



Lucas County Land Reutilization Corporation
Board of Directors Meeting
Friday, April 19, 2013 at 1:00 p.m.

1. Call to order by Chairman Kapszukiewicz
2. Additions/Deletions to Agenda
3. Approval of the March 15, 2013 Minutes
4. Action Item
 - a. **2013-003: Adopting a policy governing the use of personal vehicles for Land Bank business.**
 - b. Treasurer's Report
 - c. President's Report
 - d. Executive Director's Report
 - i. Property Acquisition / Disposition Update
 - ii. Moving Ohio Forward Grant Project Update
 - iii. Community Update
5. New Business
6. Adjournment



Date: April 19th, 2012

Resolution No. 2013-003

Title: Adopting a Policy Governing the Use of Personal Vehicles for Land Bank Business

Summary/Background: Lucas County has adopted a policy governing the use of personal vehicles for county business. To better address issues that arise from Land Bank staff's use of personal vehicles on Land Bank business, the Land Bank wishes to adopt a personal vehicle use policy.

The Land Bank's policy governing the use of personal vehicles reads as follows:

Land Bank employees who use personal vehicles for Land Bank business must maintain their own liability insurance as required by law. The employee's personal insurance will be considered primary coverage. The Land Bank shall not be liable for incidents or accidents which occur while an employee is using a personal vehicle on Land Bank business.

Authority: Policies and Procedures

Director Mann 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 hereby adopts the Policy Governing the Use of Personal Vehicles as set forth above.

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 voted yes

Director Thurston voted yes

Director Ford voted yes

Director Kovacs was absent

Director Zeitler voted yes

Director Mann voted yes

Director Stanbery was absent

Director Furney was absent

Director Hicks-Hudson voted yes

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

Karen Poore, Secretary of the Board

Lucas County Land Reutilization Corporation
Budget vs. Actuals: 2013 Budget - FY13 P&L
Proposed Budget for 2013 year

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
Acquisition Reimbursement Income	1,163.50	2,000.00	-836.50	58.18%
Annual Carry-Over		245,327.00	-245,327.00	0.00%
Operating Income from Statutory DTAC	1,068,604.66	1,621,000.00	-552,395.34	65.92%
Property Sales Income	293,608.65	350,000.00	-56,391.35	83.89%
Wage Reimbursement Income	5,425.71	32,450.00	-27,024.29	16.72%
Total Income	\$ 1,368,802.52	\$ 2,250,777.00	-\$ 881,974.48	60.81%
Gross Profit	\$ 1,368,802.52	\$ 2,250,777.00	-\$ 881,974.48	60.81%
Expenses				
Acquisition Costs	1,978.50	3,000.00	-1,021.50	65.95%
Advertising	2,534.40	7,000.00	-4,465.60	36.21%
Bank Charges	170.91	1,000.00	-829.09	17.09%
Conferences		2,000.00	-2,000.00	0.00%
County Administrative Services		70,939.00	-70,939.00	0.00%
Demolition Expense	1,271,426.00	4,302,540.00	-3,031,114.00	29.55%
Employer Retirement Contribution Expense	1,764.40	11,000.00	-9,235.60	16.04%
Environmental Services	336,002.00	600,000.00	-263,998.00	56.00%
Field/Holding Costs	6,858.00	0.00	6,858.00	
Holding Costs	24,242.84	50,000.00	-25,757.16	48.49%
Inspection	7,380.00	26,250.00	-18,870.00	28.11%
Lawn Maintenance	5,295.00	50,000.00	-44,705.00	10.59%
Property Improvements	19,365.15	35,000.00	-15,634.85	55.33%
Utilities	1,747.49	10,000.00	-8,252.51	17.47%
Total Field/Holding Costs	\$ 64,888.48	\$ 171,250.00	-\$ 106,361.52	37.89%
Healthcare Expenses	10,918.96	50,000.00	-39,081.04	21.84%
Information Technology	3,799.62	25,000.00	-21,200.38	15.20%
Insurance	23,432.00	24,000.00	-568.00	97.63%
Office Expenses	4,713.04	6,000.00	-1,286.96	78.55%
Payroll Expenses		0.00	0.00	
Taxes	7,737.88	24,000.00	-16,262.12	32.24%
Wages	78,114.86	286,000.00	-207,885.14	27.31%
Total Payroll Expenses	\$ 85,852.74	\$ 310,000.00	-\$ 224,147.26	27.69%
Professional & Testing Fees	5,634.37	20,000.00	-14,365.63	28.17%
Project Reinvestment Fund		150,000.00	-150,000.00	0.00%
Rehab Match Program	10,000.00	100,000.00	-90,000.00	10.00%
Rent or Lease		17,600.00	-17,600.00	0.00%
Taxes & Licenses	0.00		0.00	
Title Work Fees	95.00	2,000.00	-1,905.00	4.75%
Travel & Mileage	391.66	3,000.00	-2,608.34	13.06%
Total Expenses	\$ 1,823,602.08	\$ 5,876,329.00	-\$ 4,052,726.92	31.03%
Net Operating Income	-\$ 454,799.56	\$ 3,625,552.00	\$ 3,170,752.44	12.54%
Other Income				
Investment Income	204.28	2,500.00	-2,295.72	8.17%
Miscellaneous Income	7,651.63	0.00	7,651.63	
Reimbursed Expenses	1,241,432.30	3,600,000.00	-2,358,567.70	34.48%
Total Other Income	\$ 1,249,288.21	\$ 3,602,500.00	-\$ 2,353,211.79	34.68%
Other Expenses				
Miscellaneous Expenses		2,000.00	-2,000.00	0.00%
Penalties & Settlements		0.00	0.00	
Total Other Expenses	\$ 0.00	\$ 2,000.00	-\$ 2,000.00	0.00%
Net Other Income	\$ 1,249,288.21	\$ 3,600,500.00	-\$ 2,351,211.79	34.70%
Net Income	\$ 794,488.65	(26,052.00)	\$ 819,540.65	-3171.36%



Lucas County Land Bank - Project Report
2013 Stats - As of 4/16/13

Projects		% of Total Parcels
Pre-Acquisition Parcels	389	37.8%
Currently Owned Parcels	206	20.0%
Sold Parcels with a Rehab Reverter	63	6.1%
Sold Parcels with no Rehab Reverter	371	36.1%
Total Active Parcels	1029	70.1%
Unable to Assist Parcels	439	29.9%
Total Parcels Considered - 2013	1468	

Type of Parcels - To Date		% of Total Parcels
Total Parcels	1029	
Single Family Residential (1FAM)	317	30.8%
Multi-Family Residential (MFAM)	39	3.8%
Vacant Lot (VACLOT)	612	59.5%
Industrial (INDST)	1	0.3%
Commercial or Industrial (COMM)	60	5.8%

Disposition Status		% of Ready to be Sold
Aquired Property Ready to Be Sold	153	
<i>Lots with an End User</i>	95	62.1%
<i>Structures with an End User</i>	13	8.5%
<i>No End User</i>	45	29.4%
Property Needs Further Inspection	39	3.8%
Property Is Scheduled for Demolition	179	
<i>Future Lots with End User</i>	175	97.8%
<i>Future Lots with No End User</i>	4	2.2%
Property Is Being Held in "Land Bank"	1	0.1%
An End-User Has Been Identified	932	91%



Lucas County Land Bank - AG Grant Update
Stats - As of 4/16/13

Goal - Dec 2013		
Zone	Completed	
A	81	
B	117	
C	76	
D	70	
E	10	
F	42	
Other	22	
Total	418	