**VILLAGE OF EVENDALE**

**COMMUNITY IMPROVEMENT CORPORATION**

Minutes from the May 19, 2020 Meeting

Evendale Municipal Building, 10500 Reading Rd. Evendale, Ohio

Attendees: Members Dr. Hugh McKinnon (Chairman), Mayor Richard Finan, Councilman Jeff Albrinck, Councilman Tom Sextro, David Harwood, Al Pearlman, and Tom Kuechly. Also attending were Chris Patterson (Planning Commission liaison), Sean Balnes (Red Tiger Investments, LLC), James Jeffers (Service Director), David Elmer (Director of Administrative Services), and Andrew Rodney (Building, Planning, & Zoning Manager.

Dr. McKinnon called the meeting to order at 7:30am.

BUSINESS

1. Approval of Minutes from the February 18, 2020 meeting.

Motion by Mr. Sextro was seconded by Mr. Albrinck to approve the minutes of the February 18, 2020 meeting as submitted. There was no discussion. Motion passed by a 7-0 vote.

1. Approval of Bills. Account status.

Mr. Elmer presented on the cash balance, outstanding bills, and account status. Invoices paid in February, March, and April to KMK Consulting, Plattenburg & Associates, and Red Tiger Investments, LLC totaling $21,105. Mr. Elmer noted a check in the amount of $75,000 from the Village will be deposited into the CIC bank account and a $1,600 refund was issued by KMK Consulting for a billing error.

Motion by Mayor Finan was seconded by Mr. Albrinck to approve the financial report. There was no discussion. Motion passed by a 7-0 vote.

1. AeroHub Update.

Mr. Elmer updated the CIC on the status of the Phase I subdivision for AeroHub North, noting the plat includes six (6) lots and a right-of-way dedication for AeroHub Boulevard. The plat will be on the Planning Commission agenda later in the evening.

Dr. McKinnon requested Mr. Elmer explain why the plat was necessary at this time.

Mr. Elmer responded the plat was necessary to create lots for sale, noting the lot layout reflects the adopted AeroHub concept plan.

Mr. Sextro asked if the plat included only lands owned by the Village.

Mr. Elmer responded in the affirmative.

Mr. Albrinck asked why lots five and six were created given no end users for the lots have been identified.

Mr. Jeffers responded the road right-of-way created a natural boundary for the creation of the two residual parcels. The parcels will remain until they are sold or further subdivided.

Dr. McKinnon requested an update on the Village bond issuance.

Mr. Elmer reminded CIC that Phase I of AeroHub Boulevard is complete. Phase II will continue the roadway north of Glendale-Milford Road up to Oak Road. JobsOhio granted the Village funds to partially fund the Phase II expansion, while the remainder will be covered by a recent $5 million bond issuance sold at 2.88%. Funds to be wired to the Village on or about May 20. Accepted bid for Phase II construction was $2.1 million, awarded to Kelchner Construction.

Mayor Finan expressed gratitude to Cynthia Caracci, Village Chief Fiscal and Accounting Officer, for her work on the bond issuance.

Dr. McKinnon noted that Phase II will only include two of the four planned lanes, plus the center median.

Mr. Elmer stated there are many variables that could impact the cost and timing of construction for Phase II of the road. The Village is seeking additional funds to complete Phase II in its entirety.

Dr. McKinnon requested an update on Kinetic Vision.

Mr. Elmer stated the project was going well. He noted the site plan will be on the Planning Commission agenda later in the evening. Mr. Elmer reported the proposed building had grown in size since the first concepts were introduced to the CIC.

Mr. Balnes summarized the proposed real estate purchase agreement with Kinetic Vision. He further noted they are seeking a July groundbreaking.

Mr. Balnes provided an update on progress toward applying for an Ohio Site Inventory Program (OSIP) grant. The Village is seeking a grant to perform site work at AeroHub. The maximum grant per project is $5 million, or 50% maximum contribution. The Village $5 million bond issuance could serve as the Village match. JobsOhio requested a pre-application meeting the following week to review the request and provide guidance. Mr. Balnes noted having construction ready sites will put the Village in a strong position to attract end users.

Mr. Elmer reported JobsOhio has contributed approximately $950,000 toward AeroHub, while the Village has requested a total of $2.5 million. He expressed doubt the full $5 million requested as part of OSIP will be awarded.

Dr. McKinnon summarized the current contract with Jim McGraw of KMK Consulting, which included payment at an hourly rate up to a total contract maximum of $25,000. Mr. McGraw approached the Village about continuing his work subject to a fee of 10% of the total JobsOhio grant award. Dr. McKinnon noted the Village determined this fee was too high and approached Mr. McGraw about an alternative fee schedule.

Mr. Elmer referenced the draft contract under negotiation with Mr. McGraw, noting the 10% fee request was inconsistent with what is typically paid for equivalent services.

Mayor Finan reported Village Council’s concern with paying a 10% fee.

Dr. McKinnon noted it was unlikely the CIC would vote to recommend a 10% fee.

Mr. Elmer continued summarizing the proposed draft contract. The first proposed option would be to continue the existing contract at the current hourly rate, with a second maximum contract total of $25,000 for a total expenditure of $50,000. Regardless of the success of the application, Mr. McGraw would be paid his hourly rate. The second option is a modified version of the percentage fee whereby the Success Fee paid would be equivalent to 10% of the grant award minus any hourly fees the Village paid to Mr. McGraw up to the time of grant award.

Mr. Pearlman asked how “success” would be measured.

Dr. McKinnon noted the hourly fees paid in Option One would be for work performed to prepare the Village for a grant application submission, rather than whether or not the grant dollars were awarded.

Mr. Albrinck acknowledged the work of Mr. McGraw to facilitate conversations with JobsOhio and prepare the Village for a successful grant application submission. He questioned continuing to contract with Mr. McGraw once the application is submitted. Mr. Albrinck stated concerns with paying a percentage fee based on the grant award amount, noting a recommendation to continue at the hourly rate if the Village decided to move forward with a new contract.

Mr. Patterson asked if there was a sunset date in mind to end the relationship with Mr. McGraw.

Mayor Finan reported it would take 3-4 months to receive word on a decision regarding the OSIP application, per conversations with Mr. McGraw.

Mr. Balnes noted a natural reset point with Mr. McGraw would be the date at which the Village formally submitted their OSIP grant application.

A motion by Mr. Albrinck was seconded by Mr. Harwood to continue the current contract with KMK Consulting and Mr. McGraw at the current hourly rate up to a maximum of an additional $25,000, for a total contract expenditure of $50,000. There was no further discussion. The motion passed by 7-0 vote.

Dr. McKinnon requested an update on the marketing plan for AeroHub, noting the need to reserve an area for signage north of Glendale-Milford Road and the importance of the proposed retention pond as an entry feature.

Mr. Keuchly noted the presence of a regulated stream in the area of the retention pond and asked if it were premature to conduct work in the area.

Mr. Elmer responded that the Village had obtained a permit from the Ohio EPA to disturb up to 300 feet of the stream, noting the two lanes of AeroHub Boulevard to be constructed north of Glendale-Milford Road should be sufficient to serve the AeroHub development until additional permitting could be obtained.

Mr. Elmer continued by summarizing the basic design concepts for branding and signage for AeroHub developed to date. Kolar Design, Inc. has been retained to further develop the branding and marketing. The firm was also used to design the bridge enhancements over I-75. Kolar is developing a service contract for CIC review.

Dr. McKinnon requested an update on the easement negotiations.

Mr. Elmer reported that Landmark holds an access easement over the private drive leading from Glendale-Milford Road to their property prohibiting the Village from closing the drive for more than 72 hours. Mr. Elmer noted there is no feasible way to funnel traffic through the easement while AeroHub Boulevard is under construction.

Mr. Elmer further stated a group of Village officials met with Landmark to explore other options. Prior to the discussion, the Village obtained an appraisal of the easement if a reconciliation payment to Landmark became necessary. He noted the easement appraised at a value significantly higher than anticipated.

Dr. McKinnon requested a list of next steps to resolve the issue.

Mayor Finan reported Landmark had a copy of the appraisal and is awaiting a response from the Village.

Mr. Albrinck requested a list of options to move forward.

Mayor Finan stated he was shocked with the appraisal and did not believe the Village should pay $57,550 to Landmark for an easement that will be unnecessary once the new roadway is dedicated as a public right-of-way.

Mr. Harwood expressed his disagreement with that figure and stated his belief that the real figure was $7,750, referencing sections of the easement agreement.

Mr. Patterson noted his disagreement with the Village Solicitor’s interpretation of the easement agreement.

Mr. Albrinck asked how long the easement closure was expected to last.

Mr. Jeffers responded six to nine months, weather dependent.

Mr. Elmer reported Landmark believes the easement is worth more than the $57,550 appraisal.

Mr. Keuchly noted his belief the Village is offering too much to Landmark.

Mayor Finan stated the road construction bid was too good to pass up and the issue of the easement needs to be resolved.

1. Silco Relocation. Community Reinvestment Area. CRA Housing Council Rules.

Mr. Elmer provided a summary of the current status of the Silco project, noting the following:

* The application is up for review by the Planning Commission later in the evening.
* Village staff provided Silco’s design team with a list of comments regarding the site design and building architecture, noting concerns specifically regarding the building aesthetics.
* Inwood residents were notified of the project via letter.
* Silco’s representatives requested a 90-day extension of the purchase contact due to concerns regarding COVID-19 relative to future business performance.

Mr. Elmer also reported the proposed Community Reinvestment Area (CRA) for the Silco site was approved by the State of Ohio in April. He reminded the CIC of their commitment to serve as the CRA Housing Council to oversee the local execution of the program, including reviewing all requests for tax abatements, inspecting the properties within the CRA boundary on an annual basis, and providing annual performance reports to the State of Ohio.

Mr. Elmer stated the CRA Housing Council is an appointed body. He said that, as planned, Village Council will appoint Mr. Albrinck and Mr. Sextro to serve as the Village Council representatives. Mayor Finan will appoint Dr. McKinnon and Mr. Harwood. The Planning Commission will appoint Mr. Patterson. Those five appointed individuals will then appoint Mr. Keuchly and Mr. Pearlman. Once the seven-member body is constituted, they will be required to formally adopt the rules governing the CRA Housing Council.

1. Responses to RFI/BID for Sale of 3046 Inwood Drive.

Dr. McKinnon stated that two bidders came forward to purchase the Village-owned property at 3046 Inwood Drive purchased in 2014 and later demolished. He noted the CIC must vote to accept a bid for the property.

Mayor Finan noted a significant difference in the bid prices. He suggested accepting the highest bid.

Mr. Sextro requested information on the nature of the property.

Mayor Finan responded the property is approximately one-half acre, however there is a significant grade drop-off on the northern half of the lot.

Dr. McKinnon stated the bids reflect an intention to build a high-quality single-family home, with completion in 9-12 months.

Mr. Sextro asked if either bidder has a connection to the Village.

Mayor Finan responded the low bidder once lived on Inwood Drive, but moved to Sharonville. They were interested in returning to the street.

Mr. Elmer noted that both bidders came forward with a bid at roughly the same time. The Village developed an evaluation criteria to evaluate and compare each bid.

A motion by Mayor Finan was seconded by Mr. Harwood to accept the Goodwin bid with the Stanton bid as a backup. There was no further discussion. The motion passed by a 7-0 vote.

1. Formica Vacant Land – Port Authority Acquisition Status.

Mayor Finan provided a brief explanation of the proposed lot split by the Formica Corporation, which would result in the acquisition of the remaining vacant land by The Port of Greater Cincinnati Development Authority. He also noted the land is located partially within the Mill Creek floodplain.

Mr. Elmer stated the lot split as originally proposed did not meet zoning and subdivision requirements for new lots. He noted the Village’s interest in working with Formica and the Port to design a lot that could be approved under the Village’s land development ordinances. Mr. Elmer stated the revised lot split now includes an extension of 150 feet in width out to Reading Road to meet the dual requirements for lot width at the setback line and connectivity to a public right-of-way. He noted the application would be on the Planning Commission agenda later that evening.

Mr. Kuechly asked if the Village was aware of the Port’s plans for the property.

Mr. Elmer replied that the Port often acquires land that is difficult to sell and develop on the open market due to physical constraints or conditions of the property, which in this case is location within the floodplain and lack of direct vehicular access to Reading Road. He noted the closest access to Reading Road is at Cooper Road, but such access would have to traverse through land currently owned by GE and located in the City of Reading. The Port is engaging with GE to acquire the land to the south of the Formica property. Mr. Elmer also presented a three-year temporary access agreement between the Port and Formica to allow access over Formica’s existing drive out to Reading Road.

Dr. McKinnon asked if the Port had an end user identified.

Mr. Elmer responded in the negative.

Mr. Harwood noted a Duke Energy transmission line traverses the property, and the Village owns property along Reading Road adjacent to the proposed lot split that could provide vehicular access to the Formica land at some point in the future.

1. Executive Session – To consider confidential information regarding a business’ specific business strategy, marketing plans, personal financial statement for economic development assistance, or consider the purchase or sale of property in accordance with ORC 121.22(G)(2)(8).

Due to a lack of discussion items, an Executive Session was not conducted.

1. Other business and economic activity update.

Mr. Balnes provided an update on progress by Neyer Properties to obtain the Cincinnati Firing Range property. He stated negotiations had stalled due to the COVID-19 pandemic, however the Cincinnati City Council did approve studying and reporting back on potential alternative locations for a new firing range.

Mayor Finan reported that the City of Lockland and Villages of Lincoln Heights and Woodlawn continue to complain about the noise. He noted there is an agreement in place to limit use of the range to between 9am and 3pm. The Evendale Police Department is no longer utilizing the range due to these restricted hours.

Mr. Balnes reported that Neyer Properties is evaluating brokerage companies for the AeroHub project, one of which will not be CBRE.

Mr. Balnes reported that negotiations were underway with the Cincinnati Business Journal for a series of articles highlighting the AeroHub project to promote property sales.

Dr. McKinnon thanked staff and CIC members for their hard work over the past few weeks under extraordinary conditions and circumstances.

Motion to adjourn by Mr. Albrinck was seconded by Mr. Sextro. There was no further discussion. The motion passed by a 7-0 vote.

The meeting adjourned at 9:26am.

Attest:

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Hugh McKinnon

Chairman, Community Improvement Corporation

Meeting Minutes prepared by Andrew E. Rodney, Building, Planning, & Zoning Manager.