

Warren County Port Authority

Meeting Minutes

August 10, 2016

Opening:

The meeting of the Warren County Port Authority was called to order at 12:00 pm on August 10, 2016 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, Ms. Laine, Ms. Reindl-Johnson and Ms. Zindel.

Warren County Economic Development Staff: Martin Russell, Matt Schnipke & Brian Beaudry (Intern)

Other Attendees: Andy Brossart – William Blair

Larry Budd – Dayton Daily News

A. Approval of Agenda

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

B. Approval of Minutes

- The meeting minutes from June 2016 were tabled until the next meeting as the correct Board composition was not present to approve them. There were not meeting minutes for the month of July as that meeting was cancelled due to lack of business.

C. Finance Reports

- Secretary, Matt Schnipke presented the Board with highlights from the June 2016 finance report. Mr. Schnipke stated that the report showed initial expenses related to the annual tennis tournament. The report also showed first half bond payments made for both the VH Monroe and Chelsea Mall projects. Mr. Schnipke pointed out a \$10,000 deposit made for the Victory Wholesale project, and stated that, if approved, the closing for that project would be coming shortly along with Park North Building 5. Combined, the fees for those projects would be nearly \$80,000. Mr. Schnipke said everything else on the report appeared to be healthy. **Ms. Reindl-Johnson made a motion, seconded by Ms. Laine to approve the June 2016 financial report. The motion passed with a unanimous voice vote of all present Board members.**

D. Executive Director's Report

- Executive Director, Martin Russell, opened his dialogue by officially welcoming Ms. Tiffany Zindel to the Board as Mr. Gully's replacement. He stated that he looks forward to working with her. The Board echoed these sentiments.
- Mr. Russell updated the Board on activities from the Warren County Chamber Alliance. He overviewed the planning efforts underway for the 2016 Capitol Drive event. In 2015, this event

was attended by nearly 35 Warren County leaders. This year, the goal is to grow the event to 50 and to expand the number of agency meetings. After meeting in 2015, there were some immediate success stories resulting in quick wins for Warren County projects. Also based on feedback from the 2015 trip, efforts were made to prepare for the 2016 State Capitol Budget. Warren County projects were subsequently awarded over \$2.1 million in capital funding due to these efforts. Mr. Russell further stated that the Chamber Alliance is planning a small thank you lunch for Senator Jones to thank her for years of service in state government.

- Mr. Russell shared details with the Board relating to the upcoming annual tennis tournament. Mr. Russell said that most details are finalized and the event will be well attended this year. Staff is expecting great networking with Warren County businesses and community partners. Mr. Russell also stated that this year's event will have more sponsors than previous years. Two additional Warren County communities have expressed interest in partnering and have provided sponsorship dollars.
- Mr. Russell shared with the Board an update on a few projects that are in the beginning stages. He said the pipeline of projects is beginning to build, but many are not yet to the point of formal engagement of the Port Authority.

E. New Business

- Mr. Russell stated that the Board needed to vote on a replacement for Treasurer now that Mr. Gully has left the Board. His replacement, Ms. Tiffany Zindel, was suggested. The Board agreed that Ms. Zindel would be a great asset at the Treasurer position. Mr. Schnipke said he checked with counsel to ensure Ms. Zindel was within rights to vote for herself in the position and counsel confirmed. **Mr. Bolton made a motion, seconded by Ms. Reindl-Johnson to approve Ms. Zindel as Port Board Treasurer. The motion passed using a unanimous voice vote by all present Board members.**
- Mr. Russell introduced a resolution to the Board regarding the expansion of Victory Wholesale Group in Springboro. At the last meeting, the Board approved a resolution to offer a sales-tax exemption on construction materials. This resolution pertains to a note issuance that the Port Authority would make on behalf of the project. The note would be issued in an amount of \$600,000 to be bought by the County Treasurer's office and backed by the City of Springboro. Mr. Russell stated that the City desired to offer a forgivable loan to the company to assist with this project. This structure allowed the City to achieve that goal and allowed the County Treasurer to invest directly back into a local community. The Board commended the unique structure and approved of the idea. **Ms. Laine made a motion, seconded by Ms. Reindl-Johnson, to approve Resolution #2016-08 as presented. The motion passed by a 4-0 roll call vote of all present Board members.**

F. Executive Session

- None.

G. Other Business

- None.

Adjournment:

There being no other business, at 12:42 pm, Mr. Bolton made a motion, seconded by Ms. Laine, 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