

## Warren County Port Authority

Meeting Minutes  
December 1, 2008

### Opening:

The meeting of the Warren County Port Authority was called to order at 5:05 pm on December 1, 2008 in the Warren County Administration Building, Room 128B by Warren County Port Authority Chairman Greg Sample.

### Present:

**Warren County Port Authority Board Members:** Mr. Ficke, Mr. Gully (5:06), Mr. Hearsom (5:12), Mr. McNeil, Mr. Sample, Ms. Reindl-Johnson (5:11) and Mr. Wilson

**Warren County Economic Development Staff:** Kimm Coyner and Martin Russell

### Other Attendees:

Sean Fraunfelter - Warren County Port Authority Contract Accountant

Price Finely - Warren County Port Authority General Counsel

Dan Cunningham – Chairman, Warren County Arts and Culture Center Board of Trustees

Larry Hollingshead – Trustee, Warren County Arts and Culture Center Board of Trustees

Wayne Dunn – Trustee, Warren County Arts and Culture Center Board of Trustees

Jim McGraw – KMK Consulting

Melissa Taylor – KMK Consulting

### A. Approval of Agenda

The agenda and additional resources were distributed to the board for review and consideration without disapproval.

### B. Approval of Minutes

**A motion was offered by Steve Wilson and seconded by Geoff Hearsom to accept the minutes of the Warren County Port Authority's Board Meeting on October 6, 2008. The motion passed with a unanimous voice vote.**

### C. Executive Director's Report

- Executive Director Kimm Coyner requested that Sean Fraunfelter discuss the October financial report for the Warren County Port Authority. Mr. Fraunfelter discussed the current account balances and made specific mention of US Bank's transfer of funds into the bond account for the VH Monroe project, Corridor 75 Park, being constructed

at State Route 63 and Interstate 75. **A motion was offered by Dave Gully and seconded by Geoff Hearsurn to accept the October financial report as presented to the Warren County Port Authority Board. The motion passed with a unanimous voice vote.**

- Executive Director Kimm Coyner gave the Board an update on Ohio's Jobs Ready Sites grant applied to by the Warren County Port Authority in conjunction with VH Monroe, LLC and the Corridor 75 Park project. The Warren County Port Authority was not awarded any funds during this round. Of the twelve awards that were given, none appeared to be in suburban areas and approximately ten were given to communities in the northeast portion of the State of Ohio.
- Executive Director Kimm Coyner gave the Board an update on the prevailing wage issue within the State of Ohio. Ms. Coyner shared with the Board a press release from the Ohio Economic Development Association (OEDA) regarding their position on the Ohio Department of Commerce's prevailing wage guidelines. The release also discussed subsequent pending legislation in the Ohio Senate to legislatively clarify Ohio's prevailing wage rules. Ms. Coyner also had the opportunity, at the request of OEDA, to testify in front of Ohio's Senate Finance Committee regarding the importance of passing legislation to clearly establish statutes establishing when prevailing wage would/would not impact private capital investment.

#### **D. Old Business**

- Executive Director Kimm Coyner requested that Jim McGraw and Melissa Taylor of KMK Consulting present to the Port Board their findings as it related to the Warren-Butler County Tech Incubator feasibility study. Both shared that they had met with area leaders from Warren County and also individuals from the Cincinnati and Dayton markets. According to KMK's results, it was not appropriate at this time to pursue the actual construction of a stand alone incubator to service the two counties. This was concluded because there was not apparent demand that was generated during their discussion/interview phase of the study. However, what did arise was the need to formulate plans with Butler County to create a tech accelerator region including all of Southwest Ohio. As the 2010 census will indicate, the Cincinnati and Dayton region will become one MSA with the two counties of Warren and Butler in the middle. It was suggested by KMK that this accelerator region could be a part of Agenda 360 and used as a catalyst to assist in driving a healthier dialogue between the two metro areas. Addressing a question posed by a Board member, Mr. McGraw indicated that the middle counties could work together with the Dayton Development Coalition, Cincy Tech and the Cincinnati USA Partnership to bring the region together under the umbrella of technology acceleration.
- Executive Director Kimm Coyner requested that Dan Cunningham present to the Board the latest regarding the Warren County Arts and Culture Center (WCACC). Mr. Cunningham discussed that the WCACC's Board of Trustees had a board retreat to discuss next steps following the results of the study conducted by AMS Research. The WCACC is looking at corporate governance and is interested in forming its own 501 (c)(3). However, before that process can be completed a need has arisen for the WCACC to issue an RFP for a facility. A facility has been offered to the WCACC to

house an arts and culture center and the WCACC must determine if that facility/location is the most appropriate for the center's needs. An individual has agreed to pay for the RFP, but would need to run the RFP through the Port Authority as the lead agent. Ms. Coyner indicated that there would not be much staff time involved in the RFP process, but that she did want to have a conversation with our insurance agent regarding any actions taken by the Board on behalf of the WCACC. **A motion was offered by Steve Wilson and seconded Geoff Hearsom to encourage the Warren County Arts and Culture Center to establish itself as a stand alone 501 (c)(3) and to authorize the Warren County Port Authority to issue an RFP for the purpose of indentifying any existing buildings to locate the Warren County Arts and Culture Center. The motion passed by a 6-1 voice vote. Mr. Gully in opposition to the motion.**

**E. New Business**

- Executive Director Kimm Coyner shared with the Board an example fee structure that had been established by Butler County Port Authority and asked the Board members to review its content. Ms. Coyner stated that she would bring forth a draft version of a fee policy for the Warren County Port Authority in January.

**F. Executive Session**

- **A motion was offered at 6:02 pm by Mr. McNeill and seconded by Mr. Ficke to enter executive session to discuss pending litigation. The motion passed unanimously using a roll call vote.**
- **A motion was offered at 6:15 pm by Mr. Wilson and seconded by Ms. Reindl-Johnson to exit executive session to discuss pending litigation. The motion passed unanimously using a roll call vote.**

**Adjournment:**

At 6:16 pm, Mr. Sample adjourned the meeting of the Warren County Port Authority. The next Warren County Port Authority meeting will be at 5:00 pm on January 5, 2009 in room 128 B, Warren County Administration Building.

Minutes submitted by: Martin Russell

Approved by: Kimm Coyner