and Franklin County (County) to address the affordable housing crisis. The COCLT is a subsidiary of COCIC. Via Ordinance 0227-2019, the City allocated $3.8 million dollars from its Development Taxable Bond Fund to the COCLT in support of this effort. COCIC will act in the COCLT’s role until the COCLT receives its 501(c)3 tax exempt status from the IRS. At which time COCIC will assign the agreement to the COCLT.

COCIC/COCLT will enter into a development agreement with NCRC acting as the developer to build twenty-four (24) single-family homes on land that is owned by COCIC/COCLT. NCRC is a Washington D.C. based organization that was formed in 1990 by national, regional and local organizations to increase the flow of private capital into traditionally underserved communities. NCRC and its member organizations, promote access to basic banking services, affordable housing, entrepreneurship, job creation and vibrant communities for America’s working families. The homes will be built by NCRC’s local subcontractor Rockford Homes.

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-14. Mr. Weiler moved to approve Resolution 2019-14. The motion was seconded by Mr. Wagenbrenner. Ms. White abstained. Resolution 2019-14 was unanimously adopted.

9. Resolution 2019-15. Appointed Director Appointments for the 2019-2020 Term. In accordance with the Code of Regulations, the service of Fred Ransier, Robert Weiler and Sadicka White as the Appointed Directors, shall be continued until the 2020 Annual Meeting or until such time they are replaced by a vote of the Ex-Officio Directors.

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-15. Mr. Wagenbrenner moved to approve Resolution 2019-15. The motion was seconded by Mr. Peters. Resolution 2019-15 was unanimously adopted.

10. Resolution 2019-16. Election of Officers. Mr. Williams explained the slate of officers: Cheryl Brooks-Sullivan as Chairperson, Curtiss Williams as President; Sadicka White and Robert Weiler as Vice President’s; Jim Schimmer as Secretary and Treasurer, and Melissa Coleman as Assistant Secretary of the Central Ohio Community Improvement Corporation.

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-16. Mr. Schoeny moved to approve Resolution 2019-16. The motion was seconded by Mr. Wagenbrenner. Resolution 2019-16 was unanimously adopted.
11. **Motion to Acknowledge the Municipal and Township Representative.** In accordance with the Code of Regulations, the service of Steven Schoeny as the municipal Director and Robert Peters as the township Director, shall be continued until such time as successors are appointed by the respective appointing authorities. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to acknowledge the Municipal and Township Representatives. Ms. White moved to approve the acknowledgement of the Municipal and Township Representatives; seconded by Mr. Wagenbrenner. **Motion unanimously approved.**

Mr. Weiler left the meeting at approximately 10:38 a.m.

12. **Resolution 2019-17. Annual Resolution of Standing Authority.**

   The Corporation’s Board of Directors have supported the expansion of the Corporation’s programs and initiatives to align with the need of the communities and neighborhoods within Franklin County. COCIC is uniquely positioned as a private non-profit developer to manage the sensitivities inherent in revitalizing neighborhoods and expanding political jurisdictions. In order to do this effectively, COCIC must be prudent and quick in its decisions to acquire and invest in real estate in a competitive market. COCIC’s purpose is not to compete with others in property acquisition but to acquire property for furthering the cause of community goals such as affordable housing and neighborhood based economic development.

   Additionally, the ongoing and increasing costs of managing a landfill undergoing a shift in gas migration patterns could hamper COCIC’s compliance and safety record with the OEPA if the corporation cannot be nimble enough to respond to agency recommendations. This year’s acquisition of the Central Park Golf Course has provided the opportunity to create a community asset and provide economic development opportunity for the organization and the county. Staff will need to expend resources in a manner to study, analyze and to implement these opportunities.

   Therefore, staff is requesting changes in Standing Authority to support the following Programs and Initiatives:

   - Blight Intervention/Strategic Reutilization Program: Change from $50,000 to $100,000
   - Bedford Landfill/Central Park Golf Course: Change from $50,000 to $75,000
   - Property Acquisition & Disposition: Standing Authority of $100,000 for new Program
   - The Central Ohio Land Trust: Standing Authority of $150,000 for new Program

   After extensive discussion regarding the changes in Standing Authority, Ms. Cheryl Brooks-Sullivan asked for a motion to **table** Resolution 2019-17 until the next board meeting. Ms. White moved to table Resolution 2019-17. The motion was seconded by Mr. Wagenbrenner. **Resolution 2019-17 was tabled.**


   Mr. Williams explained this motion is for the approval of the approval of 2019 Annual Resolution of Standing Signatory Authority, subject to a stated expiration. Currently, Management doesn’t feel there is a need to make any changes to the terms of the resolution. Cheryl Brooks-Sullivan, Chair, James R. Schimmer, Secretary-Treasurer, and Curtiss L. Williams, President/CEO, are each hereby appointed to act severally as a Standing Signatory of the Corporation.

   The 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.

   There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to **approve** Resolution 2019-18. Mr. Wagenbrenner moved to approve Resolution 2019-18. The motion was seconded by Mr. Peters. **Resolution 2019-18 was unanimously adopted.**

14. **Adjournment.** There being no further business, 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 10:47 a.m.

I hereby certify that the minutes related to the Board of Directors’ annual meeting of May 31, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of June 28, 2019.

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Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. Call to Order by the Chair. The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held June 28, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:00 a.m., Chair Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), Robert Peters, Fred Ransier, James Schimmer (Representative for Commissioner Brown), and Robert Weiler were present and constituted a quorum.

2. Review and Approval of Minutes. The minutes of the May 31, 2019 regular meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. Mr. Weiler moved to approve the meeting minutes. The motion was seconded by Mr. Ransier; Ms. Howard abstained. MOTION APPROVED.

3. President’s Report.
   - Alyssa Taylor: Mr. Williams announced that Alyssa will be leaving COCIC. Mr. Williams and the Board thanked Alyssa for her five years of service with the organization and wished her well.
   - Board Governance: Mr. Williams informed the board that he would like to hold a meeting this upcoming Fall to discuss board governance.

   A detailed summary of the Disbursements/Disclosures were provided to the board; detailing information from 5/24-6/21/19. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-19. Mr. Schimmer moved to approve Resolution 2019-19. The motion was seconded by Mr. Peters. Resolution 2019-19 was unanimously adopted.

5. Motion to un-table Resolution 2019-17. Ms. Cheryl Brooks-Sullivan asked for a motion to Un-table Resolution 2019-17. Mr. Weiler moved to approve the motion; the motion was seconded by Mr. Ransier. MOTION APPROVED.

   Sadicka White entered the meeting at approximately 9:15 a.m.

   At the June 1, 2018 Annual Meeting of the Corporation by Resolution 18-9, the Board of Directors approved standing authority of management to act where the amount is $25,000 or less and/or act within certain higher dollar amounts accommodated within designated corporate programs and initiatives. As a discipline of annual review and consideration, an Annual Resolution of Standing Authority is presented for action at each Annual Meeting of the Corporation.

   The Corporation’s Board of Directors approved the 2019 Fiscal Budget on January 18, 2019, which included the expansion of the Corporation’s programs and initiatives to align with the need of the communities and neighborhoods within Franklin County. The two additional initiatives are Property Acquisition & Disposition Program and the Central Ohio Community Land Trust.

   Therefore, staff is requesting approval for continued Standing Authority for existing programs and additional Standing Authority for the following new initiatives:
   - Property Acquisition & Disposition: Standing Authority of $50,000
   - The Central Ohio Land Trust: Standing Authority of $50,000

   There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-17. Mr. Weiler moved to approve Resolution 2019-17. The motion was seconded by Mr. Ransier. Resolution 2019-17 was adopted.

7. Motion to enter Executive Session. Ms. Cheryl Brooks-Sullivan asked for a motion to enter into Executive Session to discuss real estate transactions and legal matters. Ms. White moved to approve the motion to enter Executive Session; the motion was seconded by Mr. Schimmer. Roll call was taken, and the meeting was in Executive Session at approximately 9:20 a.m.

   Mr. Ransier left the meeting at approximately 10:30 a.m.

8. Motion to return to General Session. Ms. Cheryl Brooks-Sullivan asked for a motion to return to General Session. Mr. Schimmer moved to approve the motion to return to General Session; the motion was seconded by Mr. Peters. Roll call was taken, and the meeting returned to General Session at approximately 10:50 a.m.
Mr. Weiler left the meeting at approximately 10:52 a.m.

9. **Motion to send an extension letter to re-engage with FGI.** The letter will provide the following specifics:
   - Date/Time specific deadline;
   - FGI must provide a detailed Performa, proof of funds, and detailed site plan;
   - All conditions must be met by the deadline date;
   - A draft letter can be sent to Chair, Cheryl Brooks-Sullivan for “board approval”.

Ms. Cheryl Brooks-Sullivan asked for a motion to approve the re-engagement with FGI. **Ms. White moved to approve the re-engagement with FGI; seconded by Mr. Howard; Mr. Schimmer abstained.** **MOTION APPROVED.**

10. **Resolution 2019-20. Acquisition of six (6) parcels for $85,000 for the purpose of blight removal and redevelopment.**

The City of Columbus’ Land Redevelopment Office (City Land Bank) using the city’s various programs and in partnership with COCIC using the OHFA NIP Program and COCIC’s Tax Lien Purchase Program have removed numerous blighted, vacant and abandoned structures throughout the neighborhood. These efforts have led to the two organizations owning multiple parcels of land that can be utilized in the City’s neighborhood redevelopment effort. Occasionally, the joint efforts of these organizations result in the accumulation and control of many properties in small areas which when redeveloped would have immediate and impactful results.

Noticing such a trend in the areas of Kohr Place, Cleveland Avenue, and Hudson Street, COCIC has strategically pursued and acquired several additional properties in order to create a critical mass of properties for redevelopment. The acquisition of the following six (6) parcels, which together comprise approximately one-half acre, will not only remove a blighted and vacant carwash, but will continue to support the City’s and COCIC’s missions of creating affordable housing opportunities and increasing the tax base for the City and Franklin County.

- 010-061218
- 010-061220
- 010-061222
- 010-061219
- 010-061221
- 010-129670

There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-20. **Mr. Peters moved to approve Resolution 2019-20.** The motion was seconded by Ms. Howard; Ms. White abstained. **Resolution 2019-20 was unanimously adopted.**

11. **Conflict of Interest Discussion.** Mr. Williams provided a Memorandum from Marc T. Kamer of Dinsmore & Shohl LLP, regarding the posed question of there being a conflict of interest insofar as Eric Wagenbrenner being on the board of directors of COCIC and his company (Wagenbrenner Development) proposing to be the contractor on a COCLT (subsidiary of COCIC) project with Mount Carmel Hospital, developing ten new construction, single-family residential homes on vacant land bank lots. A copy of the memorandum was provided to the board members detailing the responses from Mr. Kamer. The board concluded there is no conflict of interest and that in any future meetings regarding the project, Mr. Wagenbrenner will be required to abstain, as well as leave the room during any discussions.

12. **Update on Golf Depot.** Ms. Paxson provided an update on the Landfill/JK&R settlement. A progress report was provided to the board, which contained a timeline of the issues regarding the landfill and highlights of a draft settlement as of June 21st.

13. **Adjournment.** There being no further business, 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 11:59 p.m.

I hereby certify that the minutes related to the Board of Directors’ regular meeting of June 28, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of July 26, 2019.

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Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The special meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held July 16, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 1:05 p.m., Chair Cheryl Brooks-Sullivan, Commissioner Kevin Boyce, Tamara Howard (Representative for Commissioner Boyce), Robert Peters, James Schimmer (Representative for Commissioner Brown), Eric Wagenbrenner (Representative for Commissioner O’Grady) were present and constituted a quorum. Robert Weiler participated via telephone.

2. **Motion to enter Executive Session.** Ms. Cheryl Brooks-Sullivan asked for a motion to enter into Executive Session to discuss real estate transactions and legal matters. Commissioner Boyce moved to approve the motion to enter Executive Session; the motion was seconded by Mr. Wagenbrenner. Roll call was taken, and the meeting was in Executive Session at approximately 1:07 p.m. Sadicka White entered the meeting at approximately 1:10 p.m.

3. **Motion to return to General Session.** Ms. Cheryl Brooks-Sullivan asked for a motion to return to General Session. Ms. White moved to approve the motion to return to General Session; the motion was seconded by Mr. Schimmer. Roll call was taken, and the meeting returned to General Session at approximately 2:08 p.m.

4. **Motion to amend the previous motion of June 28, 2019 to send an extension letter to re-engage with FGI.** The amendment specifies that the letter will have a deadline date/time of August 30, 2019 at 4:00 p.m. and the previous requirements discussed on June 28th: FGI must provide a detailed Performa, proof of funds, and detailed site plan; All conditions must be met by the deadline, and the draft letter can be sent to Chair, Cheryl Brooks-Sullivan for “board approval”.

   Ms. Cheryl Brooks-Sullivan asked for a motion to amend the extension letter with FGI. **Ms. White moved to approve amend the extension letter; seconded by Commissioner Boyce. MOTION APPROVED.**

5. **Adjournment.** There being no further business, 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 2:14 p.m.

I hereby certify that the minutes related to the Board of Directors’ special meeting of July 16, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of July 26, 2019.

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Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held July 26, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:00 a.m., Chair Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), Robert Peters, James Schimmer (Representative for Commissioner Brown), Steven Schoeny, Eric Wagenbrenner (Representative for Commissioner O’Grady), Robert Weiler, were present and constituted a quorum.

2. **Review and Approval of Minutes.** The minutes of the June 28, 2019 regular meeting and July 16, 2019 special meeting were distributed. Ms. Brooks-Sullivan asked for a motion to approve the meeting minutes. **Mr. Schoeny moved to approve the meeting minutes.** The motion was seconded by Ms. Howard. **MOTION APPROVED.**

3. **President’s Report.**
   - **Ohio Land Bank Conference:** Mr. Williams informed the board that the annual Ohio Land Bank Conference will be held in Cincinnati, OH, September 19th-20th. If anyone is interested in attending the conference, please contact Melissa Coleman for registration.

4. **Resolution 2019-21.** **Approving the Summary of Disbursements/Disclosures from June 22 – July 19, 2019.** A detailed summary of the Disbursements/Disclosures were provided to the board; detailing information from 6/22-7/19/19. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-21. **Mr. Wagenbrenner moved to approve Resolution 2019-21.** The motion was seconded by Mr. Schoeny. **Resolution 2019-21 was unanimously adopted.**

5. **Motion to enter Executive Session.** Ms. Cheryl Brooks-Sullivan asked for a motion to enter into Executive Session to discuss real estate transactions. Mr. Wagenbrenner moved to approve the motion to enter Executive Session; the motion was seconded by Mr. Weiler. Roll call was taken, and the meeting was in Executive Session at approximately 9:10 a.m.

6. **Motion to return to General Session.** Ms. Cheryl Brooks-Sullivan asked for a motion to return to General Session. Mr. Schoeny moved to approve the motion to return to General Session; the motion was seconded by Mr. Peters. Roll call was taken, and the meeting returned to General Session at approximately 9:35 a.m.

7. **Resolution 2019-22.** **Authorization to enter into purchasing agreement with Moneypenny, LLC for lease of 1829 E. Long St.** Mr. Williams explained to the board that this resolution authorizes COCIC to enter into a purchasing agreement with Moneypenny, LLC to purchase 1829 E. Long St. in the amount of $250K. Moneypenny, LLC members will be the Principals of the architectural firm, F. A. Goodman Architects LLC and the contracting firm, Central Ohio Construction Group. Both firms are planning on being tenants within the building. The balance of the property will be leased to others. Both firms are experienced in the area of central city rehabilitation and have proof of the resources needed to undertake the purchase and improvement of the property. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-22. **Mr. Weiler moved to approve Resolution 2019-22.** The motion was seconded by Mr. Schoeny. **Resolution 2019-22 was unanimously adopted.**

8. **Resolution 2019-23.** **Authorization to enter into lease agreement with Rockwell/Mueller for 789 Science Blvd.** Mr. Williams explained to the board that this resolution is to enter into a lease agreement with Rockwell/Mueller for 789 Science Blvd. Rockwell/Mueller consists of Mr. Paul Rockwell and Mr. Jamie Mueller. Mr. Rockwell is an experienced restaurateur having opened and operated several establishments/bars such as Average Joe’s. Mr. Mueller has extensive experience in the area of business management. Together the pair envisions utilizing the space, as is, to create a restaurant/bar establishment that caters to golf patrons, area businesses and special events. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2019-23. **Mr. Wagenbrenner moved to approve Resolution 2019-23.** The motion was seconded by Mr. Schimmer. **Resolution 2019-23 was unanimously adopted.**

9. **Resolution 2019-24.** **Authorization to enter into agreement with The Finance Fund to provide a $400K Grant for the Carol Stewart Village Project.** Mrs. Paxson explained to the board that this resolution authorizes COCIC to enter into agreement with The Finance Fund. The Finance Fund has made a formal request for COCIC to support the adaptive reuse of two former hotels located at 1551 W. Broad Street, Columbus. The $400K grant for the Carol Stewart Village Project will provide development gap financing and provide leveraged funds towards a competitive application to the Federal Home Loan Bank of Cincinnati. There will be 63 residential units and will include community space, coin laundry services, along with training and healthcare spaces. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked...
for a motion to approve Resolution 2019-24. Mr. Schoeny moved to approve Resolution 2019-24. The motion was seconded by Mr. Weiler. Resolution 2019-24 was unanimously adopted.

10. Adjournment. There being no further business, 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 9:50 a.m.

I hereby certify that the minutes related to the Board of Directors’ regular meeting of July 26, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of September 27, 2019.

Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation
1. **Call to Order by the Chair.** The regular meeting of the Central Ohio Community Improvement Corporation (COCIC) Board of Directors was held September 27, 2019 at 845 Parsons Avenue, Columbus, OH and called to order at 9:06 a.m., Chair Cheryl Brooks Sullivan, Tamara Howard (Representative for Commissioner Boyce), Fred Ransier, James Schimmer (Representative for Commissioner Brown), Steven Schoeny, and Robert Weiler, were present and constituted a quorum.

   The following guests were in attendance: Michael Coleman, Joe McKane, Muhammed Keyse, and Gregory Gorospe.

2. **Review and Approval of Minutes.** The minutes of the July 26, 2019 regular meeting were distributed. Ms. Brooks Sullivan asked for a motion to approve the meeting minutes. Mr. Weiler moved to approve the meeting minutes. The motion was seconded by Mr. Schoeny. MOTION APPROVED.

   Sadicka White entered the meeting at approximately 9:15 a.m.

3. **President’s Report.**
   - **Farewell to Steve:** Mr. Williams acknowledged Steve Schoeny for his dedication and support to the Board over the years and wished him well in his endeavors with the City of Upper Arlington.
   - **Ohio Land Bank Conference:** Mr. Williams informed the board that a few staff members attended the OH Land Bank Conference in Cincinnati, as well as Mr. Williams and Mrs. Paxson participated in panel discussions.
   - **Reclaiming Vacant Properties & Community Land Trust Conference:** Mr. Williams informed the board that a few staff members will be attending the conference in Atlanta, GA, October 2nd-5th.
   - **NCRC:** Agreements have been executed with NCRC to construct 20 new COCLT homes.
   - **New Staff:** COCIC has hired two additional team members; Ebony Bolden (Support Assistant for Programs & Housing) and Kim Caine (Program & Homebuyer Advocate). Additionally, we will be hiring a Director of Real Estate Development & Property Management and a Construction Project Manager.
   - **October 25th Meeting:** Mr. Williams informed the board that he is considering extending the meeting to discuss organizational structure and future objectives. Further details to come.

4. **Resolution 2019-25.** Approving the Summary of Disbursements/Disclosure from July 20 – September 20, 2019. A detailed summary of the Disbursements/Disclosures were provided to the board; detailing information from 7/20-9/20/19. There being no further discussion, Ms. Cheryl Brooks Sullivan asked for a motion to approve Resolution 2019-25. Mr. Schimmer moved to approve Resolution 2019-25. The motion was seconded by Mr. Weiler. Resolution 2019-25 was unanimously adopted.

   Robert Peters entered the meeting at approximately 9:20 a.m.

5. **Audit Update.** Ashley Young provided the Board with an update on the status of the 2018 Audit. Mrs. Young informed the Board that the audit has been completed and the final copy will be provided, once received. Additionally, COCIC has started the search for a new auditor becauseParms & Company has reached its limit to be able to audit COCIC financially any further.

6. **Motion to enter Executive Session.** Ms. Cheryl Brooks Sullivan asked for a motion to enter into Executive Session to discuss real estate transactions. Mr. Schoeny moved to approve the motion to enter Executive Session; the motion was seconded by Mr. Peters. Roll call was taken, and the meeting was in Executive Session at approximately 9:23 a.m.

7. **Motion to return to General Session.** Ms. Cheryl Brooks Sullivan asked for a motion to return to General Session. Ms. White moved to approve the motion to return to General Session; the motion was seconded by Mr. Schimmer. Roll call was taken, and the meeting returned to General Session at approximately 10:06 a.m.

8. **Consideration of FGI Development Proposal.** There was extensive board discussion regarding the proposed consideration of the COCIC/FGI Purchase/Sale Agreement. The Board agreed to offer the following two options to FGI Development to choose from:

   **Option 1:**
   - Enter into contract within 2 weeks
   - Offer Price: $650,000.00
   - Deposit: 5% ($32,500) – applied to purchase
   - Development take place within 30 months
   - Closing: 60 Days (after signed contract)
   - COCIC has option to buy back at sale price

   **Option 2:**
   - Offer Price: $650,000.00
   - Deposit: 10% (non-refundable)
   - Dependent upon WODA receiving 4% tax credit in 2020
   - Closing: 30 Days after tax credit received
Ms. Cheryl Brooks Sullivan asked for a motion to authorize Curtiss Williams, President/CEO to enter into contract with FGI Development, providing the above referenced terms. The Board will review the draft contract. Mr. Weiler moved to approve the authorization to enter into contract. The motion was seconded by Mr. Ransier. **MOTION APPROVED.**

_Steve Schoeny and Robert Weiler left the meeting at approximately 10:30_

**9. Resolution 2019-26. Authorization to enter into lease agreement with the Finance Fund for a $1.5 Million Loan and with Wagenbrenner Development to build ten (10) COCLT homes.** Mrs. Paxson explained to the board that this resolution is to enter into agreement with the Finance Fund for the construction of ten new affordable single-family homes. The COCLT will enter into a loan agreement with The Finance Fund under the following terms: 3.5% interest rate, .5% closing fees, and up to a 24-month loan term with interest only payments, due monthly. Mt. Carmel, a Trinity Health Hospital System, awarded Wagenbrenner Development the development contract through a competitive RFP. Eric Wagenbrenner, owner of Wagenbrenner Development, is also on the Board of Directors of COCIC. To ensure there would be no conflict of interest, the Board instructed Mr. Williams to seek legal opinion from COCIC’s attorney in June (Memorandum dated 6/27/19 from Marc Kamer, Dinsmore & Shohl LLP, attached to minutes). The Board had extensive discussion regarding the issue. It was determined that there is not a conflict of interest; any future matters being discussed by the Board regarding the project, Mr. Wagenbrenner will need to leave the meeting during the discussion. Furthermore, if any issues arise with the contract, COCIC will address the issues as they do with any other contractor; if appropriate and/or necessary, the Chairperson will get involved, as well. There being no further discussion, Ms. Cheryl Brooks Sullivan asked for a motion to **approve Resolution 2019-26.** Mr. Ransier moved to approve Resolution 2019-26. The motion was seconded by Ms. Howard. **Resolution 2019-26 was unanimously adopted (Schimmer abstained; White against).**

**10 Adjournment.** There being no further business, 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 11:10 a.m.

I hereby certify that the minutes related to the Board of Directors’ regular meeting of September 27, 2019 set forth above are the minutes approved by the Board of Directors at their meeting of November 22, 2019.

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Melissa D. Coleman, Assistant Secretary  
Central Ohio Community Improvement Corporation
1. CALL TO ORDER

The regular meeting of the COCIC Board of Directors was held on November 22, 2019 at 95 Liberty Street, Columbus, OH (Vue Columbus) and called to order at 9:15 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks-Sullivan, Tamara Howard (Representative for Commissioner Boyce), James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), Eric Wagenbrenner (Representative for Commissioner O’Grady), Robert Weiler, and Sadicka White. *Michael Stevens left the meeting at approximately 11:00

2. APPROVAL OF MINUTES FROM THE SEPTEMBER 27, 2019 REGULAR MEETING

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the September 27, 2019 meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: Robert Weiler moved to adopt the minutes of the September 27, 2019 Board of Directors Meeting. The motion was seconded by Sadicka White and was approved unanimously.

3. PRESIDENT’S REPORT

- Welcome Mike Stevens, Interim Development Director for City of Columbus
- Welcome Tonya Miller-Swift, COCIC’s new Director of Real Estate Development & Property Management
- Overview of today’s meeting
- Financials: The 2018 Financial Audit has been completed and COCIC received another Auditor’s Award.
- Letter received from Representative Joyce Beatty
- Ohio Land Bank Association: Upcoming meeting and provided information about a Supreme Court issue and HB 252 (Demolition Resources for Industrial/Commercial)

A copy of the President’s Report, along with any supporting information is included in the Board Minute Book.

4. EXECUTIVE SESSION

Board Chair Cheryl Brooks-Sullivan called for a Motion to enter into Executive Session. A motion was made by Sadicka White and seconded by Mike Stevens to adjourn the meeting of the Board of Directors of COCIC and to enter into executive session to discuss real estate transactions, legal matters, and personnel issues.

Through roll call vote, the Board entered Executive Session at 9:59 a.m. The Board of Directors meeting reconvened by roll call vote at 10:46 a.m.

5. FINANCE REPORT

Ashley Young provided a detailed summary of the Disbursements/Disclosures for September 21-November 15, 2019. There being no further discussion, Ms. Cheryl Brooks Sullivan asked for a motion to approve Resolution 2019-27. A motion was made by Mr. Shimmer and seconded by Mr. Wagenbrenner to approve the Summary of Disbursements/Disclosures for the period of September 21-November 15, 2019 and was approved unanimously.

Ashley referred the Board to ‘Q3 Budget vs. Actual Summary’ highlighting the 3rd quarter of 2019 actual expenses compared to the budgeted amounts for the period (as of September 30th).

- Blighted Removal: 27.2% of budget
- Strategic Reutilization: 21.5% of budget
- Property Acquisition & Disposition: 33.3% of budget
- Trusted Partner: 34.4% of budget
- Bedford Landfill/Central Park Golf: 74.9% of budget
- Administrative: 51.44% of budget
6. PROGRAMS UPDATE

Q3 2019 Project Report. Mrs. Paxson gave a brief presentation and report before the Board on the status of the 2019 3rd Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), Tax Lien Certificate Program, Responsible Landlord Program, and COCLT. A copy of the presentation was provided to the Board and is included in the Board Minute Book.

7. DISCUSSION

Curtiss presented the Board with an expanded organizational chart, including committee structure and governance. (A copy which is included in the Board Minute Book).

There was extensive discussion with the Board regarding future projects, processes, and needs of the organization.

8. ADJOURNMENT

The November 22, 2019 Board of Directors meeting adjourned at 12:26 p.m.

Submitted: Melissa D. Coleman, Assistant Secretary
COCIC-Franklin County Land Bank
January 24, 2020

Attest: _________________________________
Melissa D. Coleman, Assistant Secretary