

WYOMING COMMUNITY IMPROVEMENT CORPORATION
REGULAR MEETING
February 21, 2025

MINUTES

The Wyoming Community Improvement Corporation (CIC) met on Friday, February 21, 2025, at 8:00 a.m. in the conference room of the City Building, 800 Oak Avenue. The meeting was called to order at 8:05 a.m. by Jon Boss, Chair. Roll call was taken, and attendance was as follows:

TRUSTEES

Jon Boss
Kent Finley
Jennifer Smith
Jodi Woffington
Chris Harmon (via phone)

ABSENT

Melissa Monich
Barry Porter

STAFF

Rusty Herzog, City Manager
Megan Statt Blake, Community Development Director
Tana Bere, Community Development Specialist
Jeremiah Caudill, Finance Director

APPROVAL OF PRIOR MEETING MINUTES

Ms. Smith moved to approve the minutes of the January 16, 2025, meeting. Mr. Finley seconded the motion.

Outcome: Motion approved unanimously by voice vote.

REPORTS OF OFFICERS

The financial reports for December 2024 and January 2025 were reviewed. Key discussion points included:

- **Loan Repayment:** The CIC reviewed details of the original loan from the City of Wyoming for 400 Wyoming Avenue, including its repayment schedule and terms.
- **Outside Contract Services Expense:** A \$4,530 charge was noted from the 2024 general & administrative expenses, which was paid to the State of Ohio for the financial audit.
- **Maintenance and Property Tax Expenses:** The maintenance expense noted in the general & administrative expenses is the aggregated fee paid to the City Public Works Department for its groundskeeping and landscaping services for various CIC properties, which was \$2,840.00 for the year. The property tax expense of \$2,849.50 was a paid to the State of Ohio in January 2024 for the financial audit, and should have been classified as 'outside contract services'.

NEW BUSINESS

Ratification of Lease Assignment and Second Amendment to Lease Agreement for 400 Wyoming Avenue

- Following last month's meeting which approved the concept, the lease assignment and second amendment to the lease agreement were signed by all parties.
- A motion to ratify the lease was made by Mr. Finley and seconded by Ms. Woffington.

Outcome: Motion approved unanimously by roll call vote.

Approval of Lease Renewal for 500 Wyoming Avenue, Second Floor – Big Orange Marketing

- A three-year lease renewal was proposed with incremental rent increases:
 - Year 1: \$973/month
 - Year 2: \$1,010/month
 - Year 3: \$1,030/month
- The lease structure aligns with CIC's pricing strategy.
- Members discussed potential expansion by the tenant.
- A motion to approve the lease renewal was made by Ms. Woffington and seconded by Mr. Finley.

Outcome: Motion approved unanimously by roll call vote.

MISCELLANEOUS BUSINESS

400 Wyoming Avenue Facility Repairs

- **HVAC Replacement:**
 - The failed HVAC system was replaced at a lower cost than the initial \$27,000 quote, totaling \$17,000. Work has been completed and payment was recently made. The system serves the shared restrooms and the bar area.
- **Plumbing Issues:**
 - Frozen pipes caused sprinkler system failures; repairs added approximately \$1,000 in expenses.
 - Recurring public restroom plumbing backups were discussed.
 - A decision was made to install air-assisted "turbo toilets" to improve waste flow.
 - If issues persist, the CIC will assess a full drain line replacement.
 - Testing of the new toilets will take place before May 2025 to prevent disruptions during events.

Additional Topics Discussed:

- **W Lounge, 518 Wyoming Avenue:** Purchased by Hickory Wald; expected to open late spring 2025 as The Delmonico.
- **Brave Like Brayden Dog Park Update:** Targeted opening is May 2025.
- **Overhead Utility Lines:** The CIC discussed whether past projects to bury overhead utility connections were funded by the electric utility, City, or private property owners.

- **Planning Commission Meeting:** The Wyoming City School District will present its proposal for a swing space at Friendship United Methodist Church at the upcoming Planning Commission meeting on February 24, 2025.

EXCUSAL OF ABSENT MEMBERS

A motion to excuse Mr. Porter and Mayor Monich was made by Ms. Woffington and seconded by Ms. Smith.

Outcome: Motion approved unanimously by voice vote.

ADJOURNMENT

Ms. Smith moved to adjourn the meeting, seconded by Ms. Woffington.

Outcome: Motion approved unanimously by voice vote. The meeting adjourned at 8:38 a.m.

Respectfully Submitted,

Megan Statt Blake
Community Development Director