

The Board of Directors of the Portage County Port Authority met in Regular Session in the Portage Development Board/Portage County Port Authority office located at 217 S. Chestnut Street in Ravenna, Ohio on Tuesday, June 6, 2017 at 2:00 PM with the following members were present at the board meeting and public hearing:

John Ryan	Jack Kohl II	Dominic Bellino	Lisa Anne Cotten
Constance Hawke	David Dix		

Also present at the board meeting and public hearing: Allison Manayan, Portage County Prosecutor’s Office; Brad Ehrhart and Taylor Luttner, Portage Development Board; George Sarkis, Roetzal and Address; Rachel Bridenstine, Development Finance Authority of Summit County; Diana Fierle, Secretary/Treasurer

Directors absent: James Wyatt Jr.

Chairman Ryan called the June 6, 2017 meeting to order approximately 2:00 PM and welcomed everyone to the meeting.

Meeting Minutes - A motion was made by Mr. Bellino to approve the meeting minutes for the regular meeting of December 6, 2016 seconded by Mr. Kohl. All voted in favor and the motion carried.

Meeting Notice: Chairman Ryan stated the meeting legal notice was advertised in the Record Courier on Sunday, May 21, 2017.

New Directors: Chairman Ryan introduced the new directors Lisa Anne Cotten and Constance Hawke who were appointed by the Portage County Commissioners on February 28, 2017.

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A motion was made at 2:07PM by Mr. Bellino to recess from the Board of Directors meeting and enter into the 2018 Tax Budget public hearing, seconded by Mr. Dix. All in favor and the motion carried.

Chairman Ryan called the public hearing to order at 2:07PM. Ms. Fierle read the public notice and stated the draft 2018 Tax Budget had been on display at the Portage County Auditor’s office and the Portage County Port Authority office since May 22, 2017.

Chairman Ryan asked for any public comment and there was none.

A motion was made at 2:10PM by Mr. Dix to exit the 2018 Tax Budget public hearing and enter back into the Portage County Port Authority meeting, seconded by Mr. Kohl. All voted in favor and motion carried."

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A motion was made by Mr. Dix to reconvene to the Port Authority meeting, seconded by Mr. Kohl. All voted in favor and the motion carried.

Financials - Ms. Fierle went over the bank reconciliations, treasurer’s report and budget as of April 30, 2017. A motion was made by Mr. Kohl to accept the financial reports as presented, seconded by Mr. Dix. All voted in favor and the motion carried.

Portage Development Board President's report - Mr. Ehrhart spoke about several projects that the Portage Development Board is working on. He stated we are working on several projects for the port authority and it's possible we will be scheduling a special meeting in the next month to approve a project or two. Mr. Ehrhart described the projects but could not give out names as the projects are still confidential. Ms. Cotten stated that activity has also picked up at the bank.

Legal Counsel, Denise Smith's report – Allison Manayan attended for Denise Smith and did not have a report.

Finance-Audit Committee – Mr. Bellino stated that the committee met prior to the board meeting and went over the financials and the draft 2018 tax budget. The draft tax budget will be presented later for approval.

DISCUSSION ITEMS

Ravenna Property Update – There was some discussion regarding the Ravenna property. There are no plans yet for this property.

Brimfield Project – Mr. Sarkis attended the meeting to explain the project in Brimfield Township. It is a mixed use with retail in the front and light industrial in the rear. Menards and Meijer plans to build on the property and there will also be some out parcels in the front of those stores. The Development Finance Authority of Summit County has been asked for their assistance with financing the project. Mr. Sarkis brought the Cooperative Agreement to be signed by Chairman Ryan and Ms. Fierle, along with the resolution to be approved by the port authority directors. Mr. Sarkis stated that this project will work a lot like the Cascades of Brimfield, which was paid off this year and early. **A motion was made by Mr. Bellino to approve the project and Cooperative Agreement, seconded by Mr. Kohl. All voted in favor and the motion carried.**

10 year anniversary report – Ms. Luttner presented a draft of the 10 year report and explained some of the items are still being worked on. We plan to put in a few more pictures and get a couple more quotes. What she asked for today was if there was any other changes that the board thought should be made. A few errors were found. Ms. Luttner stated that those will be corrected. The board thought it was an attractive report with a lot of information. The board asked her to make the changes and send it out to them one more time for review. To print 250 copies the cost is \$590, and for 500 copies the cost is \$632.

Portage Development Board – Locate. Stay. Grow 2017 – Ms. Fierle explained that the Portage Development Board is in the process of scheduling their annual event. As last year, awards will be given out for Port Authority projects too. Chairman Ryan stated that Mr. Kohl handed out two awards for the Port Authority projects at last year's event. Ms. Fierle said that last year the port authority was one of the sponsors at \$500 and the Portage Development Board is asking that the port authority sponsor at the same level again this year. Chairman Ryan and Mr. Kohl stated that they attended last year and it was a really great event. ***A motion was made by Mr. Bellino to sponsor the event again this year at \$500, seconded by Mr. Kohl. All voted in favor and the motion carried.***

Letters from Huntington Bank – Ms. Fierle stated that she received the two letters from Huntington Bank regarding depositing our funds in their bank. Ms. Fierle isn't sure what the letters are all about since we already have our accounts at Huntington Bank. Chairman Ryan stated that he thinks they are playing catch up with these letters and that we should have received earlier. Ms. Fierle stated that she will follow up with the bank and Denise Smith to see what we are supposed to do with these letters.

HB 455 (131st General Assembly) – Ms. Fierle and Mr. Sarkis discussed this bill. It appears changes have been

made so that port authority directors can attend meetings by video conference or by teleconference. Ms. Fierle stated that she will work with Attorney Smith on this because changes would have to be made to our By-Laws to allow this to happen.

Preferred Contractor Policy – Ms. Fierle stated that she is working on this with Attorney Smith and hopes to have documents ready for the next meeting.

CONSIDERATION OF NEW RESOLUTIONS AND MOTIONS

2018 Tax Budget –After the Finance/Audit Committee meeting and the public hearing, **a motion was made by Mr. Bellino to approve the 2018 tax budget as presented by the Finance Committee, seconded by Mr. Kohl. All voted in favor and the motion carried.** Approved by Resolution 17-001.

Maplecrest Project in Brimfield - Resolution for the Cooperative Agreement between the Development Finance Authority of Summit County and the Portage County Port Authority. **A motion was made by Mr. Bellino to approve the Cooperative Agreement, seconded by Mr. Kohl. All voted in favor and the motion carried.** Approved by Resolution 17-002.

Lallathin's Law Services – Lallathin's offered the port special pricing if we paid for the mowing season up front. Chairman Ryan signed off on the agreement so we could get started with the mowing. Mr. Ehrhart stated that we would be paying less this year for the mowing due to the discount. **A motion was made by Mr. Bellino to approve the agreement contingent upon the port receiving a letter from the company stating if anything happens to the business the port will receive reimbursement or the company will make sure they live up to the agreement with the mowing, seconded by Mr. Kohl. All voted in favor and the motion carried.** Approved by Resolution 17-003.

Journal Entries - June 6, 2017

10 Year Report - A motion was made by Mr. Kohl to move forward with the report contingent upon making the corrections and additions discussed. When final version is received, Ms. Luttner is to send the report to the directors for one more review. If the directors are satisfied with the document Ms. Luttner may forward the report for printing of 500 copies not to exceed \$632, seconded by Mr. Dix. All voted in favor and the motion carried.

Ad in the Chamber Directory – PDB previously asked Chairman Ryan if the Port Authority would be interested in sharing an ad with PDB in the 2017 Chamber Directory. Chairman Ryan stated as long as the money was in the budget he would be willing to share in the ad. The total cost of the ad was \$675. By sharing the cost is will be \$337.50 for each the port authority and PDB. **A motion was made by Mr. Dix to ratify Chairman Ryan's decision, seconded by Mr. Bellino. All voted in favor and the motion carried.**

Sponsorship for PDB's Locate. Stay. Grow. 2017 –A motion was made by Mr. Bellino to sponsor the event at the \$500 level again, seconded by Mr. Kohl. All voted in favor and the motion carried.

CORRESPONDENCE

An e-mail was received by Patrick O'Malia regarding port financing by out of state organizations. Mr. O'Malia asked that we contact our state senators opposing out of state organizations coming in to our communities and financing projects. The port authority directors agreed that Ms. Fierle should ask the Ohio Port Authority Council if they have samples of letters that we can send to our senators.

OTHER

Sunshine Law training – Ms. Fierle stated that she and Ms. Luttner attended the Sunshine Law training regarding Ohio Public Records and Open Meetings law on April 28, 2017.

Ms. Fierle pasted out an updated spreadsheet with the port authority directors contact information.

Ms. Fierle gave the dates for the port meetings for the remainder of 2017.

RESOLUTION NO. 17-001

RE: ADOPTION OF PORTAGE COUNTY PORT AUTHORITY PROPOSED TAX BUDGET FOR YEAR 2018.

It was moved by Dominic Bellino seconded by Jack Kohl II that the following Resolution be adopted:

WHEREAS, the Portage County Port Authority Proposed Tax Budget for 2018 was on display for public viewing at the offices of the Portage County Port Authority on May 22, 2017 and the Portage County Auditor on May 22, 2017, prior to the date of the public hearing; and

WHEREAS, a public hearing on the Portage County Port Authority Proposed Tax Budget for 2018, as required by ORC 5705.30, was held on June 6, 2017 after being duly publicized on May 21, 2017 in a newspaper of general circulation (Record-Courier); now therefore be it

RESOLVED, that the Portage County Port Authority Proposed Tax Budget for 2018 be and hereby is adopted, and that a copy of this resolution and two copies of the Portage County Proposed Tax Budget for 2018 be signed by the Portage County Port Authority Board of Directors and forwarded to the County Auditor; and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice Vote As Follows:

Lisa Anne Cotten, yea;
Jack Kohl II, yea;
James A. Wyatt, Jr., absent;

John Ryan, yea;
Constance Hawke, yea;

Dominic Bellino, yea;
David Dix, yea;

RESOLUTION NO.: 17-002

RE: A RESOLUTION REQUESTING THE ASSISTANCE OF THE DEVELOPMENT FINANCE AUTHORITY OF SUMMIT COUNTY WITH FINANCING THE COST OF A PUBLIC IMPROVEMENT PROJECT, CONSTITUTING PORT AUTHORITY FACILITIES, IN BRIMFIELD TOWNSHIP, TO SUPPORT A RETAIL DEVELOPMENT BY MAPLECREST, LLC, OR ITS ASSIGNS, ON THE FORMER MAPLECREST GOLF COURSE PROPERTY BY ISSUING DEVELOPMENT FINANCE AUTHORITY OF SUMMIT COUNTY JOBS & INVESTMENT FUND PROGRAM DEVELOPMENT REVENUE BONDS.

It was moved by Dominic Bellino, seconded by Jack Kohl II, that the following resolution be adopted:

WHEREAS, Maplecrest, LLC or its assigns (the "Developer") has (i) proposed the development a retail center on the former Maplecrest Golf Course (the "Development") located on Tallmadge Road in Brimfield Township, Portage County, Ohio, (ii) requested Portage County, Ohio (the "County") to exempt the Development from real property taxes under Ohio Revised Code Section 5709.78 and depositing a portion of payments in lieu of taxes ("PILOTS") into a tax increment fund of the County to support the issuance of revenue bonds to pay for public infrastructure improvements (the "Public Improvements") to support the Development, and (iii) requested the Development Finance Authority of Summit County (the "Summit Authority") to issue revenue bonds to be supported by a pledge of a portion of the PILOTS under its Jobs & Investment Fund Program (the "Bonds") to finance the costs of the Public Improvements;

WHEREAS, the Portage County Port Authority (the "Portage Authority") wishes to request the assistance of the Summit Authority with financing the costs of the Public Improvements in support of the Development for the benefit of the Developer, which Public Improvements constitute "port authority facilities," as defined in Section 4582.21, Ohio Revised Code, by issuing the Bonds;

WHEREAS, subject to the required approvals and authorizations by the Board of County Commissioners of the County and the Board of Directors of the Summit Authority (the "Public Approvals"), the Summit Authority has agreed to issue the Bonds to finance the costs of the Public Improvements; and

WHEREAS, pursuant to, and as authorized under, Chapter 4582, Ohio Revised Code, including in particular Section 4582.43 and 4582.431 thereof, the Summit Authority and the Portage Authority wish to enter into a Cooperative Agreement to provide for the financing of the Public Improvements by the Summit Authority, subject to the conditions set forth in this resolution.

RESOLVED, by the board of directors (the "Board") of the Portage County Port Authority:

Findings and Determinations. This Board hereby finds and determines that:

(a) The Developer is in need of assistance with the financing of the Public Improvements to support the Development.

(b) The Development will promote economic development and the health and welfare of the residents of the County within the jurisdictional boundaries of the Portage Authority, which is an authorized purpose of the Portage Authority.

(c) Subject to the Public Approvals, the Summit Authority has agreed, at the request of the Portage Port, to assist with financing the Public Improvement by issuing the Bonds.

(d) The provision of the Public Improvements will require the assistance of the Summit Authority.

Cooperative Agreement. This Board hereby directs the Portage Authority to enter into the Cooperative Agreement, a form of which is on file with the Secretary of this Board, with such changes as shall approved by the Chairman of this Board, not be inconsistent with this resolution and not substantially adverse to the Portage Authority. The approval of the Cooperative Agreement shall be conclusively evidenced by its execution.

This Board further authorizes and directs the Chairman, the Fiscal Officer, or any other appropriate officer of the Portage Authority, alone or in conjunction with any of the others, to sign and deliver, on behalf of the Portage Authority, the Cooperative Agreement.

Effective Date. This resolution shall take effect immediately upon its enactment, and be it further.

RESOLVED, that this Board finds and determines that all formal action of this Board concerning and relating to the adoption of this resolution were taken in open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law, including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Lisa Anne Cotten, yea;	John Ryan, yea;	Dominic Bellino, yea;
Jack Kohl II, yea;	Constance Hawke, yea;	David Dix, yea;
James A. Wyatt, Jr., absent;		

RESOLUTION NO. 17-003

RE: AGREE TO ENTER INTO AN AGREEMENT WITH LALLATHIN'S LAWN SERVICES, INC. FOR LAWN MOWING SERVICES FOR THE PORTAGE COUNTY PORT AUTHORITY'S PROPERTY LOCATED IN RAVENNA FOR THE YEAR 2017.

It was moved by Dominic Bellino seconded by Jack Kohl II that the following resolution be adopted:

RESOLVED, that the Board of Directors enter into an Agreement for lawn mowing services from Lallathin's Lawn Services, Inc. for the Port Authority property located in Ravenna for the 2017 season at a cost of Two thousand six hundred and ten dollars (\$2,610.00); and be it further

RESOLVED, that the Board of Directors finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Voice vote was as follows:

Lisa Anne Cotten, yea;
Jack Kohl II, yea;
James A. Wyatt, Jr., absent;

John Ryan, yea;
Constance Hawke, yea;

Dominic Bellino, yea;
David Dix, yea;

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There being no further business to come before the Board, the meeting of June 6, 2017, a motion was made by Mr. Kohl II to adjourn the meeting, seconded by Mr. Dix, all in favor. The meeting adjourned at 3:02PM. We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Directors' regular meeting on June 6, 2017.

John Ryan
Chairman

Dominic Bellino
Vice-Chairman

Jack Kohl II

David Dix

Constance Hawke

Lisa Anne Cotten

Absent
James A. Wyatt, Jr.

Diana Fierle
Secretary-Treasurer