

## **Warren County Port Authority**

### **Meeting Minutes**

**April 14, 2014**

#### **Opening:**

The meeting of the Warren County Port Authority was called to order at 5:04 pm on April 14, 2014 at the Warren County Administration Building, Room 332 by Warren County Port Authority Executive Director Martin Russell.

#### **Present:**

**Warren County Port Authority Board Members:** Mr. Bolton, Mr. Ficke, Mr. Gully, Ms. Hreben, Mr. Sample, and Mr. Wilson

**Warren County Economic Development Staff:** Martin Russell and Matt Schnipke

**Other Attendees:** Sean Fraunfelter – Port Authority Contract Accountant

Caleb Bell – Bricker and Eckler (5:06 pm)

Larry Hollingshead – Warren County Resident (5:43 pm)

#### **A. Approval of Agenda**

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

#### **B. Approval of Minutes**

- **Mr. Bolton made a motion seconded by Ms. Hreben to approve the minutes from the September 27, 2013 meeting. The motion passed with a unanimous voice vote.**
- **Mr. Gully made a motion seconded by Mr. Wilson to approve the minutes from the October 18, 2013 meeting. The motion passed with a unanimous voice vote.**
- **Mr. Wilson made a motion seconded by Mr. Bolton to approve the minutes from the December 16, 2013 meeting. The motion passed with a unanimous voice vote.**
- **Mr. Wilson made a motion seconded by Mr. Bolton to approve the minutes from the January 31, 2014 meeting. The motion passed with a unanimous voice vote.**

#### **C. Financial Reports**

- Executive Director Martin Russell requested Mr. Fraunfelter present the financial reports for December 2013-February 2014. Mr. Fraunfelter stated the annual reports for 2012 and 2013 had been submitted for review in compliance with the current audit cycle. The February report showed an expense of \$50,000 to the Commissioners for use of the Economic Development staff. There was also an income of \$23,000 from the ADVICS deal. **Mr. Gully made a motion seconded by Mr. Wilson to approve the financial reports for December 2013-February 2014. The motion passed with a unanimous voice vote.**

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

- Executive Director Martin Russell updated the Board on the SBDC. He stated the SBDC was in its second year and had seen buy-in from nearly 30 public and private organizations. He stated that during the 2014 DDC fly-in, the Warren County SBDC received attention on a national level for its success. The leader of the SBA wanted to see more information about the Warren County SBDC so it may be utilized as a model. Mr. Russell stated that the success of the SBDC reflects well on the Port Authority for allowing such projects to occur throughout the county.
- Executive Director Martin Russell updated the Board on the Warren County Chamber Alliance. He stated the spring event from the Alliance was attended by slightly fewer than 400 people. The speaker, Mr. Beaulieu, was an economist who provided an economic outlook for the county. The event was met with very favorable feedback and many audience members expressed a desire to hear Mr. Beaulieu speak again. He said the Chamber Alliance is thinking of what type of event will be hosted this fall and next spring. Mr. Russell also updated the Board of the Chamber Alliance's new initiative called the Chamber Alliance Prioritization Process (CAPP). This process will allow Warren County to rank projects according to importance and advocate for them politically at the state and federal levels.
- Executive Director Martin Russell reviewed the Board re-appointments of Ms. Hreben and Mr. Sample. He welcomed both members on for their respective four year terms.
- Executive Director Martin Russell updated the Board about some potential projects that may be coming in the future. One potential project would be from an outside jurisdiction. Another possible project would be from a community inside Warren County. This project would be a roughly \$8 million facility and would consist of a sales-tax exemption deal and TIF administration.

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

- None

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

- Executive Director Martin Russell requested the Board approve Port Resolution #2014-02. This resolution would authorize Mr. Russell to sign, on behalf of the Port Board, the development agreement for the Miami Valley Gaming racino. The Port would be the administrator of the TIF for Miami Valley Gaming. In return, the Port would receive a \$10,000 fee per year for 10 years with surety that Miami Valley Gaming will operate as a racino for at least those 10 years. The TIF monies are being split into two pots. One will be for developer infrastructure, and the other will be for county infrastructure. Mr. Ficke inquired how business was doing for the Racino. Mr. Russell stated the Racino is doing well even though it is in a somewhat saturated market. **Mr. Wilson made a motion, seconded by Mr. Gully, to approve Port Resolution #2014-02 as presented. The motion passed using a roll call vote of all present members.**

- Mr. Russell requested the Port Board approve Port Resolution #2014-03, a resolution authorizing the execution of a ground lease, project lease and other items between the Warren County Port Authority and Industrial Developments International (IDI) for a 208,600 square foot facility (Building 9) in the Park North development. This deal with IDI would be the same model used in previous sales-tax exemption deals. **Mr. Gully made a motion, seconded by Mr. Ficke, to approve Port Resolution #2014-03 as presented. The motion passed unanimously using a roll call vote of all present members.**

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

- **A motion was offered at 5:43 pm by Mr. Wilson and seconded by Mr. Bolton to enter into executive session to discuss staff performance. The motion passed with a unanimous roll call vote.**
- **A motion was offered at 5:48 pm by Mr. Wilson and seconded by Mr. Sample to exit executive session where a discussions regarding staff performance were held. The motion passed with a unanimous roll call vote.**
- Mr. Sample shared that the Board had discussed Executive Director Martin Russell's performance. The Board is very pleased with the way Mr. Russell represents the Port Authority and actively seeks deals.

#### **Adjournment:**

At 5:52 pm, Mr. Wilson made a motion, seconded by Mr. Sample, to adjourn the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting is not scheduled at this time.

Minutes submitted by: Matt Schnipke

Approved by: Martin Russell