

**MINUTES
REGULAR MEETING
COMMUNITY IMPROVEMENT CORPORATION
JANUARY 14, 2022**

The Wyoming Community Improvement Corporation (CIC) met on Friday, January 14, 2022 at 8:00 a.m. in the City Building Conference Room. The meeting was called to order at 8:00 a.m. by Chris Harmon, Chair. Roll call was taken and attendance was as follows:

TRUSTEES

Jon Boss
Chris Harmon
Melissa Monich
Barry Porter

ABSENT

Tim Cavanaugh
Dan Driehaus

STAFF

Megan Statt Blake, Community Development Director
Tana Bere, Community Development Specialist
Rusty Herzog, City Manager
Jeremiah Caudill, Finance Director

OTHERS

Sara Aschliman

Approval of Prior Meeting Minutes

Mr. Boss moved to approve the minutes of the November 19, 2021 meeting, seconded by Mr. Harmon. The motion passed unanimously.

Reports of Committees, Trustees, or Officers

Financial Statements for December 2021 will be distributed once prepared by the accountant.

Old Business

a. Executive Session under Ohio Revised Code Section 121.22(G)(2) to discuss the sale or lease of public property. Mr. Porter moved to enter executive session at 8:03 a.m., seconded by Mr. Boss. The motion passed unanimously. Executive session ended at 8:35 a.m.

Mr. Boss moved to direct staff to adjust the provisions of the Property Sale and Development Agreement for 432 Springfield Pike, to reflect the CIC's intent to sell the entire parcel to Sara Aschliman, including a right of first refusal for future purchase of the rear portion of the parcel, recognizing that Phase I has been substantially

completed, and removing Phase II from the agreement. Mayor Monich seconded the motion, and the motion passed unanimously.

b. 400 Wyoming Avenue HVAC update. Mr. Harmon met with staff, Karen Klaus, and Brandon Victor early last month to inventory the HVAC systems in 400 Wyoming Avenue. This information is now contained in a spreadsheet and will aid in planning for potential future maintenance, replacements, and expenses for the building. Most of the systems in the building have been replaced in recent years, including the rooftop unit, a kitchen A/C unit, and a dining room furnace unit which were replaced in late 2021.

c. Housing Infill Project update. Homewood Development is the homebuilder for the four residential lots sold by the City and CIC. The first house was completed recently on Crescent Avenue and will go back on the market today. The next building site will be two houses on Oak Avenue, which may require variance(s) from the Board of Zoning Appeals. The last lot is on Van Roberts Place and the design for the house will require final review by the Architectural Review Board.

New Business

- a. Discussion of CIC vacancy. The Trustee vacancy has been advertised on the City's website and through the City's e-newsletters; and two applications have been received to-date. Trustees discussed whether to conduct interviews at the next CIC meeting, and determined that the Chair and staff will discuss the next steps.
- b. Code of Regulations. The City Solicitor would like the CIC to consider updating the Code of Regulations as a matter of routine review. The last review was conducted ten years ago. In the meantime, staff has identified a provision within Article 3, Section 8 of the Code of Regulations which states that the Chair must be an At Large Trustee. As Mr. Harmon presently serves as the Chair of the City's Economic Development Commission (EDC), the CIC may consider either removing this provision; naming a new Chair to the CIC; or recommending a new Chair for the EDC, in which case Mr. Harmon could retain his role as Chair of the CIC. The Trustees discussed the matter and Mr. Boss moved to appoint Mr. Porter as Chair and Mr. Harmon as Vice Chair, seconded by Mayor Monich. The motion passed unanimously.

Miscellaneous

Mr. Herzog provided an update on retaining a new accountant for the CIC, as the current provider will finish the end of year financial reporting and will continue to provide bookkeeping services, but would like to step back from filing the required tax reporting for the CIC. There are four local firms/providers that currently work with other CICs that Mr. Herzog or Mr. Caudill will contact to request proposals.

Since the last CIC meeting, staff contacted the Wyoming Glen HOA regarding disposition of the two CIC-owned vacant residential lots. The HOA was not interested in taking ownership at this

time under the current terms and without additional conditions, therefore staff will continue to explore options, to include, but not limited to, transfer to neighboring property owners or sale to a homebuilder.

Excuse Absent Members

Mr. Boss moved to excuse Mr. Cavanaugh and Mr. Driehaus, seconded by Mayor Monich. The motion passed unanimously.

Adjournment

There being no further business to discuss, Mr. Boss moved to adjourn the meeting, seconded by Mr. Porter. The motion passed unanimously. The meeting adjourned at 9:27 a.m.

Respectfully Submitted,

Megan Statt Blake
Community Development Director