

City of Montgomery
Community Improvement Corporation Meeting
Annual Meeting of the Members and Trustees
February 7, 2024

Present

Brian Riblet, City Manager
Terry Donnellon, Law Director
Kevin Chesar, Community Dev. Dir.
John Crowell, Police Chief
Maura Gray, Finance Director
Gary Heitkamp, Public Works Director
Matthew Vanderhorst, Community & Information Serv. Director
Paul Wright, Fire Chief
Connie Gaylor, Clerk of Council
Amy Frederick, Community and Engagement Coordinator

Members Present

Craig Margolis, President
Sasha Naiman, Vice President
Lee Ann Bissmeyer
Chris Dobrozsi
Ron Messer
Ken Suer

Members Absent

Catherine Mills Reynolds

The Montgomery Community Improvement Corporation (CIC) convened its Annual Meeting of the Members on February 7, 2024 at 5:45 p.m. at City Hall with President Messer presiding.

Roll Call

All members were present except for Mrs. Mills-Reynolds who was expected to be late due to a traffic delay.

New Business

Mr. Donnellon explained that this annual Meeting of the Members was an annual process to comply with the By-Laws of the Corporation to confirm the members of City Council as Trustees for the Corporation for the new year.

Mr. Messer moved that the following members be nominated and elected as trustees of the Community Improvement Corporation:

Chris Dobrozsi	Craig Margolis	Sasha Naiman	Ron Messer
Ken Suer	Catherine Mills-Reynolds	Lee Ann Bissmeyer	

Mr. Margolis seconded. The Members unanimously agreed.

President Messer moved to transition into the Meeting of Trustees. Mr. Margolis seconded. The Members unanimously agreed.

Meeting of Trustees

Organization

President Messer explained that each year the CIC is required to hold an election of officers according to its By-Laws. President Messer called for nominations of officers.

Mr. Messer moved to nominate Mr. Margolis as President, Mrs. Naiman as Vice President, and Mr. Dobrozsi as Secretary/Treasurer. Mr. Margolis seconded. The Trustees unanimously agreed,

The following Officers were nominated and unanimously elected:

President	Craig Margolis
Vice President	Sasha Naiman
Secretary/Treasurer	Chris Dobrozsi

Minutes

Mr. Suer made a motion to approve the September 6, 2023 CIC Meeting of the Trustee minutes. Mr. Messer seconded. The Trustees unanimously agreed.

New Business

Acceptance of Financial Statements

Ms. Gray reviewed the following 2023 financial statements and corporation tax return for the Montgomery Community Improvement Corporation:

- The Statement of Net Position reflects that the corporation had assets net of liabilities of \$59,848.34 as of December 31, 2023.
- The Statement of Financial Activities reflects Grants received of \$90,000, Interest Income of \$0, Grants awarded of \$5,242 and Professional Fees expensed in the amount of \$36,000 for the year ended December 31, 2023.
- The Statement of Cash Flow reflects the corporation decreased its cash position from \$2,123,757.45 to \$59,848.34 as the result of funds transferred to the City of Montgomery as directed in the October 2022 meeting of the entity and cash payments to grantees in the amount of \$23,314.11. Funds are in a demand deposit account at Fifth Third Bank.

Review of Corporation's Tax Return for 2023

Ms. Gray reviewed the 2023 CIC Tax Return and informed the Trustees that a 990 Corporation Tax Return will be filed prior to the due date.

Mr. Suer stated that the Tax Return was presented to the Financial Planning Committee at the February 5 meeting and was accepted by the Committee. Mr. Suer moved to accept the Financial Statements and the 990 Corporation Tax Return for 2023. Mr. Dobrozi seconded. The Trustees unanimously accepted the Financial Statements and the 990 Corporation Tax Return for 2023.

Ohio Records Commission-Records Retention CIC RC-2 Form

Mr. Donnellon explained that as a statutory requirement by the State the CIC is required to have its own Records Retention Schedule. He explained that the RC-2 Form was reviewed and approved by the City's Records Commission and submitted to the State to be on record. He stated that it is asked that a motion be made on record by the CIC to adopt the schedule and to follow the City's Record Retention Policy.

Mr. Suer made a motion to accept the RC-2 schedule and to follow the City's existing retention policy. Vice President Naiman seconded. The Trustees unanimously agreed.

Historic Preservation Matching Grant Program

Mr. Chesar explained that in November of 2013, the Community Development Department proposed a Historic Matching Grant Program to assist owners of Landmark and contributing structures in the Heritage Overlay District with repairs and upgrades. The idea was received favorably by City Council and was approved by the CIC in February of 2014. Due to the success of the program in 2014, the Montgomery Community Improvement Corporation (CIC) reinstated the grant program for calendar year 2017 through 2023. Since the inception of the program, the CIC has awarded a total of \$125,121.86 in grants to the property owners of 12 Landmarks and one contributing structure including, the Arstingstall-May House, Parrot-Smith House, the Pure Oil Gas Station, the Grover Kjellenberg House, the James Ayers House, the Cameron Feinthel House, the Crain-Eberhard House, the Jonathan Crain House, the Wooley-Kelsch House, the Crain Conklin House, the Wooley Hattersley Carriage House and the Country Arts Building.

February 7, 2024

Page 3

Mr. Chesar add that if the program were reinstated for 2024 and 2025, the maximum financial impact would be \$80,000 (\$40,000 per year) if eligible projects were applied for and approved. The proposed maximum grant amount is \$15,000 with a minimum grant amount of \$2,000 and a required 50% match by the applicant. Details on the program and eligibility are provided in the packet.

President Margolis asked if the program had been expanded to Commercial buildings or just historic.

Mr. Chesar replied that a commercial program was created but was not as successful as the historic home, so staff are not recommending it at this time. He stated that staff could look at that program again if the Trustees would like to pursue that program once again.

President Margolis asked if a property has been awarded a grant more than once.

Mr. Chesar replied he believes that the Wooley-Kelsch House and the Wooley-Hattersley Carriage House have both received grant funds. He explained they are two separate structures on the same property.

Mr. Riblet added that the City did create a Commercial Façade Grant as a one time grant during Covid to provide assistance to businesses that may have been impacted by lost revenue due to the pandemic. He stated that as Mr. Chesar stated, staff could look at that again.

Mrs. Bissmeyer made a motion to approve the program for the years 2024 and 2025. Vice President Naiman seconded. The Trustees unanimously agreed.

Old Business

There was no old business.

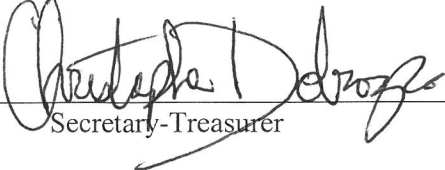
Other Business

President Margolis asked if there was any further business to discuss. There was none.

President Margolis asked for a motion to adjourn.

Mrs. Bissmeyer moved to adjourn. Vice President Naiman seconded.

The meeting was adjourned at 5:56 p.m.


Secretary-Treasurer

2-7-24
Date