



Necol Washington, Chair  
Shanette Strickland,  
Treasurer/Secretary  
John Carlisle, Etna Township  
Jackie Cotugno, Owners  
Rozland McKee, Employees

**Etna-Reynoldsburg  
Joint Economic  
Development District #2**

Etna Township Hall  
81 Liberty Street  
Etna, OH 43018

**Mollie Prasher, Clerk  
City of Reynoldsburg**

**Etna Reynoldsburg Joint  
Economic Development District  
#2  
Board of Directors Meeting**

---

**Friday, May 17, 2024**

**11:15 AM**

**Etna Township Hall**

---

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF MINUTES**

a. Regular Minutes Meeting of the February 16, 2024

**5. NEW BUSINESS**

a. Amend JEDD Contract to Add Language to Hold Funds Based on Gross Revenue

**6. OLD BUSINESS**

a. Status Update of Clerk Agreement

**7. TREASURER'S REPORT**

a. Fiscal Report

**8. ATTORNEY'S REPORT**

**9. BOARD MEMBER COMMENTS**

\*\*\*\*\*

ADJOURNMENT



**MINUTES REGULAR MEETING  
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT  
DISTRICT #2  
February 16, 2024**

**CALL TO ORDER**

Chair Washington called the meeting to order at 11:35am.

**ROLL CALL**

Board Present: John Carlisle, Jackie Cotugno, Rozland McKee, Shanette Strickland, and Necol Washington

Others: Lori Gischel, Sean McCarter, Darren Leist, Morgan Syck, and Mollie Prasher

**APPROVAL OF MINUTES**

**Regular Meeting Minutes from November 2023**

Treasurer Strickland moved to approve the meeting minutes of November 17, 2023, as submitted. Second by Board member Carlisle.

**NEW BUSINESS**

There was no New Business.

**OLD BUSINESS**

**City of Reynoldsburg Clerk Services Agreement**

As a discussion of the Clerk's service agreement was held during the JEDD #1 meeting, there was no further discussion of this issue.

Board member Carlisle moved to approve the clerk agreement as submitted. Second by Board member McKee. Roll call vote: Carlisle - Yes; Cotugno - Yes; McKee - Yes; Strickland - Yes; Washington - Yes. Motion carried 5-0.

**TREASURER'S REPORT**

**Discussion of Negative Balance in JEDD #2 Fund**

Ms. Gischel explained that this JEDD fund was currently in a negative balance. Tax refunds issued during the fourth quarter of 2023, resulted in a negative net collection. Consequently, the JEDD entities did not receive a fourth quarter

distribution. Specifically, there was a large estimated payment of \$660,000 was made and paid from RITA to the City, then subsequently disbursed. The company was contacted twice about this unprecedented large payment. Normally, when large payments are received, the next distribution is offset by the overpayment. However, JEDD #2 does not receive high revenues to offset this overpayment. A second large payment of \$320,000 was received, but that payment was held by the City and not distributed. In November 2023, a refund of \$515,357 was received. ORC 718 requires that a JEDD issue a refund in 90 days. RITA issued a refund, causing the JEDD fund to go into a deficit. On January 25, 2024, the City of Reynoldsburg informed the JEDD entities that funds had been distributed, putting the JEDD fund into a negative balance. A copy of that letter sent was included in the Board's packet. There was still a \$330,000 potential refund needed. Normally, negative amounts can be offset against future payments; however, this negative balance might not be offset during the fiscal year of 2024. If the balance remains negative, the City may request the JEDD Board to approve the City to invoice the entities to reclaim the distributed funds.

Attorney McCarter explained that it would take a couple of years for the JEDD refund to replenish the account. The JEDD fund cannot remain in a deficit.

Ms. Gischel advised that ORD 718.83 allows the state to collect net profits and allows for billing to retrieve funds. Our JEDDs do not have that language.

The Board discussed how to proceed, it was decided to approve the City of Reynoldsburg to invoice the entities to request distributed funds be returned. Ms. Gischel discussed the amount that would be due from each entity, but indicated that the amounts did not include the 3% for the Board.

Chair Washington suggested that the Board should find a new strategy to deal with this issue moving forward.

Attorney McCarter advised that the entities were not parties to the JEDD agreement. They were party to the DCA, which was their only standing. That agreement does not explicitly speak to the issue of being able to "claw" money back. However, he indicated that JEDD Board had the right to request the funds be returned. He suggested that any request site the definition of gross revenue and ask for all of the \$515,000 back.

Board member Carlisle moved that the JEDD Board recognizes deficit of the JEDD #2 fund and do its fiduciary duty to balance the overpayment by asking the City of Reynoldsburg request repayment of the \$515,000. Second by Board member McKee. Roll call vote: Carlisle - Yes; Cotugno - Yes; McKee - Yes; Strickland - Yes; and Washington - Yes. Motion carried 5-0.

Attorney McCarter recommended that the Board amend the JEDD contracts to provide that "the City shall, if it receives an abnormally large tax payment that it reasonably has concerns will be subject to refund, contact the JEDD Chair, or if not available the Vice Chair, to request the right to not distribute the funds as Gross Revenue, but instead to hold the funds as subject to refund. If the Chair or Vice Chair finds that holding the funds as subject to refund is warranted, they shall consent to holding the funds. Following this, the matter shall be brought before the JEDD Board at its next regularly scheduled meeting for consideration and a determination of whether the funds should continue to be held as funds subject to refund, and if so, for how long."

Ms. Gischel added the RITA can hold money, but the City of Reynoldsburg cannot.

Board member Carlisle moved to allow Ms. Gischel to hold funds based on the gross revenue. Second by Board member McKee. Roll call vote: Carlisle - Yes; Cotugno - Yes; McKee - Yes; Strickland - Yes; and Washington - Yes. Motion carried 5-0.

Chair Washington suggested that issue be added to JEDDs #1, #3, #4, and #7 at the next Board meeting.

### **Finance and Distribution Report**

Ms. Gischel reviewed the fiscal information and treasurer's report information provided to the Board. She provided an income tax revenue comparison report for JEDD #2 and the final TPA distribution summary for 2023 by entity. The total revenue for 2023 was \$777,600.68. The total distribution for 2023 was \$759,872.83.

Board member Carlisle moved to approve the Treasurer's Report. Second by Board member Strickland. Roll call vote: Carlisle - Yes; Cotugno - Yes; McKee - Yes; Strickland - Yes; and Washington - Yes. Motion carried 5-0.

### **Appropriations/Budget**

Ms. Gischel commented that the Heartland Bank investment opportunities would not currently be available for JEDD #2. The Board can review possible investment opportunities at the next Board meeting.

Ms. Gischel advised that JEDD #2 is on rotation for an audit during 2024 for fiscal years ending 2023 and 2022.

Board member Carlisle moved to approve Chair Washington or Ms. Gischel to move forward with an audit. Second by Treasurer Strickland. Roll call vote: Carlisle - Yes; Cotugno - Yes; McKee - Yes; Strickland - Yes; and Washington - Yes. Motion carried 5-0.

**Payment of Outstanding Invoices**

There were invoices amounting to \$1,040.00 for Professional/Paralegal services.

**ATTORNEY'S REPORT**

There was no Attorney Report submitted.

**BOARD MEMBER COMMENTS**

As there was no further business, Chair Washington adjourned the meeting at 12:17pm.

---

Necol Washington, Board Chair

---

Mollie Prasher, Clerk



**STAFF REPORT**  
**REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT**  
**DISTRICT #2**

---

**DATE:** May 17, 2024

**RE:** Amend JEDD Contract to Add Language to Hold Funds Based on Gross Revenue

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

---



**STAFF REPORT**  
**REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT**  
**DISTRICT #2**

---

**DATE:** May 17, 2024

**RE:** Status Update of Clerk Agreement

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

---



**STAFF REPORT**  
**REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT**  
**DISTRICT #2**

---

**DATE:** May 17, 2024

**RE:** Fiscal Report

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

---

**INCOME TAX DEPARTMENT**  
**Lori Gischel, Income Tax Administrator**  
**7232 EAST MAIN STREET**  
**REYNOLDSBURG, OHIO 43068**  
**(614) 322-6865 phone**  
**(614) 322-6864 fax**




## MEMORANDUM

---

**DATE:** May 17, 2024

**TO:** Etna-Reynoldsburg Joint Economic Development District (JEDD) Board 2

**RE:** Fiscal Information

---

The reports attached and herein: Income Tax Revenue, Distribution, and Comparison Reports, Period Invoices, along with the Balance Sheet and Receipts and Disbursements are as of March 31, 2024.

Items to note: At its last meeting, the JEDD 2 Board gave the City approval to invoice associated entities for an unprecedented estimated payment previously distributed. As of March 31, a few of the invoices were pending; thereby, the JEDD entities did not receive a distribution this period.

### Income Tax Revenue Comparison Report - JEDD 2

Period Tax Collected	Month Distributed	Calander Year 2024	Calander Year 2023	Calander Year 2022	2024 / 2023 Year Over Year Growth	
4th Qtr 2023/2022/2021	January 2024/2023	\$ -	\$ 17,727.85	\$ 134,838.35	\$ (17,727.85)	-100.00%
1st Qtr 2024/2023/2022	April 2024/2023	\$ -	\$ 36,985.10	\$ 18,740.46	\$ (36,985.10)	-100.00%
2nd Qtr 2024/2023/2022	July 2024/2023		\$ 703,991.32	\$ 14,955.99		
3rd Qtr 2024/2023/2022	October 2024/2023		\$ 18,896.41	\$ 40,512.25		
<b>Net Revenue YTD</b>		<b>\$ -</b>	<b>\$ 777,600.68</b>	<b>\$ 209,047.05</b>	<b>\$ (54,712.95)</b>	<b>-100.00%</b>

### Invoices Submitted Under the Township Reimbursement Agreement this Period

Company	Services Rendered	Date	Amount
Albers and Albers	Professional/ Paralegal	Feb.2024	\$ 6,097.50
Total			\$ 6,097.50

#### Audit Update

JEDD 2 is on rotation for audit during 2024 for fiscal years ending 2023 and 2022. An agent from the Auditor of State's (AOS) Office contacted us mid-April with preliminary informational request(s).

2024 Distribution Summary - JEDD 2  
 Combined Non-Project and Project Site Distributions

Vendor	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
SWLSD	\$0.00	0.00	\$0.00	\$0.00	\$0.00
JEDD Board	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CITY (RITA)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
JEDD BIA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Licking County TID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
C-Tec	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Licking County Commissioners	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Etna Township	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	0.00	\$0.00	\$0.00	\$0.00

**ETNA-REYNOLDSBURG JEDD 2 Distribution Report**  
**Distribution in Accordance with JEDD Contract and Amendments**  
**2024 - Cash Basis**

2024

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
Total Gross JEDD Collections	\$0.00				\$0.00
Less the Project Site Collections*	\$0.00				\$0.00
Miscellaneous Adjustments +/-					
Total JEDD <del>Non-Project</del> Site Collections to Distribute	\$0.00 #	\$0.00	\$0.00	\$0.00	\$0.00
Distribution of Funds Per JEDD Contract:					
2% of Gross Revenue payable to JEDD Board	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.3.1					
3% of Gross Revenue payable to City for Tax Administration	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.3.2					
Repay Contracting Parties-if necessary; payable to ETNA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.3.3 (Invoices received to date paid in full)					
<b>Net JEDD Collections</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Distribution of Funds Per JEDD Contract:					
20% of Net Revenue payable to SWLSD	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.4.1 as provided for in Section 4.3					
20% of Net Revenue payable to CITY	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.4.2					
50% of Net Revenue payable to ETNA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.4.3					
10% of Net Revenue payable to BIA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.4.4					
<b>Balance After Distributions Per JEDD Contract</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

\* Project Sites Include: Parcel 010-017886-00.000 and 010-017154-00.016  
# Net all repayments for large refund received by 3/31/2024 so 01 still negative.

ETNA-REYNOLDSBURG JEDD 2 Distribution Report  
 "Project Site" Distribution in Accordance with JEDD Contract and Amendments  
 2024 - Cash Basis

	2024				Year-to-Date
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Gross Project Site Collections *	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous Adjustments +/-					
Total Gross Project Site Collections to Distribute	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Distribution of Funds Per JEDD Contract:					
30% of Gross Revenue payable to SWILSD	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.1.1, as provided for in Section 4.3					
2% of Gross Revenue payable to JEDD Board	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.1.2					
3% of Gross Revenue payable to City for Tax Administration	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.1.3					
Repay Contracting Parties-if necessary; payable to ETNA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.1.4 (invoices received to date paid in full)					
Net JEDD Collections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Distribution of Funds Per JEDD Contract:					
20% of Net Revenue payable to CITY	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.1					
10% of Net Revenue payable to BJA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.2					
5% of Net Revenue payable to Licking County Transportation Improvement District (TID)	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.3					
5% of Net Revenue payable to Career and Technology Centers of Licking County (C-Tec)	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.4					
15% of Net Revenue payable to Licking County Commissioners	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.5					
Amount Equal to the Net Revenue minus Sections 4.2.2.1 - 4.2.2.5 payable to ETNA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.2.6					
<b>Balance After Distributions Per JEDD Contract</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

\* Project Sites Include: Parcel 010-017886-00.000 and 010-017154-00.016

**ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 2**  
**Balance Sheet and Receipts and Disbursements**  
As of and for the Three Month Period Ended March 31, 2024

	March 31, 2024	
<b>ASSETS</b>		
Checking/Savings		
Heartland-BIA Account	\$ 48,132.09	
Heartland-Board Account	11,837.42	
Total Checking/Savings	59,969.51	
JEDD-Combined Fund 942-City	300,373.62	(1)
Total Current Assets	360,343.13	
<b>TOTAL ASSETS</b>	<b>\$ 360,343.13</b>	
<b>LIABILITIES &amp; EQUITY</b>		
Equity		
Fund Balance-Board Account	11,837.42	
Fund Balance-BIA Account	48,132.09	
Fund Balance-Restricted for Distribution	300,373.62	(1)
Total Equity	360,343.13	
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 360,343.13</b>	
Board Account-Beginning Balance 01/01/24	\$ 22,144.56	
Board Account - Receipts 2024	-	
Board Account - Disbursements 2024	(10,307.14)	
Board Account-Ending Balance 03/31/24	\$ 11,837.42	
BIA Account - Beginning Balance 01/01/24	\$ 81,630.30	
BIA Account - Receipts 2024	-	
BIA Account - Disbursements 2024	(33,498.21)	
BIA Account-Ending Balance 03/31/24	\$ 48,132.09	

(1) These monies are not available for JEDD purposes but must be distributed to various entities per the distribution formulas that are set. Both the JEDD Board and the JEDD BIA will receive their proportional share in the subsequent distributions. Due to a substantial overpayment from the companies paying taxes, the JEDD has been recovering the overpayment from the various entities.