



Necol Washington, Chair
, 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, May 16, 2025

11:00 AM

Etna Township Hall

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

- a. Meeting Minutes of March 7, 2025

5. NEW BUSINESS

- a. New Board Members
Replacement of Lori Gischel, City of Reynoldsburg
August Term of Rozland McKee
- b. Insurance Renewal Process

6. OLD BUSINESS

7. TREASURER'S REPORT

- a. Finance and Distribution Report
- b. JEDD #4 Audit and AOS Approval Letter

8. ATTORNEY'S REPORT

- a. Report Regarding Developer Reimbursement

9. BOARD MEMBER COMMENTS

10. ADJOURNMENT

ADJOURNMENT



**MINUTES REGULAR MEETING
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #4
March 7, 2025**

CALL TO ORDER

Chair Washington called the meeting to order at 11:57am.

ROLL CALL

PRESENT: Washington, Cotugno, McKee, Kennard

ABSENT: Strickland

GUEST: Sean McCarter, Shelly Ipacs, Rachel Zelazny, Lori Gischel, Mollie Prasher

APPROVAL OF AGENDA

Chair Washington added Finalize 2025 Meeting Dates to the Old Business section of the agenda.

APPROVAL OF MINUTES

Regular Meeting Minutes of November 22, 2025

Ms. Gischel suggested adding "2023" to the third sentence in the Finance Report - "Fourth quarter revenue was \$5,171.34 in 2023." Attorney McCarter requested the word "Proposed" be added to the title of Meeting Dates for 2025.

Board member McKee moved to approve the minutes as amended. Second by Board member Cotugno. Motion carried.

NEW BUSINESS

New Board Member

The City of Reynoldsburg has not yet appointed a new member to the Board.

OLD BUSINESS

Meeting Dates for 2025

The final meeting dates for 2025 for JEDD #4 are:

March 7th

May 16th

August 22nd

November 14th

Board member Cotugno moved to approve these meeting dates. Second by Board member Kennard. Motion carried.

TREASURER'S REPORT

Finance and Distribution Report

Ms. Gischel reported that the fiscal reports were included in the Board's packet, including the distribution report. The 2024 fourth quarter revenues were \$44,945.53. During this reporting period, there were invoices in the amount of \$1,687.50 for professional/paralegal services.

The Hinkle Report was filed with the state by the February 28th deadline. A copy of that report was included in the packet.

Board member McKee requested that in the future, copies of the bank statements be provided to the Board each month via email.

Board member McKee moved to approve the Treasurer's Report. Second by Board member Cotugno. Motion carried.

ATTORNEY'S REPORT

Report Regarding Developer Reimbursement

Attorney McCarter explained that once he began working on preparing letters to send to developers regarding the issue of developer reimbursement, he realized that necessary research was needed to determine the parameters of each JEDD's reimbursement agreements. Developer reimbursement agreements were designed to reimburse developers for expenses, as designated in the agreement. Each distribution compensation agreement was supposed to describe the process for reimbursement. The funds were to be reimbursed from each JEDD's BIA account. Funds could be reimbursed at various percentage levels - 50%, 75%, and 95% - over a specific number of years - 1 to 5 years, 6 to 10 years, and 11 to 15 years. Some reimbursement agreements were also tied to TIF or CRA agreements.

JEDD #4 had two developments - #1 (Petco & Love Truck Stop) and #2 (CRG).

The Petco Love Truck Stop development did not have a development reimbursement agreement. They also did not have a Community Reinvestment Area. Therefore, the JEDD has no obligation to provide for reimbursement.

The CRG developer has a \$3.5 million development agreement. An executed agreement was received, but no requests for reimbursement were ever received. Attorney McCarter suggested sending a letter stating that as reimbursement was never requested, the developer now waived any right to file for reimbursement. The letter would allow for a response in thirty days.

Board member McKee moved to authorize Albers and Albers to proceed with sending out letters to the developers regarding developer reimbursement agreements. Second by Board member Cotugno. Motion carried.

BOARD MEMBER COMMENTS

There were no additional comments by the Board.

ADJOURNMENT

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

Necol Washington, Board Chair

Mollie Prasher, Clerk



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

DATE: May 16, 2025

RE: New Board Members
Replacement of Lori Gischel, City of Reynoldsburg
August Term of Rozland McKee

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



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

DATE: May 16, 2025

RE: Insurance Renewal Process

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: May 16, 2025

RE: Finance and Distribution Report

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:

INCOME TAX DEPARTMENT

Lori Gischel, Tax Financial Manager

7232 EAST MAIN STREET

REYNOLDSBURG, OHIO 43068

(614) 322-6865 phone

(614) 322-6864 fax

**MEMORANDUM**

DATE: May 7, 2025

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

RE: Fiscal Information

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 4

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	\$ 44,945.53	\$ 28,795.17	\$ 5,171.34	\$ 16,150.36	56.09%
1st Qtr 2025/2024/2023	April 2025/2024	\$ 84,066.61	\$ 62,309.16	\$ 3,819.83	\$ 21,757.45	34.92%
2nd Qtr 2025/2024/2023	July 2025/2024					
3rd Qtr 2025/2024/2023	October 2025/2024					
Net Revenue YTD		\$ 129,012.14	\$ 91,104.33	\$ 8,991.17	\$ 37,907.81	41.61%

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

Company	Services Rendered	Date	Amount
Albers and Albers	Professional/ Paralegal	Dec-24	\$ 1,687.50
Albers and Albers	Professional/ Paralegal	Jan-25	\$ 250.00
Albers and Albers	Professional/ Paralegal	Feb-25	\$ 500.00
BHM	CPA Services	Mar-25	\$ 1,500.00
Total			\$ 3,937.50

Audit

ERJ 4 is on rotation for audit this year. We recommend that the Board consider granting Chair Washington and one other designated member permission to review and sign the letter of engagement. In addition, that the Board consider approving funds for the audit (a not to exceed spending amount of \$1,000.00).

Certificate of Deposit

ERJ 4 does not currently hold any certificates of deposit. As of April 30, 2025, the ERJ 4 BIA bank account's current balance is \$51,757.08, so there is opportunity for a small investment. New investment amounts and timelines are dependent on Albers and Albers recommendation(s) related to the BIA obligations. As of May 7, 2025, Heartland is offering a special 7-month CD with 4.10% APR.

2025 Distribution Summary - JEDD 4
Combined Petco and CRG Site Distributions

Vendor	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
SWLSD	\$9,494.44	\$0.00	\$0.00	\$0.00	\$9,494.44
JEDD Board	\$4,203.33	\$0.00	\$0.00	\$0.00	\$4,203.33
CITY (RITA)	\$2,522.00	\$0.00	\$0.00	\$0.00	\$2,522.00
CITY	\$10,177.03	\$0.00	\$0.00	\$0.00	\$10,177.03
JEDD BIA	\$13,569.37	\$0.00	\$0.00	\$0.00	\$13,569.37
Licking County TID	\$3,392.34	\$0.00	\$0.00	\$0.00	\$3,392.34
C-Tec	\$3,392.34	\$0.00	\$0.00	\$0.00	\$3,392.34
Licking County Commissioners	\$5,164.86	\$0.00	\$0.00	\$0.00	\$5,164.86
Etna Township	\$32,150.90	\$0.00	\$0.00	\$0.00	\$32,150.90
	\$84,066.61	\$0.00	\$0.00	\$0.00	\$84,066.61

ETNA-REYNOLDSBURG JEDD 4 Distribution Report
2025 - Cash Basis
Petco Project* Distributions in Accordance with JEDD Contract

	2025				Year-to-Date
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Gross Collections					
Petco Project	\$57,611.07				\$57,611.07
Miscellaneous Adjustments +/-					\$0.00
CRG Project	\$26,455.54				\$26,455.54
Miscellaneous Adjustments +/-					\$0.00
Total Gross Collections to Distribute	\$84,066.61	\$0.00	\$0.00	\$0.00	\$84,066.61
Total Petco Project Gross Collections to Distribute					
5% of Gross Revenue payable SWLSD	\$57,611.07	\$0.00	\$0.00	\$0.00	\$57,611.07
Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3	\$2,880.55	\$0.00	\$0.00	\$0.00	2,880.55
5% of Gross Revenue payable to JEDD Board	\$2,880.55	\$0.00	\$0.00	\$0.00	2,880.55
Per JEDD Contract, Section 4.2.1.2					
3% of Gross Revenue payable to City for Tax Administration	\$1,728.33	\$0.00	\$0.00	\$0.00	1,728.33
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					
Net JEDD Collections	\$50,121.64	\$0.00	\$0.00	\$0.00	\$0,121.64
Distribution of Funds Per JEDD Contract (Petco Portion)					
15% of Net Revenue payable CITY	\$7,518.25	\$0.00	\$0.00	\$0.00	\$7,518.25
Per JEDD Contract, Section 4.2.2.1					
20% of Net Revenue payable to BIA	\$10,024.33	\$0.00	\$0.00	\$0.00	\$10,024.33
Per JEDD Contract, Section 4.2.2.2					
5% of Net Revenue payable to Licking County Transportation Improvement District (TID)	\$2,506.08	\$0.00	\$0.00	\$0.00	\$2,506.08
Per JEDD Contract, Section 4.2.2.3					
5% of Net Revenue payable to Career and Technology Centers of Licking County (C-Tec)	\$2,506.08	\$0.00	\$0.00	\$0.00	\$2,506.08
Per JEDD Contract, Section 4.2.2.4					
5% of Net Revenue payable to Licking County Commissioners	\$2,506.08	\$0.00	\$0.00	\$0.00	\$2,506.08
Per JEDD Contract, Section 4.2.2.5					
Amount = Net Revenue minus the sum of 4.2.2.1 to 4.2.2.5 payable to ETNA					
Per JEDD Contract, Section 4.2.2.6					
Balance After Distributions Per JEDD Contract	\$25,060.82	\$0.00	\$0.00	\$0.00	\$25,060.82
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

* Petco Parcels include: 010-18138-01.000 (portion of), 010-025596-00.000, 010-021756-00.000, and 010-018132-00.000 (portion of)
 Prepared by TGS&H, City of Reynoldsburg
 04/30/2025

ETNA-REYNOLDSBURG JEDD 4 Distribution Report

2025 - Cash Basis

CRG Project ** Distributions in Accordance with JEDD Contract

	2025				Year-to-Date
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Gross CRG Project Collections	\$26,455.54	\$0.00	\$0.00	\$0.00	\$26,455.54
Miscellaneous Adjustments +/- (see page 1)					\$0.00
Total CRG Project Collections to Distribute	\$26,455.54	\$0.00	\$0.00	\$0.00	\$26,455.54
Distribution of Funds Per JEDD Contract (CRG Portion)					
25% of Gross Revenue payable SWLSD	\$6,613.89	\$0.00	\$0.00	\$0.00	6,613.89
Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3					
5% of Gross Revenue payable to JEDD Board	\$1,322.78	\$0.00	\$0.00	\$0.00	1,322.78
Per JEDD Contract, Section 4.2.1.2					
3% of Gross Revenue payable to City for Tax Administration	\$793.67	\$0.00	\$0.00	\$0.00	793.67
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					
Net JEDD Collections	\$17,725.20	\$0.00	\$0.00	\$0.00	17,725.20
Distribution of Funds Per JEDD Contract (CRG Portion)					
15% of Net Revenue payable CITY	\$2,658.78	\$0.00	\$0.00	\$0.00	2,658.78
Per JEDD Contract, Section 4.2.2.1					
20% of Net Revenue payable to BIA	\$3,545.04	\$0.00	\$0.00	\$0.00	3,545.04
Per JEDD Contract, Section 4.2.2.2					
5% of Net Revenue payable to Licking County Transportation Improvement District (TID)	\$886.26	\$0.00	\$0.00	\$0.00	886.26
Per JEDD Contract, Section 4.2.2.3					
5% of Net Revenue payable to Career and Technology Centers of Licking County (C-Tec)	\$886.26	\$0.00	\$0.00	\$0.00	886.26
Per JEDD Contract, Section 4.2.2.4					
15% of Net Revenue payable to Licking County Commissioners	\$2,658.78	\$0.00	\$0.00	\$0.00	2,658.78
Per JEDD Contract, Section 4.2.2.5					
Amount = Net Revenue minus the sum of 4.2.2.1 to 4.2.2.5 payable to ETNA	\$7,090.08	\$0.00	\$0.00	\$0.00	7,090.08
Per JEDD Contract, Section 4.2.2.6					
Balance After Distributions Per JEDD Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

** CRG Parcels include: 010-018132-00.000 (portion of: 128 acres)

ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 4
Balance Sheet and Receipts and Disbursements
As of and for the Four Month Period Ended April 30, 2025

	April 30, 2025	
ASSETS		
Checking/Savings		
Heartland-BIA Account	\$ 51,757.08	
Heartland-Board Account	18,840.84	
Total Checking/Savings	70,597.92	
JEDD-Combined Fund 944-City	3,926.19	(1)
Total Current Assets	74,524.11	
TOTAL ASSETS	\$ 74,524.11	
LIABILITIES & EQUITY		
Equity		
Fund Balance-Board Account	18,840.84	
Fund Balance-BIA Account	51,757.08	
Fund Balance-Restricted for Distribution	3,926.19	(1)
Total Equity	74,524.11	
TOTAL LIABILITIES & EQUITY	\$ 74,524.11	
Board Account-Beginning Balance 01/01/25	\$ 12,395.23	
Board Account - Receipts 2025	6,450.61	
Board Account - Disbursements 2025	(5.00)	
Board Account-Ending Balance 04/30/25	\$ 18,840.84	
BIA Account - Beginning Balance 01/01/25	\$ 31,236.57	
BIA Account - Receipts 2025	20,525.51	
BIA Account - Disbursements 2025	(5.00)	
BIA Account-Ending Balance 04/30/25	\$ 51,757.08	

- (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.



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

DATE: May 16, 2025

RE: JEDD #4 Audit and AOS Approval Letter

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



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

DATE: May 16, 2025

RE: Report Regarding Developer Reimbursement

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:
