



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

Etna-Reynoldsburg Joint Economic Development District #7

Etna Township Hall
81 Liberty Street
Etna, OH 43018

Mollie Prasher, Clerk
City of Reynoldsburg

Etna Reynoldsburg Joint Economic Development District #7 Board of Directors Meeting

Friday, August 22, 2025	11:00 AM	Etna Township Hall
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1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
 - a. Regular Meeting Minutes May 16, 2025
5. NEW BUSINESS
 - a. Appointment of Township Board Member
Etna Township Owner (Previously Jackie Cotugno)
Board Chair (Previously Necol Washington)
Employee (Previously Rozland McKee)
6. OLD BUSINESS
7. TREASURER'S REPORT
 - a. Finance and Distribution Report
8. ATTORNEY'S REPORT
 - a. Report Regarding Developer Reimbursement
 - b. Policy Regarding Related Party Transaction Disclosures
9. BOARD MEMBER COMMENTS
10. ADJOURNMENT

ADJOURNMENT

**MINUTES REGULAR MEETING
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #7
May 16, 2025**

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

Chair Washington indicated that there was an addition to the New Business section of the agenda - the annual invoice for clerk services. As there were no other additions, the agenda was approved as amended.

APPROVAL OF MINUTES

Meeting Minutes of March 7, 2025

Board member McKee moved to approve the regular meeting minutes from the March 7, 2025 JEDD Board meeting. Second by Board member Kennard. Motion carried.

NEW BUSINESS

Appointment of Township Board Member

Replacement of Jackie Cotugno Etna Township Owner

August 2025 Rozland McKee Employee and Necol Washington Board Chair

Board member McKee indicated that the Board was made aware of the need to appoint someone to replace Jackie Cotugno and the upcoming term expiration of Chair Washington and Board member McKee. She indicated that the new Administrator, Bill Spurgeon, would be handling all aspects of seeking replacements. Administrator Spurgeon stated that he was in the process of organizing and reviewing the selection process established by the Township.

Insurance Renewal Process

Attorney McCarter indicated that it was time for the annual renewal process for insurance. Each year, the JEDDs are required to complete a new application requesting a quote for rates. The JEDD Board Chair was usually responsible for signing the application and a statement of the amount of money flowing through the organization.

Chair Washington stated that the previous year's premium was \$2,976. As the renewal is due in September, waiting until the August meeting makes payment

more difficult for the Township to process a payment. Chair Washington suggested that the JEDD Board approve the payment of a premium not to exceed \$3,500 in order to start the insurance renewal process.

Board member McKee moved to approve requesting a quote for the annual JEDD insurance and approving payment of a premium not to exceed \$3,500. Second by Board member Kennard. Motion carried.

Clerk Service Agreement Invoice

Chair Washington stated that the JEDD Board received an invoice for clerk services provided to the JEDD Board by the City of Reynoldsburg. Per the Clerk Services Agreement, the City of Reynoldsburg would provide a clerk to attend JEDD Board meetings, produce packets, and take minutes during meetings for a cost of \$1,000 per year.

Board member McKee moved to approve the payment of the invoice for clerk services for 2024 of \$1,000 to the City of Reynoldsburg. Second by Board member Kennard. Motion carried.

OLD BUSINESS

There was no Old Business.

TREASURER'S REPORT

Finance and Distribution Report

Councilmember Strickland reported that the fiscal reports were included in the Board's packet, including the distribution report. The first quarter revenues for 2025 were \$96,786.51. During this reporting period, there were invoices in the amount of \$3,875.00 for professional/paralegal services.

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

Certificate of Deposit Expiration

Chair Washington reported that JEDD 7 has three \$50,000 Certificates of Deposit at Heartland Bank that were up for renewal. The Board needs to address how to proceed with these CD renewals. The CDs can be renewed for twelve months at the same rate (4.89%), invest in seven months at a rate of 4.10%, or not renew. Additional funds could also be added to an additional CD.

Chair Washington moved to reinvest all three CD for a twelve-month period at 4.89%. Second by Board member McKee. Motion carried.

ATTORNEY'S REPORT

Report Regarding Developer Reimbursement

Attorney McCarter reported that he was delayed in sending out the letters, which were just sent out. The responders have 30-days to respond. He indicated that he expected to have some conversations with developers as substantial funds were involved.

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 Kennard. Motion carried.

Necol Washington, Board Chair

Mollie Prasher, Clerk



STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #7

DATE: August 22, 2025

RE: Appointment of Township Board Member
Etna Township Owner (Previously Jackie Cotugno)
Board Chair (Previously Necol Washington)
Employee (Previously Rozland McKee)

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #7

DATE: August 22, 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: August 8, 2025

TO: Etna-Reynoldsburg Joint Economic Development District (JEDD) Board 7

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 7

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	\$ 78,651.33	\$ 54,857.94	\$ 81,335.31	\$ 23,793.39	43.37%
1st Qtr 2025/2024/2023	April 2025/2024	\$ 96,786.51	\$ 97,128.94	\$ 78,223.31	\$ (342.43)	-0.35%
2nd Qtr 2025/2024/2023	July 2025/2024	\$ 81,183.76	\$ 52,969.84	\$ 77,343.56	\$ 28,213.92	53.26%
3rd Qtr 2025/2024/2023	October 2025/2024					
Net Revenue YTD		\$ 256,621.60	\$ 204,956.72	\$ 236,902.18	\$ 51,664.88	25.21%

Invoices Submitted Under the Township Reimbursement Agreement this Period

Company	Services Rendered	Date	Amount
Albers and Albers	Professional/ Paralegal	May-25	\$ 600.00
Albers and Albers	Professional/ Paralegal	Jun-25	\$ 1,218.66
Assured Partners	Insurance	Jul-25	\$ 2,476.00
Total			\$ 4,294.66

2025 Distribution Summary - JEDD 7

Vendor	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
JEDD Board	\$4,839.33	\$4,059.19	\$0.00	\$0.00	\$8,898.51
CITY (RITA)	\$2,903.60	\$2,435.51	\$0.00	\$0.00	\$5,339.11
CITY	\$17,808.72	\$14,937.81	\$0.00	\$0.00	\$32,746.53
JEDD BIA	\$26,713.07	\$22,406.72	\$0.00	\$0.00	\$49,119.79
Licking County Commissioners	\$13,356.54	\$11,203.36	\$0.00	\$0.00	\$24,559.90
Licking County TID	\$4,452.18	\$3,734.45	\$0.00	\$0.00	\$8,186.63
Etna Township	\$26,713.07	\$22,406.72	\$0.00	\$0.00	\$49,119.79
	\$96,786.51	\$81,183.76	\$0.00	\$0.00	\$177,970.27

ETNA-REYNOLDSBURG JEDD 7 Distribution Report
2025 - Cash Basis
Distributions in Accordance with JEDD Contract

2025

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
Gross Collections*	\$96,786.51	\$81,183.76	\$0.00	\$0.00	\$177,970.27
Miscellaneous Adjustments +/-					\$0.00
Total Gross Collections to Distribute	\$96,786.51	\$81,183.76	\$0.00	\$0.00	\$177,970.27
Repay Township the costs incurred to establish the JEDD - if necessary; payable to ETNA	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Per JEDD Contract, Section 4.2.1.1					
5% of Gross Revenue payable to JEDD Board	\$4,839.33	\$4,059.19	\$0.00	\$0.00	8,898.52
Per JEDD Contract, Section 4.2.1.2					
3% of Gross Revenue payable to City for Tax Administration	\$2,903.60	\$2,435.51	\$0.00	\$0.00	5,339.11
Per JEDD Contract, Section 4.2.1.3					
Net JEDD Collections	\$89,043.58	\$74,689.06	\$0.00	\$0.00	163,732.64
Distribution of Funds Per JEDD Contract					
20% of Net Revenue payable CITY	\$17,808.72	\$14,937.81	\$0.00	\$0.00	\$32,746.53
Per JEDD Contract, Section 4.2.2.1					
30% of Net Revenue payable to Board Improvement Account (BIA)	\$26,713.07	\$22,406.72	\$0.00	\$0.00	\$49,119.79
Per JEDD Contract, Section 4.2.2.2					
15% of Net Revenue payable to Licking County Commissioners	\$13,356.54	\$11,203.36	\$0.00	\$0.00	\$24,559.90
Per JEDD Contract, Section 4.2.2.3					
5% of Net Revenue payable to Licking County Transportation Improvement District (TID)	\$4,452.18	\$3,734.45	\$0.00	\$0.00	\$8,186.63
Per JEDD Contract, Section 4.2.2.4					
Amount = Net Revenue minus the sum of 4.2.2.1 to 4.2.2.4 payable to ETNA	\$26,713.07	\$22,406.72	\$0.00	\$0.00	\$49,119.79
Per JEDD Contract, Section 4.2.2.5					
Balance After Distributions, Per JEDD Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

* Parcels include: 010-018360-00.000

ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 7
Balance Sheet and Receipts and Disbursements
As of and for the Six Month Period Ended June 30, 2025

	June 30, 2025	
ASSETS		
Checking/Savings		
Heartland-BIA Account - Checking	\$ 170,718.56	
Heartland-BIA Account - Certificates of Deposit	156,871.14	
Heartland-Board Account	58,424.70	
Total Checking/Savings	386,014.40	
JEDD-Combined Fund 947-City	104,717.48	(1)
Total Current Assets	490,731.88	
TOTAL ASSETS	\$ 490,731.88	
LIABILITIES & EQUITY		
Equity		
Fund Balance-Board Account	58,424.70	
Fund Balance-BIA Account	327,589.70	
Fund Balance-Restricted for Distribution	104,717.48	(1)
Total Equity	490,731.88	
TOTAL LIABILITIES & EQUITY	\$ 490,731.88	
 Board Account-Beginning Balance 01/01/25		
	\$ 49,652.80	
Board Account - Receipts 2025		
	8,771.90	
Board Account - Disbursements 2025		
	-	
Board Account-Ending Balance 06/30/25	\$ 58,424.70	
 BIA Account - Beginning Balance 01/01/25		
	\$ 276,651.44	
BIA Account - Receipts 2025		
	50,938.26	
BIA Account - Disbursements 2025		
	-	
BIA Account-Ending Balance 06/30/25	\$ 327,589.70	(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 \$50,000 each purchased on May 31, 2024. Interest of \$6,871.14 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 #7

DATE: August 22, 2025

RE: Report Regarding Developer Reimbursement

APPROVALS:

Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:



STAFF REPORT
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT
DISTRICT #7

DATE: August 22, 2025

RE: Policy Regarding Related Party Transaction Disclosures

APPROVALS:

Joe Begeny
Chris Shook
Mollie Prasher

EMERGENCY:

REASON FOR EMERGENCY:

STAFF REPORT:
