

**CITY OF UPPER ARLINGTON**  
**COMMUNITY IMPROVEMENT CORPORATION**  
**MEETING MINUTES**

**THURSDAY, FEBRUARY 18, 2010**

President Chris Widing called the meeting to order at 4:15 p.m. in the Lower Level Meeting Room of the Municipal Services Center, 3600 Tremont Road

**MEMBERS PRESENT:** Virginia Barney  
Frank Ciotola  
Becky Hajost  
Robin Lorms  
Phil Markwood  
Ted Schindler  
James Sisto  
Chris Widing  
Erik Yassenoff

**MEMBERS ABSENT:** Wade Steen  
Chris Scott  
Clark Pritchett  
Jake Will  
Jim Jennings

**ALSO PRESENT:** Gary Hattery, EMC2  
Lori Wengerd, Wengerd Marketing  
Tom Lindsey, First Assistant City Attorney  
Matthew Shad, Economic Development Director  
Suzanne Beach, Executive Secretary

Chris Widing requested a motion to approve the January 21, 2010 minutes with amendment to the second paragraph on the second page removing the word would. Robin Lorms motioned. Frank Ciotola seconded. Motion carried unanimously.

**FINANCIAL REPORT:**

a. Matthew Shad presented the monthly bank reconciliation report in the absence of Chris Scott. Finance report accepted.

b. Marketing Contract

Matthew Shad informed the members that he is currently reviewing a scope of services contract with Lori Wengerd. A contract for services will be presented to the Board in March with an anticipated not to exceed amount of \$3,000. Matthew Shad will provide the Board a copy of the piece Lori designed for the UA Chamber Annual event.

c. Web Contract

Nick Sequin of DynamIT informed Suzanne Beach that the company is upgrading its system and will be sending the information to clients early March.

#### COMMITTEE REPORTS:

##### a. Committee Assignments

The Board was provided an updated copy of committee assignments at the meeting. Chris Widing reviewed with the Board the placement of the members and advisors that are to serve on each committee. He requested comment from the Board regarding those placements. Erik Yassenoff requested to be removed from communication and placed on Business Retention Committee and CIC initiated projects. Becky Hajost offered to volunteer for the Communications Committee. Chris Widing stated that for the first few months he would like for the Communications and Business Retention Committees to meet monthly. Some of the other committees will meet when there is a purpose, such as Fiber or CIC initiated projects. Chris Widing further assured the Board that City staff would be available to assist during these committee meetings. Matthew Shad asked that Council Member Debbie Johnson join the Communication Committee. Chris Widing would like a report from the committees that meet at the March CIC meeting.

#### OLD BUSINESS:

##### a. Incentive Request – EMC2 – 3518 Riverside Drive

Matthew Shad introduced Gary Hatterly of EMC2 to the Board. Matthew Shad stated that Riverside Caspian II, LLC owns a multi-tenant building with the primary tenant being Engineering Mechanics Corporation of Columbus (EMC2). They are proposing a laboratory expansion on the existing accessory building on the property. The project is a fixed asset investment of \$800,000 including \$650,000 in construction and \$150,000 in machinery and equipment. Staff has helped EMC2 with a request to ODOD for a Job Creation Tax Credit of 45% for 8 years worth \$101,101 and a \$20,000 grant for fixtures for the lab. EMC2 has pledged to retain 12 positions and expand 10 positions adding \$795,000 in payroll and committed to remaining at the property for 11 years. The building is approaching 50% vacancy with the departure of Gunther Computer and Keller Williams Classic Properties (leaving by second quarter of 2010). Half of the vacancy is located on the second floor which is currently without handicapped access.

Staff has explored elevator options with the owner and believes that a Limited Application Elevator (LULA) can be installed verses a traditional elevator due to the unique atrium configuration. The cost of a LULA is \$50 -75,000 compared to \$120,000 for a traditional elevator. The Venture Grant/Loan application is a request for \$75,000 to support the cost of installing the LULA elevator. Gary Hatterly explained to the Board that the elevator would make the building more marketable to medical or office tenants.

#### NEW BUSINESS:

a. TREX Applications

Matthew Shad updated the members that two TREX applications for Letters of Endorsement will be presented to City Council on March 1, 2010. An application was received for 3051 Northwest Blvd., Louie's Grill, (formerly Zuppa) and 2124 Arlington Avenue, Park Creek Kitchen, (formerly Arlington Pizza). Shad reviewed that each met CIC endorsed criteria as restaurants with sufficient investment and proposed tax reviews coming to the City. Members were asked to attend the meeting in support of the two applications and speak to Council if there were any questions.

EXECUTIVE SESSION:

Chris Widing requested a motion to enter executive session under the provisions provided under ORC 1724.11 Phil Markwood motioned. James Sisto seconded. Suzanne Beach took roll call: \*Virginia Barney – yes, Frank Ciotola – yes, Becky Hajost – yes, Robin Lorms – yes, Phil Markwood – yes, Clark Pritchett – absent, Ted Schindler – yes, Chris Scott - absent, James Sisto – absent, Wade Steen – absent, Chris Widing – yes, Jake Will – absent, \*Erik Yassenoff – yes. The Board entered executive session at 5:34 p.m.

\*Erik Yassenoff left Executive Session at 6:02 p.m.

\*Virginia Barney left Executive Session at 6:10 p.m.

Declared out of Executive Session at 6:15 p.m.

OTHER BUSINESS:

a. Liability Insurance Coverage

Matthew Shad informed the members that the CIC is not covered under the City's General Liability and Directors insurance policy. Suzanne Beach will solicit some quotes for the CIC and provide an update at the next meeting.

ADJOURNMENT:

Having no further business the meeting adjourned at 6:17 p.m.