

MINUTES

Portage County Land Reutilization Corporation

Neighborhood Development Services

Monday, March 12, 2018

1:00 P.M.

The Board of Directors of the Portage County Land Reutilization Corporation met for a regular monthly meeting on Monday, March 12, 2018 at the Neighborhood Development Services. The meeting was called to order at 1:00 p.m. by Vicki Kline.

ROLL CALL – Lisa Reeves

Board Members Present

Vicki Kline Ina Sayre Bridget Susel Brad Cromes Jack Kohl

Also Present

Jennifer Robison	Jenna Cariglio-Dorris	Kaitlyn McNerney
Mike Bogo	John Zizka	Glenn Reigelman
Teresa Steinlechner	Julia Adkins	Chad Murdock

APPROVAL OF OFFICIAL MEETING MINUTES

February 12, 2018 Official Meeting Minutes

The February 12, 2018 minutes were presented. I. Sayre made a motion to approve the minutes as presented. Motion seconded by B. Cromes. Motion carried with 5 Yeas.

V. Kline questioned whether or not the website had been updated. Jennifer Robison stated By-Laws have been pulled down until they are updated, the spelling errors have been corrected and the minutes are up to date.

FORECLOSURE STATUS UPDATE – Julia Adkins

Four more cases have been filed since the land bank met.

With the properties selected to go through the NIP Program we will meet the number needed.

REPORTS AND COMMUNICATIONS

Financials and Property Inventory – Kaitlyn McNerney

Kaitlyn presented the February Financial Statement. For the month of February the revenue was \$84,095.90 and the Year-to-Date Revenue was \$136,253.10. The expenses for the month were \$61,239.44.

Two adjustments were made to the budget as requested at the last Land Bank Meeting. Adjustments were made to include the software under the expenses and the change in the Revenue under A/R/R was made to show \$80,000 rather than \$20,000.

A motion was made by J. Kohl to accept the financial statement as presented. Motion seconded by B. Susel. Motion carried with 5 Yeas.

NIP Update/Demo Tracking – Jennifer Robison

Currently there is approximately \$35,732 from OHFA pending for reimbursement for two properties.

An early lien release was received for 9488 State Route 224, 9499 State Route 224 and for 9506 State Route 224 in Deerfield Township for the Deerfield Historical Society.

OTHER BUSINESS

The PPS Software purchase was approved by the Board on February 12, 2018.

Julian & Grube Proposal – Contract Clarification. The question that was raised was whether or not we should have a 1, 2 or 3-year contract. V. Kline questioned if there was a difference in price. Kaitlyn was thinking it was around \$900 for a 3-year contract.

A motion was made by B. Susel to enter into a 3-year contract. Motion seconded by J. Kohl. Motion carried with 5 Yeas.

NIP Audit of Maintenance Funds and Outsourced Services – Jennifer Robison

The Land Bank passed the audit.


4092 Summit Road, Ravenna

B. Cromes asked for an update. J. Robison stated that the Ravenna Police Department used the structure for the entire day on February 23, 2018. The Ravenna Police Department thanked the Portage County Land Bank for the use of the property and were able to receive training that they otherwise would not have accomplished. The Ravenna Police Department would like to be updated as to when other properties come up so that they can do additional training.

ADJOURNMENT

B. Cromes made a motion to adjourn the meeting at 1:10 p.m. Motion seconded by J. Kohl. Motion carried with 5 Yeas.

We do certify that the foregoing is a true and certified record of the Board, the official meeting of March 12, 2018.



Vicki Kline, Chairman



Stacy Brown, Secretary/Administrator