

**MINUTES
REGULAR MEETING
COMMUNITY IMPROVEMENT CORPORATION
MARCH 11, 2022**

The Wyoming Community Improvement Corporation (CIC) met on Friday, March 11, 2022 at 8:00 a.m. in the City Building Conference Room. The meeting was called to order at 8:00 a.m. by Barry Porter, Chair. Roll call was taken and attendance was as follows:

TRUSTEES

Tim Cavanaugh
Dan Driehaus
Chris Harmon, via phone
Melissa Monich
Barry Porter

ABSENT

Jon Boss

STAFF

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

Welcome New Trustee

Trustees and staff welcomed City Council member Dan Driehaus to the CIC.

Approval of Prior Meeting Minutes

Mayor Monich moved to approve the minutes of the January 14, 2022 meeting, seconded by Mr. Porter. The motion passed unanimously.

Reports of Committees, Trustees, or Officers

Financial Statements for January and February 2022 were previously distributed via email. Mr. Harmon inquired about maintenance expenses at 500 Wyoming Avenue and water expenses at 400 Wyoming Avenue. Ms. Statt Blake confirmed that the 500 Wyoming Avenue expenses were for replacement of a water heater and a front awning. The 400 Wyoming Avenue expense was reimbursement of 25% of the 2021 water bill, as provided in the lease, for shared use of the restrooms during City-sponsored events at or near the Village Green.

Old Business

a. Executive Session under Ohio Revised Code Section 121.22(G)(1) to consider the appointment of a trustee. Mr. Cavanaugh moved to enter executive session at 8:06 a.m., seconded by Mr. Driehaus. The motion passed unanimously. Executive session ended at 8:21 a.m.

Mayor Monich moved to appoint Jennifer Smith to the Trustee vacancy. Mr. Cavanaugh seconded the motion. The motion passed unanimously.

b. Status of Request for Proposals for Accounting Services. Staff surveyed other communities with CICs to ascertain which accountants they are using, and then contacted 3 firms for more information. Ms. Bere will continue to input day-to-day receipts and Mr. Caudill will now do the monthly reconciliation in QuickBooks. The accounting firm will compile the 1090 informational return and assist in completing the Hinkle filing, which involves filing the CIC's financial statements with the Auditor of the State of Ohio. Mr. Caudill recommends hiring Plattenburg & Associates. The cost of the new firm should be in line with the outgoing accountant at approximately \$4,800-\$5,000, with first year costs potentially being higher.

Mr. Cavanaugh moved to hire Plattenburg & Associates as the CIC's accountant, seconded by Mayor Monich. The motion passed unanimously.

New Business

a. 432 Springfield Pike Resolution. Ms. Statt Blake provided an overview of the development proposal and the property sale agreement. Mr. Driehaus moved to adopt a resolution authorizing the Chairperson to enter into a property sale agreement with Sara Aschliman. Mr. Cavanaugh seconded the motion. The motion passed unanimously.

Miscellaneous

Ms. Statt Blake provided an update on the Housing Infill Project. The first house on Crescent Avenue has sold, and the 2 lots on Oak Avenue are in the process of receiving building permits.

The North Pike Economic Development Report is expected to be presented to City Council by the Economic Development Commission in the next month.

Excuse Absent Members

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

Adjournment

There being no further business to discuss, Mr. Cavanaugh moved to adjourn the meeting, seconded by Mr. Driehaus. The motion passed unanimously. The meeting adjourned at 9:02 a.m.

Respectfully Submitted,

Megan Statt Blake
Community Development Director