

**Erie County Land Reutilization Corporation
Board of Directors
Meeting Minutes
November 21, 2022
10:30 AM**

MEMBERS PRESENT: Pat Shenigo, Matt Old, Caleb Stidham, Jonathon Holody, Casey Sparks, Matt Lasko, Rob Quinn

STAFF: Tim King, Alex Jones, Ellen Schirg

VISITORS: Sharon Johnson

CALL TO ORDER: The meeting was called to order at 10:30 a.m. by Mr. Shenigo.

CONSIDERATION OF MAY 4, 2022 MINUTES- Mr. Jones called for a motion to approve the May 4, 2022 ECLRC meeting minutes as presented. Mr. Stidham moved to approve the minutes. Mr. Old seconded the motion. All ayes. Motion carried.

FINANCIAL REPORT – Mr. Jones reported that the 2022 beginning balance was roughly \$39,000 with an ending balance of \$399,514.01. Mr. Stidham reminded the members that the increase in resources was due to the Board passing the DTAC 5% and the sale of the Vermilion Township property. Also Erie County was one of the last land banks to pass the DTAC.

Mr. Stidham also noted that Jim Rokakis was retiring from the land bank business at the end of the year.

With no further comments Mr. Stidham motioned to accept the financial report from the Executive Director. Seconded by Mr. Shenigo. All ayes. Motion carried.

OLD BUSINESS-

Mr. Jones distributed a handout providing a review of properties that have been sold and those pending sales. He then reviewed multiple lots he anticipates that will be sold soon.

Mr. Jones then reviewed the spreadsheet of the demolition of units, including 112 Norwood, 6412 Milan, and 1702 Campbell. Mr. Jones noted that the smaller townships have limited resources to tackle these problem properties.

Mr. Jones reviewed the state audit recently completed for 2020 and 2021. He noted that this was a clean audit with two minor citations. Mr. Stidham motioned to create an Audit Committee composed of the three ex-officio members, as recommended by the state audit. Seconded by Mr. Old. Upon discussion there was a brief discussion of the conversion to GAAP accounting and it was agreed that it made no sense and this was a standard recommendation from the state auditor's office.

Regarding the motion, all ayes. Motion carried.

NEW BUSINESS

Mr. Jones reviewed several properties he is researching to acquire. He discussed 2318 W. Monroe and 310 High Street. Mr. Stidham suggested to Mr. Holody that the City give 314 High Street to the Land Bank to be combined with the ECLRC's 310 High Street so they could be marketed together. Or vice-versa, the Land Bank give 310 High Street to the City. Mr. Holody noted that the City is out of acquisition funding. He also noted that no matter what, it is the desire of the City that the end use should be a single-family residential unit.

Mr. Shenigo suggested that the Land Bank give 310 High to the City and let them market it. He also suggested that the market is tough right now due to high building material costs.

Mr. Old noted that he was fine with giving 310 High to the City with the condition that Habitat for Humanity is included in the conversation for a possible single-family unit to be built on the lots. Mr. Stidham noted that the two lots be jointly marketed and if there is no movement by spring of 2023 then consider selling it to an adjacent property owner for a garden. Mr. Jones noted that the Board would table the sale of 310 High Street until next spring.

2023 BUDGET

Mr. Jones distributed and reviewed the proposed 2023 budget. Following a brief discussion Mr. Holody motioned to approve the 2023 budget as proposed. Seconded by Mr. Old. Upon discussion Mr. Holody requested that the demolition line item be changed to nuisance abatement. He also discussed some abatement work being done on dilapidated structures to return them to the market. Mr. Stidham noted that you could use DTAC funds to do abatement work but that is probably off in the future and too early now. He added that some of the larger land banks are basically flipping houses. Mr. Shenigo noted that you need somebody that is in the home rehabilitation business. Adding that there is a potential for hiring poor contractors. Mr. Old concluded this is a discussion for the future.

On the motion, noting the amendment to change the line item from “Demolition” to “DTAC Program”.
All ayes. Motion carried.

With regards to the 2023 Operating Budget under Expenses Mr. Jones noted a need to increase the Contract Services line item from \$40,000 to \$42,500. This would be revised and distributed to all the members. Mr. Stidham motioned to approve 2023 Operating Budget noting the amendment. Seconded by Mr. Shenigo. All ayes. Motion carried.

Mr. Jones noted that the contract between the ECLRC and the Erie County Treasurer’s Office will expire at the end of 2022. Mr. Stidham reviewed the arrangement with the Executive Director’s position and that it gives Mr. Jones the ability to serve both the Land Bank and the Treasurer’s Office. Mr. Holody motioned to renew the Contract Services Agreement between the ECLRC and the Erie County Treasurer’s Office, noting the increase of \$2,500. Seconded by Mr. Old. All ayes. Motion carried.

With no other business to transact Mr. Stidham motioned to adjourn. Seconded by Mr. Old. All ayes. Motion carried.

Respectfully Submitted,

Tim King
Secretary *pro tem* ECLRC