

**DUBLIN COMMUNITY IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING
Monday, August 18th, 2025
City of Dublin Council Conference Room**

Minutes of Meeting

Mr. Keeler (Chair) called the meeting to order at 5:00 p.m.

Roll Call

The following members of the Dublin Community Improvement Corporation (CIC) Board of Directors were present: Chris Amorose Groomes, Jeremiah Gracia, Andy Keeler, Ross Langford, Megan O'Callaghan, and John Reiner.

Also present Kendel Blake – Secretary, Jaime Hoffman – Treasurer, Rob McCarthy (legal), Mara Hunter, and Luke Fleming.

Approval of Minutes

Discussion: No Discussion.

Mr. Keeler moved to approve the minutes of the February 24, 2025 meeting.

Ms. Amorose Groomes seconded the motion.

Vote on the motion: Yes votes: 6; No votes: 0. Motion carried.

Adjourn to Executive Session

After a roll call vote, a motion to move to Executive Session to consider the purchase of property for public purposes was made by Mr. Keeler and seconded by Mr. Reiner. The motion passed unanimously.

Mr. Keeler reconvened the meeting at 5:14 p.m.

Audit Findings

Ms. Hoffman initiated a discussion in regards to audit findings regarding years 2023 and 2024. She noted that there were three findings and noted them in her report. These findings included that the disclosure report for 2023 was filed late, but upon notification, filed the same week, a public records policy poster, which was later created for City Hall, and the requirement of a records custodian signing off when secretaries changed over, which was also signed off on. All of the items were listed as being compliant.

To Award a Commercial Façade Improvement Grant

Mara Hunter noted her new role on the development team and initiated a presentation and discussion regarding the Commercial Façade Improvement Grant. Criteria for the applicants

were outlined. Ms. Hunter began discussing the application progress, including a pre-application meeting, a Microsoft form with budget details, which are to be brought before the board. Ms. Hunter then went into the details of an applicant who had applied for three separate addresses, including the amounts that they had requested and provided background on the new tenants, such as a bakery, a pet food shop, and a barber shop. Ms. Hunter then specified the improvements that the tenants wish to make to the buildings. Ms. Amorose Groomes asked a question if the CIC had the right to withhold funds if the tenant was not compliant with the code. Mr. Keeler requested that the grant be per structure, not per address. Ms. Amorose Groomes then noted that the goal of the CFIP is to encourage historic district business owners to invest in their buildings and to encourage them to apply. A discussion then took place between the board members including Ms. O'Callaghan, Mr. Gracia, and others regarding the distinction between the funds being per *project* or per *address*. It was then requested that the CFIP guidelines be changed to emphasize that the CIC board has complete discretion as to whether an application is awarded funding for a project.

A motion was introduced by Mr. Keeler to award the Façade Improvement Grant to 48, 50, and 52 South High Street. The motion was seconded by Ms. Amorose Groomes.

Vote on the motion: Yes votes: 6; No Votes: 0. Motion approved.

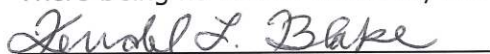
Financial Update

Ms. Hoffman led a discussion regarding the financial updates for the CIC board. The current bank account balance is \$411,712.124. She also clarified the interest gains, as well as when the account will see the money transferred to recipients of the Commercial Façade Improvement Grant.

Board Roundtable Discussion

Mr. Langford noted that CIC funds were not earning as much interest as they could if other investment options were explored.

There being no further business, the meeting adjourned at 5:46 PM.



Kendel L. Blake

Secretary