

Village of Batavia Clermont County CIC, Inc.

Agenda Meeting Minutes
Monday, May 11, 2026

Call to order by **Mayor Runck** at 7:03 PM

Roll Call of Board of Directors Members Present

Mr. Owens, Mrs. Zagar, Mr. Dorsey, Mr. Runck, Mr. Smith, Mr. Staton, Mr. Stewart,

Approval of Minutes:

Motion to approve the Minutes of the September 22, 2025, Village of Batavia Clermont County, CIC, Inc. meeting: by **Mr. Stewart** Seconded by **Mr. Staton**

Vote by Roll: Mr. Runck Mr. Staton Mr. Stewart **3- 0 Pass**

Motion to enter into Executive Session:

By: **Mr. Staton** Seconded by: **Mr. Zagar** Vote on motion: **5-0**

Vote: Mr. Owens **Yes** Mrs. Zagar **Yes** Mr. Dorsey **Yes** Mr. Smith **Yes** Mr. Staton **Yes** Open _____

Time going into executive session **7:05 PM**

Motion to return to regular session:

By: **Mr. Staton** Seconded by: **Mrs. Zagar** Vote on motion: **5-0**

Vote: Mr. Owens **Yes** Mrs. Zagar **Yes** Mr. Dorsey **Yes** Mr. Smith **Yes** Mr. Staton **Yes** Open _____

Time back into regular session **7:43 PM**

Executive Session:

ORD 121.22(G)(2) – relating to purchase or sale of property

General Development Update:

The CIC loan to the Bean and Brew payments are current.

The Maddox grant will be initiated this month as they move personnel into the new offices in the former fire house.

New Business:

Financial:

Report of CIC financial data.

Village of Batavia Clermont County CIC Resolution 06-2026 – Approving and accepting

A Motion to adopt Batavia CIC Resolution 06-2026 approving the transfer parcels 060206.246A, 060206.245., 060206.243C, 060206.243B, 060204.180B from the Village of Batavia Ohio to the Village of Batavia Clermont County Community Improvement Corporation (CIC),

Motion by **Mr. Owens** seconded by **Mr. Stewart**

Vote by Roll: Mr. Owens Mrs. Zagar Mr. Dorsey Mr. Runck Mr. Smith Mr. Staton Mr. Stewart The Motion passed/failed on a vote of: **Pass 6-0**

The motion below is not consistent with the last Council meeting discussions.

Other Issues, Considerations and Concern to the Village of Batavia Clermont County CIC, Inc.

Jason Chamlee VP of Habitat for Humanity spoke about the goals for the properties and the program at large

Proposed Motion:

Motion Number: 0007-2026

I move that the Batavia Clermont County Community Improvement Corporation adopt the following requirement regarding the transfer of real property owned by the Corporation:

No sale, transfer, conveyance, donation, lease exceeding one (1) year, or other disposition of any real property or real property interest owned by the Batavia Clermont County Community Improvement Corporation shall be approved unless authorized by an affirmative vote of **no less than two-thirds (2/3)** of the duly appointed and serving members of the Board present at a meeting where a quorum has been established. This requirement shall apply to all transfers of real property regardless of the proposed recipient, consideration, or purpose of the transfer.

I further move that this requirement be incorporated into the policies, procedures, and governing documents of the Corporation as applicable and take effect immediately upon adoption.

Motion by **Mr. Staton** seconded by **Mr. Smith** Vote by Roll: Mr. Owens Mrs. Zagar Mr. Dorsey Mr. Runck Mr. Smith Mr. Staton Mr. Stewart The Motion passed/failed on a vote of: **Pass 7-0**

Motion to provide a letter deadline 30 days

Proposed Motion

Motion Number: 0008-2026

Member **Mr. Dorsey** moved the adoption of the following motion, Second by **Mrs. Zagar**

The Village of Batavia desires to promote economic development, encourage private investment, strengthen the local business community, improve commercial properties, and enhance the appearance and vitality of business districts within the Municipality; and Chapter 1724 of the Ohio Revised Code authorizes a community improvement corporation to engage in activities that advance economic development, community revitalization, and business assistance programs; and The Village of Batavia finds that a matching grant program for eligible businesses will serve a public purpose by encouraging facade improvements, site renovations, code compliance upgrades, property reinvestment, and

business expansion activities that contribute to economic growth and neighborhood stabilization;

The Batavia Clermont County Community Improvement Corporation hereby authorizes and directs Community Improvement Director Chip Stewart to develop and establish a Business Matching Grant Program pursuant to the powers and authorities granted under Ohio Revised Code Chapter 1724.

1. Program Purpose.

The purpose of the program shall be to provide matching grants to eligible businesses and property owners for projects that promote economic development and improve commercial properties within the Municipality, including but not limited to:

- Facade improvements;
- Exterior rehabilitation;
- Signage improvements;
- Landscaping and site enhancements;
- Accessibility improvements;
- Building code and safety upgrades;
- Permanent equipment associated with business expansion; and
- Other improvements determined to further the economic development goals of the Municipality.

2. Program Guidelines.

The Community Improvement Director shall prepare and administer program guidelines, including:

- Eligibility requirements;
- Matching fund requirements;
- Maximum grant amounts;
- Application procedures;
- Evaluation criteria;
- Project completion requirements;
- Claw back or repayment provisions when appropriate; and
- Any additional administrative rules necessary for implementation.

3. Funding Availability.

Grants awarded under the program shall be contingent upon the availability of appropriated funds and may include funds from municipal appropriations, grants, donations, revolving loan funds, or other lawful sources.

4. Approval of Awards.

Individual grant awards exceeding \$_____ shall require approval of the CIC Board. Awards below that threshold may be approved administratively by the Community Improvement Director in accordance with the adopted guidelines.

5. Compliance with Law.

The program shall be administered in compliance with all applicable federal, state, and local laws, including applicable provisions of Ohio Revised Code Chapter 1724.

6. Effective Date.

This motion shall take effect immediately upon its adoption more formal **resolution** version instead of a motion,

Motion by **Mr. Dorsey** seconded by **Mr. Zagar**

Mr. Owens **Yes** Mrs. Zagar **Yes** Mr. Dorsey **Yes** Mr. Smith **Yes** Mr. Staton **Yes** Mr. Stewart **Yes**
Open ____

The Motion passed/failed on a vote of: **6-0**

Adjournment:

Motion to Adjourn by: **Mr. Smith**: Seconded by **Mr. Stewart**

Meeting adjourned at **8:04 PM**

Attest:

Stephen Staton

Stephen M. Staton, Mayor

F. Justin Russell

F. Justin Russell, Fiscal Office