

**MIAMI TOWNSHIP – DAYTON JEDD
BOARD OF DIRECTORS MEETING MINUTES
November 8, 2018**

Chair Tawana Jones called the Miami Township – Dayton JEDD meeting to order at 3:48 p.m. The following members of the board were present:

- Tawana Jones
- Clay McCord
- Terry Slaybaugh
- Chris Snyder

Ford Weber's first term as a JEDD Board member expired on September 20, 2018; therefore, the city commissioners will need to act to reappoint Mr. Ford to a second term.

Ford Weber and Mike Cross, City of Dayton; Kyle Hinkelman and Susan Davis, Miami Township; were in attendance.

Approval of Minutes

Terry Slaybaugh motioned to accept the minutes as presented from the September 18, 2018 meeting. Chris Snyder seconded the motion. Ms. Jones aye, Mr. McCord aye, Mr. Slaybaugh aye, and Mr. Snyder aye.

Treasurer's Report

Clay McCord said the treasurer's report now shows the break out of the reserves more explicitly. The total income tax receipts for three quarters shows \$253,699. Mr. McCord indicated the third quarter receipt of \$75,466 is down compared to the other quarterly receipts and will go back and check to see if that is a normal cycle. Expenditures are \$288,384 but does not include the \$20,000 for the reimbursement of the Washington Church Road repaving project or the \$4,656.64 reimbursement for police overtime services at Runway Fest; these expenditures will show up on the November report. Chris Snyder motioned to accept the treasurer's report. Terry Slaybaugh seconded the motion. Ms. Jones aye, Mr. McCord aye, Mr. Slaybaugh aye, and Mr. Snyder aye.

Mr. McCord just received the draft audit report today; overall the report is good, but he asked for a closing meeting to discuss a couple comments in the report and said everyone is welcome to attend the meeting. At the end of 2017, Mr. McCord overstated the restricted assets as he forgot to adjust the \$59,000 already paid out in 2016 showing there was \$59,000 too much in the restricted fund as opposed to the unassigned fund. Mr. McCord would like more clarification from the auditor as to what more could have been done for disclosure. The audit report commented on having the minutes signed by the chair and another board member. Mr. McCord commented we have a good process in place now as the draft minutes are distributed to the board for review after the meeting; they are then included in the board packet the following meeting for the board's review and approval. Mr. McCord will advise the board when the closing meeting for the audit will take place. The final published audit report will be emailed from the auditor's office to all board members.

Discuss Funding of the Runway Fest

This year the JEDD reimbursed Miami Township \$4,656.64 for police overtime in support of maintaining traffic control at Runway Fest. The board agreed to set aside \$10,000 in the budget under development plans/maintenance activities for the 2019 Runway Fest to cover rental equipment and staff overtime hours. Mr. Slaybaugh said the good news is the airport has already started fundraising efforts for the event next year. The JEDD contribution of \$10,000-line item will be put in the 2019 budget for board approval at the annual meeting.

Update of the Miami Township-Dayton JEDD Master Plan

Mike Cross updated the board on the FAA meeting yesterday. The FAA understands the need to extend the runway and the viability of the Dayton-Wright Brothers Airport. The FAA was excited to learn about the working relationships of the Dayton JEDD and Miami Township. Mr. Cross indicated the FAA is very supportive of moving forward with the pre-environmental assessment activities outlining purpose and needs and ways to overcome the minor inconsistencies of the runway profiles. The big question the FAA had was regarding airport activity in changing the classification to C-II, but the Connor Group was able to validate the number of trips needed for the reclassification. The big hurdle was the recent FAA approval of the airport layout plan and now the airport can start the negotiations on the land purchase/swap as this has to be finalized before the environmental assessment begins.

Kyle Hinkelman reported the Miami Township-Dayton JEDD master plan is 60%-70% finished. The plan focuses on three areas: Washington Church Corridor, Dayton-Wright Brothers Airport, and the Austin Business Park. Mr. Hinkelman discussed the following items where more help is needed:

- Page 6 - Need 5 to 10 main goals of the JEDD.
- Page 14 – Dayton-Wright Brothers Airport section needs to be updated.
- Page 20 – Need information from the airport on current and additional utility conditions. Do fiber lines exist?
- Page 22-23 – Placeholder for current plans to add to the document, such as the 2016 Airport Sustainability Master Plan, ALP, plans for the north and south portions of Austin Landing. Additional reports to include are the 2016 Juniper study of Highest and Best Use and the 2017 LJB report on traffic analysis, site access plan and utility assessment.
- Page 25 – Will need a couple tangible recommendations from the JEDD and three to four plan recommendations from the airport.
- The board would like to beef-up information on Southbrook Church and Dayton Christian School regarding plans for redevelopment and include the increase of airport flight status.
- Upon completion of the master plan, the board discussed having an open house for businesses to review the plan recommendations/benchmarks.

The city and the airport should send Mr. Hinkelman any information, logo/seal, photos of the new hangar, newer aircrafts, businesses in the JEDD, to include in the master plan. Ms. Jones thanked Mr. Hinkelman and Ms. Kessel for all their hard work.

Discuss the Annual Meeting Presentation

The board discussed the following in updating the annual meeting presentation:

- Need to add the Humane Society of Greater Dayton on page 5, which brings the total to 13 businesses in the JEDD
- Would like to have better photos of the member businesses on page 5
- On page 6 list Clay McCord as Treasurer and remove title from Chris Snyder
- 2018 accomplishments: FAA final approval of airport layout plan, adopted the amended and restated Miami Township-Dayton JEDD contract, rezoning request going before the zoning commission on November 20, provided funding for the repaving of Washington Church Road, and working to finalize the revised master plan
- 2019 plan: Sponsor the annual Runway Fest, coordinate the airport pre-environmental assessment activities, and the implementation of the airport master plan, begin branding and marketing the Dayton-Wright Brothers Airport

Mr. Snyder said the discussion with the trustees earlier this year indicated they were not interested in raising the income tax rate, unless the rationale was tied to a project, but could be re-visited if the JEDD Board so desires.

Mr. Slaybaugh and Mr. Cross will put the presentation together and will send it out to the board for review. Mr. McCord will provide the 2018 financial summary, the 2019 budget and the 2016-2019 financial summary.

Mr. Slaybaugh will check with the City of Dayton's finance department to be sure all contractors and businesses working at the airport are paying the JEDD income tax.

Issues Around the Table

Susan Davis distributed the 2019 meeting schedule and asked if anyone has any conflicts to please let her know and she will reschedule.

Public Comments

None

Next Meeting Date

The following annual meetings are scheduled for Tuesday, December 4, 2018 at Miami Township Government Center:

- 10:30 a.m. – Austin Center JEDD
- 11:00 a.m. – Miami Township-Dayton JEDD
- 11:30 a.m. – Miami Crossing JEDD
- Buffet-style lunch to follow

Next Agenda Items

- 2019 Budget and 2019 Plans for the District

Adjourn

Mr. Slaybaugh motioned to adjourn the meeting at 5:04 p.m.