

The Board of Directors of the Portage County Port Authority met in a regular meeting in the Portage Development Board/Portage County Port Authority office located at 217 S. Chestnut Street in Ravenna, Ohio on Tuesday, June 4, 2013 at 2:00PM with the following members present:

T.N. Bhargava	Dominic Bellino	
Jack Kohl II	Steven P. McDonald	James Wyatt, Jr.

Members absent: Thomas V. Chema; Neil Mann, Jr.

* * * *

Also Present: Mike Tontimonia; Bradford Ehrhart, Portage Development Board; Diana Fierle, Secretary/Treasurer

* * * *

Chairman Jack Kohl called the meeting to order approximately 2:00PM and thanked everyone for attending the meeting.

A motion was made by T.N. Bhargava, to approve the meeting minutes of March 12, 2013, seconded by Steven McDonald. All voted in favor and the motion carried.

Chairman Kohl confirmed that the meetings were published in the newspaper. Secretary/Treasurer Fierle confirmed that the advertisement was in the May 19, 2013 Record Courier for the Finance/Audit Committee, the Board of Directors meeting and the Tax Budget hearing.

Secretary/Treasurer's Report The financial statements, bank reconciliations for the checking and money market and special activity accounts were explained, along with the budget as April 30, 2013. Ms. Fierle stated that the financial statements match the treasurer's report and the monthly bank statements. *A motion was made Mr. McDonald to accept the financial statements as presented by the Secretary/Treasurer, seconded by Mr. Bellino. All voted in favor and the motion carried.*

PDB President's Report - Mr. Ehrhart announced that we brought on Taylor Daniel as a full-time Marketing/Clerical Specialist. He explained that she started as our marketing intern and advanced to full-time employment with PDB.

Mr. Ehrhart explained some of the other projects that PDB is working on and as of June we have half dozen projects that have come to fruition. Mr. Ehrhart explained several of the projects that PDB is continuing to work on along with some new projects that have come in. He went on to talk about the Six C project in Rootstown and the Anderson Custom Pultrusions project in Aurora. Mr. Ehrhart advised the directors that we are working on a project like the Rubbermaid project, a distribution project, but are in competition with another couple sites. This has the possibility of being a port authority project. That will be brought to the board if they move forward with the Portage County site.

Other possible port authority activity is that Mr. Ehrhart and Ms. Fierle has met with NEOMED and ODOT about the widening of State Route 44 from I-76 to Tallmadge Road. More information will be given if that moves forward. Chairman Kohl asked if they would be looking for Port Authority

participation. Mr. Ehrhart stated they were looking at the port authority as a conduit for financing or possible a TIF for public improvements planned.

* * * *

At 2:06PM the Portage County Port Authority recessed into the 2014 Tax Budget public hearing.

Chairman Kohl welcomed everyone to the 2014 Tax Budget public hearing and there was the reading of the public notice that was advertised in the Record Courier, the Portage County Port Authority office and the Portage County Auditor's office since May 19, 2013.

Chairman Kohl asked if there were any questions or comments regarding the 2014 Tax Budget.

Secretary/Treasurer Fierle and Chairman Kohl stated that the 2014 Tax Budget was reviewed and commented on by the Finance/Audit Committee at their June 4, 2013 meeting held at 1:30PM. The committee accepted the tax budget as prepared by the Secretary/Treasurer and recommended it be sent on to the Portage County Board of Directors to be approved at their June 4, 2013 Board of Directors meeting.

Mr. Bhargava mentioned that maybe Mr. Tontimonia, who attended the tax budget hearing would have any comments. He only noted that the board of directors do not get paid for their services.

Chairman Kohl asked for a motion to accept the 2014 Tax Budget and to forward it to the Board of Directors for their approval. Mr. Bhargava made the motion, seconded by Mr. McDonald. All voted in favor and the motion carried.

Secretary/Treasurer Fierle stated that she will send two copies of the 2014 Tax Budget along with the resolution to the Portage County Auditor, who will then forward to the Portage Budget Commission for approval.

A motion was made by Mr. McDonald to adjourn the tax budget hearing and move back into the Portage County Port Authority Board of Directors meeting. Seconded by Mr. Wyatt, all voted in favor and the motion carried.

* * * *

At approximately 2:10PM the Board of Directors entered back in to the regular Board of Directors meeting with Chairman Kohl calling the Board of Directors meeting to order.

Brad Ehrhart, President of the Portage Development Board continued on with his report. He reported on how we are still having problems matching employees to employers and some of the workforce development issues. Mr. Ehrhart mentioned how we also have a shortage of really good buildings, which is also a good thing. Problem is, when we get calls for some leads, we don't have any good existing building for them. He stated the Commercial Turf building will become vacant sometime this fall. We don't expect that building to stay vacant for long as we've already have several leads for the

building. A couple companies interested have already toured the building. Companies are also interested in the employees from there. The Portage Workforce Connection will be holding a job fair at CTP and 5 companies have signed up to be there.

Mr. Bellino asked if the demand for the good buildings is there. Mr. Ehrhart mentioned that the demand is there, but the cost of building a building is too high. So instead companies are looking for existing vacant facilities. Mr. McDonald asked what size building are companies looking for. Mr. Ehrhart stated they are looking for a whole range of sizes. Mr. Kohl mentioned that we are out of good buildings in Ravenna. There was more discussion regarding building prices and some of the older buildings in Ravenna.

Last items in Mr. Ehrhart's report are that Ms. Fierle was promoted to Economic Development Specialist in the beginning of the year. He also mentioned we've gotten about 50 calls in to businesses for the call program. Mr. Bhargava stated that the Portage Development Board is doing a great job and to keep it up. Chairman Kohl agreed with Mr. Bhargava. Mr. Ehrhart also went on to mention that PDB as the Port Authority was nominated for 2 awards by Team NEO, one for the Rubbermaid project in Brimfield and the other is the Selas project in Streetsboro. The awards ceremony is being held on July 11th. So we'll know then if we win or not.

Legal Counsel - Ms. Smith was absent from this meeting. No report.

* * * *

Discussion of Former Ravenna High School Site Project. –

Chairman Kohl went on to give an update of the project. He stated we'd probably receive the deed in about a month or so after they've done their seeding and final environmental review. He feels we should have everything done by the end of July. After we do get we'll have to make arrangements to maintain the property. We are working on getting a Request for Proposal or a Request for Qualifications prepared for a developer for the property. We have gathered several samples from others to help us with this process. We are working with Denise Smith to get this document sketched out. We want to get a developer who can work with the Marketing Study and the Feasibility Study and take the project to the next step.

Mr. Bhargava asked if we are committed to the educational component of this facility to be built. Chairman Kohl stated that through the studies done we are pretty much committed to the educational aspect, but we also would turn something else down if it would work on this property also. However, the education component is definitely what we are looking at since it's been found to be the best use for this property.

Mr. Bhargava asked if we have an interest from the people in Ravenna. Chairman Kohl stated that we've had a lot of interest in the educational aspect. We've even gotten interest from Stark State, Kent State University and Hiram College.

Mr. Bellino asked if we are going to put this in the RFP or RFQ that we are looking at the educational building for this property. Mr. Kohl stated yes that would be put in the documents. Also, they will be given the studies so they can see what was determined the best use for the property. Mr. Kohl also stated that if an Akron General called and said they wanted to put a 30,000 sq. ft. building there, he didn't think the port would say no. As of now though, we want to move forward with an educational facility and there is huge interest there. Mr. Ehrhart stated that this facility will help us with the skill gap to be able to better match employees and employers. He stated that's also going to bring people into downtown Ravenna. Chairman Kohl stated this just can not be a negative for Ravenna. There should also be some spin off from it.

Mr. Bellino asked about you do you go public with this. Chairman Kohl stated that it was mentioned and a chamber meeting. He didn't really get any negative feedback from it. Mr. Bellino asked how it would affect Doug's efforts with what he is trying to do to secure commitments? Chairman Kohl said it could affect a little. He's already made contact with 13 property owners. Chairman Kohl will discuss it more in a bit when we get to Mr. McGee's update.

Chairman Kohl stated that he asked Mr. Chema to follow up with Cheri Rice from Stark Tech, which he did and had a conversation with her. Ms. Rice stated that they are still interested in this project and what to be a principal part of this project. They are not sure of the capital they can put into it due to the state's budget, but are still very interested. Mr. Chema also contacted the firm that did the Holden project in Lake County so we can have a tour of that facility on Thursday at 9:00AM for anyone interested in going. Chairman Kohl also stated we have financing tools that can help move the project along.

Mr. Bhargava asked what is happening with the DuBois property? Mr. Kohl stated that was going to the KSU Alumni Association. Chairman Kohl stated we own it in name only at this time. It will eventually be transferred to their 501 (C) 3 when approved.

*

*

*

*

Contract with Doug McGee & Associates Update - Chairman Kohl reminded the directors that we've contracted with Mr. McGee identify the property owners of the 15 properties across from the high school property. At this time Mr. McGee has contacted 7 of the 15 property owners. There is an e-mail from Mr. McGee in your packet. He was not able to reach the others and will probably contact them by letter. Mr. Bellino asked of any feedback? Three will probably be easy to deal with. Others have stated they just put a lot of money in their rental property and it's worth a lot more money. Mr. McGee stated we should be able to work something out with them. Mr. Bellino asked if he thinks going public sooner rather than later will hamper his ability to get options on the properties? Chairman Kohl stated that the people on Highland Street pretty much know what they have. Most of them are rental properties so we have to deal with landlords. Two are unoccupied. Anyway you go, it's all going to be about the money.

Feasibility Study - *A motion was made by Mr. Bellino to approve the draft Feasibility Study as the final document, seconded by Mr. Bhargava. All voted in favor and the motion carried.*

Consideration of new Resolutions and Motions.

2014 Tax Budget – *A motion was made by Mr. Bhargava to approve the 2014 Tax Budget and forward it on to the Portage County Auditor's office, seconded by Mr. McDonald. All voted in favor and the motion carried.*

Correspondence

Portage Development Board Letter – A letter is in your packet from Mr. Ehrhart respectfully requesting a new three commitment from the Portage County Port Authority for \$5,000 each year (2014, 2015 and 2016). *A motion was made by Mr. Bhargava to approve the three year commitment of \$5,000 each year, seconded by Mr. McDonald. All voted in favor and the motion carried.*

Portage Development Board 2012 Annual Report - A copy of the report was in all the director's packets. Everyone commented on what a nice report it is and what a great job the staff of PDB is doing. Mr. Ehrhart gave most of the credit to Ms. Daniel, the Marketing Specialist of the PDB. Everyone agreed Ms. Daniel has done a great job for the PDB.

E-mail from the Ohio Port Authorities Council and Chris Burnham , Development Finance Authority of Summit County - Mr. Ehrhart and Chairman Kohl updated the directors on what this is all about. Chairman Kohl sent his own personal letter to the OPAC. Chairman Kohl asked Ms. Fierle to draft the letter from the Port Authority and he will sign it as the chairman. This action was approved at the last port authority meeting.

The next meeting dates/times were announced.

There being no further business to come before the Board, the official meeting of June 4, 2013 adjourned at 3:15 PM. We do hereby certify that the foregoing is a true and correct record of the Portage County Port Authority Board of Directors' meeting on June 4, 2013.

T.N. Bhargava	Absent Thomas V. Chema
Dominic Bellino	Jack Kohl II
Absent Neil Mann, Jr.	Steven P. McDonald
James A. Wyatt, Jr.	Diana Fierle Secretary-Treasurer