

Warren County Port Authority

Meeting Minutes

March 3, 2008

Opening:

The regular meeting of the Warren County Port Authority was called to order at 5:02 pm on March 3, 2008 in the Warren County Administration Building, Room 128 B by Board Chair Greg Sample.

Present:

Warren County Port Authority Board Members: Mr. Ficke, Mr. Hearsum, Mr. Sample, Ms. Reindl-Johnson and Mr. Wilson.

Warren County Economic Development Staff: Kimm Coyner and Martin Russell

Other Attendees:

Andy Brossart – 5/3 Bank

Sean Fraunfelter – Port Contract Accountant

Dan Cunningham – Warren County Regional Arts Center, Board of Trustees

Larry Hollingshead - Warren County Regional Arts Center, Board of Trustees

A. Approval of Agenda

The agenda and additional resources were distributed to the board for review and consideration without disapproval.

B. Approval of Minutes

A motion was offered by Steve Wilson and seconded by Geoff Hearsum to accept the minutes of the Warren County Port Authority's Board Meeting on February 4, 2008. The motion passed with a unanimous voice vote.

C. 2008 Office Appointments, Warren County Port Authority

A motion was offered by Greg Ficke and seconded by Steve Wilson that the below Port Board members and staff be nominated for officer positions. The motion passed with a unanimous roll call vote.

Chairman – Greg Sample

Vice-Chairman – Steve Wilson

Treasurer – Geoff Hearsum

Executive Director – Kimm Coyner

Secretary – Martin Russell

D. Executive Director's Report

- Executive Director, Kimm Coyner, requested that Sean Fraunfelter discuss the need to create a VH Monroe Project Fund to expend funds collected from the special assessment debt issued by the Port. Mr. Fraunfelter shared with the Board the importance of creating this fund from an accounting perspective. **A motion was offered by Steve Wilson and seconded by Geoff Hearsum to approve Warren County Port Authority Resolution No. 2008-05 authorizing the creation of a VH Monroe Project Fund. The motion passed with a unanimous roll call vote.**
- Executive Director, Kimm Coyner, requested that Sean Fraunfelter review the January finance report with the Board. No issues or questions were raised regarding the report. **A motion was offered by Greg Ficke and seconded by Cheryl Reindl-Johnson to accept as presented the January Finance Report of the Warren County Port Authority. The motion passed with a unanimous voice vote.**
- Executive Director, Kimm Coyner, requested that Martin Russell discuss his activity regarding rail capacity in Warren County and his upcoming trip to Washington DC. Mr. Russell discussed the growing demand of companies looking for alternative modes of freight transportation due to the rise in fuel costs. Additionally, Warren County is being approached by an organization called GO21 regarding rail issues. The organization is focusing on the advantages of rail usage and is targeting this area because Congresswoman Jean Schmidt sits on the House's Transportation and Infrastructure Committee. Mr. Russell will be traveling to DC to meet with members of the Ohio delegation to discuss tax credit/rail regulation bills. Mr. Russell also stated that this issue has come up fairly quickly and he will have more updates to report back to the Board regarding next steps/possible opportunities as time/projects warrant.

E. Old Business

- Dan Cunningham and Larry Hollingshead, Chair and Vice-Chair of the Warren County Regional Arts and Culture Center (Arts Center), discussed with the Port Board the latest happenings regarding the Arts Center. Mr. Cunningham discussed the make up of the Board of Trustees and that they had organized and appointed officers. He also discussed the organization of the soon to be presented Advisory Council and what their function would be. Advisory Council members will be placed into committees to address areas of scope and service for the Arts Center and will report directly to the Art Center's Board of Trustees. The Board of Trustees will also meet on a regular basis; coming together the second Friday of each month at 7:30 am. Port Board members addressed organizational and process techniques that would benefit

all parties in moving the Art Center's vision forward. It was discussed that the Port was chosen as the mechanism to study this venture because it was regional in its makeup and that it would be beneficial to continue that regional focus throughout the process. As part of that regional focus, it was discussed linking the happenings of the project to the Warren County Office of Economic Development's website for individuals' review. It was also mentioned that the feasibility study was done to determine market need and that potential discussions of locations, size and scope of the Arts Center was premature. Mr. Cunningham and Mr. Hollingshead concurred on the regional nature of the project and indicated that numerous meetings in both the Cincinnati and Dayton areas had taken place to discuss the importance of accentuating already existing arts venues versus competing against them.

- Staff discussed the vision of creating a High-Tech Incubator in Warren County. Staff has met with regional leaders from the government, educational, business and other communities to discuss this idea. It has been determined that a study would be required to determine market need and what specific high technology niche would work best for this region. Several bids were requested to conduct such a study and it appears that approximately fifty thousand dollars would need to be raised to fund the process. Staff is currently working with both Warren and Butler County officials as well as with business/foundation leaders to raise the necessary funds. Additional information or actionable steps will be presented to the Port Board as required.
- Staff requested that Andy Brossart from the 5/3 Bank discuss the status of the VH Monroe Project. Mr. Brossart stated that they had a buyer for a one year note regarding the infrastructure improvements to the site. He believed that once the roads and other assets were seen on the site that additional interest would be there and going out to the bond market would be more feasible. The closing for the note is scheduled for the following week.
- Steve Wilson asked staff if they had heard any information regarding the proposed marina at Caesars Creek towards Waynesville. Staff discussed that they had heard of a couple of options being presented, but that none had been chosen to date. It was suggested that staff investigate the possible options and see if there might be an opportunity to fund any forecasted projects.

Adjournment:

At 6:05 pm, a motion to adjourn was made by Mr. Wilson. The motion was seconded by Mr. Hearsom and passed by a unanimous voice vote. The next Warren County Port Authority meeting will be at 5:00 pm on April 7, 2008 in room 128 B, Warren County Administration Building.

Minutes submitted by:

Martin Russell

Approved by:

Kimm Coyner