

## MINUTES

### Portage County Land Reutilization Corporation

Reed Memorial Library  
Wednesday, October 10, 2018  
1:00 p.m.

The Board of Directors of the Portage County Land Reutilization Corporation met for a regular quarterly meeting on Wednesday, October 10, 2018 at the Reed Memorial Library. The meeting was called to order at 1:00 p.m. by Vicki Kline.

#### ROLL CALL

##### Board Members Present

Vicki Kline	Mike Kerrigan	Sue Fields	Ina Sayre
Brad Cromes	Bridget Susel		

##### Board Members Absent

Jack Kohl

##### Also Present

John Zizka	Chris Moravec	Julia Adkins	Lisa Reeves
Dan Morganti	John Kovacich	Jennifer Robison	Mike Bogo
Jenna Cariglio-Dorris	Kaitlyn McNerney		

#### APPROVAL OF OFFICIAL MEETING MINUTES

##### July 9, 2018 Official Meeting Minutes

The July 9, 2018 minutes were presented. B. Cromes stated that at multiple points in the minutes he is noted as "questioning" something. B. Cromes asked it be noted that he was asking a question and not that he thought anything was incorrect. M. Kerrigan made a motion to approve minutes as presented. Motion seconded by B. Cromes. Motion carried with 6 Yeas.

#### FORECLOSURE STATUS UPDATE – Julia Adkins

Five cases were started this year and have resulted in a payment plan. So far with the first payment, \$5,608.54 has been brought in. Over the next 5 years, it will bring in a total of \$48,633.36 in delinquent taxes. Also, four of these payment plan properties were owner occupied. One parcel was also sold at Sheriff Sale and resulted in \$28,000 in delinquent taxes being paid. One parcel, which

was a mobile home where the property owner was deceased and the children came in and wanted to sell the property paid the \$10,000 in back taxes that was owed.

There are 37 parcels with open cases. Twenty-four of them are in the default process and are waiting for the judges to sign off. B. Cromes asked why there has been a delay in the judges signing off. Julia said she is hoping to be able to talk to the new Magistrate about the process and let them know that's it's supposed to be an expedited process. There is 30 days from when the motion is filed for default before they sign the proposed judgement. Most of the time the people are in default because they are deceased or because they don't live in the area or they don't want the property. There is also the 28 day redemption period which Julia said she would like to find out if there is a faster process for the people who are in default and clearly don't want the property.

Four of the properties/cases are currently under the traditional route because they are not vacant and occupied. Three of the open cases have requested payment plan information and a fourth person has also been set up. Julia said she will have 11 more parcels by the end of the month. By the end of October the Land Bank will have 30 more new parcels in open cases.

Julia said that this year she has interacted with 14 different Township's/Municipalities. In the past on average it was five or six. This has been more time consuming and Julia has created a new plan on how to request the properties through the Land Bank.

## **REPORTS AND COMMUNICATIONS**

### **Financials and Property Inventory**

The September Financial Statement was presented. For the quarter ending September 30<sup>th</sup> the total liabilities & capital was \$1,360,119.53. The total current asset is \$948,349.53. The total value of the property and equipment is \$411,770.00. The current liabilities are \$30,442.35. Total capital is \$1,329,677.18.

Total revenue for the quarter is \$153,795.66. The total expenses were \$85,741.46. The total net income is \$668,054.20.

A motion was made by B. Cromes to accept the financial statement as presented. Motion seconded by I. Sayre. Motion carried with 6 Yeas.

### **NIP Update/Agreements – Jennifer Robison**

The NIP Demolition Tracking Sheet is all up-to-date. The property located at 12450 Parkman Road, Garrettsville and 6663 Garfield, Ravenna Township have both been demolished.

Thirteen parcels have been accepted and are preparing the NIP Early Lien Release or Agreement. Thirteen letters are pending a response. Seven parcel sales are pending.

B. Cromes asked how many more parcels were needed to fulfill the NIP requirements. J. Robison said that approximately 10 more were needed. Julia said there would be no issue with meeting the deadline.

## **BOARD APPROVAL**

### **Invoice from RPC – Vicki Kline**

An invoice for mapping services from RPC was presented. A motion was made by S. Fields to approve the invoice as presented. Motion seconded by I. Sayre. Motion carried with 6 Yeas.

### **Draft - Commercial Policy**

A draft commercial policy was presented. A motion was made by M. Kerrigan to approve the policy as presented. Motion seconded by B. Susel. Motion carried with 6 Yeas.

### **Draft – Residential Land Disposition Policy – Vicki Kline**

A draft Commercial Property Acquisition and Disposition Policy was presented. It was noted that NDS is getting some push back from a realtor on the “Transfer Procedure”. B. Susel recommended taking the policy back to a work session for further discussion.

B. Cromes stated that under “Qualified Owners/Transferees” under 2.b it states “is delinquent on any taxes or assessments”. B. Cromes continued to state that this would be a difficult thing to do due to the LLC or Corp. shell game that people play. B. Cromes said that this is an issue that exists at the County level as well. B. Cromes said that the County Treasurer’s Association will be looking at it in order to resolve the issue.

### **Draft Budget – Possible A/R/R 5189 Wayland Road, Palmyra Township**

A draft rehab budget was presented for 5189 Wayland Road, Palmyra Township. The cost of the rehab is estimated at \$93,800. Realtors have suggested that the property could be listed for \$160,000 – \$170,000 which would provide an estimated profit of \$66,200 or more.

B. Cromes stated there is another one on the corner of Riddle and Pratt that would be good for an A/R/R. It was noted that the house Brad was referring to was sold at a Sheriff Sale.

A motion was made by B. Susel to go ahead with the A/R/R. for 5189 Wayland Road. Motion seconded by S. Fields. Motion carried with 6 Yeas.

### **“Tinker’s Creek Greenway” Project in Streetsboro – Brad Cromes**

The parcel is located directly adjacent to a new tract of land that the Park District is converting into a park. The parcel has been delinquent since 1986 and potentially longer than that because the

County's system doesn't go back any further than that. The delinquency at this point is more than the value of the property and it would be eligible to go through the expedited foreclosure process. The Park District is interested in acquiring the piece of land. The Board all agreed to proceed with selling the property to the Park District.

### 3878 Richardson, Ravenna – Forfeiture Property

NDS had thought the property was vacant and requested a foreclosure on the property. This property has been brought to the board previously and based on the conversation it was agreed to reach out to the tenant who was living on the property to see if there was any way to assist the person. When they started the foreclosure process, Jim DiPaola would drive by and there was a porch light on outside but there had never been any movement that he could see. It was a different shell company that had owned it and when it was sent TO Zakniea Longmire who was also named in the foreclosure action. Jim DiPaola called their office and said that the person had an oral land contract deal and didn't realize that the person she was renting from was delinquent on their taxes. It was recommended to the person that she speak with an attorney that could advise her as to what her rights were. The tenant at some point later on and said that she had spoken to an attorney and was told that there was not a lot that she could do. NDS said they had paused the foreclosure action and the tenant was told her that if she had an actual attorney that they would be willing to work with that attorney. But the tenant said that it would be better for her to cut her losses and to go ahead and she said she was going to put a trailer on her mother's property, which had been confirmed because she had mentioned something along those lines with Theresa. She had also had been set up a payment plan for her mom's vacant land and she didn't even make the first payment and then defaulted again in July. It was thought that the person had left the property and the property went up for Sheriff Sale and no bids were received. At that point she could have bid on the property but that didn't happen. She also had at one point called the office and asked what she could do to stop the foreclosure and it was told to her that there was nothing else that she could do and that it was going to go to the Land Bank. The person had then changed their story a little bit and left out the whole thing about how she was going to purchase land from her mother and putting a trailer on it and was going to cut her losses. Now she will not return any calls.

B. Susel said that they will need to condemn the property first before going through the eviction process. B. Susel said the person would be considered to be a "squatter" at this point.

M. Kerrigan asked if anyone had contacted Job & Family Services. It was noted that no one had contacted them. M. Kerrigan thought it might be worth a call.

### OTHER BUSINESS

PPS Software – All of the properties have been entered. The system seems to be working real well. It was suggested that a work session be set up to discuss what the Board would like to see in the reports.

### Land Bank Association

At a recent work session of the Land Bank, the Board discussed contributing to the establishment called the Ohio Land Bank Association. The Board is interested in participating in the Association. B. Cromes made a motion to contribute \$1,000 towards the Ohio Land Bank Association. Motion seconded by I. Sayre. Motion carried with 6 Yeas.

### Administrative Contract

POS contract allows for a Prosecutor and for an assistant. Julia said she only has an intern certificate and have limited scope of acting as an Assistant Prosecutor. Hopefully by January she will be sworn in and will be an Assistant Prosecutor. Chris and Lori from the Prosecutor's Office would like to ask for \$110,000 in the contract. B. Cromes also noted that they will be in negotiation with NDS for administrative services before the next meeting. V. Kline said a work session will be scheduled.

### Freedom Township – School House Property - John Zizka

J. Zizka brought a front page story that was published in the Villager in September 2018 about the school house property that was donated to the township by the Land Bank. J. Zizka noted that a number of grants were received and a number of volunteers were used in order to rehabilitate the school house. J. Zizka said it was very successful project.

### Quarterly Meeting Date January 7, 2019 at 1:00 p.m. – Vicki Kline

The next quarterly meeting will be held on January 7, 2019 at 1:00 p.m. at the Reed Memorial Library.

### ADJOURNMENT

A motion was made by B. Cromes to adjourn the meeting at 1:40 p.m. Motion seconded by I. Sayre. Motion carried with 6 Yeas.



Brad Cromes, Chairman



Stacy Brown, Secretary/Administrator