

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, January 17, 2024 at 5:30 p.m. at the Centerville Municipal Building, Kingseed Law Library, 100 West Spring Valley Road, Centerville, Ohio 45458.

President JoAnne Rau called the meeting to order at 5:35 p.m. Trustees were present as follows: Vice President Bill Serr, Jeff Klank, and Wayne Davis. Also present were Development Director Erik Collins, Economic Development Administrator Joey O'Brien, Finance Director Tyler Roark, City Attorney Scott Liberman, and Acting Clerk of Council Donna Fiori.

EXCUSE ABSENT MEMBERS

The first order of business was to excuse absent members. Upon motion made by Mr. Davis and seconded by Mr. Serr, Mrs. Kenley, Mr. Farrell and Mr. Sample were excused from the meeting with four ayes.

MINUTES

The next order of business was the approval of the minutes of the meeting held Wednesday, November 15, 2023; the minutes had been distributed to the Trustees prior to the session. Upon motion made by Mr. Davis and seconded by Mr. Klank, the minutes were approved with four ayes.

APPOINTMENT OF CORPORATION MEMBERS

Mr. O'Brien explained the Trustees, according to the bylaws, must reappoint one half of their membership each year in January. The Trustees needing to be reappointed are Jo Anne Rau, Belinda Kenley, and Bill Serr. Upon motion made by Mr. Klank and seconded by Mr. Davis, the Trustees were reappointed for a two-year term with four ayes.

ELECTION OF OFFICERS

Mr. O'Brien explained during the Annual Meeting in January, the Trustees must elect the Corporation's officers for the upcoming year. The current officers are President JoAnne Rau, Vice President Bill Serr, Secretary Belinda Kenley, and Treasurer Jeff Klank. Upon motion made by Mr. Davis and seconded by Mr. Klank, the 2023 slate of officers was elected to fill the same positions for 2024.

APPOINTMENTS TO NOMINATING COMMITTEE

Corporation bylaws provide the nominating committee will be comprised of the Secretary and two members appointed by the President. President Rau appointed Wayne Davis and Jeff Klank to the nominating committee along with Belinda Kenley.

OLD BUSINESS

1. 2023 Project Recap

Mr. O'Brien reviewed the twelve funded projects approved in 2023. The CCIC awarded \$147,125 to projects, offsetting investments of \$860,025.

Ten projects utilized Uptown Streetscape funding:

1. 21 West Franklin Street - \$4,500
2. 79 South Main Street - \$5000

3. 138 South Main Street - \$5,000
4. 46 East Franklin Street - \$7,500
5. 7243 FaEr Hills Avenue - \$5,000
6. 21 South Main Street - \$2,625
7. 50 South Main Street - \$5,000
8. 92 West Franklin Street - \$5,000
9. 18 East Franklin Street - \$5,500
10. 43 South Main Street- \$2,000

Two projects utilized Economic Development Assistance Loan funding:

1. 60-70 West Franklin Street - \$50,000
2. 28 West Franklin Street - \$50,000

NEW BUSINESS

1. Work Plan 2024

Mr. Collins reviewed topics, which will be organizational initiatives for the year. The topics include:

- a. Grow the City's BusinessFirst! business retention and expansion plan.
- b. Create a program to incentivize single-family and multi-family residential improvements.
- c. Develop and execute a plan to maximize the value of City-owned property.
- d. Develop a schedule to identify workforce challenges and opportunities.
- e. Carry out Lean Six Sigma process improvement strategy to create efficiencies and standardize CCIC operations.

2. 2024 Programs

Mr. O'Brien reviewed the two proposed incentive funding programs for 2024.

- Uptown Streetscape Funds
 - Will pay up to 50 percent of a project up to \$10,000
 - Limited to Uptown geographic area for exterior building improvements and site work
- Economic Development Assistance
 - Project revitalizes a vacant or underutilized property
 - Project is part of a Strategic Plan priority, significant community project (i.e. Uptown, Centerville Place, etc.), or aligns with a priority sector: Technology, Defense, Office, Advanced Manufacturing
 - CCIC cost per job is less than \$5,000
 - Centerville income tax withholdings exceed CCIC investment within five (5) years
 - CCIC investment is less than 10% of total project cost

Upon motion made by Mr. Serr and seconded by Mr. Davis, the 2024 incentive programs were approved with four ayes.

3. 2024 Program Allocations

Mr. O'Brien reviewed the proposed 2024 funding allocations for programs. \$191,940 available in unencumbered funds.

- Uptown Streetscape Funds \$75,000 budget
- Economic Development Program \$50,000 budget
- Remaining Funds \$66,940
 - Single-Family Residential / Multi-Family Residential Property Maintenance Incentive
 - Centerpieces Mural

Upon motion made by Mr. Davis and seconded by Mr. Klank, the 2024 funding allocations for programs were approved with four ayes.

4. Financials

Mr. O'Brien provided an overview of the Corporation's financial status. The current unencumbered balance for 2023 was \$41,940. The Corporation will have a budget of \$191,940 for 2024 which includes \$150,000 funding from Centerville City Council. Mr. O'Brien discussed the breakdown of outstanding awards.

5. Approve Checks

Upon motion made by Mr. Davis and seconded by Mr. Klank, payment of check #1550 in the amount of \$2,625, check #1551 in the amount of \$5,000, check #1552 in the amount of \$4,500, and check #1553 in the amount of \$5,500 was approved with four ayes.

DEMONSTRATION

Mr. Collins provided a demonstration of Placer.ai which is a data analytics software program the city recently subscribed to. He discussed the value to retailers, economic developers, and commercial brokers. Using geofencing the program provides the buying habits of consumers, such as where are people coming from before and after visiting a business as well as how long they are staying at a business. Mr. Collins explained the added value this will provide Economic Development with existing and potential businesses.

FOR THE GOOD OF THE ORDER

Mr. Serr inquired about the progress of parking agreements. Mr. Collins advised that staff is engaging in ongoing conversations regarding parking agreements with nothing new to report.

ADJOURNMENT

There being no further business to come before the Trustees, the President adjourned the meeting at 6:37 PM. The next CCIC meeting is scheduled for Wednesday, February 21, 2024.

President

ATTEST:

Assistant Secretary