



Meeting Minutes

February 27, 2018

5:00 PM

Community Improvement Corporation

4200 Springdale Rd. | Cincinnati, Ohio 45251 | 513.385.7500

President

Dan Unger

Board of Trustees

Greg Insko

Jenna LeCount

Geoff Milz

Raj Rajagopal

Emily Randolph

Stephanie Wright

Executive Director

Geoff Milz

Secretary

Jenna LeCount

Treasurer

Emily Randolph

“Proactively promoting economic development by promoting business expansion and retention to improve the quality of life in Colerain Township, Ohio”

1. Mr. Unger called the meeting to order at 5:00 PM.
2. Roll Call was administered by Mr. Milz. Members of the Board in attendance included Mr. Rajagopal, Mr. Insko, and Mr. Unger. Also in attendance were Geoff Milz, Emily Randolph, Stephanie Wright, Kathy Mohr and Jenna LeCount.
3. Mr. Rajagopal requests a motion to amend agenda to allow public input. Motion was seconded by Mr. Unger. Mr. Milz called the role and all were in favor.
4. Public Input:
 - a. Stephanie Wright addressed the board and noted that she had been following the CIC for some time and believes she knows a lot about the Board. She requested the opportunity to serve the Board.
5. Approval of Minutes:
 - a. Mr. Milz noted that the last meeting of the CIC was October 10, 2017 and that Trustee Insko was the only member who was present at that meeting. Mr. Unger motioned to accept the minutes in the form that they have been recorded. Mr. Insko seconded the motion and all were in favor.
6. New Business
 - a. Presentation:
 - i. A brief history of the CIC was presented by Mr. Milz. He described the purpose of the Board as being able to act as the Township’s agent for economic development. The Board was created in 2013 and the first meeting was held in December 2013. The Board’s first project was the redevelopment of Jonrose Avenue in 2014. The senior housing facility built by the Cincinnati Metropolitan Housing Authority broke ground late last year and will have a ribbon cutting later this year. The CIC was instrumental in making this project happen.

Mr. Milz described that the Township intended to use the CIC as a conduit for refunding Colerain residents who worked in a proposed JEDZ, if it was approved by the voters. However, the JEDZ failed at the ballot. In 2015, Sunlight Drive right-of-way was sold to an adjacent land owner. In 2015/2016, the CIC was used to convey property for the Kroger project. The Skyline Community Center was sold in 2016 because the cost was increasingly high to maintain the facility and the value was diminishing. 2017 saw the implementation of a vacant lot-to-



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side yard program.

Mr. Milz also described some of the basic requirements for how the Board is to be governed by members, officers, and trustees; and, the members and roles of the recent past Board. This CIC Board includes five officers – president, vice-president, secretary, treasurer, and executive director.

7. Organizational Items

a. Mr. Rajagopal made a motion to appoint the three members of the CIC as the CIC trustees. Mr. Insko seconded the motion and all were in favor.

b. Mr. Rajagopal made a motion to appoint Stephanie wright as a CIC Trustee. Mr. Insko seconded the motion and all were in favor.

c. Mr. Unger made a motion to add Mr. Milz, Ms. LeCount and Ms. Randolph to the Board of Trustees. Mr. Insko seconded the motion and all were in favor.

8. Discussion/Action: Property Transfer Loan

a. Mr. Milz noted that the Colerain Township Board of Trustees has loaned the CIC \$260,000 and \$100,000 for the purchase of properties on Jonrose Avenue. The CIC sold the properties and in February 2017 received a check from the purchaser. The Township has committed to partnering with the Northwest Local School District on infrastructure improvements to the Banning and Colerain Ave. intersection. The Township could elect to pay for those improvements from the CIC or the proceeds of the sale of the property could be repaid to the Township and the Township could pay for the improvements.

The recommendation of Mr. Milz is for a motion to transfer \$360,000 to repay the loan to the Township and have the Township pay for the improvements with the proceeds of the loan repayment.

Mr. Unger made a motion to transfer \$360,000 to the Colerain Township Board of Trustees. Mr. Insko seconded the motion.

Discussion – Mr. Milz noted that the final appropriations will need to be adjusted in March to accommodate this transfer. Mrs. Wright noted that she was glad to see the CIC returning the funds to the Township.

Roll call was made and all were in favor. The motion carried unanimously.



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9. Approval of 2017 Fourth Quarter Financials.

a. Ms. Randolph provided financial statements for Q4 of 2017 and noted that the balance as of December 31, 2017 was \$405,159.34. A motion to accept financials was made by Ms. Randolph and seconded by Mr. Insko.

Discussion – Mr. Unger questioned why this money is in a non-interest bearing account. Mr. Insko asked if there is a better place for the money at this time. Ms. Randolph noted that the account has no fees and also is not interest accruing.

Mr. Unger asked the occasion of the stop check fee and Ms. Randolph explained

10. Appointing of Officers

a. Mr. Milz reviewed with the Board the past officers of the CIC which included Mr. Milz as Executive Director, Ms. LeCount as Secretary, and Ms. Randolph as Treasurer. He also shared that it has been past practice to make the president of the Board of Township Trustees the president of the CIC Board and the same with the Vice-President position. Mr. Milz made a motion to appoint these members as officers. Mr. Insko seconded the motion. All were in favor.

11. Adjournment:

a. Mr. Unger noted in closing that there must be some account that pays interest that the CIC can work with. Mr. Randolph said that she could not speak to why the non-interest account was selected but she could look into other account options.

b. The next meeting of the CIC will be held on Tuesday, April 10, 2018.

c. Mr. Insko made a motion to adjourn the meeting and the motion was seconded by Mr. Unger. All were in favor.

**Ms LeCount is on leave*

Jenna LeCount | Secretary

[Signature] 4.10.18

Geoff Milz | Executive Director