

UNIVERSITY HEIGHTS CITY BEAUTIFUL CORPORATION

May 18, 2020
6:00p – 7:00p

Zoom Meeting

Board members Present:	Michael Dylan Brennan Michele Weiss Susan Drucker	Susan Pardee Justin Gould
Also Present:	Luke McConville Brendan Zak Michael David (B.R. Knez)	Dennis Kennedy Barbara Blankfeld

Meeting called to Order by Michael Dylan Brennan at 6:02 P.M.

Approval of February 19, 2020 Meeting Minutes

Ms. Drucker made a motion to approve the meeting minutes as presented. Ms. Weiss seconded the motion. A voice vote was taken and Mr. Brennan, Ms. Weiss, Mr. Gould and Ms. Drucker voted to approve the minutes. Ms. Pardee abstained from the vote.

MOTION PASSES

Old Business

Mr. McConville explained how board seats are designated based on the employment position with the City. Mr. Grogan-Myers' seat cannot be filled because his position has not been replaced. Mr. McConville explained this is the reason to consider amending the current Code of Regulations. Ms. Drucker stated the purpose of discussion was to bring the information to the Board's attention. An amended Code of Regulations will be presented at the next CIC meeting for further discussion and adoption and that no further action was require at this time.

New Business – Financial Report

Mr. Kennedy stated that the cash balance is \$18,151.81. An insurance payment in the amount of \$1,695.00 and the receipt of a NOPEC grant in the amount of \$2,000.00 were the only transactions since the last meeting. Ms. Weiss inquired about Council transferring \$25,000 to the CIC at one of the future council meetings.

New Business – Approval of Board Secretary

Ms. Drucker nominates Mr. Zak to be Secretary, to which he accepts the nomination. A motion was made by Ms. Drucker to name Mr. Brendan Zak Secretary of the Board. Mr. Gould seconded the motion. A voice vote was taken and all voted to approve the motion.

MOTION PASSES

New Business - Authorizing the Transfer of 2603 Ashurst and PP # 721-18-012 on South Green Rd to B.R. Knez Construction Inc. for the Construction of Single-Family Homes

Mr. McConville states that this is a vote to add these two potential properties and sale prices to the current development agreement with B.R. Knez. Ms. Drucker raised Ms. Weizer's concerns that the City/CIC will have to repay grant funds that were used to fund the rain garden located at 2603 Ashurst, which Mr. Brennan stated that we are past the payback period. Ms. Pardee says that the property was converted into a rain garden due to stormwater runoff into nearby properties. Mr. McConville stated that rainwater management will be a part of site plan approval for the applicant when building a new home. Mr. Gould asked if it is necessary to disclose to B. R. Knez that there is potential remediation work. Mr. David (B.R. Knez) acknowledged the disclosure and stated that he does not foresee an issue with potential runoff issues.

The purchase price for the additional lots shall be \$1,287.75 for PP# 721-18-012, S. Green Road, and \$1,000.00 for PP# 722-26-028 2603 Ashurst. This vote allows the President of the Board to amend the development agreement. A motion was made by Mr. Brennan and seconded by Ms. Weiss to approve Amendment No 1 to Development Agreement to include PP# 722-26-028 and PP# 721-18-012 as part of Exhibit A. A voice vote was taken and all voted to approve.

MOTION PASSES

New Business – Approval of the Residential Attached Development Agreement with B.R. Knez

Ms. Drucker stated that this item was approved at the February 19, 2020 meeting, though the CIC recently received the signed purchase offer/development agreement from the school board, in addition to a copy of the CH-UH School District resolution authorizing the execution of the purchase offer and development agreement.

New Business – Ratification of Insurance Invoices

Mr. Kennedy explained that the annual payment of \$1,695.00 to Wichert Insurance was informally approved over email by the board to ensure that the board does not become delinquent. This action is a formality to approve the expense. A motion was made by Ms. Pardee to approve the payment to Wichert Insurance. Ms. Weiss seconded the motion. A voice vote was taken and all voted to approve.

MOTION PASSES

New Business – Approval of Legal Invoices

Mr. Kennedy explained the legal invoices are privileged information and therefore were not included with the agenda. Mr. McConville stated the charges, in part, are for services rendered last year. He submitted a bill in February for charges through January 2020, in addition to modest charges for this year. The Board agreed that Mr. Kennedy can pay future invoices as they are received and report these expenses at the following CIC

meeting. For any invoice in question, Mr. Kennedy may hold back payment for that invoice and bring it to the CIC Board for discussion. A motion was made by Ms. Pardee and seconded by Mr. Gould authorizing Mr. Kennedy to pay the current invoices in the amount of \$2,485.00. A voice vote was taken and all voted to approve the motion.

MOTION PASSES

New Business – Approval to Hire Auditors for GAAP and IRS Filings

Mr. Kennedy explained that as a separate entity, the CIC is responsible for filing GAAP / IRS filings. Mr. Kennedy would like to use the same company that is handling the City's filings so that both entities are in sync with their filings. Mr. Kennedy stated this will allow for easier accountability between the City and the CIC. Mr. Kennedy states that everything will be done for the CIC by the end of this month; the City by mid-June. A motion was made by Ms. Weiss and seconded by Ms. Pardee to authorize Mr. Kennedy to engage James G. Zupka, C.P.A., Inc in professional accounting services for the University Heights Community Improvement Corporation for GAAP and IRS filings. A voice vote was taken and all votes to approve the motion.

MOTION PASSES

Other Business – B.R. Knez

Mr. David states that two of the three original lots are under contract though the CIC need the quit-claim deeds filed with the title company, Ohio Real Title. Mr. Brennan states that the quit-claim deeds are almost ready to be signed. Once he receives the Prior Instrument Reference numbers for the parcels from Mr. McConville, they will be forwarded to the title company. Ms. Drucker stated Mr. Zak will be the contact person for all future quit-claim deeds going through the CIC.

Adjourn

A motion was made by Ms. Drucker and seconded by Ms. Weiss to adjourn the board meeting.

MOTION PASSES: MEETING ADJOURNED AT 6:44 P.M.