



City of Powell, Ohio
Community Improvement Corporation
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MINUTES

Powell Community Improvement Corporation Annual Meeting

Tuesday, October 27, 2020

7:00 pm

Village Green Municipal
Building
47 Hall Street

1. **Call to Order / Roll Call**

The meeting was called to order by President Jim Hrivnak at 7:00 pm. Others present were Andy White, Yaz Ashrawi, Megan Canavan, Don Emerick, Brian Lorenz, Mike Linehan (remotely), and Daniel Swartwout.

2. **Approval of Minutes – September 22, 2020**

MOTION: Don motioned to approve the minutes as written. Brian seconded the motion. By unanimous consent of the remaining members, the minutes were approved.

3. **Report of the President or Other Officers**

Jim introduced Yaz Ashrawi of Frost Brown Todd as new legal counsel.

4. **Report of the Treasurer**

a. September 2020 Financial Report were reviewed. Extra audit fees were paid last month; otherwise, no expenditures.

b. Incentive Agreement Status Summary: there will be no payout for September. Health Edge did file an application and that will be discussed in November.

MOTION: Brian motioned to approve the Report of the Treasurer. Don seconded the motion. By unanimous consent of the remaining members, the motion passed.

5. **Commission/Committee Reports**

a. P&Z Report: There was none.

6. **Old Business**

a. Financial Audit: Records retention policy discussed. Yaz indicated the changes mainly relate around public records requests and fees. The copy distributed to the CIC was revised and is good for adoption. There are only slight differences because of the nature of the nonprofit structure.

MOTION: Jim motioned to adopt the records retention policy. Don seconded motion. By unanimous consent of the remaining members, the motion passed.

b. The Columbus Monthly advertisement will run in the November issue. Megan gave a presentation and provided the final copy. She thanked the CIC for their support. It was a very collaborative effort. The City will receive some overruns and will distribute it around

the community as well as use for marketing. The last edition was in 2016 when Brian was Mayor.

- c. Murphy Park charging stations discussed we need a fee schedule will be developed and staff is working on steps to activate them.
- d. 44 North Liberty: Maintenance items are being remedied. Silas Bowers is to facilitate carpet repairs. Some minor costs will be coming to the CIC.
- e. Website was updated for active City contacts; Committee Members were updated with terms as well.

7. New Business

- a. a) CARES ACT Funding: Andy noted the City was allocated \$805,295.94. Council will appropriate the funds at their next meeting. Andy plans to move the funds to the CIC. Council has a great deal of flexibility to use the funds and is looking into a small business program to start. Jim noted there is a time limit to address the funds. Andy says it will be easier to move the funds due to some Federal guidance that came with the latest distribution. Megan has researched other jurisdictions and how they addressed the distribution of funds. Jim noted there are two paths – securing the funds and distributing the funds.

Megan said Council would see a resolution at their November 4 meeting to pass the funds to the CIC. She provided a memo as well as some guidelines from the City of Delaware. Eligible businesses would have 25 or less full time employees would be eligible to receive up to \$10,000.00. It can be used to pay for past rent, extra PPE, materials to expand sidewalk cafes, etc. Megan also discussed ineligible claims and noted the application process would be completely online. Want to launch live on November 5 through mid-December. Jim asked if the funds could be used for future purchases? Yaz said costs must be incurred from March 2020 until 12/31/2020. Funds are for reimbursements. Megan will host a virtual open house for businesses to ask questions. Looking at 11/9 or 11/10. Would like to have a CIC member present. Marketing blitz will come next week after Council approval. Funds will be distributed on a first come, first served basis. CIC will hold special meetings as needed for fund approval. Don asked about the accounting of the program. Megan indicated Karen would work with the Auditor's Office for any work. Mike added that we need to make sure we are fairly recording and date stamping the receipt of the project.

Projects are only for City of Powell businesses that meet the criteria. Jim noted that Council will need to provide a total amount to be allocated.

- b. Powell/Liberty Twp./Chamber Events Committee: Andi Moore with the Chamber addressed the CIC. She provided a digital presentation. She wants to create a non-profit "Tourism" Board. The goal is to support the City and Chamber. It will not be a membership board. She would like to build on Arts events, concerts, etc. The Board would be made up of Chamber, Council, and CIC members.
- c. Review of City Council Goals: The date on this to be determined. Some of this will be tied to the Budget discussion. Once this materializes, we will revisit.
- d. Other New Business: There was none. Items will carry to next meeting. Pam from the Chamber did discuss the possibility of turning the HER building to an Entrepreneur Center.

8. Other Business

- a. Business Development Efforts with Chamber – No updates at this time.

9. Executive Session

The Committee adjourned to Executive Session under Ohio Rev. Code §121.22(g)(8), Economic Development.

MOTION: Don motioned go into Executive Session under Ohio Rev. Code §121(g)(8), Economic Development. Brian seconded the motion. By roll call of the Committee members, the Committee convened in Executive Session.

MOTION: Jim moved to return to Open Session. Brian seconded the motion. By roll call of the

Committee members, the Committee reconvened in Open Session.

10. Other CIC Matters

- a. MOTION: Jim motioned to approve the rent program for Chamber at 44 Liberty and to forgive August rent. Don seconded the motion. By unanimous consent of the remaining members, the motion was approved.
- b. MOTION: Jim motioned to approve the incentive for Scioto Properties of 25% of the annual withholding over 5 years. Brian seconded the motion. By unanimous consent of the remaining members, the motion was approved.

11. Confirm Next Scheduled Meeting – Next Meeting is November 24, 2020 at 7:00 pm. A special meeting to review CARES applications the week of December 7, 2020. The specific date is pending.

12. Adjourn

The meeting was adjourned at 8:53 p.m.