



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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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 of May 16, 2025
5. NEW BUSINESS
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

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ADJOURNMENT

**MINUTES REGULAR MEETING  
REYNOLDSBURG ETNA-REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT  
DISTRICT #1  
May 16, 2025**

**CALL TO ORDER**

Chair Washington called the meeting to order at 11:03am.

**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, Board member Cotugno moved to approve the agenda as amended. Second by Treasurer Strickland. Motion carried.

**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 Cotugno. Motion carried.

**NEW BUSINESS**

**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.

Chair Washington moved to approve requesting a quote for the annual JEDD insurance and approving payment of a premium not to exceed \$3,500. Second by Treasurer Strickland. 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.

Chair Washington moved to approve the payment of the invoice for clerk services for 2024 of \$1,000 to the City of Reynoldsburg. Second by Treasurer Strickland. Motion carried.

**OLD BUSINESS**

There was no Old Business.

**TREASURER'S REPORT**

**Finance and Distribution Report**

Treasurer Strickland reported that the fiscal reports were included in the Board's packet, including the distribution report. The first quarter revenues for 2025 were \$198,371.92. During this reporting period, there were invoices in the amount of \$4,125.00 for professional/paralegal services.

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

**Certificates of Deposit Expiration**

Chair Washington reported that JEDD 1 has three \$25,000 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.

Board member McKee moved to reinvest all three CD for a twelve-month period at 4.89%. Second by Board member Cotugno. 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 did expect to have some conversations with developers as there were substantial funding involved in some of these projects.

**BOARD MEMBER COMMENTS**

Bill Spurgeon introduced himself to the Board as the new Etna Township Administrator. He gave a brief biography of himself. He also introduced Christina, an intern from Cincinnati, who would be working on land use issues and handling zoning code improvements.

**ADJOURNMENT**

As there was no further business, Chair Washington adjourned the meeting.

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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:** August 22, 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:** August 8, 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	\$ 198,371.92	\$ 91,405.87	\$ 98,291.28	\$ 106,966.05	117.02%
2nd Qtr 2025/2024/2023	July 2025/2024	\$ 229,873.44	\$ 183,386.85	\$ 118,668.34	\$ 46,486.59	25.35%
3rd Qtr 2025/2024/2023	October 2025/2024					
<b>Net Revenue YTD</b>		<b>\$ 561,376.24</b>	<b>\$ 495,463.49</b>	<b>\$ 335,371.16</b>	<b>\$ 65,912.75</b>	<b>13.30%</b>

### 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	\$ 1,125.00
Assured Partners	Insurance	Jul-25	\$ 2,976.00
<b>Total</b>			<b>\$ 4,701.00</b>

2025 Distribution Summary - JEDD 1  
 Combined TPA and Project Site Distributions

Vendor	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date
SWLSD	\$45,385.71	\$4,264.04	\$0.00	\$0.00	\$99,649.75
JEDD Board	\$3,967.44	\$4,597.47	\$0.00	\$0.00	\$8,564.91
CITY (RITA)	\$5,951.16	\$6,896.21	\$0.00	\$0.00	\$12,847.37
CITY	\$34,263.87	\$38,702.34	\$0.00	\$0.00	\$72,966.21
JEDD BIA	\$17,131.93	\$19,351.17	\$0.00	\$0.00	\$36,483.10
Licking County TID	\$7,153.38	\$8,205.79	\$0.00	\$0.00	\$15,359.17
C-Tec	\$7,153.38	\$8,205.79	\$0.00	\$0.00	\$15,359.17
Licking County Commissioners	\$21,460.15	\$24,617.36	\$0.00	\$0.00	\$46,077.51
Etna Township	\$55,904.90	\$65,033.27	\$0.00	\$0.00	\$120,938.17
	\$198,371.92	229,873.44	\$0.00	\$0.00	\$428,245.36

**ETNA-REYNOLDSBURG JEDD 1**  
**Distributions In Accordance With JEDD Contract and Amendments**  
**2025 - Cash Basis**

	2025				Year-to-Date
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Gross Collections					
TPA Project Area (TPA) *	\$141,258.62	\$146,979.91	\$0.00	\$0.00	\$288,238.53
"Project Site" Collections (report on page 2)	\$57,113.30	\$82,893.53	\$0.00	\$0.00	\$140,006.83
"All Other Property"					\$0.00
Miscellaneous Adjustments +/-					\$0.00
<b>Total Gross Collections to Distribute</b>	<b>\$198,371.92</b>	<b>\$229,873.44</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$428,245.36</b>
<b>Total TPA And Other Gross Collections to Distribute</b>	<b>\$141,258.62</b>	<b>\$146,979.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$288,238.53</b>
<b>Distribution of Funds Per JEDD Contract (Gross Revenue)</b>					
20% of Gross Revenue payable SWLSD	\$28,251.72	\$29,395.98	\$0.00	\$0.00	\$57,647.70
Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3					
2% of Gross Revenue payable to JEDD Board	\$2,825.17	\$2,939.60	\$0.00	\$0.00	\$5,764.77
Per JEDD Contract, Section 4.2.1.2					
3% of Gross Revenue payable to City for Tax Administration	\$4,237.76	\$4,409.40	\$0.00	\$0.00	\$8,647.16
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>\$105,943.97</b>	<b>\$110,234.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$216,178.90</b>
<b>Net Other JEDD Collections</b>	<b>\$105,943.97</b>	<b>\$110,234.93</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$216,178.90</b>
<b>Total Net Collections:</b>					
<b>Distribution of Funds Per JEDD Contract (Net Revenue)</b>					
20% of Sum of Net Revenue and SWLSD Payment to CITY	\$26,839.14	\$27,926.18	\$0.00	\$0.00	\$54,765.32
Per JEDD Contract, Section 4.2.2.1					
10% of Sum of the Net Revenue and SWLSD Payment payable to BIA	\$13,419.57	\$13,963.09	\$0.00	\$0.00	\$27,382.66
Per JEDD Contract, Section 4.2.2.2					
5% of the Net Revenue payable to C-Tec	\$5,297.20	\$5,511.75	\$0.00	\$0.00	\$10,808.95
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)	\$15,891.60	\$16,535.24	\$0.00	\$0.00	\$32,426.84
Per JEDD Contract, Section 4.2.2.4					
5% of the Net Revenue payable to the Licking County Transportation Improvement District (TID)	\$5,297.20	\$5,511.75	\$0.00	\$0.00	\$10,808.95
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	\$39,199.26	\$40,786.92	\$0.00	\$0.00	\$79,986.18
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**  
**2025 - Cash Basis**

	2025				Year-to-Date
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
Gross "Project Site" Collections **	\$57,113.90	\$82,893.55	\$0.00	\$0.00	\$140,006.83
Miscellaneous Adjustments +/-					\$0.00
<b>Total Project Site Gross Collections to Distribute</b>	<b>\$57,113.90</b>	<b>\$82,893.55</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$140,006.83</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 Per JEDD Contract, Section 4.2.1.1 as provided for in Section 4.3	\$17,133.99	\$24,868.06	\$0.00	\$0.00	\$42,002.05
2% of Gross Revenue payable to JEDD Board Per JEDD Contract, Section 4.2.1.2	\$1,142.27	\$1,657.87	\$0.00	\$0.00	\$2,800.14
3% of Gross Revenue payable to City for Tax Administration Per JEDD Contract, Section 4.2.1.3	\$1,713.40	\$2,486.81	\$0.00	\$0.00	\$4,200.21
Repay Contracting Parties-if necessary; payable to ETNA 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>\$37,123.64</b>	<b>\$53,880.79</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$91,004.43</b>
<b>Distribution of Funds Per JEDD Contract:</b>					
20% of Sum of Net Revenue to CITY Per JEDD Contract, Section 4.2.2.1	\$7,424.73	\$10,776.16	\$0.00	\$0.00	\$18,200.89
10% of Sum of the Net Revenue payable to BIA Per JEDD Contract, Section 4.2.2.2	\$3,712.36	\$5,388.08	\$0.00	\$0.00	\$9,100.44
5% of the Net Revenue payable to the Licking County Transportation Improvement District (TID) Per JEDD Contract, Section 4.2.2.3	\$1,856.18	\$2,694.04	\$0.00	\$0.00	\$4,550.22
5% of the Net Revenue payable to C-Tec Per JEDD Contract, Section 4.2.2.4	\$1,856.18	\$2,694.04	\$0.00	\$0.00	\$4,550.22
15% of the Net Revenue from the "Project Site" is payable to the Licking County Commissioners Per JEDD Contract, Section 4.2.2.5	\$5,568.55	\$8,082.12	\$0.00	\$0.00	\$13,650.67
Amount = Net Revenue Minus Sum of CITY, BIA, TID, C-Tec, and Licking County Commissioners Payments payable to ETNA Per JEDD Contract, Section 4.2.2.6	\$16,705.64	\$24,246.35	\$0.00	\$0.00	\$40,951.99
<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 020-17556-00.001.

**ETNA REYNOLDSBURG JOINT ECONOMIC DEVELOPMENT DISTRICT 1**

**Balance Sheet and Receipts and Disbursements**

As of and for the Six Month Period Ended June 30, 2025

	<u>June 30, 2025</u>	
<b>ASSETS</b>		
Checking/Savings		
Heartland-BIA Account - Checking	\$	125,389.94
Heartland-BIA Account - Certificates of Deposit		78,435.57
Heartland-Board Account		45,903.12
Total Checking/Savings/CDs		<u>249,728.63</u>
JEDD-Combined Fund 941-City		<u>297,956.76 (1)</u>
Total Current Assets		<u>547,685.39</u>
<b>TOTAL ASSETS</b>	<b>\$</b>	<b><u>547,685.39</u></b>
<b>LIABILITIES &amp; EQUITY</b>		
Equity		
Fund Balance-Board Account		45,903.12
Fund Balance-BIA Account		203,825.51
Fund Balance-Restricted for Distribution		<u>297,956.76 (1)</u>
Total Equity		<u>547,685.39</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$</b>	<b><u>547,685.39</u></b>
 Board Account-Beginning Balance 01/01/25		
	\$	39,273.06
Board Account - Receipts 2025		
		6,630.06
Board Account - Disbursements 2025		
		-
Board Account-Ending Balance 06/30/25	\$	<u>45,903.12</u>
 BIA Account - Beginning Balance 01/01/25		
	\$	173,587.89
BIA Account - Receipts 2025		
		30,237.62
BIA Account - Disbursements 2025		
		-
BIA Account-Ending Balance 06/30/25	\$	<u>203,825.51 (2)</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.

**(2)** This account includes three certificates of deposit of \$25,000 each purchased on May 31, 2024. Interest of \$3,435.57 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:** August 22, 2025

**RE:** Report Regarding Developer Reimbursement

**APPROVALS:**

Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

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

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**DATE:** August 22, 2025

**RE:** Policy Regarding Related Party Transaction Disclosures

**APPROVALS:**

Joe Begeny  
Chris Shook  
Mollie Prasher

**EMERGENCY:**

**REASON FOR EMERGENCY:**

**STAFF REPORT:**

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