

MINUTES OF A MEETING OF THE BOARD OF TRUSTEES OF THE CENTERVILLE COMMUNITY IMPROVEMENT CORPORATION

Pursuant to the call of the President, and notice duly given to the Board of Trustees, a meeting of the Board of Trustees of the Centerville Community Improvement Corporation (CCIC) was held on Wednesday, February 16, 2022, at 5:30 p.m. at the Centerville Municipal Building, Law Library, 100 West Spring Valley Road, Centerville, Ohio 45458.

President JoAnne C. Rau called the meeting to order at 5:32 p.m. Trustees were present as follows: President JoAnne C. Rau, Vice President Bill Serr, Treasurer Jeff Klank, Erik Collins, and Wayne Davis. Also present were Development Director Michael Norton-Smith, Municipal Attorney Scott Liberman, Finance Director Tyler Roark, and Clerk of Council Teri Davis. Mr. Randall Jackson was also present.

EXCUSE ABSENT BOARD MEMBERS

Upon motion made by Mr. Serr and seconded by Mr. Davis, Mrs. Kenley and Mr. Sample were excused from the meeting with five ayes.

MINUTES

The next order of business was the approval of the Minutes of the meeting held Wednesday, January 19, 2022; the minutes had been distributed to the Trustees prior to the session. Upon motion made by Mr. Klank and seconded by Mr. Collins, the Minutes were approved with five ayes.

OLD BUSINESS

1. Uptown Upgrades Applications – Mr. Norton-Smith reviewed the available fund balances: \$18,100 in the Façade Improvement fund and \$8,500 in the Streetscape fund remain.
 - a. 43 W. Franklin – Loralei’s – Siding repair and repainting project.
Project total = \$24,996
Applicant request = \$12,498
Staff recommendation = \$12,498 through the Façade Improvement program (CDBG)

Upon motion made by Mr. Klank and seconded by Mr. Serr, \$12,498 in Façade Improvement funding was approved with four ayes and with Mr. Collins abstaining.
 - b. 193 N. Main St – Library of Design – Exterior improvements
Project total = \$31,446
Applicant request = \$15,000
Staff recommendation = \$5,602 through the Façade Improvement program (CDBG)
\$8,357.69 through Streetscape funding

The Trustees discussed the potential of some previously-allocated funds to go unused and how that might impact available funding. Mr. Norton-Smith reminded the Trustees they have some discretionary leeway to increase the funding allocations.

Upon motion made by Mr. Davis and seconded by Mr. Serr, \$5,602 in Façade Improvement funding and \$8,357.69 in Streetscape funding was approved with four ayes and with Mr. Collins abstaining.

NEW BUSINESS

1. Economic Development Program Framework

Mr. Norton-Smith presented a proposal for a framework by which to evaluate applications for funding assistance. He proposed a \$50,000 cap for forgivable loans. He covered eligibility requirement thresholds and reiterated CCIC's discretionary options. Mr. Norton-Smith then provided a demonstration of how the framework would have been applied to previous applications.

Upon motion made by Mr. Davis and seconded by Mr. Klank, the Economic Development Program Framework was adopted with five ayes.

2. Economic Development Applications –

a. 11 N. Main Street

Project total = \$600,000

Applicant request = \$54,000

Mr. Norton-Smith explained that the request meets all of the Framework thresholds but exceeds the \$50,000 limit.

Staff recommendation = \$50,000 forgivable loan

Mr. Norton-Smith introduced Mr. Randall Jackson who presented the property ownership background and an explanation of the desired use/project needs and the requested funding amount.

At 6:10 p.m., Mr. Serr moved to go into Executive Session for the purpose of Economic Development to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance. Mr. Davis seconded the motion and it passed 5-0 in a roll call vote.

At 6:18 p.m., after no official business was conducted, Mr. Serr moved to go out of Executive Session. Mr. Davis seconded the motion and it passed 5-0 in a roll call vote.

Upon motion made by Mr. Klank and seconded by Mr. Davis, \$50,000 in forgivable loan funding was approved with five ayes, under the condition that the owner/tenant agreement as described is completed.

b. 31-33 W. Franklin

Project total = \$174,173.67

Applicant request = \$174,173.67

Mr. Norton-Smith revisited the request which was discussed at the January CCIC meeting and explained that the request does not meet the Framework thresholds.

Staff recommendation = 10 percent of Total Project Cost (\$17,400)
(or)
\$5,000/job created (\$10,000)

Upon motion made by Mr. Serr and seconded by Mr. Collins, \$10,000 in forgivable loan funding was approved with five ayes, under the condition that the applicant utilize the funding within one year.

3. Strategic Plan Update

Mr. Norton-Smith provided an updated copy of the Strategic Plan Goal One initiatives and accomplishments. He discussed the Goal One accomplishments over the past six months and the Goals for the next six months.

The Trustees discussed how the CCIC initiatives fit into Goal One and how they have impacted the list of accomplishments.

4. Approve Checks and Payments

Upon motion made by Mr. Davis and seconded by Mr. Collins, check numbers 1513 (\$2,792.50) and 1514 (\$3,700.00) were approved for payment with five ayes.

ADJOURNMENT

There being no further business to come before the Trustees, the President adjourned the meeting at 6:48 PM. The next CCIC meeting is scheduled for Wednesday, March 16, 2022.

JoAnne Rau
President

ATTEST:

A Davis
Assistant Secretary