

AUSTIN CENTER JEDD
BOARD OF DIRECTORS MEETING
February 12, 2019 – 3:30 P.M.
MINUTES

Call to Order

Chair Crystal Corbin called the Austin Center JEDD meeting to order at 3:32 p.m. The following members of the board were present:

Present:

Crystal Corbin
Steve Naas
Jennifer Johns
Greg Shackelford
Chris Snyder

Nick Endsley, Sebaly Shillito + Dyer; Nick Blizzard, Cox Media Group; Dan Mayberry and Susan Davis, Miami Township; were in attendance.

Election of Officers for 2016

The Chair, Crystal Corbin, is appointed by statute in accordance to the JEDD contract. Steve Naas motioned to keep the same slate of officers as last year: Steve Naas as Vice-Chair, Jennifer Johns as Treasurer, and Susan Davis as Secretary. Chris Snyder seconded the motion. Ms. Corbin aye, Mr. Naas aye, Ms. Johns aye, Mr. Shackelford aye, and Mr. Snyder aye.

Approval of Minutes

Steve Naas motioned to approve the minutes as presented from the December 4, 2018 annual meeting. Greg Shackelford seconded the motion. Ms. Corbin aye, Mr. Naas aye, Ms. Johns aye, Mr. Shackelford aye, and Mr. Snyder aye.

Treasurer's Report

Jennifer Johns presented the treasurer's report recapping 2018 with \$787,877 in income tax collections; 19% increase from 2017 because of the first year of residential collections, \$218,531 in hotel motel taxes; 25% increase due to a full year of collections on both hotels. Last month the JEDD collected \$83,000 in income taxes and \$13,000 in hotel/motel taxes. The operating expenses have increased 4% from last year mainly due to additional landscaping costs and the expense caused by a leak in the irrigation system which the county declined to adjust. The unexpended fund balance is \$283,586.67. Chris Snyder motioned to accept the treasurer's report. Steve Naas seconded the motion. Ms. Corbin aye, Mr. Naas aye, Ms. Johns aye, Mr. Shackelford aye, and Mr. Snyder aye.

Update of Landscaping Maintenance

Ms. Corbin asked Dan Mayberry to update the board on the irrigation leak. Mr. Mayberry said irrigation leaks are common with large supply line systems. When the leak was discovered the water had been running 24/7, resulting in a \$2,500 water bill. Ms. Corbin indicated there were many repairs to the irrigation system the first couple years due to construction projects. Mr. Mayberry mentioned that repairs have been reduced, but we

need to be aware of an upcoming ODOT improvement project to construct an additional right turn lane onto I75 north. There have been discussions in the past of monitoring the irrigation system but, due to construction, it was tabled. The cost to monitor the system was in the \$8,000 range; this may be an option going forward.

Mr. Mayberry said there is not much activity taking place this winter; there are crews walking the site monthly picking up debris. This is the second year of a three-year fixed pricing on the maintenance contract with TR Gear Landscaping. Mr. Mayberry expressed the consistent good working relationship with TR Gear Landscaping, and within the next three to five weeks they will be ramping up and back out in full force this spring.

Discuss Economic Development Assistance (EDA) Program Guidelines

Mr. Snyder presented a draft EDA containing a couple blanks regarding numbers for a minimum level of capital investment and a minimum of new payroll needed to receive assistance. Mr. Snyder asked for feedback on the following questions: Do we want funds to roll over from one year to the next? Will we fund forgivable loans or other low interest loans? Will we fund job training or other workforce incentives? What term do we want to use for payback of initial investment? Greg Shackelford explained the guidelines the City of Vandalia used when granting economic development incentives.

The board discussed the draft EDA program establishing guidelines to encourage new businesses to locate and existing businesses to expand within the Austin Center JEDD.

- Set up a budget of \$20,000 - \$50,000 for the EDA program
- If the board elects, funds not allocated will roll over to the next year
- Would not want to fund forgivable or low interest loans as too much time is spent on collections
- Funding job training and workforce incentives would benefit some businesses
- Does the board want to set a maximum amount per project
- May assist with relocation costs, but follow BusinessFirst protocols
- Because of limited resources, there should be parameters in place for competing applications
- When competing applications are received the board has sole discretion; given the scope, less rules are better
- Timeframe for granting assistance could be weeks; may take a couple of meetings to decide granting assistance
- The assistance would be a reimbursement like the ED/GE program to ensure businesses have achieved requirements set forth in an agreement
- Establish a grant formula based on new payroll or minimum payroll
- The program should promote value and benefits to existing JEDD businesses and also to those businesses choosing to locate within the district

Mr. Snyder and Mr. Endsley will work on revisions based on the board's comments and will circulate another draft for review.

Issues from Around the Table

Mr. Shackelford asked if there is any update on the directional signs. Ms. Corbin hopes to have an update for the next meeting.

Mr. Snyder commented there are a couple new additions to the JEDD; Old Navy and Buffalo Wild Wings will be under construction this spring.

Susan Davis distributed the conflict of interest disclosure statements to the board of directors to fill out and sign.

Ms. Corbin thanked Mr. Snyder for his work on the EDA guidelines and thanked Mr. Shackelford for sharing the City of Vandalia's program with the board.

Public Comments

None

Next Meeting Date

The next meeting is Tuesday, April 9, 2019 at 3:30 p.m. at Miami Township Government Center.

Next Agenda Items

- Further discussion and/or adoption of the EDA program

Adjourn

Mr. Shackelford motioned to adjourn the meeting at 4:13 p.m.