

1 City of Montgomery  
2 Community Improvement Corporation  
3 Annual Meeting of the Board of Trustee  
4 February 3, 2021  
5

6 Present

7 Brian Riblet, City Manager  
8 Terry Donnellon, Law Director  
9 John Crowell, Police Chief  
10 Gary Heitkamp, Public Works Director  
11 Tracy Henao, Asst. City Manager/Acting Comm. Dev. Dir.  
12 Katie Smiddy, Finance Director  
13 Paul Wright, Fire Chief  
14 Connie Gaylor, Clerk of Council  
15  
16  
17

Board of Trustees Present

Lee Ann Bissmeyer, President  
(teleconference)  
Mike Cappel-Vice President  
(teleconference)  
Chris Dobrozsi  
Craig Margolis  
Lynda Roesch-Secretary  
(teleconference)  
Ken Suer

18 The Montgomery Community Improvement Corporation (CIC) convened its Annual Meeting of the Board of  
19 Trustees for February 3, 2021 at 6:45 p.m. in a hybrid meeting at City Hall and by telephone conference with  
20 President Bissmeyer presiding. This remote access meeting was allowed by emergency legislation adopted by  
21 the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC  
22 Section 121.22 allowing public meetings by telephone conference during the current pandemic and declared  
23 State of Emergency. As required by the statute, notice of the telephonic meeting was publicized more than 24  
24 hours in advance to allow public access through the same conference call in service. The public was also given a  
25 backup number to call in the event there were technical difficulties. This Notice was posted on the City's  
26 website and a similar Notice was sent to The Cincinnati Enquirer.  
27

28 Guests and Residents

29 President asked for a motion to move the Guests and Resident portion of the agenda to follow Other Business on  
30 the agenda.  
31

32 Mr. Cappel made the motion to move Guests and Residents to follow the Other Business item on the agenda.  
33 Mr. Dobrozsi seconded. The Trustees unanimously agreed.  
34

35 Organization

36  
37 President Bissmeyer explained that each year the CIC was required to hold an election of officers according to  
38 its By-Laws. President Bissmeyer called for nominations of officers.  
39

40 Mr. Margolis made a motion to nominate the current officers of the CIC for the year 2021.  
41

42 Mr. Donnellon reminded the Trustees and those in attendance to the meeting of the following officers:  
43

44 Mrs. Bissmeyer-President  
45 Mr. Cappel-Vice President  
46 Ms. Roesch-Secretary/Treasurer  
47

48 Mrs. Bissmeyer asked Mr. Cappel if he would like to serve as President. Mr. Cappel respectfully declined.  
49

50 Mr. Dobrozsi seconded Mr. Margolis's motion to nominate the current officers. The Trustees unanimously  
51 agreed.  
52

53 The following Officers were nominated and unanimously elected:  
54

55 President Lee Ann Bissmeyer  
56 Vice President Mike Cappel  
57 Secretary/Treasurer Lynda Roesch  
58

59 **Minutes**

60  
61 Mr. Cappel moved to approve the minutes from the December 2, 2020 Trustee meeting. Mr. Margolis  
62 seconded. The minutes were unanimously approved.

63  
64 **New Business**

65  
66 **Acceptance of Financial Statement**

67  
68 Ms. Smiddy reviewed the following 2020 financial statements and corporation tax return for the Montgomery  
69 Community Improvement Corporation:

- 70  
71 • The Statement of Net Position reflects that the corporation had \$2,134,186 in a demand deposit account  
72 at Fifth Third Bank as of December 31, 2020.  
73  
74 • The Statement of Financial Activities reflects Grants Received of \$2,141,596, Interest Income of  
75 \$55.00, Grants Awarded of \$9,179 and Professional Fees expensed in the amount of \$36,000 for the  
76 year ended December 31, 2020.  
77  
78 • The Statement of Cash Flow reflects the corporation increased its cash position from \$40,715 in 2019 to  
79 \$2,134,186 in 2020 as a result of a grant received from the City of Montgomery.  
80

81 Ms. Smiddy stated that on December 31, 2020, the carrying amount of all Corporation deposits was \$40,715 and  
82 \$2,134,186, respectively. She explained that the City of Montgomery provided a grant of \$50,000 to fund  
83 operating expenses during 2020. She added that the City of Montgomery also provided a grant of \$2,091,596 for  
84 the acquisition of real estate to be sold for residential and commercial development in order to stimulate  
85 economic development in the downtown area of the City.  
86

87 Ms. Smiddy explained that in 2014, the Corporation initiated a program to promote the preservation of historic  
88 buildings in the City of Montgomery. The historical building preservation program is designed to allow property  
89 owners of eligible structures to apply for a 50% matching grant up to a maximum of \$15,000 and a minimum of  
90 \$2,000 per grantee. In 2020, the Corporation has awarded grants in the amount of \$9,179 for the program. As of  
91 December 31, 2020, the Corporation had no outstanding liabilities for the historic preservation grant program.  
92

93 **Review of Corporation's Tax Return for 2020**

94  
95 Ms. Smiddy reviewed the 2020 CIC Tax Return and informed the Trustees that this year a 990EZ Corporation  
96 Tax Return was filed.  
97

98 Mr. Cappel moved to accept the Financial Statements and the 990EZ Corporation Tax Return for 2020. Mr.  
99 Dobrozsi seconded. The Trustees unanimously accepted the Financial Statements and the 990EZ Corporation  
100 Tax Return for 2020.  
101

102 **Historic Matching Grant Program Extension**

103  
104 Ms. Henao explained that in November of 2013, the Community Development Department proposed a Historic  
105 Matching Grant Program to assist Landmark building owners and owners of contributing structures in the  
106 Heritage Overlay District with repairs and upgrades. The idea was received favorably by the Planning, Zoning  
107 and Landmarks Committee of Council and the Financial Planning Committee Council in a joint meeting on  
108 November 4, 2013 and was approved by the CIC at its' meeting on February 5, 2014.  
109

110 Ms. Henao stated that due to the success of the program in 2014, the Montgomery Community Improvement  
111 Corporation (CIC) reinstated the grant program for calendar year 2017 through 2020. Since the inception of  
112 the program, the CIC has awarded a total of \$67,201.14 in grants to the property owners of 8 Landmarks and  
113 one contributing structure including, the Arstingstall-May House, Parrot-Smith House, the Pure Oil Gas Station,  
114 the Grover Kjellenberg House, the James Ayers House, the Cameron Feintheil House, the Crain-Eberhard House,  
115 the Jonathan Crain House, and the Country Arts Building.

116  
117 Ms. Henao stated that the Historic Preservation Matching Grant program has proven to be very successful since  
118 it began in 2014. She explained that staff believes that there is continued interest in the grant program, and it  
119 will incentivize owners of Landmark and contributing structures to reinvest in the properties making the  
120 buildings more economically viable, increase the life of the building and preserve the character of the buildings  
121 and the Heritage District. Therefore, Staff recommends approval of the program for calendar year 2021.

122  
123 Mr. Cappel made a motion to approve the extension of the Historic Matching Grant program for 2021. Mr.  
124 Margolis seconded. The Trustees unanimously agreed.

125  
126 **Historic Preservation Matching Grant for the Choate-Hattersley Carriage House**

127  
128 Ms. Henao explained to the Trustees that it is requested that the Montgomery Community Improvement  
129 Corporation (CIC) consider a request for a historic preservation matching grant from Thomas Hattersley for  
130 renovation of the carriage house at 7967 Cooper Road to be known as the Choate – Hattersley Carriage House.

131  
132 Ms. Henao explained the financial impact will be \$15,000, which is the maximum grant amount permitted under  
133 the Historic Preservation Matching Grant Program. The quote provided by T.B. Specialties and Design for the  
134 completion of the scope of work is \$36,108.26. She explained that the current owners, Thomas and Sharon  
135 Hattersley, are long time owners of the Wooley-Kelsch House and are currently rehabilitating the carriage house  
136 located on the same property at 7967 Cooper Road. The carriage house is a small structure located at the end of  
137 the driveway along the west edge of the property, which appears to date from the mid-1850s. The 2 ½ - story  
138 structure consists of an original side-gabled rectangular core and a 1-story shed-roofed addition on the rear. The  
139 carriage house has significant structure failure, and the owners are taking great care to ensure that the  
140 rehabilitation is done using materials appropriate for the era. She stated the CIC has awarded two Historic  
141 Preservation Matching Grants to the property owner for repairs to the Wooley – Kelsch House, in 2017 and  
142 2019.

143  
144 Ms. Henao explained the Landmarks Commission met on January 13, 2021 to review this application and an  
145 application from the applicant to have the carriage house listed as a local Landmark. A historic and architectural  
146 assessment of the carriage house was completed by Beth Sullebarger, Sullebarger Associates and Historical  
147 Consultant to the Landmarks Commission, which was discussed by the Landmarks Commission at the meeting.  
148 After reviewing the application, the Landmarks Commission voted unanimously to approve the application and  
149 to recommend approval of the Historic Preservation Matching Grant. The Commission further recommended  
150 approval of the carriage house to be listed as a local Landmark, the Choate – Hattersley Carriage House. She  
151 stated that legislation designating the carriage house a local Landmark will be brought forward to City Council  
152 for consideration at a later date.

153  
154 Ms. Henao closed by stating that Staff supports the action of the Landmarks Commission and recommends  
155 approval of the historic preservation matching grant to Thomas Hattersley to rehabilitate the carriage house at  
156 7967 Cooper Road in the amount of \$15,000. Staff believes that the rehabilitation and designation of the  
157 carriage house as a Landmark is a fantastic opportunity to not only preserve the structure, but to preserve a piece  
158 of Montgomery’s history as a farming community.

159  
160 Mr. Suer stated that he felt the Hattersley’s have done a great job in preserving their historical home and he has  
161 no doubt that the preservation of the carriage house would follow that same pattern. He stated that the number of

162 historical buildings in Montgomery is what makes it a distinctive community. He stated that he realizes it takes  
163 effort to preserve buildings from other centuries. He stated that he felt the grant program makes a difference  
164 when considering restoring a building. He told Mr. Hattersley that the City appreciates what he is doing to  
165 preserve the buildings he owns. He stated that the carriage house would be our 33<sup>rd</sup> landmark building once it is  
166 officially designated as one.

167  
168 Mr. Margolis thanked Mr. Hattersley for taking good care of the properties. He asked Mr. Hattersley to provide  
169 history on the house and property.

170  
171 Mr. Hattersley explained that he bought the property in 1984 and that it was built in 1884. He stated that the tax  
172 records showed the property was sold for \$500 and then \$2500 some time after before he purchased it in 1984.  
173 He explained that Beth Sullenberger recently inspected the house and determined by the different wood  
174 materials and craftsmanship that the home had went through several additions. He stated that the home used to  
175 be a tavern and once had an outhouse in the back yard. He stated that there is an existing sidewalk to where the  
176 outhouse used to be but is now a garden. Mr. Hattersley explained that he and his wife used to use the barn,  
177 now referred to as a carriage house, to park in but after the structure began to sink, they had to decide to either  
178 restore it or demolish it. He stated that he worked with Tim Blood a mechanical engineer and his crew who  
179 determined the existing wood to be of historic nature. He stated that a lumbermill sawed trees to be true to the  
180 existing size of the joists to continue with the historic nature of the structure.

181  
182 Mr. Dobrozi stated that from his time on the Landmarks Commission, he remembered Mr. Hattersley coming  
183 to them for approval of paint colors, a new roof and storm windows. He thanked him for his dedication in the  
184 care of the property.

185  
186 Mr. Hattersley added that in order to replace the garage doors on the carriage house he had to go to three  
187 different companies in order to get a wood door that would adhere to the historic nature of the building. He  
188 stated that all of the companies that provided a quote to him shared their appreciation for what he was doing to  
189 preserve the historic building.

190  
191 Mr. Cappel thanked Mr. Hattersley for investing in the community.

192  
193 Ms. Roesch stated that she too wanted to thank him and commended him on his stamina and persistence that it  
194 takes to rehab a project like this.

195  
196 Mrs. Bissmeyer stated that Montgomery is a community that values the historic buildings. She stated that his  
197 family has done a wonderful job and looks forward to it becoming out next landmark building.

198  
199 Mr. Cappel made a motion to approve the grant application for the Choate-Hattersley Carriage House. Mr.  
200 Dobrozi seconded. The Trustees unanimously agreed.

201  
202 **Old Business**

203  
204 There was no old business to discuss.

205  
206 **Other Business**

207  
208 President Bissmeyer asked if there was any further business to discuss. There was none.

209  
210 **Guests and Residents**

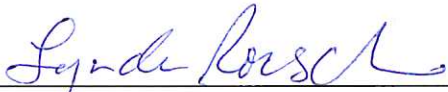
211

212 President Bissmeyer asked if there were any Guests and Residents in person or on the line. There were none  
213 who identified themselves as wanting to speak. President Bissmeyer closed the floor to public comment at that  
214 time.

215  
216 President Bissmeyer asked for a motion to adjourn.

217  
218 Mr. Cappel moved to adjourn. Ms. Roesch seconded. The meeting was adjourned at 7:10 p.m.  
219

220  
221  
222  
223  
224  
225

  
\_\_\_\_\_  
Secretary/Treasurer  
5-19-2021  
\_\_\_\_\_  
Date