

**MIAMI TOWNSHIP-DAYTON MALL JEDD**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**  
**NOVEMBER 15, 2016**

***Call to Order***

Chairman Tracy Williams called the Miami Township – Dayton Mall JEDD meeting to order at 2:00 p.m. The following members of the Board were present:

***Present:***

- Tracy Williams
- Chris Fine
- Chris Snyder
- Clay McCord

Chris Fine said George Perrine is running late today.

Nick Blizzard, Cox Media Group; and Susan Davis, Miami Township; were in attendance.

***Approval of Minutes***

Chris Find motioned to approve the minutes as presented from the September 13, 2016 meeting. Clay McCord seconded the motion. Mr. Williams abstained, Mr. Fine aye, Mr. Snyder aye, and Mr. McCord aye.

***Treasurer's Report***

Chris Snyder reported all of the income tax receipts have been received this year for \$774,013.83 which will increase the disbursements in 2017 to the two contracting parties. The income tax revenue has increased by \$124,000 from what was budgeted in 2016. There will be two additional receipts on interest income for November and December. Recent expenditures have been used on banners, trademark, website costs and marketing materials for the Miami Crossing District. We have received the PEP \$6,380 invoice for liability insurance which has increase by 13% from last year. Mr. Snyder will contact PEP to find out why it went up.

George Perrine arrived at 2:02 p.m.

Chris Fine motioned to accept the treasurer's report. Tracy Williams seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Mr. Perrine aye, and Mr. McCord aye.

***Comments on the 2017 Proposed Budget***

Mr. Snyder advised of the changes from the September draft proposed 2017 budget to the November draft proposed 2017 budget. The November draft now shows a deficit in terms of revenues less expenditures and driven entirely because we received so much revenue this year, but will be making the disbursements to the contracting parties next year, thus creating a deficit next year as the projected income tax revenue of \$680,000

did not increase from either draft. The main thing to look at is the long term maintenance set-aside balances: \$375,331 for 2015, \$408,480 projected for 2016 and \$445,830 projected for 2017 and, although we are showing a deficit, the actual balance is increasing. Mr. Snyder indicated he bumped up legal fees, legal notices and may have to increase the PEP liability insurance. The main expense for 2017 is the \$100,000 Miami Crossing District Development Fund. There is no action to be taken today; Mr. Snyder will bring a final budget for adoption at the annual meeting and may have a resolution to amend an appropriation of funds for 2016 to clean up some line items.

#### ***Discuss Resolution #5-2016 to Contract for Legal Services***

The RFP for outside legal services was released; there were three firms that requested the proposal. One firm that has experience in working with joint economic development districts was interviewed by the selection committee. The selection committee is recommending moving forward to enter into a contract for outside legal services with Sebaly Shillito + Dyer. The firm will provide, as needed, professional services regarding on-going legal issues. George Perrine motioned to enter into an agreement with Sebaly Shillito + Dyer to provide legal services for the Miami Township-Dayton Mall JEDD. Chris Fine seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Mr. Perrine aye, and Mr. McCord aye.

#### ***Update of the Miami Crossing District***

Think Patented sponsored a successful kick-off event at Cox Arboretum with the business community to reveal the website and marketing materials for the district. Mr. Williams thanked Mr. Snyder and staff for all their work on the kick-off event. Mr. Snyder said staff is putting together 400 welcome packets for businesses in the Miami Crossing District that will be mailed or delivered soon. The break out session revealed businesses want more events to bring folks into the area. The goal is to have the Greater Dayton Mall Business Association and volunteers to host these events and for the JEDD to provide the website as a tool for the framework in marketing the events. There were questions on what businesses can put on the Miami Crossing website and Mr. Snyder said we would have to get legal counsel involved with policies of what you can and cannot put up on the website. The district is being promoted on the digital billboard at the Dayton Mall and we are currently working on getting the banners installed on the roadway so it will visually all come together. There will be an advisory group informal meeting on January 11, 2017 at 8:00 a.m. at the township to further refine marketing plans for the district. Mr. Snyder thanked Kyle Hinkelman and Nicole Kessel for their graphic design work on the website.

#### ***Discuss Annual Meeting Presentation***

Mr. Snyder said he will update the presentation from last year and give an update of the Miami Crossing District and the State Route 725 LJB project at the annual meeting. The board will also approve the budget and plans for 2017. Mr. Fine said it is impressive to see all the work the Dayton Mall JEDD has accomplished over the last year.

#### ***Issues From Around the Table***

Mr. Snyder said he will check on the PEP insurance liability invoice and report back to the board.

***Public Comments***

None

***Next Meeting Date***

The annual meeting is Tuesday, December 6, 2016 at Miami Township in the following order:

10:30 a.m. – Austin Center JEDD

11:00 a.m. – Miami Township-Dayton JEDD

11:30 a.m. – Miami Township-Dayton Mall JEDD

***Next Agenda Items***

- Discuss Plans & Budget for the District
- Update of the Miami Crossing District

***Adjourn***

Chris Snyder motioned to adjourn the meeting at 2:23 p.m.