

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.

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.

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.**

9. *Resolution 2019-9.* Authorization to negotiate the lease of 789 Science Blvd. to the Hammond Golf Academy. There being no further discussion, Ms. Cheryl Brooks-Sullivan asked for a motion to *approve* Resolution 2019-9. Mr. Wagenbrenner moved to approve Resolution 2019-9. The motion was seconded by Mr. Peters. **Resolution 2019-9 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.

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.**

8. *Resolution 2019-14. Authorization to Enter into Development Agreement with National Community Reinvestment Coalition (NCRC) for the construction of twenty-four (24) 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 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.**

13. *Resolution 2019-18. Annual Resolution of Standing Authority in Property Transactions.*

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.

Melissa D. Coleman, Assistant Secretary
Central Ohio Community Improvement Corporation