



MINUTES

CITY OF NEW ALBANY COMMUNITY IMPROVEMENT CORPORATION

Friday, May 30, 2024

CALL TO ORDER:

Community Improvement Corporation President Philip Smith called to order the Community Improvement Corporation (CIC) meeting of May 30, 2024, at 9:00 a.m. at New Albany Village Hall, 99 West Main Street, New Albany, Ohio. Staff attending were Bethany Staats, Morgan Joeright, Sara Zeigler, Jackie Russell, Alex Klosterman, and Allison Criger.

ROLL CALL:

The following CIC Members answered Roll Call:

Member Colleen Briscoe	P
Member Marlene Brisk	P
Vice-President Todd Brubaker	P
Member Jennifer Chrysler	A
Secretary Ron Davies	P
Treasurer Everett Gallagher	P
Member Matt Shull	P
President Philip Smith	P
City Manager Joe Stefanov	A

Guests: Doug McCollough, Neil Collins

Shull moved and Briscoe seconded to excuse Chrysler and Stefanov from the meeting. The CIC approved the motion with seven yes votes and none opposed.

ACTION ON MINUTES:

Briscoe moved and Smith seconded to adopt the April 25, 2024 meeting minutes. The CIC approved the motion with seven yes votes and none opposed.

INNOVATE NEW ALBANY CAFÉ UPDATE:

a. Café Schematic Design Review

Russell presented a schematic design for the Innovate New Albany (Innovate) café space with special attention to appliances, lighting, resurfacing of existing wood, and shelving and display space.

b. Café Operator License Agreement Review

Smith explained that the Innovate café license agreement required CIC approval to proceed. Smith highlighted the specific clauses that prevented the operator from taking equipment should they move out of the space, provided for a three-year agreement that allows the CIC to terminate the license as necessary, and phraseology stating the operator and the CIC would work together to name the café.

Gallagher asked and Smith responded that he would determine whether it is necessary to have a separate foodborne illness policy or to include foodborne illnesses in the general liability text. Brisk noted that the terms "license premises" and "premises" were interchangeable throughout the document. Smith agreed to

make the wording consistent. Briscoe asked whether the operator would be responsible for leaving the space as they found it, citing the third paragraph on page two of the agreement. Smith agreed to clarify that expectation. Gallagher asked and Smith confirmed that the \$275 monthly fee covers common area maintenance. Briscoe asked and Smith confirmed that the agreement does not limit operating hours.

Gallagher moved and Brisk seconded to approve the Innovate New Albany café operator license agreement subject to satisfactory resolution of the insurance, satisfactory exit provisions, and updates for consistency surrounding the use of “license” and “lease terms.” The CIC approved the motion with seven yes votes and none opposed.

Gallagher asked, and Smith confirmed that the CIC would be responsible for maintaining appliances. Davies asked and Collins suggested that Brick House Blue should be the first point of contact for maintenance issues. Briscoe asked and Smith confirmed that restrooms would be cleaned on weekends as part of the general cleaning agreement with The Daimler Group (Daimler). Russell added that Daimler had been flexible with janitorial services throughout the Innovate move to the temporary third-floor space. Briscoe asked and Brisk answered that any additional charge related to weekend cleaning would be added to the building-wide common area maintenance cost. Zeigler noted that Brick House Blue staff would be present for any weekend events in the Innovate space.

OTHER BUSINESS:

a. Broadband Update and Introducing Doug McCullough

Klosterman explained that the Community Development Department has been investigating concerns about broadband connectivity in New Albany. The city council outlined three main questions about broadband in September’s capital projects workshop. Staff used this guidance to identify several case studies for proactive municipal broadband improvement throughout October and met with a local broadband expert, Doug McCullough, in November. After several meetings, McCullough and the city finalized a contract CIO agreement on March 1. Staff hosted a kickoff meeting with McCullough in April and had established a regular meeting cadence and some initial first steps by May.

McCullough shared his background, including similar work in Virginia, East Cleveland, Powell, and Dublin, where he is currently still under contract doing similar work. McCullough explained that the city’s interest in improving broadband does not mean the city will implement a fiber-to-the-home (FTTH) program; there are different ways to improve infrastructure and many variables involved that will dictate the best path to improving service. McCullough said that the first phase of his work would be spent conducting a comprehensive investigation of all existing broadband infrastructure, including city-owned assets, right-of-way policies, current concerns, interests, barriers and needs, current service providers, and more. McCullough said that all of this research will be compiled into a digital file or binder for use in all future broadband infrastructure considerations. McCullough explained that identifying objectives and key performance indicators was a priority during the first phase of his work.

Davies asked and McCullough explained that there are cities that New Albany could study as examples but that at the moment, such a case comparison would be difficult until more information was collected about the city’s existing broadband infrastructure. Gallagher asked whether McCullough had an idea of where New Albany falls on the spectrum of broadband strength and organization. McCullough responded that the city has multiple departments responsible for different parts of existing broadband infrastructure, which is a common organizational hurdle to overcome. McCullough explained that more clarity would come once the different broadband considerations were brought under the same purview. Smith asked and McCullough agreed to provide a comprehensive plan, including defined stop and start points, within 90 days. Davies asked and McCullough clarified that nothing is needed of the CIC at this time.

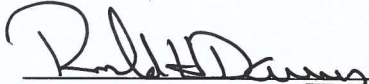
Brubaker asked and McCullough confirmed that FTTH is not the end goal of his work. McCullough explained that the only goal at this time is to better understand the city's existing broadband infrastructure and how it might be improved; to start with an end goal in mind would forego any opportunity to conduct a comprehensive evaluation and examine other possible solutions.

Briscoe asked and McCullough explained that using FTTH to provide WIFI in homes may not be the most technically sound strategy, but said nothing is off the table at this time. Smith shared that most broadband-related issues occur in the home, especially as home internet use has increased as a result of the pandemic. Brubaker and Smith shared their respective connectivity troubles and McCullough pointed out the differences between two homes in the same community; not to mention, Shull pointed out, how quickly connectivity technology changes or requires upgrades. Shull and Gallagher recognized staff for advancing discussions about broadband and identifying an expert to guide and support the city. Brisk and Briscoe shared that for as long as they can remember, broadband has been a priority issue for the city council but has never advanced due to a lack of expert guidance.

Gallagher asked and Staats responded that the annual CIC audit is complete with no issues to note.

ADJOURNMENT

Briscoe moved and Brubaker seconded to adjourn the meeting. The CIC adjourned the meeting with 7 yes votes and none opposed at 9:49 a.m.



Secretary, CIC Board of Trustees

7/11/2024

Date

