

UNIVERSITY HEIGHTS CITY BEAUTIFUL CORPORATION MEETING MINUTES

December 6, 2023

I. Roll Call

The meeting was called to order by Mayor Brennan at 7:02 p.m.

Board Members present:	Michael Dylan Brennan	Michele Weiss
	Sheri Sax	Geoff Englebrecht
	John Rach	Susan Drucker
	Shawn Belt	

Board Members absent:

Others Present: Deanna Bremer Fisher, Dennis Kennedy, Joe Gibbons

II. Approval of Minutes

August 2, 2023 – Ms. Weiss made a motion to approve the minutes. Mr. Brennan seconded. A voice vote was taken, and the ayes carried the vote unanimously.

III. Financial Report

Mr. Kennedy presented the financial report as of October 31, 2023. There was no revenue recorded for 2023. A budgeted transfer of \$25,000 had not yet been executed. Year-to-date expense are \$3,355.60 related to insurance policies and the audit. There are two items pending: one for obtaining a new Certificate of Good Standing and the other for the audit. These expenses won't exceed \$275. The beginning bank balance was \$75,674.83, and as of Oct. 31 it was \$72,319.23. He attached copies of the bank statements with the report. He has received a draft audit report, which will probably be released before the end of this month.

Mr. Rach asked about executing the transfer before end of the year. Mr. Kennedy said he must put it on the council agenda. Ms. Sax asked if there was any other action required. Mr. Kennedy said, "no."

IV. Proposed Schedule of 2024 Quarterly Meetings

Mr. Brennan presented the 2024 quarterly meeting schedule for approval:

- a. Jan. 17, 2024
- b. Apr. 17, 2024
- c. Sept. 18, 2024
- d. Dec. 18, 2024

Ms. Drucker motioned to approve the schedule of quarterly meetings, Mr. Rach seconded. Mr. Rach asked if we had worked around religious holidays. Ms. Fisher replied that she believed they had and would double check.

A voice vote was taken, and the ayes carried the vote unanimously.

V. Public Records Policy/Records Retention Schedule

Mr. Gibbons stated that he had communicated with Mr. Kennedy and Mr. McConville about a public records policy. Mr. Kennedy had communications with the State Auditor's office. He said that the best course of action is for the CIC to adopt the city's public records policy and had prepared a simple resolution for the corporation to adopt the city's policy. There should be a separate custodian, and he wrote in that the CIC secretary would act as the custodian. Exhibit A is the city's policy. It is likely that the city may want to revisit its policy, and the corporation may revisit it from time to time. Section 6.21 of the city's personnel procedure manual has a section about public records policy so we should make sure that it is also in there. Mr. Brennan asked if we should amend the resolution to include that. Mr. Kennedy said we would be OK to adopt the city's public record's policy as is. Ms. Weiss asked if we would need to include the city's retention policy. Mr. Gibbons stated that, for now, this is the most efficient and cost-effective way to deal with this requirement. Ms. Weiss stated that she would like to see the records retention policy at the next meeting. Mr. Kennedy said that for right now this would comply. Mr. Brennan stated we will take a closer look next year.

Ms. Weiss motioned to approve adopting the city's public records policy for the CIC. The motion was seconded by Ms. Sax. A voice vote was taken, and the ayes carried the vote unanimously.

VI. Old Business

Ms. Weiss wanted to revisit transferring the property on the corner of Fenwick and Silsby to the CIC. She stated that "we held it back because we thought it might require some specialization." Mr. Rach said it was a corner house and might require some special treatment, such as it might require more articulation on the side because it is a corner lot.

Mr. Brennan said he was not inclined to transfer more properties to the CIC until the members address certain governance issues. He reminded members of the specific instance when four members of the CIC used CIC funds to pay for a survey. "We can either require a vote of five or change the composition of the CIC so that we don't have a majority council on the board," he said. Mr. Belt stated that there are only three council members on the CIC board. Mr. Brennan agreed, but said that the council appoints the resident. Mr. Brennan suggested that the mayor appoint a second resident to the CIC.

Ms. Sax said that regular action of the CIC is not political and that this interferes with the operations of the city. "It would be in city's best interest to have more properties generating tax revenue," she said. "This should be a separate action." Mr. Brennan stated that the CIC has already been politicized. He said he would not transfer real property. Ms. Sax asked if by doing so he would be obstructing CIC business. Ms. Sax stated that she thought the CIC should still move forward with transferring the property. Mr. Rach said

that it is costing the city money. Mr. Rach added that it was the mayor who came to the council with the CIC format and that this is a change of heart. He stated that this seemed like “just a preference for you— that it is political,” and that he saw “no reason why we need to change the rules to meet your preferences.” Mr. Brennan said the format had been changed from its initial proposal, and upon passage, “at the time, it seemed acceptable, but since that time I no longer think so. It is on the record. The CIC will remain a dead letter until this governance issue is resolved. One way to do that would be to amend the regulations to make it where passage requires a vote of five.” Ms. Sax stated that “this assumes that administration and resident appointees always vote along a political line” and “I resent that and the residents should resent that.” Mr. Rach stated that it was water under the bridge and we should let it go. Ms. Weiss said the mayor was delegitimizing the citizen, city council and directors. She stated that the majority can change the composition of the board and no longer have the mayor as president. Mr. Brennan stated that it doesn’t resolve the issue of when you want the city to sign off on signing over property to the CIC. Barring a charter issue, removing the mayor from the CIC wouldn’t solve your problem. As to the property at Silsby-Fenwick, Mr. Brennan said he is not sure we should develop the property—“it is lovely the way it is.”

Mr. Belt said that what is frustrating for him is that none of the other CICs that he is familiar with feel like a mirror of a city council meeting. “I understand that a council meeting was brought here to work around what was happening between the administration and council. I understand your issues that that happened, and I understand why the four members voted to make it happen. It is frustrating that my time is wasted. I have no ability to do anything because the person who is in charge says we are not going to take up any business. I would love to move beyond that, but I don’t think we will. It is interesting that there are so many people in administration and city council who are on this board. There should be more people from outside. Right now, everyone is bringing their baggage. I don’t know what the answer is. I want this to not be round two of council vs. administration.”

Mr. Brennan replied that Mr. Belt did have the power to shape the composition of the board. “We can do it in a way to make it more balanced and fair,” he said. “Most CICs have more resident representation. You have a vote here; you are not powerless. I am happy to hear that you are open to suggestions and work to ensure that the CIC is never used as a workaround of the charter.”

Mr. Belt asked if they could talk about the property “because it has nothing to do with what has happened on this board in the past. Is there any reason not to transfer this property?” Mr. Brennan stated that it is smaller than a typical lot and is on a corner. He added that it was “rather well landscaped and has a park-like feel.” He felt that they were trying to shoehorn a house into a lot that is not a full size and at a busy intersection. He added that “regardless of the governance issue, I don’t know if it should be developed.” Mr. Rach said, “it is totally developable.” He said that he can look at a map to get the dimensions.

VII. New Business

Ms. Weiss stated that the CIC needed to have a discussion about creating a second CIC with the intention of putting the University Square garage in the CIC. She asked Mr.

Gibbons what steps the CIC needed to take. Mr. Gibbons said that he did not know if the City could create multiple CICs and would look into it.

VIII. Motion to Adjourn

Ms. Drucker made a motion to adjourn. Mr. Rach seconded. A voice vote was taken. The ayes had it and the meeting adjourned at 7:37 p.m.