



AGENDA
POWELL DEVELOPMENT CORPORATION
COUNCIL CHAMBERS
TUESDAY, FEBRUARY 27, 2024
6:30 PM

I. CALL TO ORDER/ROLL CALL

II. APPROVAL OF MINUTES

- a. Approval of the Minutes from the Powell Development Corporation Meeting held on January 24, 2024.
[powell-development-corporation_minutes_summary 01.24.2024.pdf](#)

III. REPORT OF THE PRESIDENT

IV. REPORT OF THE TREASURER

- a. Monthly Financial Packet
[01.31.2024 Monthly Financial Packet.pdf](#)
- b. BCI Incentive Packet for Review
[BCI Incentive packet for PDC review Feb24.pdf](#)

V. CITY COUNCIL / COMMISSION / COMMITTEE REPORTS

VI. UPDATE FROM THE ECONOMIC DEVELOPMENT ADMINISTRATOR

VII. NEW BUSINESS

- a. Presentation by Brightstone Creative
- b. Business Retention Expansion Grant
[PDC_BRE Grant_2024.pdf](#)
[Locust Table_Incentives_Recommendation_2_16_24.pdf](#)
[24.02.12 - The Locust Table PDC_IncentivesApplication_2024.pdf](#)
- c. Discussion of Sponsorships for State of City and Powell Festival

VIII. OLD BUSINESS

- a. Discussion on Approvals for Consent Agenda
- b. Update on Property Located on SR750

IX. EXECUTIVE SESSION

Executive Session to discuss confidential information.

X. ADJOURNMENT



**POWELL DEVELOPMENT CORPORATION
MEETING MINUTES
JANUARY 24, 2024**

I. CALL TO ORDER/ROLL CALL

Chairman Jim Hrivnak called the January 24, 2024, Powell Development Corporation meeting to order at 6:30 p.m. Members present included Chairman Jim Hrivnak, Andrew D White, City Manager (exited the meeting at 7:16 p.m.), Treasurer Nicole Scott, Mayor Tom Counts (exited the meeting at 7:16 p.m.), Sean Hughes, Economic Development Administrator. Staff present included Jeffrey Tyler, Assistant Finance Director/Community Development Director; and Samantha Borchers, Assistant Finance Director.

II. APPROVAL OF MINUTES

- a. Approval of the Minutes for the Powell Development Corporation held on November 28, 2023.

MOTION: Andrew White moved to approve the Minutes for the Powell Development Corporation held on November 28, 2023. Nicole Scott seconded. Motion passed.

VOTE: Y-5 N-0 AB-0

III. REPORT OF THE PRESIDENT

Chairman Jim Hrivnak welcomed the new members to the board including Mayor Tom Counts and Sean Hughes, Economic Development Administrator.

IV. REPORT OF THE TREASURER

- a. Financial Report and Pending Invoices

Samantha Borchers discussed that there was small activity in December and reviewed the interest on the StarOhio Account. The insurance policy which was discussed at the last meeting was paid to avoid any lapse in coverage. The net income was \$1,672.80 and the available balance is \$757,432.15. Chairman Hrivnak discussed reviewing the current electric rate structure to determine if there can be any cost savings.

Chairman Hrivnak reviewed the utility cost. Samantha Borchers discussed that this charge is related to the EV Charger at City Hall. The revenue coming in is greater than the expenses, but the EV Charger at Murphy Park has a higher electric bill. She also discussed that the PDC was budgeted for 2024 for the expected increase in electricity cost. The PDC will now pay the bill and have the City reimburse the revenue deposit to the PDC.

Samantha Borchers also discussed that the PDC received the Delaware County Property Tax invoice which will need to go against a contingency line as it was not budgeted. The full year payment for the invoice is \$7,249.26. She also discussed that the incentive payment for Elite Title was not budgeted, but there was a budget of \$26,000 for BCI and that should cover both incentive payments. City Manager White said this can be done administratively with the Finance Department. City Manager White also discussed the agreement with 4630 Powell Rd, which PDC now owns. The agreement did include a tenant with a lease for 10 months and prepaid as part of the deal, and then would go month to month basis. It was expected that the tenant would be relocated prior to this timeframe, but this did not occur. He does not expect this to be a perineal expenditure as once there is a vacant parcel the City can make an application that this is public property and will not be subject to the property tax. Mayor Counts discussed that once an application for property to be considered public property it will go back to the beginning of the year.

MOTION: Jim Hrivnak moved to approve pay the Delaware County Property Tax Bill in the amount of \$7,249.26 for the property located at 4630 W. Powell Rd. . Tom Counts seconded. Motion passed.

VOTE: Y-5 N-0 AB-0

Samantha Borchers discussed that this invoice was for the 2022 audit and there was also an invoice in 2023 that was paid for a 2021 audit. There was no further discussion.

MOTION: Sean Hughes moved to approve payment to the City for the Elite Title audit charges. Nicole Scott seconded. Motion passed.

VOTE: Y-5 N-0 AB-0

b. Incentive Payment Review and Approval

Samantha Borchers discussed that the letters for the incentive payments were sent out and both Elite Land and BCI have approved the payment and signed off. Once approved staff will provide payment to them. The amount is calculated by payroll withholdings and staff review forms submitted by the businesses to RITA. BCI only provided RITA forms for 2019 and 2020. They will need to provide updated documentation for 2021 and 2022, and they will need to receive a second half of the payment. It will be up to BCI to provide their documentation to RITA.

Chairman Jim Hrivnak recommended moving these invoices to a consent agenda for future agendas. Mayor Tom Counts also discussed having a policy that these can be approved by the Treasurer outside the meeting. Chairman Hrivnak recommended checking the by-laws on this option. At this time the PDC agreed to move forward with the consent agenda until any policy determination is made.

MOTION: Jim Hrivnak moved to approve the incentive payment to BCI. LLC and Elite Land Title in amounts calculated by staff. Tom Counts seconded. Motion passed.

VOTE: Y-5 N-0 AB-0

V. CITY COUNCIL / COMMISSION / COMMITTEE REPORTS

Mayor Tom Counts discussed that City Council has only had two meetings and the additional special meeting for goal settings. The goals have not been completed and some of the items will relate to economic development and expects that the PDC will see more items relating to this in the future.

Jeff Tyler discussed that the Planning and Zoning Commission will have a meeting on February 15, 2024. This is a date change from the normal meeting calendar due to Valentines Day. There are three cases to be presented including, CoHatch Preliminary Development Plan and Horsepower Farms, Preliminary Development Plan.

City Manager Andrew White discussed there have been discussion with the Columbus Zoo regarding potential infrastructure program where West Powell Rd turns into Jerry Borin Drives connects 750 to 257. This is an underutilized area that if for staff access. With the property owned by the City there has been discussion on how to utilize it as a component for local traffic. Also historically there has always been a seat at the table with the Chamber of Commerce for the State of the City. The City in addition has funds available to do a stand-alone event that could potentially be hosted by the Columbus Zoo in early April.

VI. UPDATE FROM THE ECONOMIC DEVELOPMENT ADMINSTRATOR

Sean Hughes reported recent activity for the department and there is currently 25 active projects that include seven business expansion projects. There is one new infill development project, two redevelopment projects and twelve attraction projects, two organizational economic development projects, and one intergovernmental economic development project which is negotiated the partnership with Liberty Township.

He discussed a request for assistance from the PDC relating to the Scioto Street extension. This has been a project in the CIP to extend Scioto from Liberty Rd to Grace Drive. There have been meetings with multiple developers, including CoHatch. CoHatch will not have adequate parking on site and on the concept plan they had shown potential parking options that created a concern with a neighboring owner. A meeting was held between the the property owner and CoHatch which led to discussion for a potential long-term project developing public parking along Scioto Rd. and have a entertainment center that can be closed off during events. He discussed plans by property owners in the area and as part of the arrangement looking at a development agreement between all entities that would allow CoHatch' s engineering firm to continue engineering the road extension, parking, storm water, utilities, lighting, and reimburse CoHatch for the work completed. A supporting project is to allow individuals to visualize the project with a 3-D rendering of the N.W and N.E. quadrants of the downtown. Brightstone Creative was introduced by CoHatch and they would do a 3D laser scanning of the area and place buildings in a wire format to end with a 3-D model of the area. The estimated cost for this project is \$157,000, which will include a wire frame for the entire downtown vicinity and a 3-D model for the two quadrants. City Manager White expressed that this is a first step in engaging the community in a visual exercise. Jeff Tyler expressed that this is not a new project as the Scioto extension and parking has been previously identified in the CIP. The PDC expressed their support to move forward with Brightstone Creative and Sean Hughes will bring forth contract for the PDC at a future meeting.

MOTION: Jim Hrivnak moved to approve to move \$175,000 from ending balance to a new budget line for Vision Planning. Tom Counts seconded. Motion passed with a vote of 4-0-1 (Abstain: Sean Hughes)

VOTE: Y-4 N-0 AB-1 (Sean Hughes)

**Powell Development Corporation
Financial Report
As of Jan 31, 2024**

	2024	2024 YTD	2024 Mth	2024	
	<u>Budget</u>	<u>Jan Actual</u>	<u>Jan Actual</u>	<u>Remaining Balance</u>	
Beginning Balance	\$ 700,000.00	\$ 757,432.15	\$ 757,432.15	\$ -	
Previous month outstanding checks - cashed					
Transfer in from General Fund	-	-	-	-	
Transfer in from CIP Fund	850,000.00	-	-	850,000.00	
Interest	30,000.00	2,112.46	2,112.46	27,887.54	StarOhio interest
Tenant Payments	-	-	-	-	
Total Revenue	\$ 1,580,000.00	\$ 759,544.61	\$ 759,544.61	\$ 877,887.54	
	<u>Budget</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Remaining</u>	
Administrative Expenses					
Salaries	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	50% of fully loaded rate
Insurance	2,500.00	-	-	2,500.00	
Audit Fees	2,000.00	1,480.00	1,480.00	520.00	2022 audit fees reimbursement to City
Tax Preparation Fees	2,000.00	-	-	2,000.00	
Accounting Fees	10,000.00	107.21	107.21	9,892.79	Re-order check stock
Charging Station Maintenance (yrlly)	1,000.00	-	-	1,000.00	
Charging Station Utility Costs (yrlly)	18,000.00	1,840.30	1,840.30	16,159.70	EV Charging Fees (AEP electricity less Chargepoint revenue)
44 N. Liberty Utilities	2,400.00	-	-	2,400.00	
Powell Community Concert Band Supplies (shirts)	2,000.00	-	-	2,000.00	
Visionary Planning	175,000.00	-	-	175,000.00	Support Brightstone Creative development
Advertising - Chamber of Commerce	2,000.00	-	-	2,000.00	
Website Costs	10,000.00	-	-	10,000.00	
Promotional Video/Material	20,000.00	-	-	20,000.00	
Powell Festival Sponsorship	20,000.00	-	-	20,000.00	
Contingent Expenses	10,000.00	7,249.26	7,249.26	2,750.74	Full year property taxes - 4630 W. Powell Rd
Relocation Contracts:					
Elite Title (2019 - 2023 payout)	-	7,794.86	7,794.86	(7,794.86)	Completion of incentive payment contract
Job Creation Contracts:					
BCI (2019 - 2024 payout)	26,000.00	12,316.37	12,316.37	13,683.63	2019 and 2020 incentive payment
Strategic Land Acquisition					
Elite Land Title Purchase - 4630 W Powell Road	296,250.00	-	-	296,250.00	2nd payment - due before Mar 29, 2024
Cohatch Economic Development Agreement					
Development Grant (\$940,000 in 5 years)	188,000.00	-	-	188,000.00	
Downtown Façade Improvement Program					
Blanket Distribution	100,000.00	-	-	100,000.00	Up to \$25,000 per application/project. Up to 4 grants per year.
Total Expenditures	\$ 987,150.00	\$ 30,788.00	\$ 30,788.00	\$ 856,362.00	
Net Income/(Loss)	\$ 592,850.00	\$ 728,756.61	\$ 728,756.61		
Actual Available Ending Balance	\$ 592,850.00	\$ 728,756.61			
Outstanding check balance		\$ 12,316.37			
Available Balance		\$ 741,072.98			
Balance per bank statement - Fifth Third		\$ 356,866.13			
Balance per bank statement - StarOhio		384,206.22			
Diff		\$ 0.63			
Outstanding Checks					
Building Control Integrators	Ck 1215	12,316.37			
		\$ 12,316.37			



FIFTH THIRD BANK
(CENTRAL OHIO)
P.O. BOX 630900 CINCINNATI OH 45263-0900

POWELL COMM IMPROVEMENT CORP
47 HALL ST
POWELL OH 43065-8357



0

4754

Statement Period Date: 1/1/2024 - 1/31/2024

Account Type: 5/3 BUS ELITE CKG

Account Number: 7282960348

Banking Center: Powell Road

Banking Center Phone: 614-734-4287

Business Banking Support: 877-534-2264

Account Summary - 7282960348

01/01	Beginning Balance	\$79,087.76	Number of Days in Period	31
4	Checks	\$(18,364.42)		
1	Withdrawals / Debits	\$(107.21)		
1	Deposits / Credits	\$296,250.00		
01/31	Ending Balance	\$356,866.13		

Analysis Period: 12/01/23 - 12/31/23

Standard Monthly Service Charge	\$50.00
Standard Monthly Service Charge Waived (see below)	-\$50.00
Service Charge withdrawn on 01/11/24	\$0.00

Standard Monthly Service Charge waived if:

Your business maintains a total monthly average balance of \$50,000 across its business checking, savings, and certificate of deposit accounts.

OR your business has a business loan or line of credit.

OR your business spends at least \$500 per month on its business credit card PLUS has one of the following:
Electronic Deposit Manager OR Cash Management Essentials.

Current Relationship Overview:

Balance Criteria Met?	Yes
Total Combined Monthly Average Balance	\$79,828.90

Business Loan or Line of Credit? No

Other Criteria Met?	No
\$500 Business Credit Card Spend?	No
Electronic Deposit Manager?	No
Cash Management Essentials?	No

Checks

4 checks totaling \$18,364.42

* Indicates gap in check sequence i = Electronic Image s = Substitute Check

Number	Date Paid	Amount	Number	Date Paid	Amount	Number	Date Paid	Amount
1211 i	01/30	1,840.30	1213 i	01/29	1,480.00	1214 i	01/31	7,794.86
1212 i	01/29	7,249.26						

Withdrawals / Debits

1 item totaling \$107.21

Date	Amount	Description
01/17	107.21	CHECKBOOK PRINT CHARGE

Deposits / Credits

1 item totaling \$296,250.00

Date	Amount	Description
01/09	296,250.00	STAR OHIO ACH CCDSTAROH 76970 POWELL DEVELOPMENT COR 010924



Daily Balance Summary

Date	Amount	Date	Amount	Date	Amount
01/09	375,337.76	01/29	366,501.29	01/31	356,866.13
01/17	375,230.55	01/30	364,660.99		

PLEASE NOTE THAT WE HAVE UPDATED OUR ACCOUNT RULES AND TERMS & CONDITIONS. DISCLOSURES CAN BE VIEWED ONLINE AT:
COMMERCIAL ACCOUNT RULES: 53.COM/TM-CA-RULES TREASURY MANAGEMENT TERMS & CONDITIONS: 53.COM/TM-TC



P.O. Box 7177
Dublin, OH 43017

Account Statement

January 01, 2024 - January 31, 2024

ACCOUNT NUMBER

76970

REGISTRATION

POWELL DEVELOPMENT CORPORATION
INVESTMENT SAVINGS
ATTN: FINANCE DIRECTOR
47 HALL ST
POWELL, OH 43065

Return Service Requested

0002114-0002282 PDFE 001 ----- 613808



POWELL DEVELOPMENT CORPORATION
INVESTMENT SAVINGS
ATTN: FINANCE DIRECTOR
47 HALL ST
POWELL, OH 43065

Client Services



Call: 800-648-STAR (7827)



Visit our website: www.tos.ohio.gov/star-ohio



Funds Management
STAR Ohio
Columbus, OH 43260

Shareholder Message Center

STAR Ohio will be closed on Monday, February 19, 2024 in observance of Presidents' Day.

As a reminder, twenty-four hours advance transaction notice to STAR Ohio is appreciated for purchases or redemptions of \$100 million or more. Advance notification allows the STAR Ohio fund to invest timely to achieve the best yield possible.

For questions or to update your account, please contact STAR Ohio from 8:30 a.m. to 5:00 p.m. Monday through Friday at 1.800.648.STAR (7827) or by emailing info@starohio.com.

ACCOUNT SUMMARY

Funds	Total Shares	Share Price	Share Value
STAR Ohio	384,206.220	\$1.0000	\$384,206.22

DISTRIBUTION SUMMARY

Funds	YTD Earnings	Reinvestment Option
	Income	Income
STAR Ohio	\$2,112.46	Reinvest

TRANSACTIONS

STAR Ohio Account Number: 76970

30 Day Yield = 5.54%

Date	Transaction Type	To/From Account Number	Shares	Share Price	Gross Amount	Share Value
	Beginning Shares Balance		678,343.760	\$1.00		\$678,343.76
01/08/2024	Redemption		(296,250.000)	\$1.00	(\$296,250.00)	382,093.76
01/31/2024	Income Dividend Reinvestment		2,112.460	\$1.00	\$2,112.46	384,206.22
	Closing Balance		384,206.220	\$1.00		\$384,206.22

**INVOICE(S) PENDING
APPROVAL**



Non-Payment/Return Mail:
PO BOX 24401
CANTON, OH 44701-4401

Amount due on or before **\$2,085.83**
March 5, 2024

Bill mailing date is Feb 5, 2024
Account #100-056-355-1-0

SERVICE ADDRESS: VILLAGE OF POWELL, 47 MURPHY PKWY UNIT DCCHARG, POWELL, OH 43065

CY 03



000988 5628666 000 01 001

MSP 74
00016467

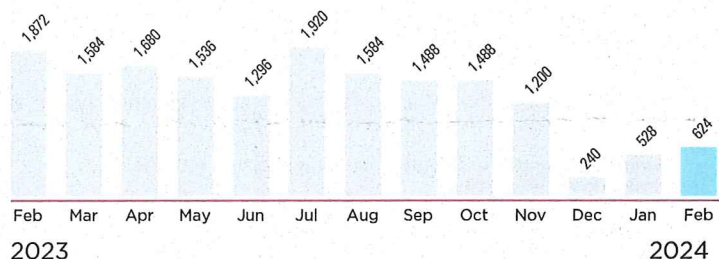


VILLAGE OF POWELL
47 HALL ST
DC CHARGER
POWELL OH 43065-8357

Notes from AEP Ohio:

Make this bill the last one sent in the mail! Go paperless and get email alerts when your bill is ready. Sign up at AEPPaperless.com!

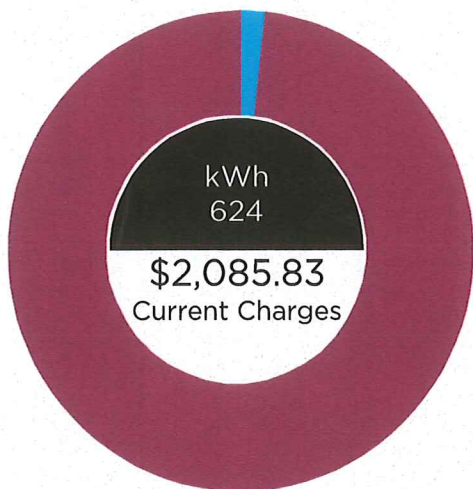
Usage History (kWh):



Current bill summary:

Billing from 01/05/24 - 02/02/24 (29 days)

Supplier Charges \$34.34



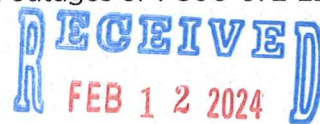
Delivery Charge \$2,051.49

Methods of Payment

- aepohio.com
- PO Box 371496
Pittsburgh, PA 15250-7496
- 1-800-611-0964 (fee may apply)

Need to get in touch?

Customer Operations Center: 1-888-710-4237
Outages: AEPOhio.com/outages or 1-800-672-2231



BY: _____
Turn over for important information!

Please tear on dotted line.

Thank you for your prompt payment. Please include your account number on your check and return this stub with your payment.

VILLAGE OF POWELL, 47 MURPHY PKWY UNIT DCCHARG, POWELL, OH 43065



Non-Payment/Return Mail:
PO BOX 24401
CANTON, OH 44701-4401

205149
Account #100-056-355-1-0
VILLAGE OF POWELL

Amount due on or before **\$2,085.83**
March 5, 2024

Payment Amount \$

Pay \$2,116.60 after 03/05/2024

Make check payable and send to:
AMERICAN ELECTRIC POWER
PO BOX 371496
PITTSBURGH, PA 15250-7496



The Neighbor to Neighbor program helps disadvantaged customers pay their electric bill. I want to help. My payment reflects my gift of \$ _____

000208583000211660010000000001000563551005020703003900008

8416-0001-W



Service Address:

VILLAGE OF POWELL
47 MURPHY PKWY UNIT DCCHARG
POWELL, OH 43065

Account #100-056-355-1-0



Line Item Charges:

Previous Charges	
Total Amount Due At Last Billing	\$ 1,840.30
Payment 01/30/24 - Thank You	-1,840.30
Previous Balance Due	\$.00*
Current AEP Ohio Charges	
Tariff 840 - Medium General Service 02/02/24 Service Delivery Identifier: 00040621077558952	
Transmission Service	\$ 565.19
Distribution Service	1,476.90
Customer Charge	9.40
Current Electric Charges	\$ 2,051.49*

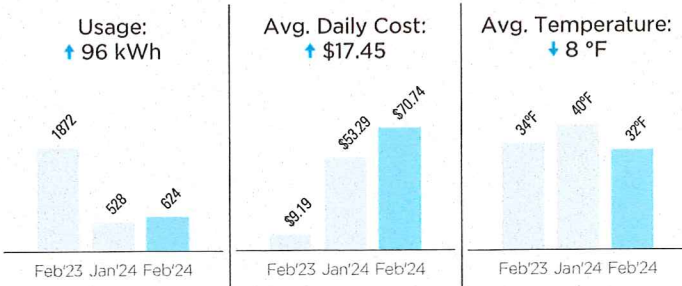


Current IGS Energy Charges (800-280-4474)	
Service Delivery Identifier: 00040621077558952 02/02/24	
Energy Charge (624 kWh @ \$0.058)	\$ 36.19
Capacity Adjustment	-1.85
Current SDI Charges	\$ 34.34*
Current Supplier Balance Due	\$ 34.34*

Total Balance Due	\$ 2,085.83
*Charges make up the "Total Balance Due" Pay \$2,116.60 after 03/05/2024	

Usage Details:

↑↑ Values reflect changes between current month and previous month.



Total usage for the past 12 months: 16,416 kWh
Average (Avg.) monthly usage: 1,368 kWh

Billed Usage 02/24				
Usage	Power Factor	Power Factor Constant	Meter Location Comp.	Billed Usage
	(10.0)	(13.5056)		
624	-	-	-	624 kWh
63.888	-	-	-	63.900 kW
-6,192	-	-	-	-6,192 kVARh

Meter Read Details:

Meter #686783338					
Previous	Type	Current	Type	Metered	Usage
-	-	1,331	Actual	1,331	63.888 kW
1137	Actual	1150	Actual	13	624 kWh
994972	Actual	994843	Actual	-129	-6,192 kVARh
Service Period 01/04 - 02/02				Multiplier 48	
Next scheduled read date should be between Mar 1 and Mar 6.					

Notes from AEP Ohio:

For Informational Purposes only: The below costs are NOT NEW CHARGES and are approximate values. AEP participates in programs required by the state of Ohio to support energy conservation and to secure renewable energy resources. For more information on energy efficiency programs, please visit www.AEPOhio.com/Save.

Renewable Programs: \$1.23
Energy Efficiency Programs: \$0.00
Peak Demand Reduction Programs: \$0.00

The Public Utilities Commission of Ohio in Case number 23-169-EL-RDR on August 9, 2023 approved an adjustment to Ohio Power Company's Enhanced Service Reliability Rider rate effective with this bill. A residential customer using 1,000 kWh of electricity will see an increase of \$0.28 per month.

AEP now furnishes Commercial & Industrial payment histories to credit reporting agencies.

As a participant in the AEP Ohio Customer Choice Program, your electric energy is being supplied by **IGS Energy**. This bill reflects AEP Ohio charges for delivery of the electric and all electric energy supply charges AEP Ohio has received from your supplier as of the Billing Date shown on this bill. For questions about your electric energy supply charges please contact IGS Energy at (800)280-4474. Please note that failure to pay charges for competitive retail electric services (CRES) may result in loss of those products and services, the cancellation of your contract with the CRES provider and your return to AEP Ohio's Standard Offer for energy supply services.

Due date does not apply to previous balance due.

Supplier Message(s)

Thank you for making IGS Energy your trusted energy partner.

End Supplier Message(s)

Register for online services at www.AEPOhio.com. Registration is **free and easy** and gives you the convenience of 24-hour access to your account. You can sign up for paperless billing, view your bill, check your usage, update your contact information, and much more.

Make your life easier. You can write one check for multiple electric accounts!

Enjoy the benefits of constant connection. Download our mobile app today, at Google Play and iTunes stores.



Building Control Integrators, LLC
Attn: Grant J. Meloun
383 N Liberty Street
Powell, OH 43065

March 01, 2024

RE: Documentation for Development and Incentive Agreement

Dear Mr. Meloun,

The Development and Incentive Agreement between the Powell Development Corporation (the "PDC") and Building Control Integrators, LLC is effective for years beginning January 1, 2018 through December 31, 2022. The agreement calls for Building Control Integrators, LLC to send a copy of the income tax withholding forms and related documents to the City's Finance Department by February 28 of each year or thirty days after filing if filed after February 28th.

We have received withholding documentation from Building Control Integrators, LLC for the following years:

- January 2018 through December 2018 – \$5,236.95 incentive due (paid in 2019)
- January 2019 through December 2019 – \$5,619.98 incentive due (paid Jan 2024)
- January 2020 through December 2020 – \$6,696.39 incentive due (paid Jan 2024)
- January 2021 through December 2021 – \$6,750.21 incentive due
- January 2022 through December 2022 – \$4,925.81 incentive due

The remaining incentive due to BCI is \$11,676.02 for years 2021 and 2022.

The PDC is committed to this incentive agreement payment and would like to proceed.

The amount due was calculated using information submitted to RITA. ***If you agree with the information and incentive calculation for years 2021 and 2022 above, please sign the subsequent page and return back to me via email or regular mail.*** Once we receive your written approval, the payment will be issued. If you have any objections to the calculation, please email me with your supporting documentation.

Please feel free to contact me if you have any questions.

Thank you,

Samantha Borchers
Assistant Finance Director
47 Hall Street, Powell, Ohio 43065
614.885.5380, ext. 1051 | www.cityofpowell.us
sborchers@cityofpowell.us



POWELL DEVELOPMENT CORPORATION

47 Hall Street | Powell, OH 43065 | 614.885.5380 | cityofpowell.us

Building Control Integrators, LLC
Attn: Grant J. Meloun
383 N Liberty Street
Powell, OH 43065

Building Control Integrators, LLC agrees with the incentive calculation for 2021 and 2022 provided by the Powell Development Corporation and approves the issuance of the remaining incentive payment in the amount of \$11,676.02. The incentive program will then be complete and paid in full.

Signature _____

Title _____

Date _____

BCI - Building Control Integrators

	<u>Subj Wage</u>	<u>Tax W/H</u>	<u>Withholding Check</u>		
			<u>Wage * \$.0075</u>	Difference	Difference after Residence Tax
Annual 2021	2,504,569.80	20,455.17	18,784.27	1,670.90	(346.38)
Totals	2,504,569.80	20,455.17	18,784.27	1,670.90	
Maintain Annual Payroll \$1.6M?	Maintained				
33% of City W/H	\$ 6,750.21				

5	Municipality				Number of employees at year end
	NEW ALBANY				0
	Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
	0.00	2.00	0.00	0.00	

	Municipality				Number of employees at year end
	POWELL				32
	Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
	2504569.80	0.75	18437.89	2017.28	

	Municipality				Number of employees at year end
	SUNBURY				0
	Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
	0.00	1.00	0.00	0.00	

	Municipality				Number of employees at year end
	Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	

	Municipality				Number of employees at year end
	Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	

6	TOTAL: Must equal totals on Page 1 from Section 4			7	Total number of employees at year end
	Total Workplace Wages	Total Workplace Tax	Total Residence Tax		
	3326110.01	33284.18	7445.17		51

8 Note: If you file a Form 17 as a professional employer organization (PEO), common pay master, co-employer, or other agent providing payroll services to unrelated third party employers, including, but not limited to, clients, subsidiaries, other companies, etc., **you must** also provide specific information on each of these employers. Use **Schedule R-17** to report for each employer EIN and Name and to allocate the Workplace Wages, Workplace Tax Withheld, Residence Tax Withheld and RITA Municipality.

I have examined this return and to the best of my knowledge it is correct.

9		A D P	ATTY-IN-FACT	02/25/2022
	Signature		Title	Date

Print Name W CORWIN

Phone: 8777060510

Mail to: Attn RITA
P.O. BOX 715170
CINCINNATI, OH 45271-5170
Fax: 440.922.3536

For OVERNIGHT mail: Attn RITA
P.O. BOX 715170
895 CENTRAL AVENUE SUITE 600
CINCINNATI, OH 45202-5703

BCI - Building Control Integrators

	<u>Subj Wage</u>	<u>Tax W/H</u>	<u>Withholding Check</u> <u>Wage * \$.0075</u>	<u>Difference</u>	
Annual 2022	1,990,226.66	39,288.45	14,926.70	24,361.75	difference due to increase to 2%

Totals	1,990,226.66	39,288.45	14,926.70	24,361.75	
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Maintain Annual Payroll \$1.6M? Maintained

33% of City W/H \$ 4,925.81 Use 0.75% rate for incentive calculation even though 2.0% rate increase effective Jan 2022
(14,926.70 * 33%)

5 Municipality Number of employees
at year end
MIDDLEBURG HEIGHTS CITY 1

Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
24807.80	2.00	496.20		0.00

Municipality Number of employees
at year end
NEW ALBANY 0

Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
0.00	2.00	0.00		0.00

Municipality Number of employees
at year end
POWELL 33

Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
1990226.66	2.00	39288.45		0.00

Municipality Number of employees
at year end
SUNBURY 0

Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
0.00	1.00	0.00		0.00

Municipality Number of employees
at year end

Workplace Wages	Workplace Tax Rate %	Workplace Tax	Residence Tax	
-----------------	-------------------------	---------------	---------------	--

6 TOTAL: Must equal totals on Page 1 from Section 4	7 Total number of employees at year end		
Total Workplace Wages	Total Workplace Tax	Total Residence Tax	Total number of employees at year end
2819773.10	55606.95	2250.17	53

8 Note: If you file a Form 17 as a professional employer organization (PEO), common pay master, co-employer, or other agent providing payroll services to unrelated third party employers, including, but not limited to, clients, subsidiaries, other companies, etc., **you must** also provide specific information on each of these employers. Use **Schedule R-17** to report for each employer EIN and Name and to allocate the Workplace Wages, Workplace Tax Withheld, Residence Tax Withheld and RITA Municipality.

I have examined this return and to the best of my knowledge it is correct.

9 	A D P	ATTY-IN-FACT	02/14/2023
Signature		Title	Date

Print Name W CORWIN

Phone: 8777060510

Mail to: Attn RITA
P.O. BOX 715170
CINCINNATI, OH 45271-5170
Fax: 440.922.3536

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CINCINNATI, OH 45202-5703



POWELL PERFORMANCE BASED BUSINESS RETENTION AND EXPANSION GRANT

OVERVIEW

The Powell Development Corporation (PDC) may negotiate a Performance Based Business Retention Grant for businesses that demonstrate financial need as they work to purchase equipment, services or other items to sustain and/or grow the applicant's business.

These applications will typically come as a result of a business having worked with the City of Powell's Economic Development team through the City's business retention and expansion (BRE) programming. Therefore, the requested assistance has been vetted by the Economic Development staff as something that will be positively impactful in the retention or expansion of the business. In this case, the staff will have requested an application from the business with which they are working.

ELIGIBILITY

The PDC will provide matching grants to businesses meeting the following criteria:

- The business must have an address within the City of Powell municipal limits.
- The business must have been in business for a minimum of one year in the City of Powell.
- The business must employ one or more full-time equivalent (FTE) employees.
- The applicant business must be working with the Economic Development staff on a business retention or expansion project.

GRANT AMOUNT

Grants are available to cover up to 100% of the total eligible project costs not to exceed the value of two years of income tax withholdings from the applicant business with a maximum of \$15,000. The PDC may consider grants of up to \$100,000 for economically significant projects with a payroll equal to or exceeding \$2.5 million. It is preferred that the applicant provide some match if financially feasible.

Grantees will be reimbursed at the conclusion of the project, after certification of project costs by receipt of paid invoices/receipts and verification of compliance with applicable city regulations. Reimbursements CANNOT exceed actual paid invoices/receipts.

ELIGIBLE PROJECTS/COSTS

The intent of the program is to help offset costs for workforce development, relocation or expansion expenses, acquisition of equipment, services or other items that are critical to the retention or growth of the applicant business.

Below is a general list of eligible expenses:

- Machinery and equipment
- Software
- Services that help to grow or retain a business
- Relocation expenses



- Real estate lease or purchase assistance
- Licenses
- Training, education and certifications
- Construction or buildout costs
- The PDC may consider additional expenses not listed as “eligible expenses” on a case-by-case basis.

INELIGIBLE PROJECTS/COSTS

- Working capital and other soft costs
- Projects that commence prior to HDC approval
- Supplies and inventory
- Payroll

DECISION CRITERIA

If grant requests exceed available funding, PDC will rank the applications based on the criteria listed below in no particular order. PDC’s final decision is not appealable by applicants. PDC reserves the right to reduce grant awards if project activities are ineligible or the amount of grant requests exceed available funding.

- Job and payroll creation and/or retention
- Applicant’s demonstration of financial need
- Community impact
- Demonstrable experience in completing similar projects
- Useful life of items and services proposed
- Applicant’s ability to complete the project in 180 days or less
- Additional criteria as decided upon by the PDC Board of Directors

TERM

Grantees are required to abide by the program requirements for five years following the disbursement of funds.

GRANT REQUIREMENTS

The applicant shall comply with all applicable provisions of the City of Powell Codified Ordinance and Ohio Building Code. PDC retains the right to withhold reimbursements from the applicant until such violations are corrected to the satisfaction of City staff.

No funds will be awarded if the project begins before the application is reviewed and approved by the PDC Board of Directors. Applicants have 180 days from the earlier of the PDC award notification or receipt of grant agreement to complete the project. The applicant must request an extension in writing to the Economic Development staff. PDC will notify the applicant of its approval or denial.

Items and services purchased by the grantee must be used within the City of Powell corporation limits. If the applicant leaves the project site, moves the purchased items outside of the City of Powell corporation limits or fails to adequately maintain the purchased items or services during



the grant term, the applicant will be subject to a claw back of grant funds or the City's confiscation of items purchased with grant funds.

Applications and grant agreements are not transferrable without written consent from PDC.

GRANT PROCESS

Step 1 – Powell Performance Based Business Retention and Expansion Grant Application Submittal

The applicant shall submit the following to the City of Powell Economic Development staff:

- Completed PDC incentives application
- Estimated budget with detailed line items
- Documentation of payroll tax withholdings
- Pictures or other visual representations of the proposed expenses if applicable

The Economic Development Administrator will review the information provided and make preliminary determinations as to whether the proposed project meets program requirements. If the Economic Development Administrator determines the initial information provided meets program criteria, the project will be allowed to continue to the PDC Board of Directors for approval.

Step 2 – Project Approval Process (PDC & City Approvals)

The PDC Board will vote on the grant request after the Economic Development Administrator determines project eligibility. If the project is approved by the PDC Board, the applicant will receive a letter of intent and grant agreement. If the project is denied, the applicant will receive notification of the PDC's decision and have the opportunity to discuss with Economic Development staff. Applicants must receive any necessary permits, etc. before commencing work.

Applicants have 180 days upon full execution of the grant agreement to complete the project.

Step 3 – Project Completion & Grant Reimbursement

PDC will review the projects for compliance within 30 days of notification of project completion by the applicant. They may require a site visit by the Economic Development staff.

- Obtain all applicable permits and pass all inspections, etc. relating to the project;
- Comply with all applicable City of Powell code provisions and state laws and codes;
- Submit a completed W-9;
- Submit third-party receipts or invoices to PDC that match the project description and final budget;
- Pass an on-site inspection and receive written confirmation from the Economic Development staff that the project was completed in accordance with the applications scope of work.



February 16, 2016

RE: Locust Table Incentives Recommendation

Dear Powell Development Corporation Board Member:

Through our business retention and expansion efforts, we have discovered that the City of Powell has a struggling downtown business that is working to make strategic enhancements to their business in order to stay in business beyond their lease contract that expires this fall. Locust Table, 16 Crossing St., Unit A, has recently celebrated their third anniversary in our city.

We are working with the business on multiple items that should be able to assist their business to grow and thrive including refinancing some small business loans with high variable interest rates. However, one component of our retention and expansion efforts has a fairly large cost. It was determined while working with the business owner Karla Woolley that a D2 beer and wine liquor license would significantly enhance her business. It is commonly known that, typically, 65% of a restaurant business' revenues come from the bar. Allowing Locust Table to sell wine at all meals would allow Locust Table to have a large profit-margin and desirable product. The property owner also would commit to opening to dinner with the D2 license.

Recently, the liquor attorney we have been working with found a D2 license that would need to be TREXed into the City for \$10,000. They would charge an additional \$1,350 for the legal services to TREX said license into the City of Powell. From my experience, this is actually being offered at a value as I have seen these licenses sell for much more and the legal fees amount to more.

Dream Catcher Hospitality DBA The Locust Table Request

The business owner is requesting financial assistance with the purchase and TREXing of this or a future D2 (or possibly full D5) license (if we missed the timing on the currently available license).

Project Commitment

Retention of the existing 18 employees
Retention of the existing \$341,399 (2023) payroll with an estimated \$6,827.98 in annual income taxes
12 to 15 New employees
\$227,599 in New Payroll with an estimated \$4,551.98 in annual income taxes
Restaurant open for dinner

Staff Recommendation

Staff recommends a \$10,000 Performance Based Retention and Expansion grant to Dream Catcher Hospitality DBA The Locust Table for the purchase and TREXing of a D2 license so that the company can stay and grow in the City of Powell.

The project and request meet the following Performance Based Retention and Expansion grant program criteria:

- Job and payroll creation and/or retention -
The company is committed to the retention and creation of jobs as outlined in the Project Commitment section.
- Applicant's demonstration of financial need -
Due to stagnant sales, potentially rising rent, rising costs and a variable interest rate small business loan, the business is being impacted and must decide on how to add higher profit margin products and additional dinner options.
- Community impact -
This business is in our downtown business core. Recently, multiple restaurants have closed within and outside of the municipal limits causing concern with residents, visitors, existing businesses and potential businesses.
- Demonstrable experience in completing similar projects -
The business has been open for 3 years in our downtown.
- Useful life of items and services proposed -
D2 licenses have renewal periods. The renewal fees would be the ongoing responsibility of the business owner. If the business were to go out of business, if possible, we would like to include a provision in the grant agreement that the TREXed D2 license remain in the City of Powell and be sold to a new Powell business for no more than the difference between what the business paid for the D2 license and it's TREX and what the PDC granted to the business to purchase and TREX the license.
- Applicant's ability to complete the project in 180 days or less -
If the current license is still available, it takes approximately 6 months to TREX a license. If that license is no longer available, another D2 or even full D5 license will need to be located and then start the purchase and TREX process. The commitment to the grant will allow the business to properly budget for when a license does become available and act quickly if the current license is no longer available.
- Additional criteria as decided upon by the PDC Board of Directors -
The PDC board can tie other criteria to the issuance of a grant to the business.

This proposed incentive package provides an opportunity to encourage the economic health and success of a downtown business.

This grant program is not currently budgeted for 2024, so staff is recommending transferring funds from another line item such as the Façade Program.

Thank you,

Sean K. Hughes, M.S., OhioCED
Economic Development Administrator
47 Hall Street, Powell, Ohio 43065
O: 614.885.5380, ext. 1043
C: 614-935-1260



PROJECT INCENTIVES APPLICATION

In order to stimulate economic growth, the City of Powell, the Powell Development Corporation as well as many state resource providers may provide incentive support to companies creating new job opportunities and investing in the City of Powell. Most state and regional incentive programs require a need be demonstrated (i.e. another State/location being considered for the same project.) All City incentives MUST be passed by City Council and/or the Powell Development Corporation Board of Directors after a negotiation with the Incentives Negotiation Committee that includes the schools.

GENERAL	
Company Name	Legal Name: Dream Catcher Hospitality
	Dbas: The Locust Table
Legal structure (LLC, S-Corp, etc)	LLC
Parent Company (if applicable)	
Is parent company domestic or foreign?	
HQ Address	16 Crossing St. Unit A Powell, Ohio 43065
Subsidiaries	
Description of products/services	Foodservice
Year founded	2020
Company website	www.thelocust-table.com
Company revenue from year prior:	Total Companywide: \$835,968.87
	Total in Ohio: \$835,968.87
Key Customers	Powell Residents
Ohio Commercial Activity Tax Liability (prior year)	
Does the company Export, if so which markets	No
Form of business of enterprise (corporation, partnership, proprietorship, or other).	LLC
Name of principal owner(s) or officers of the business.	Karla Woolley
PROJECT SPECIFIC	
Project will begin (MM/DD/YYYY) and be completed by (MM/DD/YYYY) provided incentives are provided.	
If a consolidation, what are the components of the consolidation? (must itemize the location, assets, and employment positions to be transferred:	
Project description and primary functions of the proposed operation: <ul style="list-style-type: none"> Sales & marketing, manufacturing, assembly, HQ, back office, distribution, etc. New location, expansion, relocation, 	D2 License Procurement for the sales of wine on the premises



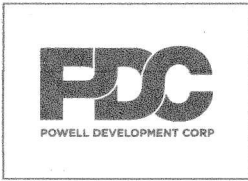
consolidation, etc. <ul style="list-style-type: none"> Primary project drivers 	
Does the company currently have operations in Ohio? If so, please list municipality(ies) and all current FTEs and any active incentive agreements you have with that community.	Yes. Powell, Ohio.
What non-Ohio locations being considered for this project? Are there advantages to other locations?	None
Company Project Lead	Name Karla Woolley
	Title Owner
	Address 241 Whitaker Ave.
	Phone 614-975-5579
	Email karla@thelocust-table.com
Other Project related contacts	Name
	Role
	Title
	Address
	Phone
	Email
Project site address (if available) or parcel number.	Street Address 16 Crossing St. Unit A
	City Powell
	County Delaware
	State Ohio
	Zip 43065
JOBS & PAYROLL	
<i>*Note: "Jobs" - both retained and created - are calculated on a full time equivalent (FTE) basis, obtained by dividing the total number of hours for which employees were compensated for employment in the Project by two-thousand eighty.</i>	
State the enterprise's current employment level at the proposed project site:	18 Active Employees
State the enterprise's current employment level in Ohio (itemized for full and part-time and permanent and temporary employees): <ul style="list-style-type: none"> FTE is calculated by taking total hours worked/paid over most recent 12-month lookback and divide by 2,080 (40-hour work week) 	7.65
State the enterprise's current employment level for each facility to be affected by the relocation of employment positions or assets:	18 Active Employees
Estimate the number of new employees the	12 – 15 new (part-time and full-time) employees as we would then



property owner will cause to be created at the facility that is the project site (job creation projection must be itemized by the name of the employer, full and part-time and permanent and temporary):	open for dinner. This would include 6 new kitchen staff and 6 – 9 servers.
State proposed schedule for hiring (itemize by full and part-time and permanent and temporary employees):	We would hire within 3 months of procuring a new license
Will the project involve the relocation of employment positions or assets from one Ohio location to another?	No
If yes, state the locations, number of employees and type of employees from which employment positions or assets will be relocated and the location to where the employment positions or assets will be located:	
Total associated payroll exclusive of benefits for the existing retained employees at the local facility/site for the previous 12 months.	\$341,399
Total associated payroll for the relocated employees above for the previous 12 months exclusive of benefits.	
Number of jobs (FTE) company will conservatively commit to creating within a three-year period <ul style="list-style-type: none"> • Please segment into occupations/titles so job type is established • Positions must work at the project location 	Kitchen Staff – 12 Service Staff - 15
Please indicate when hiring at the project site is expected to begin.	
Estimate the amount of annual payroll such new employees will add \$ (new annual payroll must be itemized by full- and part-time and permanent and temporary new employees.). Figure is exclusive of bonus pay, benefits, etc.	
Are benefits offered to employees? If so, please list:	Paid vacation for full-time employees after 1 year of employment.
Will employee training be required?	Yes
If yes, how many employees will be trained? <ul style="list-style-type: none"> • Please specify job type requiring training 	All – Food Safety, Preparation and Sanitation – Service, Alcohol Safety and Service, Sanitation
Does the Property Owner owe: <p>a. Any delinquent taxes to the State of Ohio or a political subdivision of the state?</p> <p>b. Any monies to the State or a state agency for the administration or enforcement of any environmental laws of the State?</p> <p>c. Any other moneys to the State, a state agency</p>	No



<p>or a political subdivision of the State that are past due, whether the amounts owed are being contested in a court of law or not?</p> <p>d. If yes to any of the above, please provide details of each instance including but not limited to the location, amounts and/or case identification numbers (add additional sheets).</p>	
CAPITAL INVESTMENT TO ESTABLISH, EXPAND, RENOVATE OR OCCUPY A FACILITY	
<p>What is the total investment required for this project?</p>	
Real Estate Investment	
<p>Site/Facility requirements</p>	
<p>Lease or Purchase</p>	
<p>Lease rate/ Purchase rate</p>	
<p>Lease term</p>	(if applicable)
<p>Land cost</p>	(if applicable)
<p>New Construction costs</p>	(if applicable)
<p>Tenant improvement costs (if TI paid for out of pocket by company, please indicate)</p>	(if applicable)
<p>Other Costs</p>	
Machinery and Equipment Investment (M&E)	
<p>Describe type of equipment needed and associated cost (if applicable)</p>	
Other Investment	
<p>Technology</p>	
<p>Furniture & Fixtures (F&E)</p>	
<p>Other? Explain</p>	<p>TREXXED D2 Liquor License - \$10,000 + \$3,000 Legal Fees</p>
TOTAL NEW PROJECT INVESTMENT	\$13,000
OTHER	
<p>Important Dates</p>	<p>Target company decision date ASAP</p>
	<p>Target project completion date ASAP</p>
<p>Other Notes:</p>	
<p>Business requests the following incentives:</p>	



<p>Business's reasons for requesting incentives (be quantitatively specific as possible):</p>	<p>The acquisition of D2 Liquor License at our establishment will drastically increase high-profit margin sales, changing the trajectory of the success of the business. It will also allow us the opportunity expand our operating hours and hire an additional evening staff for both the front and back of house.</p>

Submission of this application expressly authorizes the City of Powell to contact the Ohio Department of Taxation or other taxing entities to confirm statements contained within this application and to review applicable confidential records. As part of this application, the property owner may also be required to directly request from the Ohio Department of Taxation, or complete a waiver form allowing the Department of Taxation to release specific tax records to the local jurisdiction considering the request. (The Applicant agrees to supply additional information upon request.)

The Applicant affirmatively covenants that the information contained in and submitted with this application is complete and correct and is aware of the ORC Sections 9.66(C)(1) and 2921.13(D)(1) penalties for falsification which could result in the forfeiture of all current and future economic development assistance benefits as well as a fine of not more than \$1,000 and/or a term of imprisonment of not more than six months.

Name of Property Owner or Business Owner	Karla Woolley
Date	2/9/2024
Signature	<i>Karla Woolley</i>
Typed Name and Title	Karla Woolley, Owner