

July 15, 2011

The Board of Directors represents that the record of the proceedings of the previous session on June 20, 2011 as contained in the Land Reutilization Corporation's official electronic recording and all resolutions attached herein has been reviewed and found to be a full and accurate record of the proceedings.

Wade Kapszukiewicz, Chair

Attest:



Karen Poore, Secretary of the Board



Lucas County Land Reutilization Corporation
Board of Directors Meeting
Monday, June 20, 2011 at 2:30 p.m.
One Government Center, Ste. 800, Toledo, OH 43604

1. Call to order by the Vice Chairman Gerken
2. Additions/Deletions to Agenda
3. Approval of the May 20, 2011 Meeting Minutes
4. Reports
 - a. Treasurer's Report
 - b. De-brief on the Land Bank Conference
 - c. Personnel Committee Report
 - i. **Resolution 2011-016: Establishing the Position of Program Manager and Authorizing a Search**
 - d. Commercial Property Disposition
 - i. **Resolution 2011-017: Amending the Operating Policies and Procedures regarding Commercial Properties and for other clarifying purposes**
 - e. Property Activity Report (Executive Director)
 - i. Dispositions
 1. **Resolution 2011-018: Authorizing the Disposition of 508 Hawley**
 2. **Resolution 2011-019: Authorizing the Disposition of Properties to Mercy St. Vincent Medical Center, an Ohio not-for-profit corporation**
 3. **Resolution 2011-020: Authorizing the Disposition of Properties to United North, Inc.**
 4. **Resolution 2011-021: Authorizing the Land Bank to Accept the Properties located within the proposed UpTown Signature Park by Donation or Nominal Sale**
 5. Update on 2402 Aberdeen, 1602 Monroe Street, & 1044 Lincoln
 - ii. Property Management system
 - iii. Technology investments for property management
5. New Business
 - a. **Notice of Proposed Amendments to the Code of Regulations**
6. Adjournment

Lucas County Land Reutilization Corporation
Budget vs. Actuals: Budget (Approved Reso. 11-008) - FY11 P&L
 January - December 2011

	Total			
	Actual	Budget	\$ Remaining	% Remaining
Income				
Acquisition Reimbursement Income	886	24,775	23,889	96%
Discounts given	0	0	0	
Grant Income	0	0	0	
Markup	0	0	0	
Operating Income from Statutory DTAC	1,047,116	1,600,000	552,884	35%
Property Sales Income	5,300	24,500	19,200	78%
Total Income	\$1,053,303	\$1,649,275	\$595,972	36%
Expenses				
Acquisition Costs	1,216	83,275	82,059	99%
Advertising	0	1,000	1,000	100%
Bank Charges	0	1,000	1,000	100%
Computer Services	0	10,000	10,000	100%
Conferences	1,650	1,500	-150	-10%
Consulting Services Fee	0	5,000	5,000	100%
County Administrative Services	71,160	71,160	0	0%
Demolition Expense	0	740,000	740,000	100%
Dues & Subscriptions	0	0	0	
Environmental Services	0	50,000	50,000	100%
Field Services/Maintenance	2,095	200,000	197,905	99%
Healthcare Expenses	0	4,799	4,799	100%
Insurance	5,670	10,000	4,330	43%
Legal & Professional Fees	8,931	20,000	11,069	55%
Office Expenses	0	0	0	
Payroll Expenses	13	1,000	987	99%
Taxes	4,518	8,095	3,577	44%
Wages	41,077	98,000	56,923	58%
Total Payroll Expenses	45,608	107,095	61,487	57%
Promotional Meals	158	1,000	843	84%
Rent or Lease	12,000	12,000	0	0%
Repair & Maintenance	0	0	0	
Supplies	461	500	40	8%
Taxes & Licenses	0	0	0	
Title Work Fees	0	10,000	10,000	100%
Total Expenses	\$148,948	\$1,328,329	\$1,179,381	89%
Net Operating Income	\$904,354	\$320,946	\$ -583,408	-182%
Other Income				
Investment Income	0	3,750	3,750	100%
Miscellaneous Income	0	0	0	
Reimbursed Expenses	0	5,000	5,000	100%
Total Other Income	\$0	\$8,750	\$8,750	100%
Other Expenses				

	Total			
	Actual	Budget	\$ Remaining	% Remaining
Miscellaneous	3	0	-3	
Penalties & Settlements	0	0	0	
Total Other Expenses	\$3	\$0	\$ -3	0%
Net Other Income	\$ -3	\$8,750	\$8,753	100%
Net Income	\$904,351	\$329,696	\$ -574,655	-174%

Wednesday, Jun 15, 2011 03:24:26 PM PDT GMT-7 - Cash Basis



Date: June 20, 2011

Resolution No. 2011-016

Title: Establishing the Position of Program Manager and Authorizing a Search

Summary/Background: On June 13, 2011, the Personnel Committee met and approved a position description for the Land Bank Program Manager, an employee to be hired under the management of the Executive Director. The position description is attached to this resolution.

The Personnel Committee also established a proposed timeline for a position search, including how the position will be advertised, how applications will be received and how the Committee and the Board will ultimately hire a qualified candidate.

Authority: Code of Regulations

Director Furney offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

Section 1. The position of Land Bank Program Manager is established as outlined in the attached position description. The President, or his designee, is authorized to conduct a search for the position as outlined in the attached timeline under the direction of the Personnel Committee.

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Director Kapszukiewicz was absent
Director Wozniak voted yes
Director Gerken voted yes
Director Badik voted yes
Director DeWitt voted yes
Director Geronimo was absent
Director Stanbery voted yes
Director Furney voted yes
Director Gardner was absent

A handwritten signature in cursive script that reads "Karen Poore".

Karen Poore, Secretary of the Board



Land Bank Personnel Committee - Hiring Timeline

<u>No later than</u>	<u>Action</u>
June 13th	Land Bank Personnel Committee meets to review proposed staff duties and position description
June 17th	Land Bank Board approves proposed staff duties and position description and authorizes a search process
June 24th	Land Bank staff prepares local advertisements in diverse publications regarding search and prepares website to accept applications
June 29 th / July 6 th	Land Bank advertises positions, directing applicants to Land Bank website
July 15 th	Application window closes at end of business day; Land Bank staff reports on applicants to Board
July 19 th	Land Bank staff makes all resumes available to Personnel Committee for review
July 22 nd	Personnel Committee meets to select applicants to interview
Aug. 1 – 5 th	Personnel Committee schedules interviews with chosen applicants
Aug. 12 th	Personnel Committee meets to recommend candidates to the full Board
Aug. 19 th	Land Bank Board meets and makes hiring decision
Sept. 6 th	New Land Bank employee begins work



Position Description

Position: **Program Manager**
Hours: **8:30 a.m. – 4:30 p.m., Monday – Friday**
Will often require more than normal hours
Salary: **\$50,000 - \$56,000 annually**
FLSA: **Exempt**

General Summary

Under the direction of the Executive Director of the Land Bank, the Program Manager will assist in the coordination of the Land Bank's property acquisition and disposition programs, with emphasis toward community reinvestment and strategic planning. The Program Manager will also provide ongoing legal assistance to the entity as a licensed attorney in the State of Ohio with direct experience in real estate and public sector practice.

Essential Duties

- Assists in the Land Bank's ongoing programs, including the acquisition, disposition, demolition and maintenance of real property that is vacant, abandoned or otherwise distressed within Lucas County.
- Works closely with the Executive Director to make thoughtful but expeditious decisions regarding strategic property acquisition, property maintenance matters, the demolition or remediation of a property, and other day-to-day matters.
- Negotiates disposition terms that reflect the policies and priorities of the Land Bank and provides routine legal advice and drafting to finalize those terms.
- Advises regarding compliance with federal, Ohio, and local policy on matters that directly affect the Land Bank's ongoing mission and programs.
- Monitors work done by private contractors and performs related project development and administrative tasks.
- Participates in strategic planning regarding the Land Bank's ongoing operations.
- Additional duties as assigned.

Desired Qualities and Skills

- Demonstrated commitment to the mission of the Lucas County Land Bank.
- General knowledge of real estate, including acquisition, financial appraisal, market analysis, public and private financing, planning and zoning regulations, environmental review requirements, local/state/federal housing preservation programs and regulations.

- Knowledge of the history of Lucas County's communities, including neighborhoods within the City of Toledo, and its current real estate market. Ongoing experience working with people from all socio-economic classes and backgrounds.
- Exemplary interpersonal skills.
- Persistent and excellent follow-through.
- Strong oral and written communication abilities, including an ability to make complicated written documents as accessible as possible for all readers.
- Resourceful problem solver with attention to details.
- Ability to meet deadlines, use time efficiently, prioritize work obligations, and work independently and effectively as a team member.
- Ability to handle occasional difficult situations and conflicts with a positive attitude and professionalism.
- Ability to maintain a professional, positive image within the community and with clients, community residents, vendors, elected officials, and other staff members.
- Proficient skill with office software, including Microsoft Office and Excel, internet-based property management applications. Strongly prefer experience with web design, Microsoft Access, and Google Tools.

Education

Minimum Qualifications: A licensed, practicing attorney in the State of Ohio with a J.D. from an accredited U.S. law school, and at least one year of experience in real estate and public policy law and other related fields. Must have a valid driver's license.

Unusual Working Conditions

- Often working around and within distressed properties.
- Extended working hours.
- Overnight travel.

The Lucas County Land Bank is an equal opportunity employer.



Position Description

Position: **Executive Director**
Hours: **8:30 a.m. – 4:30 p.m., Monday – Friday**
Will often require more than normal hours
Salary: **\$65,000 - \$75,000 annually**
FLSA: **Exempt**

General Summary

Under the direction of the President and Board of the Land Bank, the Executive Director is responsible for overall management and operations of the Lucas County Land Bank, including its financial and property assets, while ensuring compliance with Board directives and applicable federal, state and local requirements.

Essential Duties

- Directs the Land Bank’s ongoing programs, including the acquisition, disposition, demolition and maintenance of real property.
- Coordinates with the President, the Board, the officers, and staff to make thoughtful but expeditious decisions regarding strategic property acquisition, property maintenance matters, the demolition or remediation of a property, and other routine issues.
- Responsible for development agreement management including negotiating terms that reflect the needs of the Land Bank, coordinating with legal advisors to finalize agreement terms, monitoring progress of agreements, and maintaining agreement documentation to ensure fulfillment of agreement terms including receipt and expenditure of funds.
- Provides regular advice to the President and the Board regarding strategic investment of resources to maximize the Land Bank’s impact in the community, and coordinates the collection and maintenance of the Land Bank’s data management programs.
- Assists in the development of current and long-term organizational goals and objectives as well as policies and procedures for the Land Bank. Establishes plans to achieve goals set by the Board and implement policies, subject to approval by the Board.
- Coordinates with the Secretary of the Board regarding human resources management for employees and contracted consultants.
- Analyzes and evaluates vendor services, particularly for insurance, employee benefits and management of Land Bank funds, to determine programs and providers that best meet the needs of the Land Bank, and makes recommendations to the Board as appropriate.
- Oversees work done by private contractors and manages related project development and administrative tasks.

- Ensures compliance with federal, Ohio, and local policy on matters that directly affect the Land Bank's ongoing mission and programs.
- Represents the Land Bank throughout the community, including at neighborhood meetings, with CDC and non-profit entities, local and state government officials, and Land Bank property end-users.
- All additional duties as required.

Desired Qualities and Skills

- Significant knowledge of real estate, including acquisition, financial appraisal, market analysis, public and private financing, planning and zoning regulations, environmental review requirements, local/state/federal housing preservation programs and regulations.
- Knowledge of the history of Lucas County's communities, including neighborhoods within the City of Toledo, and its current real estate market. Ongoing experience working with people from all socio-economic classes and backgrounds.
- Direct experience with public sector entities, including the Lucas County administrative offices, the City of Toledo, and all political subdivisions within Lucas County.
- Exemplary interpersonal skills.
- Persistent and excellent follow-through.
- Willing and able to make public presentations to diverse audiences with and without a prior opportunity to prepare.
- Strong oral and written communication abilities, including an ability to make complicated written documents as accessible as possible for all readers.
- Resourceful problem solver with attention to details.
- Ability to meet deadlines, use time efficiently, prioritize work obligations, and work independently and effectively as a team member.
- Ability to handle difficult situations and conflicts with a positive attitude and professionalism.
- Ability to maintain a professional, positive image within the community and with clients, community residents, vendors, elected officials, and other staff members.
- Proficient skill with office software, including Microsoft Office and Excel, internet-based property management applications. Strongly prefer experience with web design, Microsoft Access, and Google Tools.
- Commitment to the mission of the Lucas County Land Bank.

Education

Minimum Qualifications: A Bachelor's degree in humanities, urban planning, community development, business administration, or other related field, and at least five years professional work experience in a non-profit, public sector or community development setting, with an orientation toward public policy.

Strongly Preferred:

A graduate degree or ongoing graduate coursework toward a degree in related Land Bank fields (MBA, MPA, J.D.), and at least five years experience in public policy roles and/or community development.

Unusual Working Conditions

- Often working around and within distressed properties.
- Extended working hours.
- Overnight travel.

The Lucas County Land Bank is an equal opportunity employer.



Date: June 20, 2011

Resolution No. 2011-017

Title: Amending the Operating Policies and Procedures regarding Commercial Properties and for other clarifying purposes

Summary/Background: The Land Bank and the LCIC seek to renegotiate their commercial and industrial property disposition arrangement in order to better expedite the final sale of this distressed property without incurring unnecessary costs. The attached amendments to the Policies and Procedures now fully reflect that agreement. Further amendments to the Policies and Procedures seek to clarify the Land Bank practical operations in the interest of full transparency.

Authority: Code of Regs. § 1.4(p)

Director Stanbery offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

Section 1. The attached amendments to the operating policies and procedures manual are adopted and shall be incorporated as appropriate in the existing manual.

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

Director Kapszukiewicz was absent
Director Wozniak voted yes
Director Gerken voted yes
Director Badik voted yes
Director DeWitt voted yes
Director Geronimo was absent
Director Stanbery voted yes
Director Furney voted yes
Director Gardner was absent

A handwritten signature in cursive script that reads "Karen Poore".

Karen Poore, Secretary of the Board



LUCAS COUNTY LandBank

POLICIES AND PROCEDURES

The acquisition, use, and disposition of such properties shall at all times be consistent with the authority granted by the Constitution of Ohio, the laws of the state of Ohio, the articles of incorporation and code of regulations of the Lucas County Land Reutilization Corporation, and the public purposes set forth therein.

Contents

	Page
Acquisition of Properties	3
Acquisition through Tax Foreclosure	5
Acquisition through Forfeited Lands <u>List</u>	8
Acquisition through Deed in Lieu of Foreclosure	9
Acquisition through Donation	10
Disposition of Properties	11
End-User Disposition Program	13
Side Lot Disposition Program	15
Blight Elimination	17
Maintenance	19
Consideration	21
Insurance	22
Land Assembly	23
<u>Commercial & Industrial Property</u>	<u>25</u>

Acquisition of Properties

As part of its primary mission, the Lucas County Land Bank ("Land Bank") will acquire properties in order to improve the quality of neighborhoods, increase land values, create diverse housing opportunities, and return properties to the tax rolls.

Basic Considerations

- All properties acquired must have a maintenance plan and funding in place.
- Properties may be acquired when:
 - Eligible for tax foreclosure.
 - Requested by a qualified end-user or other entity for ultimate acquisition and redevelopment, and the property a) acts as catalyst for further development; b) is part of a comprehensive development plan; c) supports infrastructure, public and green space development; or d) reduce blight in the community. In particular, acquisition will be prioritized where the Land Bank participation is necessary to complete the redevelopment.
 - Located in reinvestment areas that would support strategic neighborhood stabilization and revitalization plans.
 - Demolition will support blight elimination and neighborhood revitalization plans (contingent on Land Bank funding).
 - Eligible to be transferred under the Side Lot Program.
 - Available for the creation or expansion of green or community space or urban agriculture of any kind.
 - Title issues are preventing the property from being developed to its highest and best use.
 - Mortgaged-foreclosed or in receivership and located in a neighborhood that is an area of focus, or with the purpose of preventing the further decline of a neighborhood.
 - Available for immediate occupancy without need for substantial rehabilitation.
 - Part of a land assemblage development plan by either the Land Bank or partnering entities.
 - Fulfilling the community's plan for historic preservation.
 - May generate operating support for the functions of the Land Bank.

Deleted: placed into a Side Lot Disposition Program

- The Land Bank must be aware of any environmental conditions for Brownfield properties. If any adverse conditions are determined, a remediation plan must be in place before acquisition.
- Any exception to the policies governing acquisition shall be taken to the Land Bank Board for final approval.

Acquisition through Tax Foreclosure

The Land Bank will acquire a large majority of its properties after a tax foreclosure judgment, conveying a free and clear title to the property. Under current Ohio law, the County Treasurer can initiate a tax foreclosure 60 days after the Auditor publishes the list of properties certified tax delinquent in that calendar year. Practically, this means that a property that becomes tax delinquent at the first collection in January, and remains tax delinquent through the remainder of the year, will be eligible for tax foreclosure by the next February.

Deleted: on

When eligible, an expedited tax foreclosure proceeding will be initiated in the Board of Revision for any property that is certified tax delinquent where:

Deleted: certified delinquent

- The land has no structures and is non-productive (i.e., vacant), OR
- The land includes unoccupied structures and acquisition will assist in returning this property to productive use (i.e., abandoned)

Post-judgment, the Land Bank will obtain title to these properties and outstanding delinquent property taxes will be abated by the County Auditor. No further tax liability will accrue to the property for the duration of the Land Bank's ownership.

Deleted: receive free and clear title to such

Deleted: will immediately petition the County Auditor's office to abate the existing property taxes, and future property taxes while in Land Bank possession.

Steps toward Acquisition

A. Identify Eligible Property

- The Land Bank will partner with the County Treasurer's office to strategically coordinate tax foreclosures, whenever possible.
- The Land Bank will specifically request tax foreclosure on all properties that meet its acquisition priorities, especially where an end-user has been qualified through the Land Bank's application process with a plan to return the land to productive use, eliminate blight, or both.
- The Land Bank will carefully review any other property that the County Treasurer wishes to initiate tax foreclosure proceedings upon, identifying basic benchmarks regarding its future end use, before electing to acquire the property post-judgment.
- The Land Bank may elect, on a case-by-case basis, to allow tax foreclosed properties to be auctioned at a traditional Sheriff's sale when their acquisition would consume significant Land Bank resources without any obvious end-user opportunity.

Deleted: A

Deleted: notified

Deleted: Bank of its interest in

Deleted: ing

Deleted: or

Deleted: ingeliminating

Deleted: staff determines that

v. ~~The Land Bank shall not acquire non-residential tax foreclosed properties post-judgment without a qualified end-user. Any exception to this policy must be approved by the Land Bank Board prior to acquisition of the property.~~

Formatted: Bullets and Numbering

Deleted: .

Deleted: The decision to permit a Sheriff's sale will be presumed for all non-residential tax foreclosures without an identified end-user.

B. Inspect Property

i. The Land Bank will inspect each property that it expects to receive through tax foreclosure.

a. Relevant public records will be collected from AREIS, Toledo Municipal Court, etc. regarding the structure, ownership, existing liens, public nuisance citations and any other relevant information.

b. An on-site inspection of the property's exterior conditions will be made. An interior inspection will also be undertaken whenever possible. The inspection will include a determination of vacancy or abandonment, current photographs, and a disposition recommendation.

Deleted: and

Deleted: interior

Deleted: ,

ii. When a qualified end-user and the Land Bank are working together to acquire a property through tax foreclosure, an on-site inspection will occur as necessary.

C. Notification of Land Bank Interest to Prosecutor

i. Upon final inspection, the Land Bank will provide notice to the County Prosecutor regarding the Land Bank's interest in acquiring it.

Deleted: formal

Deleted: the condition of the property and

ii. Should the Land Bank elect not to acquire the property, the tax foreclosure proceedings may continue and the property may ultimately be auctioned at a Sheriff's sale.

D. Tax Foreclosure Proceedings

i. Upon initiation of tax foreclosure proceedings at the Board of Revision, the Land Bank will receive title in a window of time between 60 – 135 days.

ii. The court costs to bring the foreclosure action will range from \$700 - \$900, depending on existing court rules and the number of parties requiring service.

iii. Upon judgment of foreclosure, the Sheriff will be ordered by the Board of Revision (or Judge in some limited circumstances) to prepare a deed transferring the property to the Land Bank.

a. When taxes exceed the fair market value of the property, the previous owner's redemption period ends upon the order to the Sheriff and the Land Bank will acquire title immediately.

Deleted: takes

b. When the taxes are less than the fair market value of the property, the previous owner's redemption rights will terminate 45 day after the foreclosure judgment, and the Land Bank will then acquire title.

Deleted: then takes

E. Land Bank Acquires Title

i. The Sheriff will convey a Sheriff's deed to the Land Bank for the property.

ii. ~~The Auditor will abate the existing delinquent taxes on the property upon deed transfer and all future taxes while in the Land Bank's ownership.~~

Deleted: The Land Bank will notify t

Deleted: the County

Deleted: 's Auditor's office for removal of the property from the tax duplicate and abatement of the existing taxes

Deleted: taxes

Deleted: possession

Acquisition through Forfeited Lands List

Properties that go through two Sheriff's sales without a minimum bidder forfeit to the State of Ohio and become the responsibility of the local County Auditor. These include a tremendous number of unbuildable lots and other market forgotten parcels. However, from time to time, properties with present value or blight elimination potential will be available for the Land Bank to acquire.

~~Deleted: through the local county~~

~~Deleted: neighborhood potential~~

The Land Bank can acquire properties on the forfeited lands list with simple notice to the Auditor. An Auditor's deed is generated and recorded, extinguishing any subordinate liens, and transferring free and clear title to the Land Bank. The Land Bank incurs a charge of \$45.50 per parcel acquired through the forfeited lands list.

~~Deleted: through the Auditor's~~

~~Deleted: F~~

~~Deleted: L~~

~~Deleted: Auditor's Forfeited Land~~

As a general matter, the Land Bank will not acquire a property on the forfeited lands list without a qualified end-user. However, an end-user may notify the Land Bank at any time regarding their interest in a property on the forfeited lands list. Once an end-user is qualified through the Land Bank's application process, and consistent with the Land Bank's acquisition considerations, the Land Bank may acquire the property for final disposition to that end-user.

~~Deleted: A~~

~~Deleted: An~~

~~Deleted: Upon notice~~

Acquisition through Deed In Lieu of Foreclosure

The Land Bank may accept title to a delinquent property in lieu of the County Treasurer pursuing a tax foreclosure. The Land Bank may acquire properties through this process when it will be more efficient than the tax foreclosure and the property is not otherwise encumbered by subordinate liens, because this process does provide the same free and clear title outcome as a foreclosure judgment.

Deleted: not guarantee

A. Notice of Deed in Lieu Request

- a. A delinquent owner or the Land Bank may request a deed in lieu of foreclosure transfer when eligible.
- b. Upon notification, the Land Bank will document the request and may inspect the property in the same manner as if the property were being tax foreclosed upon.

B. Acquisition

- a. The Land Bank will acquire a property through deed in lieu of foreclosure when a qualified end-user has requested the property or it otherwise fits within the Land Bank's acquisition priorities. An acquisition under this procedure for any other purpose must first be approved by the Land Bank Board.
- b. When acquiring, the Land Bank will require the current owner to deliver a free and clear title to the property.
- c. The Land Bank will require the current owner or an qualified end-user to pay all acquisition costs, including but not limited to the costs of title work and inspection.

Deleted: proper

Deleted: proper

Deleted: identified

Acquisition through Donation

The Land Bank may acquire properties from governmental entities like Fannie Mae & HUD, banks and financial institutions, and from donations by private parties. Such properties will be considered for acquisition when requested by a qualified end-user or when the property will be transferred with resources to facilitate blight elimination.

A. General Considerations

- a. All donated properties must be approved by the Land Bank Board prior to acquisition.
- b. Properties with immediate maintenance requirements will not be accepted without a funding source secured for such maintenance.
- c. The Land Bank will not accept donated properties with a balance due to Lucas County for outstanding property taxes, unless approved by the Land Bank Board.
- d. Brownfield properties with adverse environmental conditions will not be accepted without a funded plan for remediation deemed satisfactory by the Land Bank Board.
- e. The Land Bank will not determine the value of the donated property for federal income tax purposes, but will provide a letter describing the property donated and the federal tax status of the Land Bank. The Land Bank will also provide appropriate federal tax acknowledgment of the donated property where necessary.

Deleted: 's

Deleted: of Directors

Deleted: by a majority vote

Deleted: tax and/or liens

Deleted: satisfactory

Deleted: approved by the Land Bank.

Deleted: the purpose of tax benefits

B. Notice of Private Transfer Request

- a. A private owner may notify the Land Bank of that person's interest in donating property through the Land Bank's donation application.
- b. Upon notification, the Land Bank will document the request and may inspect the property in the same manner as if the property were being tax foreclosed upon.

Deleted: request

Deleted: that

Deleted: acquire a property

C. Acquisition Priorities

- a. The Land Bank will acquire a property through donation when a qualified end-user has requested the property or when funding will be provided by the current owner to eliminate blight.
- b. When acquiring, the Land Bank will require the current owner to deliver a free and clear title to the property.

- c. The Land Bank will require the current owner or a qualified end-user to pay all acquisition costs, including but not limited to the costs of title work and inspection.

Deleted: n

Disposition of Properties

Basic Considerations

- Individuals and entities that were the prior owners of property at the time of the tax foreclosure which transferred title to the Land Bank shall be ineligible to be the transferee of such property from the Land Bank.
- The transferee must not own any real property that: a) has any unremediated citation or violation of Ohio statute or local ordinances; b) is tax delinquent; c) was transferred to a local government as a result of tax foreclosure proceedings.
- The subject property must not have been used by the transferee or a family member of the transferee as his or her personal residence at any time preceding the submission of application (except in rental cases).
- A non-local resident or entity, working with a Lucas County agent with a demonstrable record of successful redevelopment projects in this county, may acquire Land Bank property only with an enforceable plan to place the property into immediate productive use (meaning the property is to be occupied immediately or with the immediate commencement of some form of development project that fits the stated mission of the Land Bank). This applies to all real property.
- All tax incentives and financing necessary for the development to be completed must be committed for the development prescribed in the development agreement prior to actual disposition.
- Options to purchase real estate may be available for a specified percentage of the purchase price with a negotiated time frame to be determined by the Land Bank. This fee will be credited to the parcel price at closing. If closing does not occur, the fee is forfeited. All option agreements are subject to all policies and procedures of the Land Bank pertaining to property transfers.
- All development projects should require a 'development agreement,' and be started and completed within the negotiated time-frame. Where rehabilitation of a property by the transferee is a condition of the transfer, the requirement for such rehabilitation shall be in accordance with rehabilitation standards as established by the local unit of government and adequate completion of such rehabilitation shall be a condition to the release of restrictions or lien securing such performance.

Deleted: the state

Deleted: and

Deleted: codes and

- A precise narrative description of future use of the property is required. The future use must be in-line with local development plans. A letter of support or opposition for the stated use provided by neighborhood groups and the Toledo-Lucas County Plan Commissions will be a factor in any final decision. The development agreement shall apply to stated use.
- If code or ordinance violations exist with respect to the property at the time of the transfer, the development or transfer agreements shall specify a maximum period of time for elimination or correction of such violations, with the period of time be established as appropriate to the nature of the violation of the anticipated redevelopment or reuse of the property.
- The proposed use must be consistent with current zoning requirements or a waiver for non-conforming use is a condition precedent to the transfer.
- Transactions shall be structured in a manner that permits the Land Bank to enforce deed restrictions or other conditions upon title pertaining to development and use of the property for a specified period of time. Such restrictions may be enforced, in certain cases, through reliance on subordinate financing held by the Land Bank.
- Any exception to the policies governing disposition shall be taken to the Land Bank Board for final approval.

Deleted: recorded covenants

End-User Disposition Program

Qualification Procedure

In order to facilitate its redevelopment mission and return property to long-term productive use, the Land Bank will require all prospective end-users to qualify for transfers based on criteria approved by the Land Bank Board.

Deleted:

The criteria will be developed based on the best underwriting practices of other long-standing land bank authorities. Among the considerations to qualify as an end-user will be identified funding sources and financial wherewithal, planned improvements, pre-lease agreements with potential tenants, previous experience in community redevelopment, development team qualifications, developer's equity in the project, timeline for completion, evidence of community support, and any other information the Land Bank may require. Qualifying criteria may vary depending on the nature of the end-user.

Every end-user shall submit an appropriate Land Bank transfer application for every property they wish to purchase. An end-user will be qualified for a transfer on a project-by-project basis, unless the end-user has pre-qualified.

Pre-Qualified End-User

An end-user who has previously qualified for a transfer based on the criteria above will be considered pre-qualified, and may not be required to duplicate those efforts for any future transfers. All pre-qualified end-users are qualified for the purposes of these policies and procedures. A pre-qualified end-user shall be provided with a Qualified End-User Certificate and will be required to include it with each application.

A pre-qualified end-user is not guaranteed a property transfer. A pre-qualified end-user will be required to provide the Land Bank all information about its redevelopment plans for a property prior to disposition.

The Land Bank will review all pre-qualified end-users from time to time and retains sole discretion to require an end-user to follow the standard qualification procedure prior to any transfer.

Disposition Procedure

- To request a property that the Land Bank has acquired or may acquire based on its acquisition procedures, an end-user must provide a completed transfer application to the Land Bank. Applications will be posted on the Land Bank's website and available through regular mail.

- A completed transfer application will start the Land Bank's qualification process. Within 30 days of application, the Land Bank will notify the prospective end-user whether they have qualified based on approved criteria, or may request additional information before making a final decision.

Deleted: trigger

- A qualified end-user that has requested the Land Bank acquire a particular property has initial priority to receive that property post-acquisition.

Deleted: the criteria described above

Deleted: first

- Consideration

- The Land Bank will collect at sale, at a minimum, the fair market value of the property, including all acquisition costs (e.g., inspection costs, court fees, title work, etc.)
- The Land Bank Board may, on a case-by-case basis, waive certain acquisition costs and/or accept non-monetary consideration for any transfer.

- Transfer Restrictions

- Consistent the above general considerations, a development agreement, restrictive covenants, or deed restrictions may be required to facilitate a transfer to a qualified end-user, on a project-specific basis.
- No more than 5 individual parcels may be transferred to a qualified end-user per fiscal year without prior action by the Board. Every transfer thereafter must be approved by the Land Bank Board prior to conveyance, unless individually waived by Board action.

- Closing

- Once all Land Bank conditions have been satisfied, the Land Bank will notify the end-user and proceed toward closing.
- An end-user will be required to pay all costs associated with title inspection, title insurance, and closing fees to the extent that they request them. A closing agent shall be required for all non-residential property transfers.

Formatted: Bullets and Numbering

Side Lot Disposition Program

Unimproved property that the Land Bank owns or is acquiring is eligible to be purchased through the Side Lot Disposition program, under the conditions listed below. The transfer of any given parcel of property in the Side Lot Disposition Program is subject to override by higher priorities as established by the Land Bank.

Deleted: Individual parcels of property may be acquired by the Land Bank and transferred to individuals in accordance with the following policies and the basic considerations outlined above

Side Lot Disposition Policies and Procedures

Qualified Properties Parcels of property eligible for inclusion in the Side Lot Disposition Program shall meet the following minimum criteria:

- 1) The property shall be vacant unimproved real property.
- 2) The property shall be owned or being acquired by the Land Bank, either as an unimproved lot or with the intention of demolishing any structures that currently exist on the land.
- 3) The property shall be physically contiguous to adjacent owner-occupied residential property with not less than a 50% common boundary line on one side.
- 4) Initial priority shall be given to the disposition of properties of insufficient size to permit independent development.
- 5) No more than one lot may be transferred per contiguous lot, except with the authorization of the Land Bank Board.
- 6) Intended use for lot must be disclosed.
- 7) The transfer may include a deed restriction requiring the use of the property to be consistent with the stated use.
- 8) The Land Bank shall require to owner to combine the Side Lot property with their existing property as a purchase condition at the time of closing.

Formatted: Bullets and Numbering

Deleted: (owner)

Deleted: The transfer shall include a deed restriction requiring the side-lot property be combined to the adjacent property

Transferees

- 1) All transferees must hold title to and personally occupy the contiguous property. The transferee must not own any real property (including both the contiguous lot and all other property within the county) that is subject to any un-remediated citation of violation of the state and local codes and ordinances.
- 2) The transferee must not own any real property (including both the contiguous lot and all other property in the county) that is tax delinquent.

- 3) The transferee must not have been the prior owner of any real property that was transferred to the Treasurer or to a local government as a result of tax foreclosure proceedings ten years prior to the disposition.

Deleted: ¶

Pricing

- 1) Properties sold as a side lot to an adjacent owner shall be priced at \$100 inclusive of all recordable fees. Title examination and insurance is not included in the sale price.

Transfer Procedure

- 1) Utilizing existing property records and the Land Bank's software tools, Land Bank staff will work to identify potential side-lot users upon acquisition of side lot eligible property.
- 2) Once identified, the Land Bank will offer the property to the potential end-user as a side lot.
- 3) The Land Bank will attempt to facilitate a transfer of the parcel to a single side-lot owner whenever possible.
- 4) In the event that multiple adjacent owner-occupied property owners desire to acquire the same side lot, the property will be divided and transferred among the interested contiguous property owners. To facilitate such a transaction, the adjacent owners may be required to pay the costs of a required survey of the land in order to split the parcel, in addition to the standard consideration.
 - a. If both parties do not agree to this resolution, then the property will be sold based on the highest offer.
 - b. In the event of two or more interested owners, a contiguous property owner who needs land for a driveway or any other local code compliance issues will receive priority.
- 5) Having identified a side-lot end user or users, Land Bank staff will be authorized to facilitate a transfer of the property without prior Board approval.
- 6) The Land Bank will prepare and provide a quitclaim deed for the property and otherwise facilitate closing.

Deleted: -

Blight Elimination

Because the Land Bank will generally be on the receiving end of the most challenged and damaged property in Lucas County, the best use for many of the properties the Land Bank acquires will be blight elimination. As a result, many of these properties will be demolished.

Demolition may occur in conjunction with a transfer to a qualified end-user. Demolition may also occur while the Land Bank works to identify a side lot end-user or users who will take title to the future unimproved land, or in coordination with land assembly for future use.

Deleted: -

Demolition Procedure

- Post-Acquisition Property Inspection

- Upon possession of a blighted property, the Land Bank will engage a property inspector or internal staff who will evaluate the current condition of any structures on the property and the estimated cost of making the structure habitable and code compliant.

Deleted: For any property not acquired for a qualified end-user

Deleted: ,

Deleted: upon possession,

- That inspection will be delivered to the Land Bank within 30 days of ownership. Upon return of the inspection, the Land Bank will coordinate its triage resources to make a final decision regarding demolition of the property.

- Demolition Partners

- The Land Bank will partner with public-sector and private partners to facilitate the demolition of properties as swiftly as possible after a demolition decision has been made.
- To coordinate resources efficiently, the Land Bank will offer the City of Toledo the right of first refusal on demolition, as outlined in a memorandum of understanding between both parties,
- For any demolition that is outside the scope of the Toledo memorandum of understanding, the Land Bank will request proposals from private contractors on a competitive basis.
- The Land Bank will work with these partners to coordinate a check-list of demolition requirements, including utility kills, neighborhood notification, and environmental remediation.

Deleted: all

Deleted: s

Deleted: that the City of Toledo is unable to undertake

- Quality of the Demolition

- The Land Bank will endeavor to require that every demolition utilizing its funds include the total removal of the structure, including any foundation or substructure, unless impracticable.

Deleted: Every

Deleted: will

- Deconstruction of the structure may be permitted to recover important historic materials or architectural details. A nonprofit or community group with experience in deconstruction must contact the Land Bank a minimum of 30 days prior to the posting of a scheduled demolition on the Land Bank's website to undertake deconstruction. Where health and safety concerns or timely coordination of the demolition make deconstruction impracticable, a request may be denied.

Maintenance

As a general policy, the Land Bank will work with qualified end-users, community-minded neighbors, and others to return a property to productive, private ownership as soon as possible. However, the Land Bank will acquire parcels that will require regular maintenance for extended periods of time while end-users are solicited.

Deleted: an

Deleted: is

The Land Bank's resources are best used to identify an end-user who will take title to the property and return it to productive use. With this in mind, the Land Bank will attempt to achieve an appropriate balance between necessary maintenance and the efficient use of its resources.

Operating Procedure

- Maintenance Property
 - When a post-acquisition inspection determines that structure has marketable potential and recommends against demolition, or when the Land Bank acquires an unbuildable lot without immediate side lot disposition potential, the parcel shall be considered a Maintenance Property.
- Maintenance Generally
 - The Land Bank will seek qualified vendors for all maintenance necessary on the property for the duration of the Land Bank's ownership.
 - To use resources most efficiently, the Land Bank will prioritize maintenance partnerships with the City of Toledo, LMHA, or another public-sector vendor whenever possible.
 - When necessary, the Land Bank may solicit bids from private vendors in order to meet its maintenance needs. A request for proposals of this nature may include a block of properties or properties on an individual basis.
- Maintenance Standards
 - Working with appropriate vendors, the Land Bank will require all newly acquired properties to be:
 - Initially cleaned and cleared out
 - Boarded up and otherwise secured
 - Winterized (when necessary)

Deleted: OR

Deleted: -

- The Land Bank recognizes that the appropriate level of maintenance may vary property-to-property. Maintenance resources will be coordinated in such a way to most efficiently return the property to a productive use. When contracting with the City of Toledo, the Land Bank will coordinate its maintenance with the existing maintenance schedule of the City.
- Adopt-a-Lot
 - Any residents, businesses, neighbors, block watches or other organizations interested in caring for vacant Land Bank properties are eligible to adopt a lot.
 - The Adopt-a-Lot program will be offered at no cost. Interested parties may fill out and return an application in order to apply.

Consideration

The Land Bank will consider the following factors as general guidelines for determination of the consideration to be received for the transfer of properties.

- In each and every transfer of real property the Land Bank shall require good and valuable consideration in an amount determined by the Land Bank in its sole discretion. The Land Bank will consider the fair market value of the property in its determination of consideration for each property.
- All property that is transferred shall be based upon consideration equal to the fair market value of the property, but not less than \$250. Fair market value shall be determined by Land Bank staff. Such consideration shall be paid in full at the time of transfer.
- The consideration to be provided by the transferee to the Land Bank may take the form of cash, deferred financing, performance of contractual obligations, imposition of deed restrictions, or other obligations and responsibilities of the transferee, or any combination thereof.
- The Land Bank will consider alternative financing options (e.g., long-term lease) as a method of disposition in any transactions.
- Any exception to the policies governing consideration shall be taken to the Land Bank Board for approval.

Deleted: imposition of restrictive covenants

Deleted: e.g.

Deleted: Land Contract

Deleted: governing body of the Land Bank

Insurance

All properties that the Land Bank acquires will be covered by general liability insurance for the duration of the Land Bank's ownership.

The Land Bank may secure property insurance for those parcels with structures present that are not scheduled for blight elimination. Factors to consider regarding the purchase of property insurance include

- the proposed length of Land Bank ownership and
- the present fair market value of the property.

Land Assembly

The Land Bank is willing to receive title to properties from qualified end-users and other Board-approved entities and hold title to such properties pending future use by the Land Bank, by the transferor of the property, or by other third parties. The receipt by the Land Bank of any and all conveyances of real property shall at all times be solely within the discretion of the Land Bank Board, and nothing in this policy shall be deemed to require the Land Bank to take title to any properties nor to limit the discretion of the Land Bank in negotiating the terms of its acquisition of any property, whether as donated transfers or otherwise.

All conveyances received by the Land Bank in its land assembly capacity must comply with the requirements set forth below in Part A, and will be reviewed and considered by the Land Bank in accordance with the procedures set forth in Part B. If the transfer is approved by the Land Bank, the Land Bank shall hold the subject property(s), and may use or convey the subject property(s) or any interest in the subject project, subject only to the right of repurchase set forth in Part B.

Following the transfer of any properties to the Land Bank in accordance with this land assembly policy, the Land Bank shall have the right, but not the obligation, to maintain, repair, demolish, clean, and grade the subject property and perform any and all other tasks and services with respect to the subject property as the Land Bank may deem necessary and appropriate in its sole discretion.

A. Requirements for Conveyances to the Land Bank in its Land Assembly Capacity

Deleted: Banking

1. Property that is intended to be conveyed to the Land Bank and to be held by the Land Bank in its land assembly capacity shall be clearly designated as such in the proposal for the transfer, and in the records of the Land Bank.
2. No property shall be transferred to the Land Bank pursuant to this Land Banking policy unless the transferor is a qualified end-user.
3. The subject property must not be occupied by any party or parties as of the date of transfer to the Land Bank.
4. The subject property must be located in Lucas County, Ohio.
5. The subject property must, as of the date of the transfer to the Land Bank, be free of any and all liens for taxes, special assessments, and other liens or encumbrances in favor of local, state or federal government entities.
6. The subject property must, as of the date of the transfer to the Land Bank, be free of all outstanding mortgages and security instruments.

7. The Land Bank shall not receive and hold, at any given time, in excess of fifty separate parcels of property from any given transferor.
8. Any exception to the policies governing disposition shall be taken to the Land Bank Board for approval.

B. Right of Repurchase by the Transferor

1. The transferor shall have a right to repurchase the subject property from the Land Bank at any time within a period of three years from the date of transfer to the Land Bank by giving notice to the Land Bank, unless otherwise negotiated by the parties and approved by the Land Bank Board.
2. The right of repurchase may be exercised by the transferor upon payment to the Land Bank of the Purchase Price. The Purchase Price shall be an amount equal to (i) all expenditures of the Land Bank (whether made directly by the Land Bank or through payments to a third party contractor) in connection with the subject property incurred subsequent to the date of conveyance to the Land Bank, and (ii) an amount determined by the Land Bank as its average indirect costs, on a per parcel basis, of holding its portfolio of properties.
3. The Land Bank shall have the right, at any time within the three year period following the date of the original transfer, to require the transferor to exercise its right of repurchase by giving written notice to the transferor of the requirement that it exercise its right of repurchase and the amount of the Purchase Price. The transferor must exercise its right of repurchase, and close the reconveyance of the property within sixty (60) days of receipt of such notice. Failure of the transferor to exercise and close upon its right of repurchase within such period of time shall result in a termination of all rights of repurchase with respect to the subject property.

Commercial & Industrial Property Acquisition / Disposition

Consistent with its stated mission, the Land Bank Board has committed to focusing the Land Bank's resources on residential neighborhoods. However, from time to time, commercial and industrial properties will be available to the Land Bank through its normal acquisition procedures.

When this happens, the Lucas County Improvement Corporation (LCIC) shall be deemed a qualified end-user and may accept title to such property as outlined below. As Lucas County's economic development entity, the LCIC will negotiate transfers to entrepreneurial end-users who are willing to make these properties productive again. The LCIC is in the best position to assess the long-term business plan of an end-user, the economic potential of the property, and the fair market value of any deal.

Operating Procedure

- The acquisition and disposition of commercial and industrial properties shall be governed at all times by the general acquisition and disposition considerations of the Land Bank.
- When the Land Bank, the LCIC, or an end-user identifies an available commercial or industrial property, the Land Bank will coordinate with the LCIC regarding the Land Bank's acquisition ability and timeline.
- Prior to the Land Bank's acquisition of the property, the LCIC will evaluate the end-user's long-term business plan, property redevelopment proposal, financial wherewithal, and past development experience.
- Post-evaluation, the LCIC shall make a written recommendation to the Land Bank to proceed with or cease acquisition of the property. The LCIC shall be obligated to take title to any property that it notifies the Land Bank to acquire.
- Upon acquisition, the Land Bank Board shall transfer the property to the LCIC, through written agreement, for no upfront consideration.
- Upon acquisition from the Land Bank, the LCIC shall negotiate a final sale of the property at its highest marketable value and pursuant to any other terms it deems in the best interest of the community at large.
- Post-closing and based on the written agreement of both parties, the LCIC shall share one-half of the net proceeds of the sale with the Land Bank, less all reasonable expenses incurred by the LCIC

Formatted: Font: (Default) Times New Roman, 10 pt

Formatted: Bullets and Numbering

Formatted: Font: (Default) Times New Roman, 10 pt

Formatted: Font: (Default) Times New Roman, 10 pt

Formatted: Normal, Left, Space Before: 0 pt, After: 12 pt, Bulleted + Level: 1 + Aligned at: 0.5" + Tab after: 0.75" + Indent at: 0.75", Don't keep lines together

or the Land Bank in the course of the transaction.

Formatted: Font: (Default) Times
New Roman, 10 pt

- The LCIC and the Land Bank, by written agreement, may share the proceeds of the sale of any property under different terms than in this policy, with the Land Bank Board's approval.



Date: June 20, 2011

Resolution No. 2011-018

Title: Authorizing the Disposition of 508 Hawley

Summary/Background: The Zepf Center is a social services non-profit corporation that operates throughout Lucas County. The Zepf Center has requested that the Land Bank acquire the property at 508 Hawley, an abandoned commercial structure that is adjacent to their offices on Nebraska Ave. The Zepf Center intends to undertake a significant renovation of the structure to use as new office space for the organization. If the renovation becomes economically infeasible, the Zepf Center intends to notify the Land Bank and proceed with demolition at their sole cost.

The Zepf Center has been qualified as an end-user pursuant to the Land Bank's policies and procedures. The agreed upon consideration is \$1,500.

Authority: Policies and Procedures

Director Gerken offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

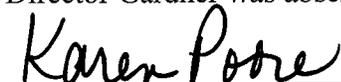
Section 1. The Board authorizes the President and Vice President to take all steps necessary to dispose of 508 Hawley to the Zepf Center for the agreed upon consideration.

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Director Kapszukiewicz was absent
Director Wozniak voted yes
Director Gerken voted yes
Director Badik voted yes
Director DeWitt voted yes
Director Geronimo was absent
Director Stanbery voted yes
Director Furney voted yes
Director Gardner was absent



Karen Poore, Secretary of the Board



Date: June 20, 2011

Resolution No. 2011-019

Title: Authorizing the Disposition of Properties to Mercy St. Vincent Medical Center, an Ohio not-for-profit corporation

Summary/Background: Mercy St. Vincent Medical Center is currently funding the Cherry Street Legacy Project, a neighborhood organizing and revitalization program in the area surrounding its hospital campus, including Toledo Old Towne and the Old West End. Mercy has requested 12 vacant lots from the Land Bank to hold as green space until future development plans come to fruition. Mercy St. Vincent's has been qualified as an end-user per the Land Bank's policies and procedures.

The Executive Director recommends that the Land Bank Board authorize the disposition of these initial 13 lots to the end-user for \$100 cash consideration each, plus all acquisition costs that the Land Bank incurs for each parcel. The end-user will then be required to seek Board approval for future dispositions during 2011.

Authority: Policies and Procedures

Director Wozniak offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

Section 1. The Board authorizes the President and Vice President to take all steps necessary to dispose of no more than 13 vacant lots, as outlined in the attachment, to Mercy St. Vincent Medical Center for the agreed upon consideration.

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Director Kapszukiewicz was absent
Director Wozniak voted yes
Director Gerken voted yes
Director Badik voted yes
Director DeWitt voted yes
Director Geronimo was absent
Director Stanbery voted yes
Director Furney voted yes
Director Gardner was absent



Karen Poore, Secretary of the Board

Parcel	Status of Property (Vacant Lot, Structure to demolish, Rehab., etc.)			Zip Code	Street	Number	Current Owner	Possible End-Users (Side Lot for neighbor, redevelopment, community garden, etc.)	Land Bank Staff Notes
	Lot	Structure to demolish	Rehab., etc.)						
02-05597		To be demolished		43620	Franklin	2220	A&B Henson (Dallas, Texas)	Mercy-green space until further economic development	Mercy will pay for demolition - \$0
02-05601		vacant lot		43620	Franklin	2224	Jermaine Baker, Toledo, Oh	Mercy-green space until further economic development	Tax Foreclosure - \$100 + ~\$750 cost
02-05621		vacant lot		43620	Franklin	2248	Christopher cartidge, Toledo, Ohio	Mercy-green space until further economic development	Tax Foreclosure - \$100 + ~\$750 cost
10-11911		vacant lot		43620	Franklin	2263	forfeited land	Mercy-green space until further economic development	Forfeited, \$100 + \$45.50 cost
10-11827		vacant lot		43620	Franklin	2373	Kenneth Austin, Toledo, Ohio	Mercy-green space until further economic development	Tax Foreclosure - \$100 + ~\$750 cost
10-11784		vacant lot		43620	Franklin	2433	Frederick Ziems, Toledo, Ohio	Mercy-green space until further economic development	To Forfeit, \$100 + \$45.50 cost
07-42544		vacant lot		43620	Franklin	2449	Margaret Douthett, deceased Barb Douthett, Toledo, Ohio	Mercy-green space until further economic development side lot	Tax Foreclosure - \$100 + ~\$750 cost
07-42547		vacant lot		43620	Franklin	2447	Margaret Douthett, deceased Barb Douthett, Toledo, Ohio	Mercy-green space until further economic development	Tax Foreclosure - \$100 + ~\$250 cost (shared case)
02-05691		vacant lot		43620	Vermont	2247	Steven Nash, Toledo, Ohio	Mercy green space until further development	Tax Foreclosure - \$1000 + ~\$750 cost
03-10261		vacant lot		43620	Page	306	forfeited land	Mercy green space until further development	Forfeited, \$100 + \$45.50 cost
02-05727		vacant lot		43620	Vermont	2222	William Russell, Toledo, Oh	Mercy green space until further development	Tax Foreclosure - \$1000 + ~\$750 cost
02-05731		vacant lot		43620	Vermont	2228	William Russell, Toledo, Oh	Mercy green space until further development	Tax Foreclosure - \$100 + ~\$250 cost (shared case)
02-05744		vacant lot		43620	Vermont	2242	William Wright, Port Clinton, Ohio	Mercy green space until further development	Tax Foreclosure - \$1000 + ~\$750 cost



Date: June 20, 2011

Resolution No. 2011-020

Title: Authorizing the Disposition of Properties to United North, Inc.

Summary/Background: Resolution 2011-016, adopted by the Board on May 20, 2011, permitted the Land Bank to dispose of no more than 10 properties to United North, Inc., a qualified end-user.

The Executive Director recommends that properties within the United North service territory be disposed of for the following consideration: \$200 per vacant lot and \$500 per improved lot. If the Land Bank reasonably believes that a specific improved lot has significant market value, the Land Bank retains the discretion to negotiate consideration based on its fair market value.

Authority: Policies and Procedures

Director Gerken offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

Section 1. The Board authorizes the President and Vice President to dispose of properties within the United North service territory for the above consideration. This consideration shall apply to those properties authorized by Resolution 2011-016, as outlined in the attachment, and all others until otherwise changed by Board action.

Section 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 3. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Director Kapszukiewicz was absent
Director Wozniak voted yes
Director Gerken voted yes
Director Badik voted yes
Director DeWitt voted yes
Director Geronimo was absent
Director Stanbery voted yes
Director Furney voted yes
Director Gardner was absent

A handwritten signature in cursive script that reads "Karen Poore".

Karen Poore, Secretary of the Board

Parcel	Number	Street	Zip Code	Status of Property (Vacant Lot, Structure to demolish, Rehab., etc.)	Possible End-Users (Side Lot for neighbor, redevelopment, community garden, etc.)	Land Bank Staff Notes
02-01707	1614	Walnut	43608	vacant lot	United North - green space for redevelopment	Vacant Lot - \$200
02-01821	818	Sherman	43608	abandoned, boardup structure	United North - redevelopment for owner-occupied sale through NSP program	Improved Lot - \$500
09-51631	2823	Lagrange	43608	vacant lot	United North - green space for commercial redevelopment on Lagrange	Vacant Lot - \$200
09-51634	2825	Lagrange	43608	vacant lot	United North - green space for commercial redevelopment on Lagrange	Vacant Lot - \$200
10-21911	2511	Locust	43608	vacant lot	United North - green space for redevelopment	Vacant Lot - \$200
10-21913	2513	Locust	43608	vacant lot	United North - green space for redevelopment	Vacant Lot - \$200
10-21917	2517	Locust	43608	vacant lot	United North - green space for redevelopment	Vacant Lot - \$200



Date: June 20, 2011

Resolution No. 2011-021

Title: Authorizing the Land Bank to accept the Properties located within the proposed UpTown Signature Park by Donation or Nominal Sale

Summary/Background: The UpTown Association, a community development corporation, has requested that the Land Bank accept title to 17 parcels of land as described below. This site control request is the result of a Clean Ohio Fund grant application to remediate this brownfield and convert the area into Signature Park for the UpTown neighborhood.

The Land Bank is simply acting as a vehicle for the acquisition of title to these otherwise commercial properties. All properties will come with free and clear title and the Land Bank's possession will abate the current delinquent taxes. The City of Toledo has agreed to accept title to the properties and the Land Bank will work to immediately dispose of the properties to that end-user upon acquisition.

The properties addresses are as follows:

1810, 1814, 1818, 1822, 1828, and 1904 Madison Avenue, Toledo, Lucas County, Ohio; 316, 320, 326 and 330 20th Street, Toledo, Lucas County, Ohio; 311, 316, 317, 321, 322, 325 and 331 18th Street, Toledo, Lucas County, Ohio.

Authority: Policies and Procedures

Director DeWitt offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of Directors, Lucas County Land Reutilization Corporation, that:

Section 1. The President and Vice President are authorized to take all steps necessary to acquire the properties as described in Section 3 by donation or nominal sale (not to exceed \$150 of total acquisition cost) from their respective owners for the benefit of the UpTown Association project.

Section 2. The President and Vice President are further authorized to take all steps necessary to dispose of the properties as described in Section 3 without consideration to the City of Toledo as soon as possible after securing title.

Section 3. The properties include: 1810, 1814, 1818, 1822, 1828, and 1904 Madison Avenue, Toledo, Lucas County, Ohio; 316, 320, 326 and 330 20th Street, Toledo, Lucas County, Ohio; 311, 316, 317, 321, 322, 325 and 331 18th Street, Toledo, Lucas County, Ohio.

Section 4. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all

deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 5. This resolution shall be in full force and effect from and immediately upon its adoption.

Action Taken:

Director Kapszukiewicz was absent

Director Wozniak voted yes

Director Gerken voted yes

Director Badik voted yes

Director DeWitt voted yes

Director Geronimo was absent

Director Stanbery voted yes

Director Furney voted yes

Director Gardner was absent



Karen Poore, Secretary of the Board

Proposed Amendments to the Code of Regulations

Pursuant to the Board's direction, the following is a proposed amendment to the LCLRC's Code of Regulations regarding quorum. Additions to existing Code language are both **bolded** and underlined. Deletions to existing Code language are ~~struck through~~.

Per Article X of the Code of Regulations, these amendments will be considered at the July 15, 2011 Board meeting.

Section 4.7. Quorum; Voting; Adjournment. Except as otherwise provided in this Code of Regulations, a majority of the Directors of the Corporation, ~~including a majority of the *ex officio* Directors (or their representatives as prescribed in Section 3.1.1 hereof) of the Corporation,~~ shall constitute a quorum for the transaction of business. The act of a majority of the Directors voting in present or by proxy as prescribed in Section 4.7.1 at a meeting at which a quorum is present shall be the act of the Board of Directors unless otherwise expressly provided by the Articles of Incorporation or this Code of Regulations. After a quorum had been established as a meeting of the Board of Directors, the subsequent withdrawal of the Directors of the meeting so as to reduce the number of Directors present at any meeting to fewer than the number required for quorum shall not affect the validity of any action taken by the Board of Directors at the meeting or any adjournment thereof, if a quorum was present when the action was taken. A majority of the Directors present, whether or not a quorum exists, may adjourn any meetings of the Board of Directors to another time and place.

ARTICLE X AMENDMENTS TO ARTICLES OF INCORPORATION AND CODE OF REGULATIONS

Except as otherwise provided by the Articles of Incorporation of this Code of Regulations and applicable Ohio law, the Articles of Incorporation of the Corporation and this Code of Regulations may be amended, altered, or repealed at any duly scheduled meeting of the Board of Directors called for that purpose by the affirmative vote of ~~(i)~~ **(i)** a majority of the Directors of the Board and ~~(ii) a majority of the *ex officio* Directors (or their representatives as prescribed in Section 3.1.1 hereof),~~ provided that the notice of said meeting stated that consideration of the amendment of Articles of Incorporation ~~of~~ **of** the Code of Regulations or both, as the case may be, is a purpose of the meeting. Directors of the Board must be notified in written or electronic format of any proposed amendment, alteration, or repeal at least ten (10) days prior to the action on the amendment, alteration, or repeal. Notwithstanding anything to the contrary in this Code of Regulations or the Articles of Incorporation, the Articles of Incorporation and this Code of Regulations may not be amended if such amendment would be inconsistent with the status of an organization performing essential governmental function and claiming exemption from federal income taxation pursuant to Section 115(1) of the Code.