



**Concord Township-City of Painesville  
Joint Economic Development District (JEDD)  
Board Meeting Minutes  
September 10, 2021  
8:00 AM**

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**I. Call to Order:**

The Concord Township-City of Painesville Joint Economic Development District (JEDD) Board met on Friday, September 10, 2021, at Concord Township Hall located at 7229 Ravenna Rd., Concord Township, Ohio. **Mr. Chris Galloway** called the meeting to order at 8:02 am.

**II. Roll Call:**

**Roll Call:** Business Representative, **Mr. Ray Sines**-YES; Painesville District Employee Representative, **Mr. Doug Lewis**-YES; Concord Township Representative, **Mr. Morgan McIntosh**-YES; Painesville City Representative, **Ms. Christine Shoop**-YES; Lake County Auditor, Chairman of the Board, **Mr. Chris Galloway**-YES.

**Others in Attendance:** JEDD Legal Counsel, **Mr. Mike Lucas**, (Wiles & Richards); and JEDD Administrator, **Ms. Rita McMahon**

**III. Approval of Minutes:**

**Mr. Ray Sines** moved to approve the 6/11/2021 meeting minutes. **Ms. Christine Shoop** seconded. **VOTE:** All in favor of approval (5 Ayes).

**IV. Board Member Correspondence:**

- ❖ **Ms. Christine Shoop** stated she loves the new Lucky's grocery store.
- ❖ **Mr. Chris Galloway** stated the grocery store is well received by the public.
- ❖ **Mr. Morgan McIntosh** stated Lucky's grocery store opened to the public just over a week ago. He has visited several times since opening and on all occasions the store was full. It has been phenomenal. The Crile Road construction was completed prior to the store opening. We have some nice foot traffic back in the corridor, which is good for economic development in this area.
- ❖ **Mr. Chris Galloway** stated he has talked with other business owners in that plaza, and they are excited and hopeful the emergence of a new/busy grocery store will in turn benefit their business.
- ❖ **Mr. Ray Sines** stated Lake Health's merger with University Hospitals has been positive for the county. UH has been a good partner so far and looking forward to the future. Signage should be done soon.
- ❖ **Mr. Doug Lewis** stated Painesville is working on several projects. One in particular is Lake Erie College is looking at the Chase Bank building. They have come to an agreement with the developers of that property, but it still has to go to the Board for approval. If approved, we should see dormitories downtown in the Chase Bank building. This would be great because it will get the students downtown and it will rehab a building that has been sitting vacant for the last ten years. If it goes well, the dorms will be ready for move-in September 2023.
- ❖ **Mr. Chris Galloway** stated, as a body, should we be looking at warehousing opportunities. Not advocating, just curious. There is an expansion of those types of activities in our area with more and more e-commerce. Mentor has a potential 14-acre warehouse facility coming to the area. Should the JEDD Board, Concord Township and Concord Zoning be thinking about what our position will be. Throwing this out to the Concord Trustees to think about. Its probable to expect this opportunity to show up at your doorstep because of all the vacant land in Concord as well as the highway access. Better to think about it and be proactive on your stance rather than reactive.
- ❖ **Mr. Morgan McIntosh** stated he will pass Mr. Chris Galloway's warehousing comments to the Concord Township Board of Trustees.

**V. Department Reports:**

**A. FINANCE – Mr. Morgan McIntosh, Treasurer**

- ❖ **Mr. Morgan McIntosh** stated on the current Revenue and Expense worksheet, the current balance is just over \$200,000.00. Year-to-date, Concord has received about \$786,000.00 and the City of Painesville has received about \$262,000.00. The annual NextSite fee was paid in June. Other than that expense, it has been our regular course of expenses.
- ❖ **Ms. Rita McMahon** stated the audit was filed in the beginning of July and was a very simple process this year. The only item that was brought up is that the Records Retention Coordinator go to Sunshine Law Training, which has been completed. Other than that, there were no findings or issues.





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**V. Department Reports:**

**A. FINANCE – Mr. Morgan McIntosh, Treasurer (Continued)**

- ❖ **Ms. Rita McMahon** stated the Treasurer bonds have previously been a separate expense. PEP has a process to roll the bond directly into our insurance. By doing this, it saves money, and we have one less process to complete.
- ❖ **Ms. Christine Shoop** stated there is also one less gap. If you have two different policies, something on one policy may not be covered, but if they are both with the same there are potentially fewer gaps.
- ❖ **Mr. Doug Lewis** moved to approve Resolution 2021-01 to Enroll Mr. Morgan McIntosh's Bond into the Insurance Package. **Ms. Christine Shoop** seconded. **VOTE:** All in favor of approval (5 Ayes).

**B. ECONOMIC DEVELOPMENT COMMITTEE**

- ❖ **Ms. Rita McMahon** stated the Economic Development Committee has not met since the last JEDD Board meeting.
- ❖ **Ms. Rita McMahon** stated at recent JEDD membership recruitment meetings, she has been using the JEDD trifold brochure, which is a general brochure about JEDD membership benefits. It has been updated with the current board members (sticker on back). However, would like to update the eight-page JEDD brochure to possibly a four-page brochure. What she is finding when talking with businesses is that the brochure needs more explanation of why the JEDD not only benefits their business but Concord and Painesville as well. This needs to be published more specifically because it is a significant selling point. Would like to work on updates with the Economic Development Committee and bring something back to the Board later this year.

**VI. Old Business:**

**A. ICSC 2021**

- ❖ **Ms. Rita McMahon** stated at the last meeting, we were undecided whether to attend ICSC 2021 or not. Usually there are 30,000 attendees at ICSC conferences. As of yesterday afternoon, there were 2,482 people registered. There are 86 people from Ohio registered. It is not going to be a heavily attended conference.
- ❖ **Ms. Rita McMahon** provided a list to the Board of a breakdown on the types of businesses that will be attending ICSC 2021 and their business responsibilities.
- ❖ **Ms. Rita McMahon** stated NextSite will be at the conference and will have a booth. Most of their clients will not be attending. Mr. Charles Branch said he will be speaking, on our behalf, to a number of developers (if they attend) he has been working with.
- ❖ **Mr. Morgan McIntosh** stated the numbers indicate that many are holding off until the 2022 conference.
- ❖ **Ms. Rita McMahon** stated she contacted ICSC to verify that we have three registrations from the 2020 conference that is on record with them. There is no deadline to use those dollars. They can be used next year or for any other ICSC conference.
- ❖ **Ms. Rita McMahon** stated if you look at the attendee numbers for this year's conference, her suggestion is to wait until May 2022.
- ❖ **Mr. Chris Galloway** stated he is hard pressed to see any value in attending this year.
- ❖ **Mr. Doug Lewis** stated he heard if people are attending, these are the people looking to expand at this time. You get a concentrated group looking at expansions.
- ❖ **Mr. Chris Galloway** stated Mr. Charles Branch of NextSite can be our eyes and ears. If something comes up, it is in his benefit to bring it to our attention.
- ❖ **Ms. Rita McMahon** stated that Mr. Charles Branch has had conversations with three developers. He is working on getting them here so we can personally meet them. They are out of the area but are interested in this area.
- ❖ **Ms. Rita McMahon** stated Mr. Charles Branch will also represent Painesville as well, in conjunction with both sides of the JEDD.

**B. JEDD MEMBERSHIP RECRUITMENT**

- ❖ **Ms. Rita McMahon** stated it has been fairly active, and we have a couple of businesses we have been talking to for the last couple of months. Mr. Andy Rose has been talking up the JEDD every place he goes. That has been great and I have had some follow-up with some of those people. It is ongoing. We are focusing a lot on existing businesses and trying to move them into the JEDD.





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**C. NEXTSITE REPORTS**

- ❖ **Ms. Rita McMahon** stated there is demographic information in your packet for the first half of the year showing demographic trends. They are stable for the various areas. The leakage analysis shows things we might be able to go after in the JEDD. Also included is a comparison report for Lake Health. The report is an analysis of people specifically coming to and from Lake Health. The reports show they are basically back to where they were prior to the pandemic between 2020 and 2021. The number of visits is down slightly but the locations where they are coming from are the same or somewhat expanded. NextSite has found that other businesses are benefiting as a result of Lake Health's traffic.
- ❖ **Mr. Ray Sines** stated these are great reports. Is Lake County Port Authority involved with NextSite?
- ❖ **Ms. Rita McMahon** stated Mr. Andy Rose and several of the Lake County communities spoke to the Port Authority a couple of years ago to try to get them to be a participant as the partnering agency and the cities/townships in Lake County as the sub-partnering agencies. They rejected that idea.
- ❖ **Mr. Ray Sines** stated there is new management at the Port Authority now. They should be paying for this information and should be leading this initiative.
- ❖ **Mr. Andy Rose** stated he has a meeting next week with all the county representatives and the Port Authority. I can bring this up at the meeting to see if anyone is interested in resurrecting this conversation.
- ❖ **Ms. Rita McMahon** stated we have 1-1/2 years left on our contract (we signed a three-year agreement). It has been valuable. Now that Lucky's has opened, NextSite is going to begin tracking traffic from Lucky's.
- ❖ **Ms. Christine Shoop** asked if the Port Authority did sign with NextSite, would they have to set up their agreement differently than ours?
- ❖ **Ms. Rita McMahon** stated there were two ways to enter into the NextSite contract. One is to receive just the data, which was more expensive and the other way is to pay NextSite when they bring a business into our community (which is the way the JEDD chose) so there are less up-front costs. When we previously approached the Port Authority, it was just about getting the data.
- ❖ **Mr. Doug Lewis** asked if Concord has had to pay additional fees to NextSite for businesses Concord has recruited in the corridor (e.g. Lucky's).
- ❖ **Mr. Morgan McIntosh, Mr. Chris Galloway and Mr. Andy Rose** stated no to Mr. Doug Lewis's question. It has to be touched by NextSite. NextSite has to be a part of bringing the business into the area.
- ❖ **Ms. Rita McMahon** stated Mr. Charles Branch said once we receive data from NextSite, we can use it for anyone we want to talk with about development in the area.
- ❖ **Mr. Ray Sines** stated no company has such detailed reports as NextSite does.
- ❖ **Mr. Morgan McIntosh** stated when he came onto the Board, Buxton was consistently referenced as the incumbent. How do the NextSite reports compare to Buxton's reports?
- ❖ **Mr. Chris Galloway** stated NextSite's reports are much more drilled down.
- ❖ **Mr. Doug Lewis** stated the other thing he is getting from the demographic reports is that it seems like everything is going up. That is an important story to tell to people interested/coming into the area.
- ❖ **Mr. Morgan McIntosh** stated the census data came in and Concord is up to 19,200, just shy of 20,000, which is up. We are continuing to see the growth in Concord.
- ❖ **Mr. Chris Galloway and Mr. Andy Rose** stated we are the fourth largest community in Lake County, passing Eastlake and the second in property values. Mentor is first in property values.
- ❖ **Mr. Chris Galloway** stated 17% of the Township's property is Lake Metroparks. Lake Metroparks is valued as zero from a property value perspective.
- ❖ **Mr. Morgan McIntosh** stated Concord's response rate was the highest in the county.
- ❖ **Mr. Chris Galloway** stated without the census going door-to-door, the numbers are not a true accurate count.

**VII. New Business:**

**A. JEDD LAW AMENDMENTS**

- ❖ **Mr. Chris Galloway** stated Mr. Mike Lucas has presented the Board with a very detailed memo regarding minor modifications on JEDD law that happened through the budget.
- ❖ **Mr. Mike Lucas** stated the amendments do not affect us at the moment but potentially could in the future. We do not have a utility agreement with any municipality that is not a partner to the JEDD agreement. Also, the current JEDD is more than a half mile from any municipality.





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**VII. New Business: (Continued)**

**A. SUNSHINE LAW TRAINING COMPLETED**

- ❖ **Mr. Chris Galloway** stated the Sunshine Law Training has been completed as Ms. Rita McMahon previously mentioned.
- ❖ **Ms. Rita McMahon** stated she registered herself as a designee for all the members of the JEDD Board.

**VIII. Next Meeting Dates:**

- ❖ **Mr. Chris Galloway** stated the next JEDD Board meeting date is scheduled for December 10, 2021.
- ❖ **Ms. Rita McMahon** stated she will begin working on the 2022 budget in October. She has already had conversations with Mr. Andy Unetic. Our numbers are 7% ahead of last year. We have discussed our potential revenue increasing for next year. I do not see any upcoming unusual expenses. We do not have an audit next year. She will send a budget draft to the JEDD Chairman and Treasurer for review prior to the December meeting.
- ❖ **Ms. Rita McMahon** added that JEDD officer appointments will have to be done at the December meeting as well.
- ❖ **Ms. Rita McMahon** recommends the JEDD do a renewal with the current insurance entity. This item will be on the December 10, 2021 agenda.

**IX. Executive Session for Purposes of Pending Litigation and Economic Development:**

- ❖ **Mr. Chris Galloway** entertained a motion to go into Executive Session for purposes of pending litigation and economic development. **Ms. Christine Shoop** moved for approval. **Mr. Ray Sines** seconded. **ROLL CALL VOTE: Mr. Ray Sines-YES; Mr. Doug Lewis-YES; Mr. Morgan McIntosh-YES; Ms. Christine Shoop-YES; Mr. Chris Galloway-YES.**
- ❖ **Ms. Christine Shoop** moved for approval to close Executive Session for purposes of pending litigation and economic development. **Mr. Morgan McIntosh** seconded. **VOTE: All in favor (5 Ayes)**

**Mr. Ray Sines** moved to adjourn the September 10, 2021 Board meeting. **Ms. Christine Shoop** seconded. **VOTE: All in favor of approval (5 Ayes).**

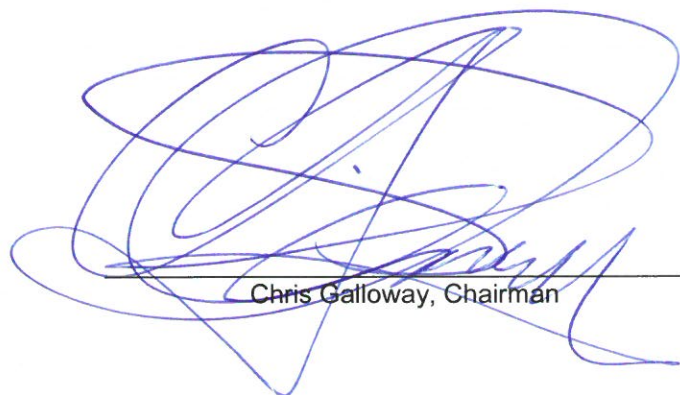
The Board Meeting was adjourned at 9:53 a.m.

**Calendar for 2021**

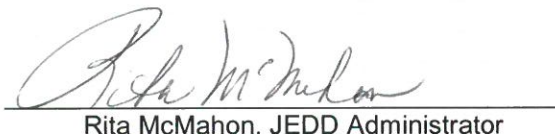
***Meeting(s) scheduled below are subject to change:***

December 10, 2021

All meetings will begin at 8:00 am at the Concord Township Hall Meeting Room unless otherwise notified.



Chris Galloway, Chairman



Rita McMahon, JEDD Administrator