

## **Warren County Port Authority**

### **Meeting Minutes January 25, 2010**

#### **Opening:**

The meeting of the Warren County Port Authority was called to order at 5:03 pm on January 25, 2010 in the Warren County Administration Building, Room 128B by Warren County Port Authority Chairman Greg Sample.

#### **Present:**

**Warren County Port Authority Board Members:** Mr. Ficke, Mr. Gully (5:49 pm), Mr. Hearsum, Mr. McNeill, Mr. Sample and Mr. Wilson

**Warren County Economic Development Staff:** Kimm Coyner and Martin Russell

#### **Other Attendees:**

Mike Robinette – City of Middletown

Kelly Cowan – Miami University

Michele Blair – City of Mason

Ben Huffman - Warren County Convention and Visitors Bureau

#### **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 Mr. Wilson and seconded Mr. McNeill to accept the November 2, 2009 minutes as presented by staff. The motion passed with a unanimous voice vote.**

#### **C. Executive Director's Report**

- Executive Director Kimm Coyner requested Sean Fraunfelter, the Warren County Port Authority's Contract Accountant, to give the Board the financial report. Mr. Fraunfelter discussed the months of September through December 2009. September saw a large draw due to top coating at the Cincinnati Premium Outlet Mall. In October revenue sharing between Warren and Butler County's Port Authorities began in regards to the Atrium YMCA completed in Middletown. November and December did not see many transactions except for the principal and interest payments made in December for the Corridor 75 Park project.

- Executive Director Kimm Coyner discussed the 2010 Port Board calendar. She requested that each member review the set dates and forward any conflicts to her. The meeting on Monday, February 1, 2010 was cancelled because of its close proximity to this meeting.

#### **D. Old Business**

- Executive Director Kimm Coyner discussed the need to organize the Port Board within the next couple of months. The current office holders have expressed their willingness to stay on in their positions. It was requested that Board members consider their interest in taking an officer's position or supporting the current slate in maintaining their current roles.

#### **E. New Business**

- Executive Director Kimm Coyner requested Sean Fraunfelter discuss an audit of the Warren County Port Authority by the State of Ohio. Mr. Fraunfelter stated that the Port would be audited for 2008 and 2009. He also stated that the cost of the audit would be approximately \$4,000.

#### **F. Executive Session**

- **At 5:10pm a motion was made by Mr. Ficke and seconded by Mr. Hearsom to enter into executive session to discuss ongoing litigation involving Martha Paige. The motion passed unanimously using a roll call vote.**
- **At 5:20 pm a motion was made by Mr. Wilson and seconded by Mr. Hearsom to exit executive session discussing ongoing litigation involving Martha Paige. The motion passed unanimously using a roll call vote.**

#### **G. New Business (Continued)**

- Executive Director Kimm Coyner brought to the Board projects to be considered under the Warren County Recovery Zone Bond Allocation. The Warren County Board of Commissioners allocated their portion of stimulus bond financing (American Recovery and Reinvestment Act/ARRA) to the Port Board for potential projects. The State of Ohio has requested that any unused/non project reserved allocation be reverted back to the State and for those decisions to be made by the end of January 2010. The Warren County Office of Economic Development sent notices to all local partners to see if there were projects in the pipeline that would be ready to go to market by the end of 2010 and could benefit from such financing. Five projects were submitted, three from the City of Mason, one from the City of Middletown and one from the Warren County Convention and Visitors Bureau. Each group presented information regarding their projects (see attached). Board member Mr. McNeil explained to the Port Board his involvement with the Greentree Academy/City of Middletown and would abstain from any vote taken regarding their project.
- **A motion was made by Mr. Wilson and seconded by Mr. McNeil to submit the four projects presented by the City of Mason to the State of Ohio as potential financing deals using Warren County's Recovery Zone Facility Bond Financing allocation. The motion passed with a unanimous voice vote.**

- **A motion was made by Mr. Wilson and seconded by Mr. Gully to submit two projects, the Greentree Academy at 4 million dollars and the Warren County Convention and Visitors Bureau at 2.07 million dollars, to the State of Ohio as potential financing deals using Warren County's Recovery Zone Economic Development Bond Financing allocation. The motion passed 5-0 with Mr. McNeil abstaining from the vote.**

**Adjournment:**

At 6:05 pm, a motion was made by Mr. Gully and seconded by Mr. Ficke to adjourn the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting will be at 5:00 pm on March 1, 2010 in room 128 B, Warren County Administration Building.

Minutes submitted by: Martin Russell

Approved by: Kimm Coyner