



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

# Etna-Reynoldsburg Joint Economic Development District #1

Etna Township Hall  
81 Liberty Street  
Etna, OH 43018  
  
Mollie Prasher, Clerk  
City of Reynoldsburg

## Etna Reynoldsburg Joint Economic Development District #1 Board of Directors Meeting

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|                              |                 |                           |
|------------------------------|-----------------|---------------------------|
| <b>Friday, March 7, 2025</b> | <b>11:00 AM</b> | <b>Etna Township Hall</b> |
|------------------------------|-----------------|---------------------------|

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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
  - a. Regular Meeting Minutes November 22, 2024
- 5. NEW BUSINESS**
- 6. OLD BUSINESS**
- 7. TREASURER'S REPORT**
  - a. Finance and Distribution Report
- 8. ATTORNEY'S REPORT**
  - a. Report Regarding Developer Reimbursement
- 9. BOARD MEMBER COMMENTS**

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ADJOURNMENT



**MINUTES REGULAR MEETING  
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT  
DISTRICT #1  
November 22, 2024**

**CALL TO ORDER**

Chair Necol Washington called the meeting to order at 11:06am.

**ROLL CALL**

PRESENT: Necol Washington, Jackie Cotugno, Rozland McKee, Shanette Strickland, Rachel Zelanzny

ABSENT:

GUESTS: John Kennard, Sean McCarter, Chris Shook, Paul Rennick, Shelly Ipacs, Thaah Young, Nita Hanson, Mollie Prasher, and Morgan Syck

**APPROVAL OF AGENDA**

Board member McKee made a motion to approve the agenda as submitted. Second by Board member Cotugno. Motion carried.

**APPROVAL OF MINUTES**

**Regular Meeting Minutes of August 23, 2024**

Board member McKee made a motion to approve the regular meeting minutes of August 23, 2024 as submitted. Second by Board member Cotugno. Motion carried.

**NEW BUSINESS**

**Appointment of New Board Member**

Chair Washington welcomed new board member Rachel Zelanzny.

**OLD BUSINESS**

**Status of Clerk Agreement**

Board member McKee advised that the Township had approved the Clerk appointment, but copies of the executed document had not yet been shared.

**TREASURER'S REPORT**

## **Finance Report and 2025 Budget**

Treasurer Strickland gave the financial report on behalf of Ms. Gischel. She reported that the fiscal reports were included in the Board's packet. Fourth quarter revenue was \$220,670.77. The gross revenue for 2024 was \$687,818.05. The distribution report was also included in the packet. During this reporting period, there were invoices amounting to \$8,966, which included professional/paralegal services, AOS audit, Assured Partners Insurance, and BHM CPA Group for financial services.

The audit report for 2022-2023 found no compliance issues. JEDD #1 received the Outstanding Achievement Award for transparency and governance.

Treasurer Strickland reported that the projected budget for 2025 was \$600,000. She added that the 2024 budget had a total cash amount of \$212,234.10. Chair Washington questioned if this amount was based on revenues received in 2024. Treasurer Strickland responded in the affirmative.

Board member McKee made a motion to approve the finance report and 2025 budget. Second by Board member Cotugno. Roll call: Cotugno - Yes; Zelazny - Yes; McKee - Yes; Strickland - Yes; and Washington - Yes. Motion carried.

## **ATTORNEY'S REPORT**

Attorney McCarter advised that JEDD Board members should complete fraud training as all public employees were being requested to complete this training. He requested that each Board member take the eight-minute training and provide Mr. Rennick with a copy of the completion certificate.

Attorney McCarter added that there was concern about the issue that developers had not requested any draws on the BIA account. He believed there was a failure to comply with the provisions of our rules and some action needed to take place to resolve any possible outstanding requests. A review of the specifics for each developer needs to be completed. Each developer would then need to be contacted and noticed about their current options and/or standing. For JEDD #1, there was one request made that was denied as the request was signed by an attorney, not the company. Attorney McCarter indicated that each request would need to be looked at individually. This letter would put the developers on notice and allow the Board to resolve any remaining reimbursement requests. Each JEDD account was set up with start-up funds in advance of the BIA accounts to cover any reimbursements. There was one request made for reimbursement that was denied as the request was signed by an attorney, not the company. Contacting the companies and resolving this issue will allow these funds to be released to the BIA fund.

Treasurer Strickland asked for clarification as to how the Board should move forward. Should each JEDD account be reviewed to determine what reimbursements might be needed? Attorney McCarter advised that developers have not complied with their obligation to secure reimbursement from the BIA accounts. He was requesting the Board direct his firm to contact the developers and secure a closure to any possible reimbursements.

Board member McKee moved to approve Albers Law Firm to contact each developer to advise them of their reimbursement status. Second by Board member Cotugno. Roll call: Zelazny - Yes; McKee - Yes; Cotugno - Yes; Strickland - Yes; Washington - Yes. Motion carried.

### **BOARD MEMBER COMMENTS**

#### **Meeting Dates for 2025**

|                                  |                |
|----------------------------------|----------------|
| <b>Friday, February 14, 2025</b> | <b>11:00am</b> |
| <b>Friday, May 16, 2025</b>      | <b>11:00am</b> |
| <b>Friday, August 22, 2025</b>   | <b>11:00am</b> |
| <b>Friday, November 21, 2025</b> | <b>11:00am</b> |

The proposed dates for the JEDD #1 meetings were presented to the Board. Attorney McCarter advised that the Albers firm would not be available on the November 21st date, but the 14th would work. The Board commented that they wanted to see what the JEDDZ Board set as their meeting dates.

### **ADJOURNMENT**

Treasurer Strickland moved to adjourn the meeting at 11:25am. Second by Board member Cotugno. Motion carried.

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Necol Washington, Board Chair

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Mollie Prasher, Clerk



**STAFF REPORT**  
**REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT**  
**DISTRICT #1**

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**DATE:** March 7, 2025

**RE:** Finance and Distribution Report

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

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



## MEMORANDUM

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**DATE:** February 25, 2025

**TO:** Etna-Reynoldsburg Joint Economic Development District (JEDD) Board 1

**RE:** Fiscal Information

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The attached reports include the Income Tax Revenue, Distribution and Comparison Reports, Period Invoices, as well as the Balance Sheet and Receipts and Disbursements documentation.

### Income Tax Revenue Comparison Report - JEDD 1

| Period Tax Collected   | Month Distributed | Calander Year 2025   | Calander Year 2024   | Calander Year 2023   | 2025 / 2024           |                |
|------------------------|-------------------|----------------------|----------------------|----------------------|-----------------------|----------------|
|                        |                   |                      |                      |                      | Year Over Year Growth |                |
| 4th Qtr 2024/2023/2022 | January 2025/2024 | \$ 133,130.88        | \$ 220,670.77        | \$ 118,411.54        | \$ (87,539.89)        | -39.67%        |
| 1st Qtr 2025/2024/2023 | April 2025/2024   |                      |                      |                      |                       |                |
| 2nd Qtr 2025/2024/2023 | July 2025/2024    |                      |                      |                      |                       |                |
| 3rd Qtr 2025/2024/2023 | October 2025/2024 |                      |                      |                      |                       |                |
| <b>Net Revenue YTD</b> |                   | <b>\$ 133,130.88</b> | <b>\$ 220,670.77</b> | <b>\$ 118,411.54</b> | <b>\$ (87,539.89)</b> | <b>-39.67%</b> |

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

| Company           | Services Rendered       | Date   | Amount             |
|-------------------|-------------------------|--------|--------------------|
| Albers and Albers | Professional/ Paralegal | Oct-24 | \$ 500.00          |
| Albers and Albers | Professional/ Paralegal | Nov-24 | \$ 1,812.50        |
| <b>Total</b>      |                         |        | <b>\$ 1,812.50</b> |

**2024 Distribution Summary - JEDD 1  
 Combined TPA and Project Site Distributions**

| Vendor                       | 1st Qtr     | 2nd Qtr     | 3rd Qtr      | 4th Qtr      | Year-to-Date |
|------------------------------|-------------|-------------|--------------|--------------|--------------|
| SWLSD                        | \$21,077.10 | 40,625.01   | \$44,154.71  | \$29,294.38  | \$135,151.20 |
| JEDD Board                   | \$1,828.12  | \$3,667.74  | \$3,847.09   | \$2,662.62   | \$12,005.57  |
| CITY (RITA)                  | \$2,742.18  | \$5,501.60  | \$5,770.64   | \$3,993.92   | \$18,008.34  |
| CITY                         | \$15,689.56 | \$32,474.92 | \$33,137.09  | \$23,693.94  | \$104,995.51 |
| JEDD BIA                     | \$7,844.78  | \$16,237.46 | \$16,568.55  | \$11,846.98  | \$52,497.77  |
| Licking County TID           | \$3,287.92  | \$6,679.62  | \$6,929.10   | \$4,859.00   | \$21,755.64  |
| C-Tec                        | \$3,287.92  | \$6,679.62  | \$6,929.10   | \$4,859.00   | \$21,755.64  |
| Licking County Commissioners | \$9,863.77  | \$20,038.87 | \$20,787.32  | \$14,576.99  | \$65,266.95  |
| Etna Township                | \$25,784.52 | \$51,482.01 | \$54,230.96  | \$37,344.05  | \$168,841.54 |
|                              | \$91,405.87 | 183,386.85  | \$192,354.56 | \$133,130.88 | \$600,278.16 |

**ETNA-REYNOLDSBURG JEDD 1**  
**Distributions In Accordance With JEDD Contract and Amendments**  
**2024 - Cash Basis**

|  | <b>2024</b>        |                     |                     |                     | <b>Year-to-Date</b> |
|--|--------------------|---------------------|---------------------|---------------------|---------------------|
|  | <b>1st Qtr</b>     | <b>2nd Qtr</b>      | <b>3rd Qtr</b>      | <b>4th Qtr</b>      |                     |
| Gross Collections  |                    |                     |                     |                     |                     |
| TPA Project Area (TPA) *   | \$63,446.68        | \$143,910.42        | \$135,516.59        | \$106,448.80        | \$449,322.49        |
| "Project Site" Collections (report on page 2)  | \$27,959.19        | \$39,476.43         | \$56,837.97         | \$26,682.08         | \$150,955.67        |
| "All Other Property"   |                    |                     |                     |                     | \$0.00              |
| Miscellaneous Adjustments +/-  |                    |                     |                     |                     | \$0.00              |
| <b>Total Gross Collections to Distribute</b>   | <b>\$91,405.87</b> | <b>\$183,386.85</b> | <b>\$192,354.56</b> | <b>\$133,130.88</b> | <b>\$600,278.16</b> |
| <b>Total TPA And Other Gross Collections to Distribute</b>   | <b>\$63,446.68</b> | <b>\$143,910.42</b> | <b>\$135,516.59</b> | <b>\$106,448.80</b> | <b>\$449,322.49</b> |
| <u>Distribution of Funds Per JEDD Contract (Gross Revenue)</u>   |                    |                     |                     |                     |                     |
| 20% of Gross Revenue payable SWLSD   | \$12,689.34        | \$28,782.08         | \$27,103.32         | \$21,289.76         | \$89,864.50         |
| Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3  |                    |                     |                     |                     |                     |
| 2% of Gross Revenue payable to JEDD Board  | \$1,268.93         | \$2,878.21          | \$2,710.33          | \$2,128.98          | \$8,986.45          |
| Per JEDD Contract, Section 4.2.1.2   |                    |                     |                     |                     |                     |
| 3% of Gross Revenue payable to City for Tax Administration   | \$1,903.40         | \$4,317.31          | \$4,065.50          | \$3,193.46          | \$13,479.67         |
| 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)  |                    |                     |                     |                     |                     |
| <b>Net TPA Project Area Collections</b>  | <b>\$47,585.01</b> | <b>\$107,932.82</b> | <b>\$101,637.44</b> | <b>\$79,836.60</b>  | <b>\$336,991.87</b> |
| <b>Net Other JEDD Collections</b>  |                    |                     |                     |                     | <b>\$0.00</b>       |
| <b>Total Net Collections:</b>  | <b>\$47,585.01</b> | <b>\$107,932.82</b> | <b>\$101,637.44</b> | <b>\$79,836.60</b>  | <b>\$336,991.87</b> |
| <u>Distribution of Funds Per JEDD Contract (Net Revenue)</u>   |                    |                     |                     |                     |                     |
| 20% of Sum of Net Revenue and SWLSD Payment to CITY  | \$12,054.87        | \$27,342.98         | \$25,748.15         | \$20,225.27         | \$85,371.27         |
| Per JEDD Contract, Section 4.2.2.1   |                    |                     |                     |                     |                     |
| 10% of Sum of the Net Revenue and SWLSD Payment payable to BIA   | \$6,027.43         | \$13,671.49         | \$12,874.08         | \$10,112.64         | \$42,685.64         |
| Per JEDD Contract, Section 4.2.2.2   |                    |                     |                     |                     |                     |
| 5% of the Net Revenue payable to C-Tec   | \$2,379.25         | \$5,396.64          | \$5,081.87          | \$3,991.83          | \$16,849.59         |
| Per JEDD Contract, Section 4.2.2.3   |                    |                     |                     |                     |                     |
| 15% of the Net Revenue from the "TPA Project Area" is payable to the Licking County Commissioners (LCC)            | \$7,137.75         | \$16,189.92         | \$15,245.62         | \$11,975.49         | \$50,548.78         |
| Per JEDD Contract, Section 4.2.2.4   |                    |                     |                     |                     |                     |
| 5% of the Net Revenue payable to the Licking County Transportation Improvement District (TID)                      | \$2,379.25         | \$5,396.64          | \$5,081.87          | \$3,991.83          | \$16,849.59         |
| Per JEDD Contract, Section 4.2.2.5   |                    |                     |                     |                     |                     |
| Amount = Net Revenue Minus Sum of CITY Payment, BIA Payment, C-Tec Payment, LCC and TID Payment is payable to ETNA | \$17,606.46        | \$39,935.15         | \$37,605.85         | \$29,539.54         | \$124,687.00        |
| 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>       |

\* TPA Includes Parcel 010-017298-00.000 and 010-021090-00.000

**ETNA-REYNOLDSBURG JEDD 1**  
**"Project Site" Distributions In Accordance With JEDD Contract and Amendments**  
**2024 - Cash Basis**

2024

|  | 1st Qtr            | 2nd Qtr            | 3rd Qtr            | 4th Qtr            | Year-to-Date        |
|--|--------------------|--------------------|--------------------|--------------------|---------------------|
| Gross "Project Site" Collections **  | \$27,959.19        | \$39,476.43        | \$56,837.97        | \$26,682.08        | \$150,955.67        |
| Miscellaneous Adjustments +/-  |                    |                    |                    |                    | \$0.00              |
| <b>Total Project Site Gross Collections to Distribute</b>  | <b>\$27,959.19</b> | <b>\$39,476.43</b> | <b>\$56,837.97</b> | <b>\$26,682.08</b> | <b>\$150,955.67</b> |
| <b>Distribution of Funds Per JEDD Contract for the "Project Site" (Amendment 3: effective 9/29/2020):</b>  |                    |                    |                    |                    |                     |
| 30% of Gross Revenue payable SWLSD<br>Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3  | \$8,387.76         | \$11,842.93        | \$17,051.39        | \$8,004.62         | \$45,286.70         |
| 2% of Gross Revenue payable to JEDD Board<br>Per JEDD Contract, Section 4.2.1.2  | \$559.19           | \$789.53           | \$1,136.76         | \$533.64           | \$3,019.12          |
| 3% of Gross Revenue payable to City for Tax Administration<br>Per JEDD Contract, Section 4.2.1.3   | \$838.78           | \$1,184.29         | \$1,705.14         | \$800.46           | \$4,528.67          |
| Repay Contracting Parties-if necessary; payable to ETNA<br>Per JEDD Contract, Section 4.2.1.4 (Invoices received to date paid in full)                   | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$0.00              |
| <b>Net "Project Site" Collections</b>  |                    |                    |                    |                    |                     |
| <b>Distribution of Funds Per JEDD Contract:</b>  |                    |                    |                    |                    |                     |
| 20% of Sum of Net Revenue to CITY<br>Per JEDD Contract, Section 4.2.2.1  | \$3,634.69         | \$5,131.94         | \$7,388.94         | \$3,468.67         | \$19,624.24         |
| 10% of Sum of the Net Revenue payable to BIA<br>Per JEDD Contract, Section 4.2.2.2   | \$1,817.35         | \$2,565.97         | \$3,694.47         | \$1,734.34         | \$9,812.13          |
| 5% of the Net Revenue payable to the Licking County Transportation Improvement District (TID)<br>Per JEDD Contract, Section 4.2.2.3                      | \$908.67           | \$1,282.98         | \$1,847.23         | \$867.17           | \$4,906.05          |
| 5% of the Net Revenue payable to C-Tec<br>Per JEDD Contract, Section 4.2.2.4   | \$908.67           | \$1,282.98         | \$1,847.23         | \$867.17           | \$4,906.05          |
| 15% of the Net Revenue from the "Project Site" is payable to the Licking County Commissioners<br>Per JEDD Contract, Section 4.2.2.5                      | \$2,726.02         | \$3,848.95         | \$5,541.70         | \$2,601.50         | \$14,718.17         |
| Amount = Net Revenue Minus Sum of CITY, BIA, TID, C-Tec, and Licking County Commissioners Payments payable to ETNA<br>Per JEDD Contract, Section 4.2.2.6 | \$8,178.06         | \$11,546.86        | \$16,625.11        | \$7,804.51         | \$44,154.54         |
| <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 Site includes Parcel 010-17556-00.001

**ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 1**  
**Balance Sheet and Receipts and Disbursements**  
As of and for the Year Ended December 31, 2024

|   | <u>December 31, 2024</u>    |     |
|---|-----------------------------|-----|
| <b>ASSETS</b>                                   |                             |     |
| Checking/Savings                                |                             |     |
| Heartland-BIA Account - Checking                | \$ 96,411.03                |     |
| Heartland-BIA Account - Certificates of Deposit | 77,176.86                   |     |
| Heartland-Board Account                         | 39,273.06                   |     |
| Total Checking/Savings/CDs                      | <u>212,860.95</u>           |     |
| JEDD-Combined Fund 941-City                     | 193,750.80                  | (1) |
| Total Current Assets                            | <u>406,611.75</u>           |     |
| <b>TOTAL ASSETS</b>                             | <u><u>\$ 406,611.75</u></u> |     |
| <b>LIABILITIES &amp; EQUITY</b>                 |                             |     |
| Equity  |                             |     |
| Fund Balance-Board Account                      | 39,273.06                   |     |
| Fund Balance-BIA Account                        | 173,587.89                  |     |
| Fund Balance-Restricted for Distribution        | 193,750.80                  | (1) |
| Total Equity                                    | <u>406,611.75</u>           |     |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>           | <u><u>\$ 406,611.75</u></u> |     |
|   |                             |     |
| Board Account-Beginning Balance 01/01/24        | \$ 25,516.70                |     |
| Board Account - Receipts 2024                   | 13,756.36                   |     |
| Board Account - Disbursements 2024              | -                           |     |
| Board Account-Ending Balance 12/31/24           | <u><u>\$ 39,273.06</u></u>  |     |
|   |                             |     |
| BIA Account - Beginning Balance 01/01/24        | \$ 111,034.91               |     |
| BIA Account - Receipts 2024                     | 62,552.98                   |     |
| BIA Account - Disbursements 2024                | -                           |     |
| BIA Account-Ending Balance 12/31/24             | <u><u>\$ 173,587.89</u></u> | (2) |

(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.

(2) This account includes three certificates of deposit of \$25,000 each purchased on May 31, 2024. Interest of \$2,176.86 has also been added to these certificates of deposit to accumulate to the above noted balance.



**STAFF REPORT  
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT  
DISTRICT #1**

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**DATE:** March 7, 2025

**RE:** Report Regarding Developer Reimbursement

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

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