



**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)

City Manager White and Mayor Tom Counts exited the meeting at 7:16 p.m.

**VII. OLD BUSINESS**

- a. Presentation on Burrey Insurance Agency

Sean Hughes notified the members that staff had reached out to representatives of Burrey Insurance Agency for a presentation multiple times and did not receive any response back. Samantha Borchers confirmed that the Powell Development Corporation was insured until December 2024. Chairman Jim Hrivnak discussed looking at current coverage and the process to look at other agencies.

**VIII. FUTURE BUSINESS**

- a. Next Meeting Date: February 27, 2024

The members of the Powell Development Corporation were in agreement to change the start time for future meetings to 6:30 p.m.

**IX. ADJOURNMENT**

MOTION: Jim Hrivnak moved to adjourn The Powell Development Corporation meeting for January 24, 2024, adjourned at 7:20 p.m. Motion passed.

VOTE:            Y - 3            N - 0            AB-0

  
\_\_\_\_\_  
Jim Hrivnak,  
Chairperson

2/27/24  
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Date

  
\_\_\_\_\_  
Elaine McCloskey,  
Clerk

2/27/24  
\_\_\_\_\_  
Date