



CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (1.24.2020)

1. CALL TO ORDER

The regular meeting of the COCIC Board of Directors was held on January 24, 2020 at 845 Parsons Avenue, Columbus, OH and called to order at 10:24 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Robert Peters (Township Director), Fred Ransier, Michael Stevens (Municipality Director), and Sadicka White. *Michael Stevens left the meeting at approximately 11:00 and Fred Ransier left at approximately 11:10.

2. APPROVAL OF MINUTES FROM THE JANUARY 24, 2020 REGULAR MEETING

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the January 24, 2020 meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: Michael Stevens moved to adopt the minutes of the January 24, 2020 Board of Directors Meeting. The motion was seconded by Sadicka White and was approved unanimously.

3. PRESIDENT'S REPORT

- *Notable Property Sales: Westport Road sold to FGI, Inc. in the amount of \$650,000 and 1829 E. Long Street sold to Money Penney, LLC in the amount of \$255,000.*
- *Convert Post-Holiday Party to Staff/Board Spring Mixer (June)*
- *2020 Conflict of Interest Forms*
- *Draft 2020 Calendar of Events/Proposed Meeting Calendar (including Board of Directors, Executive Committee, Finance Committee, and Records Commission)*

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

4. FINANCE REPORT

Ashley Young provided a detailed **Summary of Disbursements/Disclosures** for November 16, 2019-January 17, 2020. There being no further discussion, Ms. Cheryl Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Report.

Motion: Michael Stevens moved to approve the Summary of Disbursements/Disclosures for the period of November 16, 2019 -January 17, 2020. The motion was seconded by Tamara Howard and was approved unanimously.

Resolution 2020-1: Authorizing the Annual Budget for Fiscal Year 2020. The annual budget was provided and presented to the board for review. After discussion, Ms. Cheryl Brooks Sullivan asked for a motion to approve Resolution 2020-1. Fred Ransier moved to approve Resolution 2020-1. The motion was seconded by Tamara Howard and was approved unanimously.

5. EXECUTIVE SESSION

Board Chair Cheryl Brooks-Sullivan called for a Motion to enter into Executive. A motion was made by Michael Stevens and seconded by Sadicka White to adjourn the meeting of the Board of Directors of COCIC and to enter into executive session to discuss real estate transactions and pending litigation.

Through roll call vote, the Board entered Executive Session at 11:12 a.m. The Board of Directors meeting reconvened by roll call vote at 11:23 a.m.

6. ADJOURNMENT

The January 24, 2020 Board of Directors meeting adjourned at 11:24 a.m.

I hereby certify that the minutes related to the Board of Directors' regular meeting of January 24, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of February 28, 2020.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary



CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (2.28.2020)

1. CALL TO ORDER

The regular meeting of the COCIC Board of Directors was held on February 28, 2020 at 845 Parsons Avenue, Columbus, OH and called to order at 9:03 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Robert Peters (Township Director), Fred Ransier, James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), and Eric Wagenbrenner (Representative for Commissioner O’Grady). Sadicka White participated via telephone (unable to vote).

2. APPROVAL OF MINUTES FROM THE JANUARY 24, 2020 REGULAR MEETING

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the January 24, 2020 meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: Eric Wagenbrenner moved to adopt the minutes of the January 24, 2020 Board of Directors Meeting. The motion was seconded by Michael Stevens and was approved unanimously.

3. PRESIDENT’S REPORT

- *Bedford Landfill:* The JK&R matter has been resolved for the settlement amount of \$103,400 and closed on February 13, 2020.
- *Meeting w/ Congresswoman Beatty:* COCIC and City met with Congresswoman Beatty to hear her concerns that neighborhood residents are not give the opportunity to acquire land banks’ property. COCIC and the City are considering ways to expand availability of housing to interested neighborhood residents. COCIC’s effort may be a combination of existing programs, including the land trust, E.R.I.C. and Receiver Loan Program. It is not expected to need any new allocation of resources.
- *Land Trust Meeting:* Proposing a “fact-finding” trip to Denver Colorado in April to meet with two land trusts that have experience in multi-family and commercial projects.
- *Staffing:* Experiencing issues with finding a Construction Project Manager; if anyone knows of any possible candidates, please have them contact us.

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

4. RESOLUTION 2020-2:

Resolution 2020-2: Approving acquisition of two (2) parcels for \$458,700 for the purpose of redevelopment and the building of affordably priced homes. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to approve Resolution 2020-2. Fred Ransier moved to approve Resolution 2020-2. The motion was seconded by Mr. Wagenbrenner. *Cheryl Brooks Sullivan abstained.* Resolution 2020-2 was unanimously adopted.

5. FINANCE REPORT

Ashley Young referred the Board to **Q4 Budget vs. Actual Summary** highlighting the fourth quarter of 2019 actual expenses compared to the budgeted amounts for the period (as of December 31st).

- *Blight Removal:* 33.1% of budget
- *Strategic Reutilization:* 34% of budget
- *Property Acquisition & Disposition:* 39.2% of budget
- *Trusted Partner Program:* 50 % of budget
- *Bedford Landfill/Central Park Golf:* 82.3% of budget
- *Administrative/Land bank Office:* 69.9% of budget

Ashley Young provided a detailed **Summary of Disbursements/Disclosures** for January 18 – February 21, 2020. There being no further discussion, Ms. Cheryl Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Report.

Motion: Jim Schimmer moved to approve the Summary of Disbursements/Disclosures for the period of January 18 – February 21, 2020. The motion was seconded by Michael Stevens and was approved unanimously.

6. EXECUTIVE SESSION

Board Chair Cheryl Brooks-Sullivan called for a Motion to enter into Executive Session. A motion was made by Fred Ransier and seconded by Eric Wagenbrenner to adjourn the meeting of the Board of Directors of COCIC and to enter into executive session to discuss personnel matters.

Through roll call vote, the Board entered Executive Session at 9:32 a.m. The Board of Directors meeting reconvened by roll call vote at 10:21 a.m.

7. MOTION

Motion: Michael Stevens moved to authorize Cheryl Brooks Sullivan, Board Chair to enter into negotiations with the President/CEO, Curtiss Williams. The motion was seconded by Jim Schimmer and was approved unanimously.

8. ADJOURNMENT

The February 28, 2020 Board of Directors meeting adjourned at 10:21 a.m.

I hereby certify that the minutes related to the Board of Directors' regular meeting of February 28, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of April 24, 2020.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary



CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (4.24.2020)

1. CALL TO ORDER

The regular meeting of the COCIC Board of Directors was held on April 24, 2020 via Zoom Teleconference and called to order at 9:06 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Fred Ransier (Appointed Director), James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), Victoria Troy (Representative for Treasurer Brooks Sullivan), Eric Wagenbrenner (Representative for Commissioner O'Grady), Robert Weiler (Appointed Director), and Sadicka White (Appointed Director).

2. APPROVAL OF MINUTES FROM THE FEBRUARY 28, 2020 REGULAR MEETING

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the February 28, 2020 meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: Eric Wagenbrenner moved to adopt the minutes of the February 28, 2020 Board of Directors Meeting; seconded by Michael Stevens and was approved unanimously. *Tamara Howard abstained.*

3. PRESIDENT'S REPORT

- **Working from Home:** Due to COVID-19, staff has been working from home since March 17th, with an expected return date of possibly May 30th. There hasn't been any issues and business has continued running as normal.
- **Small Business Support (3-month Lease Forgiveness):** Due to COVID-19, management made the decision to waive the rent for three months for Becket Forge, Secret Studio, and Hammond Golf Academy.
- **Bedford Landfill/Golf Depot:**
 - *Landfill pond damage:* Builder on adjacent property undercut the pond and is in the process of repairing.
 - *Hull trench work underway:* Per OEPA placing a trench on north side of landfill to manage methane gas migration.
 - *Clubhouse Liquor License:* Due to lack of communication within the offices of the Liquor Commission, the license transfer is pending, and the 2020-2021 renewal is not completed.
 - *Mueller-Rockwell Lease Clubhouse:* Lease agreement is in principle; there has been some delays due to issue with liquor license.
 - *Hammond Golf Academy Lease of Driving Range:* Management is in the process of discussions with Gerry regarding a long-term lease.
- **Property Maintenance Contracts Underway:** Yearly contracts are being reviewed and work has begun with mowing, etc. on our properties.
- **Finances:** Management is investigating efforts to expand access to capital.

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

4. FINANCE REPORT

Ashley Young referred the Board to **Q1 2020 Financial Report** highlighting the first quarter of 2020 actual expenses compared to the budgeted amounts for the period (as of March 31st).

- *Blight Removal:* 28% of budget
- *Strategic Reutilization:* 20% of budget
- *Property Acquisition & Disposition:* 6% of budget
- *Trusted Partner Program:* 8 % of budget
- *Bedford Landfill/Central Park Golf:* 15% of budget
- *Administrative/Land bank Office:* 23% of budget

Ashley Young provided a detailed **Summary of Disbursements/Disclosures** for February 22 – March 20, 2020 and March 21 – April 17, 2020. There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Reports.

Motion: Eric Wagenbrenner moved to approve the Summary of Disbursements/Disclosures for the period for February 22 – March 20, 2020 and March 21 – April 17, 2020; seconded by Fred Ransier and was approved unanimously.

5. EXECUTIVE SESSION

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

Through roll call vote, the Board entered Executive Session at 9:38 a.m. The Board of Directors meeting reconvened by roll call vote at 9:56 a.m.

6. RESOLUTION 2020-3

Resolution 2020-3: Authorization to enter into purchasing agreement with Laborer's Local 423 Union (Local 423) for the sale of 2683 Winchester Pike. Mr. Williams explained that the property has been listed with Best Corporate Real Estate for \$250,000. Two offers have been made to purchase the property located; one offer was from adjacent owner Local 423 in the amount of \$150,000 and the other from Layman Motors in the amount of \$185,000. The board had an extensive discussion regarding the sale of the property. The board decided to amend the resolution to sale the property to Local 423, excluding Layman Motors due to the lack of sewer in the area and would cause a delay.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to amend and approve Resolution 2020-3. Robert Weiler moved to amend and approve Resolution 2020-3; seconded by Fred Ransier and was approved unanimously. *Cheryl Brooks Sullivan abstained.*

7. PROGRAMS REPORT

Q1 2020 Project Report. Mrs. Paxson gave a brief presentation and report before the Board on the status of the 2020 1st Quarter Properties/Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), and Tax Lien Certificate Program. A copy of the presentation was provided to the Board and is included in the Board Minute Book.

8. OTHER BUSINESS

- **2020 ANNUAL MEETING** – Mr. Williams requested the board to move the annual meeting from May to June.

Ms. Brooks Sullivan asked the Board members for a motion to move the annual meeting to June. Jim Schimmer moved to change the Annual Board of Directors Meeting to June; seconded by Fred Ransier and was approved unanimously.

- **COVID-10 SUPPORT** – Mr. Williams expressed his desire to have COCIC to provide support to some organizations in response to the COVID-19; looking to support organizations in regard to housing, food pantries, and/or other small businesses.

Ms. Brooks Sullivan asked the Board members for a motion to authorize support up to \$25K due to COVID-19. Fred Ransier moved to authorize Curtiss Williams to support organizations up to \$25K due to COVID-19; seconded by Sadicka White and was approved unanimously.

9. ADJOURNMENT

The April 24, 2020 Board of Directors meeting adjourned at 10:56 a.m.

I hereby certify that the minutes related to the Board of Directors' regular meeting of April 24, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of June 26, 2020.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary



CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (6.26.2020)

1. CALL REGULAR MEETING TO ORDER

The regular meeting of the COCIC Board of Directors was held on June 26, 2020 via Zoom Teleconference and called to order at 9:03 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Fred Ransier (Appointed Director), James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), and Robert Weiler (Appointed Director). *Robert Peters (Township Director) joined the meeting at approximately 9:20, during the audit discussion.*

2. APPROVAL OF MINUTES FROM THE APRIL 24, 2020 REGULAR MEETING

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the April 24, 2020 meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: James Schimmer moved to adopt the minutes of the April 24, 2020 Board of Directors Meeting; seconded by Fred Ransier and was approved unanimously.

3. PRESIDENT'S REPORT

- **Working from Home:** Staff will continue to WFH until further notice. Working towards the possibility of staggering and will ensure that staff has the equipment they need to work successfully from home, as well as when they are in the office.

Due to COVID-19, we are looking at altering the corporation vacation policy, considering that travel restrictions are impacting staff being able to use PTO. The amendment will allow more hours to be carried over, in addition to the possibility of staff being paid for their excess hours.

- **Finances:** Staff is continuing to look into other efforts to expand access to capital. Information will be gathered and presented to the Finance Committee.

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

4. FINANCE REPORT

Ashley Young provided a detailed **Summary of Disbursements/Disclosures** for April 18 – June 19, 2020. There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Reports.

Motion: Fred Ransier moved to approve the Summary of Disbursements/Disclosures for the period for April 18 – June 19, 2020; seconded by Michael Stevens and was approved unanimously.

5. EXECUTIVE SESSION

Board Chair, Cheryl Brooks Sullivan called for a Motion to enter Executive Session pursuant to Ohio Revised Code 121.22(G)(1)(3) of the Board of Directors of Central Ohio Community Improvement Corporation for the purpose of discussing personnel and real estate transactions matters. A motion was made by Michael Stevens and seconded by Robert Peters to adjourn the regular meeting of the Board of Directors of COCIC and to enter into executive session.

Through roll call vote, the Board entered Executive Session at 9:27 a.m. Through roll call vote, the Board reconvened the regular meeting by roll call vote at 10:12 a.m.

6. RESOLUTION 2020-4

Resolution 2020-4: Authorization to enter into purchasing agreement with Layman Motors for the sale of 2683 Winchester Pike. The property has been listed with Best Corporate Real Estate for \$250,000 and two offers were made to purchase the property located; one offer was from adjacent owner Local 423 in the amount of \$150,000 and the other from Layman Motors in the amount of \$185,000. After further dialog, Local 423 decided to withdraw its purchase offer due to the cost of the land and the development of the parking lot was prohibitive. Layman Motors has continued to express interest.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-4. Robert Weiler moved to approve Resolution 2020-4; seconded by Fred Ransier and was approved unanimously.

7. RESOLUTION 2020-5

Resolution 2020-5: Authorization to purchase three (3) vacant lots from John and Mary Sandman for \$45,000. The City of Whitehall has identified three vacant residentially zoned properties that would be suited for the development of affordability priced housing and meets the mutual goals of building a mixed-income community. The properties are located within the Langport Subdivision and are listed on the MLS for \$27,500 each. On June 9, 2020 COCIC executed a purchase offer to John and Mary Sandman to buy all three lots for \$45,000; which is contingent upon board approval.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-5. Robert Weiler moved to approve Resolution 2020-5; seconded by Michael Stevens and was approved unanimously.

8. RESOLUTION 2020-6

Resolution 2020-6: Authorization to enter into real estate transaction agreement with the Whitehall CIC. COCIC and WCIC are desirous of entering into a real estate transaction agreement that will result in the “swapping” of properties. COCIC will acquire five single-family lots from the WCIC in exchange, the WCIC will receive the residence located at 3768 Washburn Road. The transactions will result in the properties being accepted in “as-is” condition and are subject to the approval of the board.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-6. James Schimmer moved to approve Resolution 2020-6; seconded by Fred Ransier and was approved unanimously

9. RESOLUTION 2020-7

Resolution 2020-7: Authorization to amend affordable housing grant agreement between City of Columbus and COCIC. Mr. Williams explained that per Columbus City Ordinance 0227-2019, the Director of Development was given authorization to enter into a grant agreement with COCIC to provide \$3,800,000 to the COCLT for the purpose of building affordable housing within Columbus. The City and COCIC both desires to amend the agreement to add additional funding of \$200,000; totaling \$4,000,000.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-7. Fred Ransier moved to approve Resolution 2020-7; seconded by Robert Peters; Michael Stevens abstained and was approved unanimously.

10. ADJOURNMENT OF REGULAR MEETING

The June 26, 2020 Board of Directors Regular Meeting adjourned at 10:18 a.m.

11. CALL ANNUAL MEETING TO ORDER

The annual meeting of the COCIC Board of Directors was held on June 26, 2020 via Zoom Teleconference and called to order at 10:18 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Robert Peters (Township Director) Fred Ransier (Appointed Director), James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), and Robert Weiler (Appointed Director).

12. RESOLUTION 2020-8

Resolution 2020-8: Appointed Director Appointments for the 2020-2021 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 2021 Annual Meeting or until such time they are replaced by a vote of the Ex-Officio Directors.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve 2020-8. James Schimmer moved to approve Resolution 2020-8; seconded by Tamara Howard and was approved unanimously.

13. MOTION TO ACKNOWLEDGE THE MUNICIPAL AND TOWNSHIP DIRECTORS

In accordance with the Code of Regulations, the service of Michael Stevens 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. Brooks Sullivan asked for a motion to acknowledge the Municipal and Township Directors and was approved unanimously.

14. MOTION TO APPROVE ELECTION OF THE SLATE 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-Treasurer; and Melissa Coleman as Assistant Secretary of the Central Ohio Community Improvement Corporation.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve the election of the slate of officers. Fred Ransier moved to approve the election of the slate of officers; seconded by Robert Peters and was approved unanimously.

15. RESOLUTION 2020-9

Resolution 2020-9: Annual Resolution of Standing Authority. As a discipline of annual review and consideration, the Annual Resolution of Standing Authority is presented for action at each Annual Meeting of the Corporation. Currently, Management doesn't feel there is a need to make any changes to the terms of the resolution.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-9. Fred Ransier moved to approve Resolution 2020-9; seconded by Robert Peters and was approved unanimously.

16. RESOLUTION 2020-10

Resolution 2020-10: Annual Resolution of Standing Signatory Authority in Property Transactions. Mr. Williams explained this resolution of standing signatory authority should be presented for action at each Annual Meeting of the Corporation. Currently, Management doesn't feel there is a need to make any changes to the terms of the resolution.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve Resolution 2020-10. Robert Weiler moved to approve Resolution 2020-10; seconded by Fred Ransier and was approved unanimously.

17. ADJOURNMENT OF ANNUAL MEETING

The June 26, 2020 Board of Directors Annual Meeting adjourned at 10:30 a.m.

I hereby certify that the minutes related to the Board of Directors' regular and annual meeting of June 26, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of August 28, 2020.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary



CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (8.28.2020)

1. CALL REGULAR MEETING TO ORDER

The regular meeting of the COCIC Board of Directors was held on August 28, 2020 via Zoom Teleconference and called to order at 9:02 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Fred Ransier (Appointed Director), James Schimmer (Representative for Commissioner Brown), Michael Stevens (Municipality Director), Robert Weiler (Appointed Director), and Sadicka White (Appointed Director). *Robert Peters (Township Director) joined the meeting at approximately 9:20, during the audit discussion.*

2. APPROVAL OF MINUTES

- Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the June 26, 2020 Annual Meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.
Motion: Robert Weiler moved to adopt the minutes of the June 26, 2020 Board of Directors Annual Meeting; seconded by Eric Wagenbrenner and was approved unanimously.
- Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the July 24, 2020 Executive Committee Meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.
Motion: Eric Wagenbrenner moved to adopt the minutes of the July 24, 2020 Executive Committee Meeting; seconded by Robert Weiler and was approved unanimously.
- Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the July 31, 2020 Special Meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.
Motion: James Schimmer moved to adopt the minutes of the July 31, 2020 Board of Directors Special Meeting; seconded by Fred Ransier and was approved unanimously.

3. PRESIDENT'S REPORT

- COVID-19/Working from Home:** A staff member was diagnosed with COVID-19 and was cleared to return to work. COCIC followed recommended protocols and is considering a temporary handbook to guide more defined protocols and staff activities, such as testing.
- New Staff Interviews:** We are in the process of interviewing for a support assistant for both the Programs Department and Real Estate Development Department.
- Annual Ohio Land Bank Conference:** Will be held virtually September 23rd and 24th
- Center of Community Progress:** Participated in a conference call with the national organization regarding the relationship between land banks and community land trusts.
 - COCIC asked to be a case study in a report to be published with the Federal Reserve Bank of Atlanta and Cleveland in early 2021. Other case studies to include Albany, New York, Atlanta and Houston Land Banks.
- NIP Grant:** Last reimbursement requests to OHFA will be submitted by September/early October. (\$17.5 million dollars expended; 1,429 units demolished).
- The COCLT has been awarded a \$70,000 grant from the Columbus Foundation to begin building 2 community land trust homes in Milo Grogan. The dollars will be leveraged with COCLT dollars for the development gap and the purchase price write down to make the homes affordable to 120% and below AMI homebuyers.
- Mortgage Bankers Association (MBA)**
 - Created a strategy (Convergence) to address housing issues for underserved.

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- Want to increase home ownership for African Americans (want to duplicate Memphis model in Columbus).
- COCIC and other non-profits in recent discussions on how to set up project and move forward.

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

4. FINANCE REPORT – ASHLEY YOUNG

2019 AUDIT UPDATE

Ashley provided a draft of the **2019 Audit** and briefly discussed the results prepared by Julian Grube.

Q2 2020 REPORT

Ashley referred the Board to **Q2 2020 Financial Report** highlighting the first quarter of 2020 actual expenses compared to the budgeted amounts for the period (as of June 30th).

- *Blight Removal: 5.48% of budget*
- *Strategic Reutilization: 3.05% of budget*
- *Property Acquisition & Disposition: 5.10% of budget*
- *Trusted Partner Program: 3.34 % of budget*
- *Bedford Landfill/Central Park Golf: 3.09% of budget*
- *Administrative/Land bank Office: 5.27% of budget*

DISBURSEMENTS

Ashley provided a detailed **Summary of Disbursements/Disclosures** for June 20, 2020 – August 21, 2020. There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Reports.

Motion: Fred Ransier moved to approve the Summary of Disbursements/Disclosures for the period for June 20, 2020 – August 21, 2020; seconded by Robert Weiler and was approved unanimously.

5. PROGRAMS REPORT – HOPE PAXSON

Q2 2020 Project Report. Hope gave a brief presentation and report before the Board on the status of the 2020 2nd Quarter Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), and Tax Lien Certificate Program. A copy of the presentation was provided to the Board and is included in the Board Minute Book.

6. PROPERTY REPORT – TONYA MILLER-SWIFT

Tonya briefly updated the board on the activities that have been taking place at Bedford Landfill/Golf Depot.

Cheryl Brooks Sullivan left the meeting at approximately 10:15 a.m. and Robert Weiler commenced as Chair.

7. RESOLUTION 2020-11 – CURTISS WILLIAMS

Resolution 2020-11: COCIC as Guarantor of COCLT Loan with Finance Fund Capital Corporation. Trinity Health, parent of the Mt. Carmel Health Systems, is providing funding to Finance Fund Capital Corporation to make a loan to the COCLT for the construction of ten homes to be built in the vicinity of the former Mt. Carmel West Hospital campus by Thrive. Because the COCLT is a newly formed organization with limited assets, the Finance Fund Capital Corporation is requesting that COCIC guarantee the repayment of the loan.

There being no further discussion, Mr. Weiler asked for a motion to approve 2020-11. James Schimmer moved to approve Resolution 2020-11; seconded by Fred Ransier and was approved unanimously. Eric Wagenbrenner and Sadicka White abstained.

8. ADJOURNMENT OF ANNUAL MEETING

The August 28, 2020 Board of Directors Regular Meeting adjourned at 10:23 a.m.

I hereby certify that the minutes related to the Board of Directors' regular of August 28, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of October 23, 2020.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary

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CENTRAL OHIO COMMUNITY IMPROVEMENT CORPORATION
COCIC-FRANKLIN COUNTY LAND BANK
BOARD OF DIRECTORS MEETING MINUTES (10.23.2020)

1. CALL REGULAR MEETING TO ORDER

The regular meeting of the COCIC Board of Directors was held on October 23, 2020 via Zoom Teleconference and called to order at 9:05 a.m. by Cheryl Brooks Sullivan, Chair. A quorum was established with the following members present: Cheryl Brooks Sullivan (Franklin County Treasurer), Tamara Howard (Representative for Commissioner Boyce), Robert Peters (Township Director), Fred Ransier (Appointed Director), James Schimmer (Representative for Commissioner Brown), Victoria Troy (Representative for Cheryl Brooks Sullivan), Eric Wagenbrenner (Representative for Commissioner O'Grady), and Robert Weiler (Appointed Director).

2. APPROVAL OF MINUTES

Ms. Brooks Sullivan asked the Board members if there were any additions or modifications to the August 28, 2020 Regular Meeting minutes. Hearing none, she asked for a motion to adopt the meeting minutes.

Motion: Robert Weiler moved to adopt the minutes of the August 28, 2020 Board of Directors Annual Meeting; seconded by James Schimmer and was approved unanimously.

3. PRESIDENT'S REPORT

- **New Team Members:** Two additional team members have been hired. Lynn Talarico, Programs Support Assistant and Simon Lowenstein, Real Estate and Property Development Intern.
- **Adjustment of Observed Holidays:** To align with Franklin County, COCIC will be eliminating the observance of Columbus Day, which will be the day after Thanksgiving in 2020 and honor Juneteenth in 2021.
- **Bond Issuance:** Bond Issuance thru Columbus Franklin County Port Authority to raise capital for projects, programs, and operations. Particulars will be discussed with the Finance Committee in November.

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 Executive Session. A motion was made by Eric Wagenbrenner and seconded by Robert Peters to adjourn the meeting of the Board of Directors of COCIC and to enter into executive session to discuss real estate transactions.

Through roll call vote, the Board entered Executive Session at 9:19 a.m. The Board of Directors meeting reconvened by roll call vote at 9:52 a.m.

5. RESOLUTION 2020-12 – CURTISS WILLIAMS

Resolution 2020-12: Authorization to Purchase Two (2) Parcels For \$200,000 For the Purposes of Site Remediation and Affordable Housing. Noticing a trend in the areas of Kohr Pl., Cleveland Ave., and Hudson St., COCIC has strategically pursued and acquired several additional properties to create a critical mass of properties for redevelopment. The acquisition of the following two (2) parcels, which together comprise approximately 1/2 acres will not only remediate a contaminated site preventing it from becoming a neighborhood eyesore, 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.

Parcel A: 010-061122 (1664 E. Hudson Street - .39 acres) ● Parcel B: 010-061124 (1674 E. Hudson Street - .13 acres)

Parcel A is currently in mortgage foreclosure and is listed under Franklin County Sheriff sale for October 30, 2020. The starting bid for the property is \$100,000. A closed auto repair shop occupies the site. Parcel B is adjacent and is owned by the owner of Parcel A and is occupied by a house. If acquired both structures will be demolished.

Authorization is being requested to participate in the stated sheriff sale for Parcel A for a price not to exceed \$125,000 and to acquire Parcel B for a price not to exceed \$75,000.

There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve 2020-12. Fred Ransier moved to approve Resolution 2020-12; seconded by James Schimmer and was approved unanimously.

Removing Barriers. Reusing Land. Rebuilding Communities.

6. FINANCE REPORT – ASHLEY YOUNG

Q3 2020 REPORT

Ashley referred the Board to **Q3 2020 Financial Report** highlighting the third quarter of 2020 actual expenses compared to the budgeted amounts for the period (as of September 30th).

- Blight Removal: 7.22% of budget
- Property Acquisition & Disposition: 5.83% of budget
- Strategic Reutilization: 6.30% of budget
- Trusted Partner Program: 4.80 % of budget
- Bedford Landfill/Central Park Golf: 6.25% of budget
- Administrative: 8.31% of budget
- Land Bank Office: 0.37% of budget

DISBURSEMENTS

Ashley provided a detailed **Summary of Disbursements/Disclosures** for August 22, 2020 – October 16, 2020. There being no further discussion, Ms. Brooks Sullivan asked for a motion to approve the Disbursement/Disclosures Reports.

Motion: Robert Weiler moved to approve the Summary of Disbursements/Disclosures for the period for August 22, 2020 – October 16, 2020; seconded by Eric Wagenbrenner and was approved unanimously.

7. PROGRAMS REPORT – HOPE PAXSON

Q3 2020 Project Report. Hope gave a brief presentation and report before the Board on the status of the 2020 3rd Quarter Programs, which included Property Inventory, Blight Removal Program, Neighborhood Initiative Program (NIP), and Tax Lien Certificate Program. A copy of the presentation was provided to the Board and is included in the Board Minute Book.

8. PROPERTY REPORT – TONYA MILLER-SWIFT

Tonya briefly updated the board on the activities that have been taking place at Bedford Landfill/Golf Depot.

9. ADJOURNMENT OF ANNUAL MEETING

The October 23, 2020 Board of Directors Regular Meeting adjourned at 10:28 a.m.

I hereby certify that the minutes related to the Board of Directors' regular meeting of October 23, 2020 set forth above are the minutes approved by the Board of Directors at their meeting of January 22, 2021.

Melissa Coleman

Melissa D. Coleman, Assistant Secretary