



**POWELL COMMUNITY IMPROVEMENT CORPORATION  
MEETING MINUTES  
MAY 24, 2022**

**I) CALL TO ORDER/ROLL CALL**

Chairman Hrivnak brought the Community Improvement Corporation meeting to order at 7:00 p.m. Members present included: Jim Hrivnak, Don Emerick and Nicole Scott. Brian Lorenz and Andrew White were absent. City staff present included: Jeffrey Tyler, Assistant City Manager; and Jason Nahvi, HR Business Partner. Christina Drummond, Councilmember was also present.

**II) APPROVAL OF MINUTES**

**Approval of CIC Minutes of April 26, 2022, and May 9, 2022.**

[CIC\\_Minutes\\_04262022.pdf](#)

[CIC\\_Minutes\\_Special\\_Meeting\\_05.09.2022.pdf](#)

MOTION: Don Emerick moved to approve CIC Minutes of April 26, 2022. Nicole Scott seconded the motion.

Chairman Hrivnak had some corrections for the minutes.

MOTION: Don Emerick moved to approve amended CIC Minutes of April 26, 2022. Jim Hrivnak seconded the motion.

Chairman Hrivnak gave a roll call for passage: Nicole Scott, yes; Jim Hrivnak, yes; and Don Emerick, yes.

VOTE: Y 3 N 0 (None) AB 0 (None)

CIC Meeting Minutes of 04.26.2022 approved as amended 3-0-0.

MOTION: Don Emerick moved to approve CIC Minutes of May 9, 2022. Nicole Scott seconded the motion.

Chairman Hrivnak gave a roll call for passage: Don Emerick, yes; Nicole Scott, yes; and Jim Hrivnak, yes.

VOTE: Y 3 N 0 (None) AB 0 (None)

CIC Meeting Minutes of 05.09.2022 approved 3-0-0.

### III) **REPORT OF THE PRESIDENT**

Chairman Hrivnak advised the Board that member Don Emerick has advised him he will be retiring and this will be his last meeting. He will be sorely missed.

### IV) **REPORT OF THE TREASURER**

Board Member Scott gave the Treasurer's Report.

#### **2021 Basic Financial Statements - CIC**

#### **CIC Award Letter - AOS**

#### **CIC Financial Report - April, 2022**

#### **City of Powell & Powell CIC Rea Cost**

[2021 Basic Financial Statements-CIC.pdf](#)

[CIC - Award Letter - AOS.pdf](#)

[CIC Financial Report April 2022.pdf](#)

[City of Powell & Powell CIC Rea Cost.pdf](#)

Chairman Hrivnak spoke about the incentive agreements and stated the CIC dispersed two incentive payments in 2021. However, the CIC did not request reimbursement from the City. The Finance Director has asked the CIC make a formal request for reimbursement by a motion as it is needed to process this transfer.

MOTION: Chairman Hrivnak moved to transfer \$17,789.62 to reimburse the CIC for incentive monies paid in 2021. Board Member Emerick seconded the motion.

Chairman Hrivnak gave a roll call for passage: Jim Hrivnak, yes; Don Emerick, yes; and Nicole Scott, yes.

VOTE:        Y   3          N   0   (None)        AB   0   (None)

Motion passed 3-0-0.

Chairman Hrivnak spoke of grants distributed to businesses around town, and one of the businesses was awarded an amount of \$5,581.00, and unfortunately, the business was unable to provide the documentation for the grant. Those funds still remain and must be dispersed by the end of this year.

Discussion transpired on how to disperse the remaining funds.

Chairman Hrivnak stated it would be requested of the Finance Director to prepare a spreadsheet to determine which businesses were not paid the full amount, which business are still operating, and what the calculation would be for each of those businesses.

Chairman Hrivnak spoke of the Auditor of the State for the annual audit and advised the Auditor assigns an accounting firm, and then the accounting firm sends a bill. The amount is for \$3,036.00 and typically there is a filing fee for the State, and he believed there was a budget item in the amount of \$3,000.00. He added the Board could amend the appropriation to \$3,300.00.

MOTION: Board Member Emerick moved to increase the appropriation amount of \$3,000.00 to \$3,300.00 for the accounting firm and the filing fees for the State audit. Board Member Scott seconded the motion.

Chairman Hrivnak gave a roll call for passage: Nicole Scott, yes; Jim Hrivnak, yes; and Don Emerick, yes.

VOTE: Y 3 N 0 (None) AB 0 (None)

Motion passed 3-0.0.

Chairman Hrivnak noted some corrected entries made regarding the charging stations figures in the budget. They are now separated into two areas. He also stated it would be asked of the Finance Director to put together a reconciliation from the beginning of the year on the two line items for charging stations.

## **V) CITY COUNCIL / COMMISSION / COMMITTEE REPORTS**

### **City Council Report**

#### **Planning and Zoning Commission**

##### **i. Update on Open and Pending City Development Projects**

Assistant City Manager Tyler spoke about the Council Meeting. He stated there was a great presentation from Magical Moments Foundation. He also mentioned there was a lot of legislation passed by Council, including the Right-Of-Way and Small Cell Ordinances, but most importantly, \$1.6 million dollars was approved by Council for roadway/path improvements, which is the largest of its type in the history of Powell. He also advised Redwood Development went to Council for approval and was tabled by Council.

City Councilmember Drummond spoke of the Round Table Meeting held with the topic of parking in the City.

Board Member Emerick stated there wasn't a lot at the last meeting of the Planning and Zoning Commission.

Chairman Hrivnak spoke of the Board of Zoning Appeals and they would be having a working meeting on June 2, 2022, to discuss the Appeals Code being brought up to date.

## **VI) OLD BUSINESS**

### **Rebranding of CIC**

## **Economic Development Consultant RFQ Responses**

### **Other Old Business**

The RFQ responses as well as the contacting of other local economic development professionals in central Ohio for references of the top three applicants selected by the CIC was discussed.

Chairman Hrivnak stated it might be wise to invite Camoin Associates to provide us with a presentation at our next meeting, which could be virtual, if desired.

### **VII) NEW BUSINESS**

#### **CIP Funding Policy Approved By Council**

#### **Land Acquisition**

#### **Other New Business**

### **VII) OTHER BUSINESS**

#### **Appropriateness of CIC Insurance Coverage**

#### **Chamber of Commerce Lease Renewal at 44 N. Liberty Street**

#### **Website Review and Update Plan**

#### **CIC Records Retention System**

##### **i. Status, Member Access and City IDs - Staff to Report**

##### **e. Plan a CIC - 2022 Goal Setting Meeting**

##### **f. CIC Presentation to Council**

##### **g. Downtown Quadrant Mailbox Project Update**

##### **h. Updates to the Facility at 44 N. Liberty Street**

##### **i. Murphy Park Car Charging System**

### **IX) OTHER CIC MATTERS**

Chairman Hrivnak stated the Board should be thinking of the recruitment of a new member, who might be interested and available.

### **X) FUTURE BUSINESS**

**Next CIC Meeting scheduled for June 28, 2022, at 7:00 p.m.**

### **XI) ADJOURN**

