NORTHWOOD
COMMUNITY IMPROVEMENT CORPORATION

COMMUNITY IMPROVEMENT CORPORATION MEETING

Wednesday, September 16, 2026 at 3:00 PM

Access meeting materials and information via the Northwood, Ohio Public Portal:
https://northwoodoh.portal.civicclerk.com/

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES:

- August 4, 2026 Meeting Minutes

TOPICS/ISSUES:

1) FINANCE REPORT

2) BALANCE AND OUTSTANDING OBLIGATIONS

3) APPROVAL OF LETTERHEAD AND ENVALOPES

4) REPORT ON OWNER INITIATED ANNEXATION STATUS OF 8+ ACRES

- Motion to approve cost share on Phase II with property owner subject to CIC purchase
- Approval of Wetlands Study by TTL not to exceed $5450.00

5) INTRODUCTION OF THE NEWLY HIRED DIRECTOR OF PLANNING, ZONING AND ECONOMIC DEVELOPMENT, ERIK ENGLE

6) REVOLVING LOAN FUND - ARTURO'S PIZZA

7) INVOICE FOR BRE SURVEY POSTCARDS

NEW BUSINESS:

OLD BUSINESS:

ADJOURNMENT:

August 4, 2026

City of Northwood
Community Improvement Corporation Meeting Minutes

CALL TO ORDER

The meeting of the Northwood Community Improvement Corporation was called to order by President Gallaher at 04:00 PM on August 4, 2026 in the Conference Room.

ROLL CALL

The roll was called by Secretary Popovitch and those in attendance were as follows: Dave Gallaher, Virgil Bryan, Bob Anderson, Ross Owens, Pat McGaharan, and Ken Yant.

APPROVAL OF AGENDA

APPROVAL OF MINUTES

MOTION: Virgil Bryan made a motion to **Approve ;** seconded by Ross Owens. **ROLL CALL: Yes:** Ross Owens, Dave Gallaher, Virgil Bryan; **No:** None; **Abstain:** none.
Result: Passed

1/22/26 Meeting Minutes

3/12/26 Minutes from electronic vote

4/24/26 Minutes from electronic vote

7/10/26 Meeting Minutes

TOPICS/ISSUES

Appointment of Bob Anderson as Trustee

The Board discussed appointing Bob Anderson as a Trustee. It was noted that adding another trustee would improve the Board's ability to establish a quorum and conduct business given members' work and family commitments.
MOTION: Virgil Bryan made a motion to **appoint Bob Anderson as a Trustee ;** seconded by Ross Owens. **ROLL CALL: Yes:** Ross Owens, Dave Gallaher, Virgil Bryan; **No:** None; **Abstain:** Bob Anderson
Result: Passed

Feller Finch Contract for Property Survey

The Board discussed obtaining a survey for the property currently under consideration for purchase.

Key discussion points included:

- A proposal from Feller Finch estimated the survey cost at approximately $6,400.
- An existing legal description from prior deed documents was located and may eliminate the immediate need for a new survey.
- The property is heavily wooded, contributing to the higher survey cost.
- It was suggested that if surrounding property owners pursue annexation in the future, completing multiple surveys at one time could reduce overall costs.
- Trustees agreed there was no immediate need to authorize the survey and preferred to determine whether it would ultimately be required during the acquisition process.
- Discussion also included how title companies typically handle survey requirements during real estate transactions.

Development Steering Committee

The Chair discussed shifting the focus from quickly acquiring and reselling the property toward a more comprehensive long-term redevelopment strategy for the broader Enclave area.To facilitate planning, the Board proposed establishing a Development Committee to coordinate planning efforts, evaluate opportunities, and make recommendations to the full Board.

The committee will consist of:

- Dave Gallaher
- Bob Anderson
- Kevin Laughlin
- Brian Ballenger

The committee will serve solely in an advisory capacity. All recommendations will be brought back to the Board of Trustees for review and approval.
MOTION: Virgil Bryan made a motion to **approve the development of a steering committee consisting of the recommended members;** seconded by Dave Gallaher. **ROLL CALL: Yes:** Ross Owens, Dave Gallaher, Virgil Bryan, Bob Anderson; **No:** None; **Abstain:** None
Result: Passed

The Board held an extensive discussion regarding the approximately 8.2-acre property and its role within the larger Enclave redevelopment area.

Topics included:

- The property will likely remain designated for commercial development because rezoning it for residential use could constitute spot zoning.
- Long-term concepts include extending a roadway through the property to improve access between Woodville Road, Owen Road, and other City-owned properties.
- Improved connectivity could support additional commercial development while allowing residential development opportunities farther from Woodville Road.
- The Board reviewed ownership of surrounding parcels and discussed how future annexation could improve redevelopment opportunities.
- ODOT access requirements, roadway design, curb cuts, and future traffic signal considerations were discussed.
- Trustees noted the property's frontage along Woodville Road may ultimately represent one of its most valuable redevelopment assets due to high traffic volumes.
- The importance of maintaining flexibility and evaluating redevelopment opportunities from a broader, long-term perspective rather than focusing solely on the current acquisition was emphasized.

Annexation Incentive Discussion

The Board discussed a potential incentive program intended to encourage voluntary annexation of commercial properties into the City.The concept would provide participating businesses with a temporary rebate of municipal income taxes, provided those funds are reinvested into improvements at the property, such as:

- Building façade improvements
- Parking lot improvements
- Advertising and marketing
- Customer amenities
- Other qualifying reinvestments

Trustees discussed the concept as a possible economic development tool to encourage redevelopment and investment in annexing properties. It was acknowledged that additional research and policy development would be necessary before moving forward with such a program.

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

4:25PM

ATTEST: Emily Popovitch
Clerk

APPROVED:
Chair

Business Techniques, Inc.
5445 Southwyck Blvd. #200
Toledo, OH 43614
Phone :419-867-1398

Invoice

INVOICE NO.
213826
DATE
3/23/2026

BILL TO

Northwood Community Improvement Corp.
Attn: Dave Gallaher
6000 Wales Road
Northwood, OH 43619

PO NO.	TERMS	SHIP	VIA
Emily	Net 30	3/10/2026	Sales

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