

**MIAMI CROSSING JEDD**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**  
**JUNE 12, 2018**

***Call to Order***

Chairman Tracy Williams called the Miami Crossing JEDD meeting to order at 2:02 p.m. The following members of the board were present:

***Present:***

- Tracy Williams
- Emily Christian
- Clay McCord
- Chris Snyder

Andy Jacobs, DP&L; and Susan Davis, Miami Township; were in attendance.

The board excused Chris Fine from the meeting.

***Approval of Minutes***

Emily Christian motioned to approve the minutes as presented from the April 10, 2018 meeting. Chris Snyder seconded the motion. Mr. Williams aye, Ms. Christian aye, Mr. McCord aye, and Mr. Snyder aye.

***Treasurer's Report***

Clay McCord reported everything is on track, the only change this year being the bank fee structure; however, the account is making more in interest than paying out in fees. The ending balance as of May 31, 2018 is \$1,008,157.65 and fund balance after reserves is \$713,147.26. The estimated December 31, 2018 ending cash balance after reserves is \$681,223.95 which assumes the JEDD spending all the money budgeted on line items expenditures, including the \$100,000 Miami Crossing District Development Fund and the \$20,000 Economic Development Assistance Plan (EDAP). Tracy Williams referenced the draft Miami Crossing JEDD Economic Development Assistance Guidelines and liked the bullet point stating, "unutilized funds will be rolled over into the subsequent year to provide a larger funding pool for the following year." Therefore, if the JEDD doesn't disburse any of the \$20,000 EDAP this year, then next year, the JEDD could increase the budget line item to \$40,000. Tracy Williams motioned to accept the treasurer's report. Chris Snyder seconded the motion. Mr. Williams aye, Ms. Christian aye, Mr. McCord aye, and Mr. Snyder aye.

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

Mr. Snyder discussed the banners displayed on Lyons, Lyonsridge and Kingsridge Roads that the JEDD maintains. There are currently 6 designs, making it a challenge to keep track of banners being replaced when they become worn or torn due to sun and wind damage. The board discussed having a smaller set of designs displayed. Mr. Snyder distributed a sample banner design which was created in house that would complement the other banners. We will keep the current banners on display and mix in

the new design when replacing damaged banners; we will also investigate using a better quality heavy duty material for the new banners. Mr. McCord suggested having a metal logo sign on one side of the pole in the areas where torn banners are an issue and a banner on the other side. Mr. Snyder will research if a metal logo sign could be an option and will check on pricing. More design concepts will be forthcoming.

Mr. Snyder met yesterday with Lynne Nischwitz of the Kleingers Group and the new South Towne Center property manager from Brixmor Property Group regarding the landscaping project at SR725/Southwind Drive. The property manager was in favor of the project and is taking the plan back to his supervisor to investigate what they can contribute in funds and will get back to Mr. Snyder. The Kleingers Group quoted \$182,500 for the gateway sign with trees, shrubs, and perennial plantings surrounding the signage and \$43,700 for the landscaping on the corner of Southwind Drive. Mr. Snyder asked the board how much they would be willing to devote to the gateway signage and landscaping construction project. The JEDD will look to partner with Brixmor Property Group, with an agreement for the maintenance of the landscaping. None of the South Towne Center businesses are in the JEDD, but the project would improve the gateway corridor into Miami Crossing and the board could reach out to the JEDD businesses for their feedback on the expenditure. Mr. Williams suggested having another design for the signage that would cut costs and be low maintenance. In addition, if we are going to install more Miami Crossing signs, they should all be consistent in design. The board will wait to hear from Brixmor Property Group in funding the project, and in the meantime, we will look at other communities for ideas on non-traditional entry signs.

#### ***Discuss Guidelines for the EDAP***

Mr. Snyder presented the draft guidelines for the Miami Crossing JEDD EDAP. There is \$20,000 budgeted for the program to enhance further economic development in the district. The draft contained guidelines on establishing an allocation of funds for the annual budget, evaluating requests for assistance to promote program goals, and the right to award assistance beyond the guidelines when warranted. The board agreed to delete from the guideline, "The board will fund no more than X % of project costs up to X per project." The board will let the JEDD businesses know how much is in the budget for assistance and the board will evaluate each potential project with such consideration. Ms. Christian said by informing the businesses of the dollar amount set aside in the budget for assistance gives them a realistic idea of how much to request. Mr. McCord asked if the guidelines were focused more on job creation rather than job retention. The JEDD doesn't favor one over the other; there should be a balance between servicing current businesses and attracting new businesses to the district. The assistance program should be on-going, and businesses should be encouraged to talk with board members prior to submittal. Emily Christian motioned to approve, as discussed, the Miami Crossing JEDD Economic Development Assistance Guidelines. Clay McCord seconded the motion. Mr. Williams aye, Ms. Christian aye, Mr. McCord aye, and Mr. Snyder aye. Mr. Snyder will draft a letter notifying JEDD businesses/property owners of the adoption on guidelines for an assistance program.

#### ***Issues from Around the Table***

Mr. Snyder said the township is under a purchase agreement with Zengel Construction Company to purchase 12 acres west of Vienna Parkway, north of White Allen

dealership and across from Cox Arboretum. After the sale, the township's intention is to put it into the Miami Crossing JEDD, as the property is located right on the edge of the Miami Crossing District. The JEDD will have its legal counsel proceed with an amendment to the contract adding the new territory and both contracting parties will need to approve a resolution to the amendment. It is currently zoned mixed-use commercial; therefore, end users would be office, medical, small retail/restaurant and design standards will be of high quality.

Mr. Williams suggested having a progress report form on the goals that are set forth in the Miami Crossing Master Plan. This form would list each of the goals and give the current status of efforts to achieve that goal. This could be reviewed regularly by the Board and staff in order to help keep us focused and on track in reaching the goals set forth in the master plan and to make adjustments as needed.

Chris Fine's first term will expire on August 13, 2018 and Ms. Davis will need a letter, for the records, from the city manager to reappoint Mr. Fine to a second term.

***Public Comments***

Andy Jacobs of DP&L discussed the upgrade of relocating utilities underground.

**Next Meeting Date**

The next meeting is Tuesday, September 11, 2018 at 2:00 p.m. at Miami Township Government Center:

***Next Agenda Items***

- Discuss 2019 Proposed Budget

***Adjourn***

Mr. Williams adjourned the meeting at 3:16 p.m.