



**Concord Township-City of Painesville
Joint Economic Development District (JEDD)
Board Special Meeting Minutes
April 27, 2023
8:00 AM**

I. Call to Order:

The Concord Township-City of Painesville Joint Economic Development District (JEDD) Board met on Thursday, April 27, 2023, at Concord Township Hall located at 7229 Ravenna Rd., Concord Township, Ohio. Mr. Chris Galloway called the special meeting to order at 8:03 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 Administrator, **Ms. Rita McMahon**; JEDD Legal Counsel, **Mr. Mike Lucas**, (Wiles & Richards)

III. Department Reports:

A. STAR OHIO INVESTMENT – RESOLUTION 2023-01 - VOTE

- ❖ **Ms. Rita McMahon** stated a decision was made to start an investment with some of the cash on hand at the previous JEDD Board meeting. I contacted the Secretary of Treasurer's office and they stated a JEDD has never contacted them for investment opportunities, so we are breaking new ground again. Both sides checked with their attorneys to determine whether the JEDD meets the definitional requirement of a subdivision. The April 19, 2023 letter from Mike Lucas in your meeting packet explains that the JEDD falls within the subdivision definition and can invest its public monies. At this point, we have a resolution authorizing us to participate with STAR Ohio as well as authorizing the three people who are currently signatories on our bank account to be authorized signatories on the investment account as well. The JEDD will be signed up for all aspects of the basic program. If this Board approves Resolution 2023-01, I have a document that needs to be signed by Chris Galloway, Morgan McIntosh and Doug Lewis. As the Treasurer/Fiscal Officer, Morgan McIntosh is the person formally making allocations.
- ❖ There were no questions from the Board regarding STAR Ohio.
- ❖ **Mr. Chris Galloway** entertained a motion to approve Resolution 2023-01 – A Resolution by the Board of Directors Authorizing the Fiscal Officer of the Concord Township-City of Painesville Joint Economic Development District to Open an Account with STAR Ohio. **Mr. Ray Sines** moved for approval. **Ms. Christine Shoop** seconded. **VOTE:** All in favor of approval (5 Ayes).

B. BUDGET ADJUSTMENT TO AUTHORIZE THE STAR OHIO INVESTMET - VOTE

- ❖ **Ms. Rita McMahon** stated we started the year with about \$256,000.00, that is what was approved. However, we actually ended up with about \$274,000.00 in the bank account. I am suggesting to move \$50,000.00 to STAR Ohio. The April 2023 budget adjustment proposal has been updated to include a revised Beginning (TOTAL) Fund Balance and the addition of two line items, STAR Ohio Investment and Interest (under Revenue). As a result, our Total General Revenue will increase, with a year-end balance of \$291,500.00 (if we spend 100% of our expenses, which we never do).
- ❖ **Mr. Chris Galloway** asked if we are committing the money in six-month intervals?
- ❖ **Ms. Rita McMahon** stated, yes, the investment is locked in for six months.
- ❖ **Mr. Chris Galloway** stated based on where we are trajectory wise at this point, why wouldn't we start off with a \$100,000.00 investment. By the time we had an incentive come along and negotiated the details it would take six months.
- ❖ **Ms. Rita McMahon** stated we could certainly invest \$100,000.00 and not pinch ourselves. Even if we do have incentives, there is money baked into the budget. We have plenty of dollars to do unexpected things.
- ❖ **Mr. Ray Sines** asked if STAR Ohio has a daily rate.
- ❖ **Ms. Rita McMahon** stated that STAR Ohio does have a daily rate that is slightly less than the longer-term investment.
- ❖ **Mr. Ray Sines** suggested to invest in the daily option and put more money in.
- ❖ **Mr. Morgan McIntosh** asked if we could invest in both the daily and the six-month options. If we are going through the effort, I would like to see the JEDD get a little more creative with it.
- ❖ **Ms. Christine Shoop** stated she likes the idea of investing money in both the daily and long-term options.
- ❖ **Mr. Chris Galloway** suggested we put \$100,000 in the six-month investment as it is a little higher return and \$50,000 in the daily.
- ❖ **Mr. Doug Lewis** agrees with Chris Galloway's suggestion and to get the interest while it is good.



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III. Department Reports (Continued):

B. BUDGET ADJUSTMENT TO AUTHORIZE THE STAR OHIO INVESTMENT - VOTE

- ❖ **Mr. Chris Galloway** stated he likes the multiple buckets. We will revisit at our next meeting after ICSC to see where our cash is.
- ❖ **Ms. Rita McMahon** stated we will amend the budget adjustment to \$150,000.00 under the STAR Ohio Investment line item and increase the Interest line item to \$6,000.00. The adjusted Total General Revenue will be revised to \$1,746,548.00.
- ❖ **Mr. Chris Galloway** entertained a motion to approve the proposed budget adjustment as previously outlined by the Administrator. **Mr. Morgan McIntosh** moved for approval. **Ms. Christine Shoop** seconded. **VOTE:** All in favor of approval (5 Ayes).

C. ECONOMIC DEVELOPMENT COMMITTEE

Updated JEDD Marketing Material

- ❖ **Mr. Chris Galloway** stated we have two brochure drafts in the packet. One is Rita McMahon's original draft and the other is my updated version. I used most of the content Rita McMahon sent to me, however, I tweaked some language on the bottom of page three and some of the verbiage on the last page regarding the JEDD. In addition, I jazzed up the design a bit.
- ❖ **Mr. Chris Galloway** stated he is wondering if we should add some manufacturing such as Fives. Do we want to add McDonald's and Comfort Inn under Retail and Hospitality? We could also add Pulp, BP/7-Eleven, Subway, Shell, Waffle House, and maybe highlight Sheetz.
- ❖ **Mr. Doug Lewis** stated to add the nationals like McDonald's and Pulp.
- ❖ **Mr. Chris Galloway** stated there is a lot of detail in the content on pages two and three and suggested to pare it down visually. It is a lot to read. Any thoughts about that?
- ❖ **Mr. Doug Lewis** does not think there is too much content.
- ❖ **Ms. Rita McMahon** suggested if you want to cut anything out, delete the third paragraph regarding development friendly approach. In the Why Concord? section, I was trying to give the reader important information about the location and why it is valuable.
- ❖ **Mr. Morgan McIntosh** stated maybe we thin the four paragraphs into three and give each one a header in addition to thinning down the content.
- ❖ **Ms. Rita McMahon** stated we can combine paragraphs three and four.
- ❖ **Mr. Morgan McIntosh** stated we could use *Vibrant Business District* as one of the headers. Like the word "vibrant" because it is energetic and will grab the reader's attention.
- ❖ **Mr. Doug Lewis** suggested, *Explosive Growth in the last Five Years*.
- ❖ **Ms. Christine Shoop** stated she would like a slight mention regarding the idea of leakage.
- ❖ **Ms. Rita McMahon** stated the thought process is to provide individual flyers on each site that will fit within the brochure. The flyers will provide demographics and leakage. We can add content that states we have the ability to provide them with data specific for their location. The brochure is more generic and the flyers will be more detailed.
- ❖ **Ms. Christine Shoop** stated adding one line about the JEDD having the ability to provide specific data/leakage information is important because it is a benefit that we provide at no cost to the potential member.
- ❖ **Mr. Chris Galloway** stated the purpose of the brochure and the flyers are to provide a visual, however, we will be having meetings and verbally communicating to interested parties.
- ❖ **Ms. Rita McMahon** stated she sees where Christine Shoop is coming from and can easily add a line in the brochure about the ability to customize data to support growth for the new entity.
- ❖ **Ms. Rita McMahon** stated numbers and regional content were added on page three to provide a better understanding, not just from a map standpoint. The content of the last page provides information about the value of the JEDD. Other JEDD's promote their economic incentives so that information was added.
- ❖ **Mr. Doug Lewis** asked, regarding incentives, can we do CRAs and TIFs.
- ❖ **Mr. Morgan McIntosh** stated we can add CRAs and TIFs because Concord Township is under Limited Home Rule.
- ❖ **Ms. Rita McMahon** asked if the Board wants to add CRAs and TIFs to the JEDD portion of the brochure.
- ❖ **Mr. Morgan McIntosh** stated if we want to circle back, on the page where we talk about the community, there is mention of the Board of Trustees. The CRA/TIF information could be added there. Either place would work.
- ❖ **Mr. Doug Lewis** stated he would add the CRA/TIF information under the Incentives.
- ❖ **Ms. Rita McMahon** stated she will add CRA's tax incentive only to the back page of the brochure since TIF's are more for Concord Township.
- ❖ **Mr. Chris Galloway** stated we can also be the conduit for not only the Township but the Port Authority as well. The message is that you can interface with us and we will help to open opportunities.



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III. Department Reports (Continued):

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Updated JEDD Marketing Material

- ❖ **Ms. Rita McMahon** confirmed she will add generic tax incentive information, such as property tax abatement and potentially sales tax.
- ❖ **Mr. Chris Galloway** asked the Board if they would be comfortable with Rita McMahon and himself finishing up the brochure between the two of them, making the revisions discussed today.
- ❖ **The Board** agreed to allow Chris Galloway and Rita McMahon complete the brochure with the changes suggested.

ICSC Discussion (not on the agenda)

- ❖ **Ms. Rita McMahon** stated ICSC will be about the same size as last year. As of this morning, there were just under 18,000 people registered and fewer retailers than in past years.
- ❖ **Ms. Rita McMahon** suggested to re-evaluate after this year whether it is appropriate to attend next year or focus more on regional conferences. ICSC is beginning to focus more regionally as well.
- ❖ **Mr. Morgan McIntosh** stated it would be nicer to travel a shorter distance for two days.
- ❖ **Ms. Rita McMahon** stated travelling to Chicago or Indianapolis will engage us with retailers that are more focused on our region. ICSC has not announced regional events yet.
- ❖ **Ms. Rita McMahon** stated she is not having much luck making appointments for ICSC so it will be a lot of walk ups at the conference to see if we can get a same day appointment.
- ❖ **Ms. Rita McMahon** stated the conference in Chicago ends up being a big event. The biggest events are Chicago, Orlando, Texas and New York.
- ❖ **Mr. Morgan McIntosh** stated the Chicago and New York conferences could be of interest to us.
- ❖ **Mr. Doug Lewis** stated that Cathy Biertman said the Columbus event is good too.
- ❖ **Ms. Rita McMahon** stated she has been to the Columbus two-day event. It was very good because all the local people were represented.
- ❖ **Mr. Chris Galloway** stated he is all for the re-evaluating and shifting our focus for next year.
- ❖ **Ms. Rita McMahon** stated for those attending the upcoming ICSC meeting, think about re-evaluating so we can debrief at the June meeting to see how we want to proceed in the future.

IV. Economic Development Incentive for Potential Hotel Project:

- ❖ **Ms. Rita McMahon** stated there is an update on a potential economic development incentive. We met with the people who are buying the Chapin property. The sale should close by the end of May. The new owner is looking to build two hotels in one (Home2 Suites and Tru), 64,000 square foot building, four stories with about 35 full-time employees with a payroll at approximately \$700,000.00. All in, this is about a \$13M investment. They are looking to the JEDD for a potential \$10,000.00 incentive grant, which they meet the criteria for. We would have to enter into an agreement with them, but this is all contingent on them joining the JEDD. They are also looking to the Township for additional incentives as well, again all contingent on them joining the JEDD.
- ❖ **Mr. Chris Galloway** stated the Township has already provided them their biggest incentive, the sanitary sewer extension. The coordination needs to get better. We always talked about extending the sewer after members join the JEDD, using the sewer extension as an incentive to join. In this case, the extension is happening before we received signatures to join.
- ❖ **Ms. Rita McMahon** stated it is her understanding the sanitary sewer is currently just being extended across the Township property. There was discussion to potentially help support a portion of the sanitary extension across their property.
- ❖ **Mr. Chris Galloway** stated he believes the Township should have held off on the sanitary expansion until they joined the JEDD.
- ❖ **Ms. Rita McMahon** stated she has a strong feeling they will join the JEDD.
- ❖ **Mr. Chris Galloway** stated he would include the sanitary expansion number as part of the conversation, making it clear the Township is paying for a massive expense they would have had to incur otherwise.
- ❖ **Ms. Rita McMahon** stated, at this point, she is looking for notification from the JEDD Board stating we are willing to consider providing an incentive should they join the JEDD. If the Board agrees, a letter will be sent to the new owner. The Board agreed with this direction.
- ❖ **Mr. Chris Galloway** recommends to obtain a TIF for the property to recover the money from the Community Center sewer expense.



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Ms. Christine Shoop made a motion to adjourn the April 27, 2023 JEDD Board Special Meeting. **Mr. Ray Sines** seconded. **VOTE:** All in favor (5 Ayes).

The Board Meeting was adjourned at 8:47 a.m.

Meeting(s) scheduled below are subject to change:

June 9, 2023
September 15, 2023
December 8, 2023

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