

MIAMI TOWNSHIP-DAYTON MALL JEDD
BOARD OF DIRECTORS MEETING
MINUTES
SEPTEMBER 12, 2017

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
- Emily Christian
- Clay McCord

Nick Endsley, Sebaly Shillito + Dyer; Lynne Nischwitz, The Kleingers Group; Nick Blizzard, Cox Media Group; and Susan Davis, Miami Township; were in attendance.

Approval of Minutes

Chris Fine motioned to approve the minutes as presented from the June 13, 2017 meeting. Chris Snyder seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Ms. Christian aye, and Mr. McCord aye.

Treasurer's Report

Chris Snyder reported three quarterly disbursements have been received to date totaling \$590,288. The JEDD is exceeding receipts and the expenditures are below what was budgeted for 2017. The fund balance after reserves is \$600,880.82. Tracy Williams motioned to accept the treasurer's report. Chris Fine seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Ms. Christian aye, and Mr. McCord aye.

The Kleingers Group Landscape Design Presentation

Lynn Nischwitz passed out the concept design for the I75 & SR725 streetscape enhancements and the cost estimates. The cost estimate was broken down by zones so that the project could be constructed in phases by individual projects. Ms. Nischwitz went over the concept design for the signage, streetscape, decorative fencing, and plantings at the gateway locations and infields together with the proposed overpass signage design. ODOT would not allow any extension above the overpass and ODOT would not allow the branding design on the pedestrian crosswalk; they will approve red brick or cobblestone. Ms. Nischwitz reported the bike trail construction and landscaping along SR725 should be done at the same time so we don't have double expenses on maintenance of traffic, mobilization, and layout/staking. Some of the utility poles will have to be relocated for the bike path going in and the board agreed it would be nice for the power lines to be located underground. The relocation of utility poles is not included in the Kleingers Group cost estimates. The drip irrigation is included in the cost estimates provided. Mr. Williams said the concept design is a good start as there has been much discussion regarding Exit 47 and indicated we need a plan, a phasing plan

going forward. Mr. Snyder and Mr. Fine are working with MVRPC and the City of Miamisburg to seek funding for the project. No action was taken today on the concept design for the I75 & SR725 streetscape enhancements.

Ms. Nischwitz also provided the board with a proposal to provide landscape architecture design services for the streetscape located at SR725 and Southwind Drive. The Kleingers Group will provide a conceptual rendered plan view of the streetscape area along with rendered perspectives to help with a visual understanding of the design and cost estimates. The project will be coordinated with ODOT, South Towne Center, Southview Hospital, and property owners that will be affected by the project. The board agreed streetscape enhancements for the east gateway coming into the township is a great idea. Chris Snyder motioned for the Chairman to enter into a contract with The Kleingers Group to provide design services for the streetscape enhancements located at SR725 and Southwind Drive. Emily Christian seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Ms. Christian aye, and Mr. McCord aye. Mr. Williams thanked Ms. Nischwitz for the design presentations.

Discuss Board Member Reappointment

Tracy Williams first term will expire on September 16, 2017 and therefore, the board will need to reappoint Mr. Williams to a second term. Chris Snyder motioned to reappoint Mr. Williams, as the fifth board member, for a second term beginning September 16, 2017. Emily Christian seconded the motion. Mr. Williams abstained, Mr. Fine aye, Mr. Snyder aye, Ms. Christian aye, and Mr. McCord aye.

Discuss 2018 Proposed Budget

Mr. Snyder added a 2017 projected actual column to the 2018 proposed budget for informational purposes indicating where we stand currently. The 2018 proposed budget consists of \$780,900 in income tax and interest income revenue, \$734,750 in total expenditures and \$585,675 in total reserves with a December 31, 2018 ending set-aside fund balance of \$661,192. The 2018 proposed budget should be brought before the contracting parties for their comments before November 30, 2017 so that the 2018 budget can be approved at the annual meeting in December.

Discuss the Draft Amended and Restated JEDD Contract

Mr. Fine apologized as the discussion on the amended and restated contract will have to be postponed; the email from Mr. Endsley regarding the change went into his clutter folder and the Miamisburg folks haven't had time to review the change. Mr. Endsley stated technically there is no formal action requiring the JEDD Board to recommend the adoption to the contracting parties. The city and the township ultimately are the parties to adopt the amended and restated Miami Township-Dayton Mall JEDD contract. The one change to be discussed at the next meeting is Section 11.D. which states "In the event changes in state law or other factors outside the reasonable control of the Tax Administrator materially increase the cost to the Tax Administrator to administer, collect and enforce the income tax on behalf of the District, such that the economic benefit to the Tax Administrator in connection with the District will materially degrade, the Contracting Parties will negotiate in good faith to discuss providing a reasonable fee or other compensation to the Tax Administrator." Mr. Williams commented once both contracting parties are satisfied with this change the JEDD Board can move forward and recommend the adoption of the amended contract.

Update of the Miami Crossing District

Mr. Snyder advised the ad for Miami Crossing District to be included in the CVB Dayton Regional Visitors Guide is ready to go and asked for the board to approve the expenditure. The board agreed to move forward with the ad and Mr. Snyder motioned for the Chairman to enter into a contract with Great Lakes Publishing to place an ad in the 2018 Destination Dayton Visitors Guide. Mr. Fine seconded the motion. Mr. Williams aye, Mr. Fine aye, Mr. Snyder aye, Ms. Christian aye, and Mr. McCord aye.

Advertising cards highlighting types of food were created to advertise the Miami Crossing District. So far, the cards have been placed in the guests rooms at Homewood Suites and we are contacting other hotels to see if they would like to put the cards in their visitor portfolios. Outside of staff time, the cost of the card stock was \$50. We are in the process of creating a Miami Crossing District brochure to include in welcoming packets the CVB distributes at local events and will also place them in hotels.

There is a Miami Crossing District Advisory Group breakfast meeting on September 19 at 8:30 a.m. at Homewood Suites by Hilton. Immediately after, we are holding a meeting specifically for the Kingsridge Drive folks to get their input on what kind of improvements they would like implemented. There are a lot of businesses and restaurants on Kingsridge Drive with different issues to address regarding bus stops, lighting, landscaping and sidewalks. LJB Inc. and the Miami Township Police Department will be attending this meeting. Mr. Williams thanked Mr. Snyder for all his hard work.

Issues From Around the Table

None

Public Comments

None

Next Meeting Date

The next meeting is Tuesday, November 14, 2017 at 2 p.m. at Miami Township.

Next Agenda Items

- Amended & Restated JEDD Contract
- Annual Meeting

Adjourn

Mr. Fine motioned to adjourn the meeting at 2:59 p.m.