Middletown Port Authority

Meeting Agenda
June 23rd, 2025
1:00 PM
Atrium Medical Center Foundation Conference Room
6051 Market Ave., Suite A
Middletown, Ohio 45005

Board Members Present: Benjamin Woo, Jim Kleingers, Greg Martin, Ken Cohen, Mike Stautberg, Elizabeth Slamka, Ashley Combs

City & BCFA Staff Members Present: Jacob Schulte, Joshua Smith, Abby Haverkos, Donnie Warner

I. <u>Call to Order</u>
Jim Kleingers called the meeting to order at 1:00 p.m. and asked for the roll to be called.

II. <u>Roll Call</u>
Ashley Combs, recently appointed by the Middletown City Council, was introduced as the seventh board member.

III. <u>Appointment of Executive Director</u>
With the absence of Nathan Cahall, discussion was held regarding the appointment of a new Executive Director. After discussion regarding the qualifications, a nomination was properly moved by Ken Cohen and seconded by Mike Stautberg to appoint Ashley Combs to the position of Executive Director. The nomination passed unanimously.

IV. <u>Approval of Minutes</u>
The May 20, 2025 minutes were presented to the Board. After adequate discussion a motion properly moved by Greg Martin and seconded by Ken Cohen to approve the minutes. The motion passed unanimously.

V. <u>Financial Report</u>
After adequate discussion was held pertaining to the financial report, further discussion was held regarding the 2023-2024 Audit being incurred by the Ohio Auditor of State's office. It was asked that Samantha Zimmerman forward her responses to the questionnaire to the Port Board for their files.

VI. <u>New Business</u>
First item of discussion was a Letter of Engagement (LOE) for legal services by Frost Brown Todd. Discussion was held regarding the City's move from Bricker Graydon as legal counsel, and the interest from the City in keeping legal representation uniform

across our boards and organizations. It was asked that this letter of engagement be provided to the MPA board as a whole. After further discussion, a motion was properly moved by Greg Martin and seconded by Mike Stautberg to accept the LOE. The motion passed unanimously at 1:21pm.

Further new business was discussed by Joshua Smith. Including the dissemination of the MPA rules and regulations and MPA/BCFA Cooperative agreement to the MPA board as a whole. Further updates were provided regarding the downtown walkthroughs conducted by Joshua, members of the MPA, and potential developers, highlighting available buildings and properties for redevelopment and receiving feedback.

Jacob Schulte provided an update on ongoing City projects. Further discussion was held regarding investment and incentive opportunities, including signature investment potential by the Hamilton Community Foundation and its history within Butler County for philanthropic efforts.

VII. Executive Session

A motion was properly moved by Elizabeth Slamka and seconded by Greg Martin to enter into executive session. Roll call was held and the session began.

Under the authority of O.R.C. 121.22 (G) (2) To consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest.

After adequate discussion, a motion was properly moved by Mike Stautberg and seconded by Greg Martin to exit executive session.

VIII. Old Business

Jacob reintroduced the Townes of Lincoln Village townhome project and the request for port authority incentives. After discussion, consensus was agreed to move forward with the proposal and begin drafting documentation for review and approval.

IX. Adjournment

After no further discussion, the meeting was adjourned at 2:30 p.m. by Mr. Kleingers. Staff thanked Mr. Stautberg for the use of the conference space.

Next Meeting

To be determined