

## Minutes of Fairfield County Land Reutilization Corporation

**Meeting Date: February 17, 2015**

Time: 1:45pm - 2:45pm

Location: Fairfield County Commissioner's Hearing Room

Members of the Board:

James Bahnsen, Fairfield County Treasurer, Statutory Director/Chair

Mike Kiger, Fairfield County Commissioner, Statutory Director

David L. Levacy, Fairfield County Commissioner, Statutory Director

Dave Smith, City of Lancaster, Municipal Director/Vice Chair/Designee

Harry Myers, Jr., Violet Township, Township Director

Steve Davis, Fairfield County Commissioner, Selected Director

Zack DeLeon, Selected Director

Board Members Present: Bahnsen, Kiger, Levacy, Smith, Myers and Davis

Individuals Present: Jeff Porter, Carri Brown, Bob Clark, Donna Fox-Moore, Michael Kaper, David Scheffler, Travis Markwood, Holly Mattei, Ed Laramie

**Quorum: Six of Seven Board Members were present. Quorum was attained.**

- I. Call to Order: James Bahnsen, Treasurer.
- II. Review and Approval of Minutes from the January 20, 2015, business meeting (attached)
  - Move to Approve: Kiger
  - Second: Smith
  - Minutes approved by unanimous vote of board.

### III. Review and Approval of Treasurer's Report

Move to Approve: Smith

Second: Davis

Treasurer's Report approved by unanimous vote of board.

### IV. Old Business

- a. Executive Director Michael Kaper took the opportunity to update the Board on the recent Ohio Land Bank Network Meeting, the OHFA/NIP Grant and provided an update on property acquisition. Mr. Kaper reported the Network Meeting was informative and interesting, particularly a talk by Carlie Boos of OHFA regarding the NIP Grant. 19 of the 22 county land banks in Ohio were represented. The main topic of interest discussed at the Network Meeting had to do with the NIP Grant. Per Ms. Boos, there will be no extension to the deadline. We need to report the number of properties owned on March 31. OHFA would then review every land bank and assess their progress in meeting the terms of the grant as that progress compares to all the other land banks. Based upon her findings a reallocation of funding is possible. Ms. Boos will not know what, if any, reallocation will be made until after the March 31 deadline.

As it relates to the grant, Michael Kaper gave an update on property acquisition. 13 BOR foreclosures have been filed. They are currently in the "service period". Josh Horacek mentioned the service is being completed via mail and publication simultaneously. Mr. Davis directed a question to Josh Horacek regarding the completion of service. A rough estimate, if each case was to rely on the publication, was early April before the BOR hearings could be held.

In addition to the properties in the foreclosure "pipeline", 7 properties (including properties in the Buckeye Lake area), are to be filed shortly.

Michael Kaper also reported he is preparing an application for approval as a buyer with the National Community Stabilization Trust (NCST), which acts as an REO clearinghouse for larger lenders (including HUD, Fannie Mae and Freddie Mac) with business throughout the nation. These larger institutions report newly acquired (foreclosed) properties to the NCST, which then contact approved buyers in the county in which the property is located. This is the only way many of the larger lenders distribute properties to land banks.

- b. A brief discussion was held on the Treasurer/Land Bank Contract for services. The board agreed the contract appeared appropriate and will present the contract to Assistant Prosecutor Josh Horacek for review prior to approval.

- c. Lancaster Hardware Update – Holly Mattei, Travis Markwood and David Scheffler had initially planned to provide an update on the use of the Lancaster Hardware as a “food hub”. However, just prior to the meeting a set of architectural plans for the facility had been received. Ms. Mattei requested a postponement of the update until after they have had an opportunity to review the plans. It is expected they will provide the update at the next Board Meeting.
- d. Annual Audit. Jim Bahnsen referenced a discussion from the last Board Meeting regarding the need for an Annual Audit. After researching the need, Mr. Bahnsen determined that it is not necessary to hire a private outside auditing firm. The State Auditor will audit both 2014 and 2015 in the spring of 2016.

#### V. New Business

- a. The 2015 Budget for the Land Bank was presented as prepared by Jim Bahnsen. Mr. Davis remarked the budget as prepared does not make it particularly clear what funds will be used to cover each budgetary item. He asked if it might be possible to breakout the budget to account for the two separate streams of revenue (DTAC related vs. items to be paid out of the NIP Grant Funds). Mr. Bahnsen agreed to make that change for the next board meeting.

#### VI. Adjournment

The meeting adjourned at 2:45.

Motion to Adjourn: Levacy

Second: Kiger

The next regular board meeting will take place on Monday, March 30, 2015 at 11:00 AM.