November 10, 2025

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 03:30 PM on November 10, 2025 in the Confrence Room.

ROLL CALL

The roll was called by President Gallaher and those in attendance were as follows: Terry Kretz, Amy Stribrny, Ken Yant, Bob Anderson and Virgil Bryan.
MOTION: Amy Stribrny made a motion to **excuse Emily Popovitch, Kevin Laughlin, and Ross Owens ;** seconded by Terry Kretz. **ROLL CALL: Yes:** Terry Kretz, Dave Gallaher, Amy Stribrny; **No:** None; **Abstain:** None
Result: Passed

APPROVAL OF AGENDA

APPROVAL OF MINUTES

September 11, 2025 Meeting Minutes

MOTION: Terry Kretz made a motion to **Approve;** seconded by Dave Gallaher. **ROLL CALL: Yes:** None; **No:** None; **Abstain:** Amy Stribrny
Result: Passed

TOPICS/ISSUES

Appointment of Bob Anderson as a Board Member effective Immediately

President Gallaher proposed appointing Bob Anderson as a board member (non-voting) of the CIC. It was noted that Bob is highly active in the community, involved in the Chamber, and has a long history working with the City. Clarification was provided that board members are non-voting, while trustees are voting members. A question was raised regarding earlier plans to include business community representatives on the board. President Gallaher stated the intention is to grow the committee gradually to maintain effectiveness and ensure members feel their time is valued.

Bob's anticipated role includes:
Assisting with community outreach.
Providing recommendations for potential new members as the committee's workload increases.
Serving as an "ear to the ground" to identify engaged individuals from the business community who could contribute meaningfully.
MOTION: Amy Stribrny made a motion to **appoint Bob Anderson to the CIC as a Board Member;** seconded by Dave Gallaher. **ROLL CALL: Yes:** Terry Kretz, Dave Gallaher, Amy Stribrny; **No:** None; **Abstain:** None
Result: Passed

Discussion of a BRE Program

President Gallaher explained that the effort originally began as a way to identify opportunities to reinvest CDBG money back into the city. In order to qualify for such funding, the City must collect detailed information from local businesses, which requires outreach beyond the City Building. The BRE survey is intended to gather essential data, such as business longevity, expansion plans, workforce needs, and any infrastructure gaps that may be limiting growth. This information will help the City better understand and support existing businesses, which typically generate 70 to 80 percent of local economic growth.

Members discussed the importance of direct communication with businesses, noting that the City currently relies heavily on tax receipt data that becomes available only after significant delays. The BRE survey and accompanying business visits will allow the City to take a more proactive approach. Follow-up visits to 10 to 15 businesses will help establish relationships, identify concerns early, and connect businesses with available resources. Members observed that prior business engagement programs had drifted from their original purpose, and expressed support for a renewed effort to build meaningful connections.

The estimated cost of the BRE survey is between $5,000 and $6,000, an amount currently available in the CIC budget. While the project could be directed to City Council, doing so would delay the process significantly due to the sequence of committee and legislative steps required. By allowing the CIC to oversee the project, the initiative could begin as early as January without additional expense.

President Gallaher concluded by requesting a motion to issue a Request for Proposal to consultant Glenn Grisdale for the BRE survey. Glenn's company would coordinate with Ohio University and Ohio State University, the developers of the BRE survey methodology. The Committee acknowledged prior discussions about similar studies and expressed support for moving forward.
MOTION: Terry Kretz made a motion to **send out a RFP for the BRE Survey to Glenn Grisdale;** seconded by Amy Stribrny. **ROLL CALL: Yes:** Terry Kretz, Dave Gallaher, Amy Stribrny; **No:** None; **Abstain:** None
Result: Passed

During the discussion, a question was raised regarding who may make motions, with clarification that only trustees are permitted to do so, though all attendees may participate in discussion. Members asked whether the CIC has an updated set of bylaws in place. President Gallaher confirmed that bylaws do exist and explained that the primary governing document is the corporation document, which must remain unchanged. However, the bylaws allow trustees to be added as needed, provided those changes are recorded in the meeting minutes. The Chair agreed to review the bylaws further and consult with the Law Director to ensure compliance.

The conversation returned to the BRE project, and President Gallaher noted that additional information would be provided to trustees who had joined the committee after earlier discussions. It was explained that Ohio State University would receive and process the completed surveys due to the time-intensive nature of the work, which could not reasonably be handled by trustees with full-time jobs. President Gallaher indicated that once the RFP responses are received, the committee will have a clearer understanding of the level of local support needed, which is expected to be minimal—possibly a few hours per week from one individual to keep the project moving.

The Chair stated that after the RFP is returned, consultant Glenn Crisdale and his associate Joe would be invited to present their proposed process to the committee, and Council members would be welcome to attend. Joe also indicated the survey could include optional questions from the CIC, though the Chair emphasized that any additions should only be included if they add real value to the survey's effectiveness.

The discussion concluded with the Chair noting the need to speak with the Law Director, Brian, regarding related matters, and indicating that further updates will follow once additional information is available.

3002 Woodville Road

Members discussed the property located at 3002 Woodfield Road, known as the Spanner Safety Building, which has been vacant since at least 2018. President Gallaher reported that the total taxes owed on the property, including property taxes and IRS obligations, exceed $754,000. The property is not currently in foreclosure because Huntington Bank, which holds two mortgages, has declined to take it back, citing it as "too upside down."

The discussion addressed potential strategies for acquiring and rehabilitating the property. President Gallaher noted that pursuing an abatement or eviction process could allow the City to take control without opposition, as the State of Ohio is unlikely to intervene. Members emphasized that even if the building itself requires significant work, the property holds value and could be salvaged. The possibility of financing rehabilitation through the CIC was discussed, including the potential to offer an 8% interest land contract to a new business, thereby generating revenue while returning the property to productive use.Participants suggested various potential business tenants, including minority- and woman-owned enterprises, and noted that such properties could qualify for additional government funding. The discussion highlighted the benefits of acting proactively to secure the property, rather than waiting for a sheriff's sale where outside investors might bid for speculative purposes. President Gallaher concluded that professional guidance from the Law Director, Brian, is necessary to evaluate the legal and procedural steps for pursuing control of the property, and agreed to follow up with him to determine the best approach.

Make a Difference Day

The Committee reflected on Make a Difference Day 2025 and expressed satisfaction with the outcomes despite limited preparation time. Activities included a tree planting at Nature Trails, coordinated with the Student Council and Tree Commission, and a tree planted at Central Park. The Junior Rangers and cheerleaders organized a run for cancer, raising nearly $1,500 for the Susan D. Coleman Center, with proceeds including a pink football to be donated to a local recipient. Members highlighted other volunteer efforts, such as trash collection along Wales Road, and noted ongoing collaboration with Waste Management, which now sends an employee to assist with cleanup approximately once or twice per month. Challenges with the timing and labeling of trees for planting were acknowledged, with plans to better manage projects for next year.The Committee discussed continuing Make a Difference Day in 2026. Members agreed that, with additional planning, the event could grow and involve more community members. Suggestions included feeding police and firefighters, organizing visible cleanup areas, and coordinating projects that the Committee can fully control.

It was also noted that a Keep Northwood Beautiful fund still exists with a balance of $20,000. Originally intended for monthly cleanup efforts, portions of the fund have been used for other projects, including Christmas decorations. The Committee acknowledged the fund as a resource to support future Make a Difference Day initiatives and related beautification projects.

Future Fiscal Competitiveness Analysis

President Gallaher addressed ongoing planning efforts, noting that many projects in the City's comprehensive plan currently lack funding. The Committee discussed the need to either adjust expectations for the plan or identify funding sources to implement it effectively. Prsident Gallaher proposed conducting a financial analysis in the second quarter to evaluate funding options and their potential impacts on both residents and businesses. This analysis would be data-driven and objective, aiming to guide future decision-making without reliance on personal opinions.

NEW BUSINESS

A unified message for growth

Members highlighted the importance of aligning the CIC, City Council, administration, and other stakeholders, including Planning Commission and department heads, around shared goals and talking points. President Gallaher emphasized creating a document that communicates priorities, opportunities, and strategies for promoting Northwood's growth, which would serve as both an internal reference and public education tool. Staff training and departmental buy-in were identified as critical to ensure consistent messaging and understanding of the comprehensive plan's objectives.

Regarding the BRE survey, President Gallaher outlined plans for a kickoff event, potentially a luncheon or informal gathering, to engage local business owners and encourage participation. The Committee discussed logistics, including timing, potential guest speakers, and presentation opportunities to highlight the importance of the survey. President Gallaher suggested hosting the event at a location conducive to networking, with flexibility for timing such as a lunch hour or late afternoon meeting. Follow-up presentations would be held at the conclusion of the survey to share results with participants. The BRE survey is expected to occur every other year, contingent on results and funding, and is intended to gather actionable information to guide economic development decisions.

The Committee also discussed scheduling and administrative items, including confirming dates for presentations, coordinating with Ohio State University representatives, and planning communications with Council and staff.

The meeting concluded with remarks regarding member transitions and resignations. President Gallaher noted the need to formalize any resignations in writing and indicated follow-up communication would occur as necessary. Final administrative tasks included distributing relevant materials and scheduling future meetings.

OLD BUSINESS

ADJOURNMENT

04:15 PM

ATTEST: Emily Popovitch
Clerk

APPROVED:
Chair