

Regular Board Meeting Minutes
September 13, 2023 – 5:00 p.m.

Call to Order

The meeting was called to order at 5:02pm

Roll Call

Bill Bishop (Chair)
Kent Shafer (Vice-Chair)
Franz Geiger (Secretary)
Frank Reinhard (Treasurer)
Mike Frommer (via Zoom)

Absent:

Angel Mumma
John Comerford

County Staff:

Monica Conners
Tracie Davies
Ali Glusich
Aric Hochstettler (via Zoom)
Mark Fowler

Contracted Services:

Steve Cuckler, Taft Stettinius & Hollister LLP
Chris Connelly, Taft Stettinius & Hollister LLP
Andrew Brossart, Bradley Payne Advisors
Jason Carr, Wilson, Shannon & Snow, Inc.

County Economic Development Report

Economic Development Report for August, 2023 was submitted by Monica Conners, Director of Economic Development.

Secretary's Report

A motion was made by K. Shafer, seconded by F. Geiger to approve the minutes of August 9, 2023.

Vote on Motion:

Bill Bishop (Chair)-Aye
Kent Shafer (Vice-Chair)- Aye
Franz Geiger (Secretary)- Aye
Frank Reinhard (Treasurer)- Aye
Mike Frommer- Aye
Angel Mumma- Absent
John Comerford- Absent

Review and Acceptance of Committee Reports

A motion was made by K. Shafer, seconded by F. Geiger to approve the minutes from Development and Finance on August 23, 2023

Vote on Motion:

Bill Bishop (Chair)-Aye

Kent Shafer (Vice-Chair)- Aye
Franz Geiger (Secretary)- Aye
Frank Reinhard (Treasurer)- Aye
Mike Frommer- Aye
Angel Mumma- Absent
John Comerford- Absent

Treasurer's Report

A motion made by K. Shafer, seconded by F. Geiger to approve the August 2023 Finance Report and Check Log

Vote on Motion:

Bill Bishop (Chair)-Aye
Kent Shafer (Vice-Chair)- Aye
Franz Geiger (Secretary)- Aye
Frank Reinhard (Treasurer)- Aye
Mike Frommer- Aye
Angel Mumma- Absent
John Comerford- Absent

Bank Account Update

Frank Reinhard went over the Bank Account update. The transition with Chase is complete. DCFA is continuing to integrate positive pay.

New Business

- a. Pipeline opportunities- There are two new Metro development projects that will be coming for consideration.
- b. Retention Policy- There were several old records that were found while cleaning out files. M. Conners suggested that a retention policy be put in place. Mr. Fowler stated that there's a retention policy that was put in place in 2018. B. Bishop will review the policy.
- c. Sponsorships- F. Reinhard brought up supporting the Junior Fair by purchasing livestock. There was discussion on what buying livestock entails.

A motion was made by K. Shafter and seconded by M. Frommer to spend up to \$500 to purchase livestock from the Delaware County Fair with DCFA funds.

Vote on Motion:

Bill Bishop (Chair)-Aye
Kent Shafer (Vice-Chair)- Aye
Franz Geiger (Secretary)- Aye
Frank Reinhard (Treasurer)- Aye
Mike Frommer- Aye
Angel Mumma- Absent
John Comerford- Absent

Old Business

- a. NACO Industrial Tour- NACO is looking at new dates for a tour. M. Conners will bring new dates to October's meeting.
- b. Benchmarking Summary- Discussion was tabled for closed session.

- c. Riverby- Discussions was had regarding the Riverby development. DCFA and County Counsel are working with Developers and Borrowers counsel to finalize agreements.
- d. Development Disabilities (DCDD)- There was discussion on the use of the land that DCFA owns. The Condo association has requested a letter to be signed for easement access, and parking.

A motion was made by F. Geiger and seconded by K. Shafer to authorize Bill Bishop to execute documents/represent on behalf of DCFA through his Board seat on the Condo association.

Vote on Motion:

Bill Bishop (Chair)-Aye
 Kent Shafer (Vice-Chair)- Aye
 Franz Geiger (Secretary)- Aye
 Frank Reinhard (Treasurer)- Aye
 Mike Frommer- Aye
 Angel Mumma- Absent
 John Comerford- Absent

- e. Channing Street- The transfer of ownership has been delayed due to the completion date of the Byxbe Campus. The project is delayed until the departments move and the tanks get removed. An extension for the MOU is required.

A motion was made by K. Shafer and seconded by F. Reinhard to extend the closing date for the Channing Street Property till February 1st, 2024.

Vote on Motion:

Bill Bishop (Chair)-Aye
 Kent Shafer (Vice-Chair)- Aye
 Franz Geiger (Secretary)- Aye
 Frank Reinhard (Treasurer)- Aye
 Mike Frommer- Aye
 Angel Mumma- Absent
 John Comerford- Absent

Project Updates

- a. Mills on Flax- The Board discussed the project. It was determined that the Board should take a vote next meeting.
- b. Addison Farms- Discussion was tabled for closed session.
- c. Yates- Construction is on hold due to interest rates.
- d. Hidden Ravines Crossing- There was no update to report.
- e. Jennings Sports Park- Alex Dorsey is the development lead and has indicated that they're finalizing their financials. They will reach back out when they're prepared to make a formal request.
- f. Orange Summit- Project has closed. DCFA is still awaiting payment.

Executive Session

A motion from K. Shafer and seconded by F. Geiger to enter executive session. The Board entered executive session at 6:14pm.

Vote on motion:

Bill Bishop (Chair)- Aye
 Kent Shafer (Vice-Chair)- Aye

Franz Geiger (Secretary)- Aye
Frank Reinhard (Treasurer)- Aye
Mike Frommer- Aye
Angel Mumma- Absent
John Comerford- Absent

Adjourn from Executive Session

The Board exited executive session at 7:03pm

Adjournment

The meeting was adjourned at 7:03pm.