



Necol Washington, Chair
Lori Gischel, Treasurer/Secretary
John Kennard, Etna Township
Jackie Cotugno, Owners
Rozland McKee, Employees

Etna-Reynoldsburg Joint Economic Development District #4

Etna Township Hall
81 Liberty Street
Etna, OH 43018

Mollie Prasher, Clerk
City of Reynoldsburg

Etna Reynoldsburg Joint Economic Development District #4 Board of Directors Meeting

Friday, November 22, 2024

11:50 AM

Etna Township Hall

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
 - a. Regular Meeting Minutes of August 23, 2024
5. **NEW BUSINESS**
 - a. Appointment of New Board Members
6. **OLD BUSINESS**
 - a. Status of Clerk Agreement
7. **TREASURER'S REPORT**
 - a. Finance Report
8. **ATTORNEY'S REPORT**
9. **BOARD MEMBER COMMENTS**
 - a. Meetings Dates for 2025

Friday, February 14, 2025	11:00am
Friday, May 16, 2025	11:00am
Friday, August 22, 2025	11:00am
Friday, November 21, 2025	11:00am

10. ADJOURNMENT

ADJOURNMENT



**MINUTES REGULAR MEETING
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #4
August 23, 2024**

CALL TO ORDER

Chair Washington called the JEDD 4 meeting to order.

ROLL CALL

PRESENT: Cotugno, Gischel, Kennard, McKee, Washington

GUESTS: Paul Rennick, John Albers, Chris Shook, Mollie Prasher, Morgan Syck

APPROVAL OF AGENDA

Board Member McKee moved to approve the August 23, 2024 agenda as submitted.
Second by Board Member Cotugno. Motion carried.

APPROVAL OF MINUTES

Regular Meeting Minutes of February 16, 2024

Board Member McKee moved to approve the February 16, 2024 regular meeting minutes as submitted. Second by Board Member Cotugno. Motion carried.

Regular Meeting Minutes of May 17, 2024

Board Member McKee moved to approve the May 17, 2024 regular meeting minutes as submitted. Second by Board Member Cotugno. Motion carried.

NEW BUSINESS

Status on Establishing Policy Language for Holding/Recouping Funds

Attorney Albers stated that he provided the Board with legislation to establish the Board to hold funds when excessive funds were paid, which could likely require a refund. Whenever the City received a JEDD income tax payment for a District, which it has reason to believe is likely to result in a refund of all or any part of the amount received to a taxpayer, the City would not distribute the sum, but would contact the Board about the receipt of the funds and the Board would have the authority to hold the tax payment or distribute the payment.

Chair Washington asked who would hold the funds. Ms. Gischel advised that RITA would hold the funds.

Board Member Carlisle asked how long the funds could be held. Attorney Albers responded that funds could be held until instructions were given to distribute the funds. The Board could institute a time limit on holding funds.

Board Member Gischel made a motion to approve Resolution No. 2024-08-23-01 establishing a tax payment policy. Second by Board Member McKee. Roll call vote: Cotugno - Yes; Gischel - Yes; Kennard - Yes; McKee - Yes; and Washington - Yes. Motion carried 5-0.

OLD BUSINESS

Update Regarding Finalized Clerk Agreement

Attorney Shook advised that the Clerk Agreement was awaiting the Etna Township Attorney to review and approve the agreement.

TREASURER'S REPORT

Financial Reports

Board Member Gischel reported that the fiscal reports were included in the Board's packet. The revenues are projected to be \$115,000 for the year. JEDD 1 has collected \$118,000 to date. This projected increase seems to be due to new development in the JEDD area and increased occupancy. The distribution report was also included in the packet. During this reporting period, there were invoices amounting to \$550.00 for professional/paralegal services. The balance sheet, receipts and disbursement were also included in the packet.

Ms. Gischel explained that a proposed budget would be brought before the Board in November. She would be meeting with Paul Rennick of BHM. They would be reviewing JEDD's expenses to determine a budget for 2025.

Board Member McKee moved to approve the finance report. Second by Board Member Cotugno. Roll call vote: Cotugno - Yes; Gischel - Yes; Kennard - Yes; McKee - Yes; and Washington - Yes. Motion carried 5-0.

Insurance Renewal

Ms. Gischel explained that JEDD 4 insurance renewal was provided to the Board. The Board needed to approve the Secretary and Chair to sign the agreement and forward the invoice to the Township for payment.

Board Member McKee moved to approve the renewal and direct the Secretary and

Chair to sign the agreement and forward the invoice to the Township for payment. Second by Board Member Cotugno. Roll call vote: Cotugno - Yes; Gischel - Yes; Kennard - Yes; McKee - Yes; and Washington - Yes. Motion carried 5-0.

ATTORNEY'S REPORT

There was no report from the JEDD Attorney.

BOARD MEMBER COMMENTS

There were no additional Board comments.

ADJOURNMENT

As there was no further business, Board Member McKee moved to adjourn the meeting. Second by Board Member Cotugno. Motion carried.

Necol Washington, Board Chair

Mollie Prasher, Clerk



STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #4

DATE: November 22, 2024

RE: Appointment of New Board Members

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #4

DATE: November 22, 2024

RE: Status of Clerk Agreement

APPROVALS:

Joe Begeny
Stephen Cicak
Chris Shook
Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



**STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #4**

DATE: November 22, 2024

RE: Finance 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: November 14, 2024

TO: Etna-Reynoldsburg Joint Economic Development District (JEDD) Board 4

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 as of October 31, 2024.

Income Tax Revenue Comparison Report - JEDD 4

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	\$ 28,795.17	\$ 5,171.34	\$ 3,373.68	\$23,623.83	456.82%
1st Qtr 2024/2023/2022	April 2024/2023	\$ 62,309.16	\$ 3,819.83	\$ 9,682.31	\$58,489.33	1531.20%
2nd Qtr 2024/2023/2022	July 2024/2023	\$ 27,482.10	\$ 24,955.63	\$ 10,658.83	\$ 2,526.47	10.12%
3rd Qtr 2024/2023/2022	October 2024/2023	\$ 22,785.24	\$ 23,555.77	\$ 18,074.46	\$ (770.53)	-3.27%
Net Revenue YTD		\$141,371.67	\$ 57,502.57	\$ 41,789.28	\$83,869.10	145.85%

Invoices Submitted Under the Township Reimbursement Agreement this Period

Company	Services Rendered	Date	Amount
Albers and Albers	Professional/ Paralegal	Aug-24	\$ 262.50
Assured Partners	Insurance	Aug-24	\$ 2,832.00
BHM CPA Group	Financial Services	Oct-24	\$ 4,950.00
		Total	\$ 8,044.50

Audit Update:
None

ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 4
Balance Sheet and Receipts and Disbursements
As of and for the Ten Month Period Ended October 31, 2024

	<u>October 31, 2024</u>	
ASSETS		
Checking/Savings		
Heartland-BIA Account	\$ 31,236.57	
Heartland-Board Account	12,395.23	
Total Checking/Savings	<u>43,631.80</u>	
JEDD-Combined Fund 944-City	2,450.00	(1)
Total Current Assets	<u>46,081.80</u>	
TOTAL ASSETS	<u><u>\$ 46,081.80</u></u>	
LIABILITIES & EQUITY		
Equity		
Fund Balance-Board Account	12,395.23	
Fund Balance-BIA Account	31,236.57	
Fund Balance-Restricted for Distribution	2,450.00	(1)
Total Equity	<u>46,081.80</u>	
TOTAL LIABILITIES & EQUITY	<u><u>\$ 46,081.80</u></u>	
 Board Account-Beginning Balance 01/01/24		
	\$ 5,326.64	
Board Account - Receipts 2024		
	7,068.59	
Board Account - Disbursements 2024		
	-	
Board Account-Ending Balance 10/31/24	<u><u>\$ 12,395.23</u></u>	
 BIA Account - Beginning Balance 01/01/24		
	\$ 8,683.52	
BIA Account - Receipts 2024		
	22,553.05	
BIA Account - Disbursements 2024		
	-	
BIA Account-Ending Balance 10/31/24	<u><u>\$ 31,236.57</u></u>	

(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.

JEDD4 2025 Proposed Budget

Tax Revenue for Distribution	\$	85,000.00
Total	\$	85,000.00

			Projected Gross Revenue Distribution	Entity	%	
Gross Revenue Distribution	\$	21,250.00				
Net Revenue to be Distributed	\$	63,750.00				
			\$	17,000	SW Licking	20.000%
			\$	1,700	JEDD Board	2.000%
Interest Earned & Other Income			\$	2,550	Income Tax	3.000%
					Etna Township Expense Reimbursement	N/A
Total	\$	85,000.00	\$	21,250		25.000%

Expenses		
Distribution of Gross Revenue	\$	19,550.00
Distribution of Net Revenue	\$	63,750.00

			Projected Net Revenue Distribution	Entity	%	
Etna Township Expense Reimbursement	\$	- *				
Accounting Services	\$	- *				
Audit	\$	- *	\$	9,563	Reynoldsburg City	15.000%
E&O Board Insurance	\$	- *	\$	12,750	JEDD BIA	20.000%
Misc. Supplies, Education, Postage	\$	- *	\$	3,188	West Licking Fire	5.000%
Special Projects	\$	- *	\$	3,188	C-Tec	5.000%
			\$	9,563	LickingCounty	15.000%
Total	\$	83,300.00	\$	3,188	Licking Co TID	5.000%
			\$	22,310	Etna Township	Remaining

Excess of Revenue Over (Under)			\$	63,750
Expenses for 2025	\$	1,700.00		

Supplemental Information:

Cash Balance in Checking-Board - 10/31/24	\$	12,395.23
Cash Balance in Checking -BIA- 10/31/24	\$	31,236.57
Total Cash - As of 10/31/2024	\$	<u>43,631.80</u>

* - Total Projected Expenses of \$15,000 are anticipated to be covered by the Township and eventually will be reimbursed by the JEDD when sufficient unrestricted revenues are available.

Please note that the Township is projected to receive \$22,310 in fiscal year 2025.

The BIA account must be allocated 95% to the developer and 5% to the JEDD as requests for reimbursements are submitted.