

OHIO AIR QUALITY DEVELOPMENT AUTHORITY

Mike DeWine
Governor

Members

James S. Simon
Chairman

Michael H. Keenan
Vice-Chairman

Ted Celeste
Michael F. Curtin
Cara Dingus Brook

Ex Officio
Stephanie McCloud
Ohio Department of Health

Laurie Stevenson
Ohio Environmental Protection Agency

Executive Director
Christina O'Keeffe

Secretary-Treasurer
Christina O'Keeffe

Legal Counsel
Stephen J. Smith, Esq.

Programs
Clean Air Improvement Program
Clean Air Resource Center

The regular meeting of the *OHIO AIR QUALITY DEVELOPMENT AUTHORITY* will be held on Tuesday, February 9, 2021 at 10:00 am via video conference.

The meeting will be conducted in accordance with open meeting laws within the State of Ohio. During the current state of emergency and to protect employees, partners and the public, the Authority is offering video conference access and a call line as an option to attend the meeting remotely. To help ensure capacity on this conference line, please RSVP to info@aqda.state.oh.us with your interest to participate.

**To access the meeting by video, choose this link:
[Click here to join the meeting](#)**

**To access the meeting by telephone,
dial: 614.721.2972,, 785 413 145#**

1118 LeVeque Tower
50 West Broad Street
Columbus, Ohio 43215-5910

P 614.466.6825
F 614.752.9188
W ohioairquality.org



OHIO AIR QUALITY DEVELOPMENT AUTHORITY



TUESDAY, FEBRUARY 9, 2021

AGENDA

The meeting will be conducted in accordance with open meeting laws within the State of Ohio. During the current pandemic and to protect employees, partners and the public, the Authority is offering video conference access and a call line as an option to attend the meeting remotely. To help ensure capacity on this conference line, please RSVP to info@aqda.state.oh.us with your interest to participate.

To access the meeting by video, choose this link: [Click here to join the meeting](#)

To access the meeting by telephone, dial: 1 614-721-2972 Conference ID: 785 413 145#

1. [Welcome and Introduction of Guests](#) [Chairman](#)
2. [Minutes January 12, 2020](#)
3. [Resolution 21-06 \(CARC\)](#) [Fashion & Vanity Cleaners, Inc.](#)

A resolution authorizing the issuance of not to exceed \$200,000 Air Quality Revenue Bonds of the State of Ohio in order to assist Fashion and Vanity Cleaners, Inc. in the financing of costs of air quality facilities in order to promote the public purposes of Chapter 3706, Ohio Revised Code; providing for the assignment of revenues for the payment of the bonds; authorizing the execution and delivery of a loan agreement, an assignment of loan agreement and the bonds; and authorizing and approving related matters.

4. [Resolution 21-07 \(CARC\)](#) [Fashion & Vanity Cleaners, Inc.](#)

A resolution approving two grants from the Small Business Assistance Fund to Fashion and Vanity Cleaners, Inc. for the purpose related to the eligible portions of the financing approved through Resolution 21-06. The first grant to assist in the payment of closing costs of the eligible portion of the amount financed and shall be certified as eligible by bond counsel. The second grant shall cover a portion of the principal amount not to exceed \$20,000 less eligible closing costs covered under the first part of the grant.

5. [Resolution 21-08 \(CAIP\)](#) [Stoneridge Investment, LLC](#)

A resolution authorizing the issuance and sale of Ohio Air Quality Development Authority Air Quality Revenue Bonds (Stoneridge Project), Series 2021, in the aggregate principal amount of not to exceed \$915,000 to assist Stoneridge Investment, LLC in the financing of costs of "air quality facilities" within the meaning of Chapter 3706, Ohio Revised Code; providing for the pledge of revenues for the payment of such bonds; and the execution and delivery of a bond purchase agreement, pledge agreements and the bond; and authorizing and approving related matters.

6. Resolution 21-09 (CAIP - Amendment) 921 Chatham

A resolution amending the resolution number 20-15 adopted March 23, 2020 authorizing the issuance and sale of bonds in connection with the 921 Chatham Lane project to revise the scope of the project and the maximum principal amount, and to authorize and approve related matters.

7. Resolution 21-10 (Administrative) Diversity Equity & Inclusion Plan

A resolution adopting the State of Ohio, Department of Administrative Services (DAS) Diversity Equity & Inclusion Strategic Plan.

8. Resolution 21-11 Secretary -Treasurer

A resolution re-appointing the Executive Director as Secretary-Treasurer of the Authority.

9. Resolution 21-12 Amending Bylaws

A resolution to adopt a correction in the Authority's Bylaws.

10. Executive Director's Report Christina O'Keeffe, Executive Director

11. Adjournment

OHIO AIR QUALITY DEVELOPMENT AUTHORITY

The regular meeting of the Ohio Air Quality Development Authority (“Authority”) was held remotely, on Tuesday, February 9, 2021 at 10:00 am.

As authorized through House Bill 197 as passed by the General Assembly and signed into law by Governor DeWine, the Authority conducted this meeting using online videoconferencing technology via Microsoft Teams in order to protect the public during the declaration of an emergency related to COVID-19 pandemic. A telephone number and videoconference link to the meeting was published on the Authority’s website and distributed to persons of interest prior to the meeting and in compliance with Open Meeting Laws.

These are the minutes of the meeting.

The following members were present:

Jim Simon, Chairman
Michael Keenan, Vice Chairman
Ted Celeste
Michael Curtin
Cara Dingus Brook

Ex-Officio members present:

Laura Factor, Ohio Environmental Protection Agency
Gene Phillips, Ohio Department of Health

The following members were absent:

Ex-officio members absent:

Staff present:

Christina O’Keeffe, Executive Director
Brooke Grant, Manager of Planning and Projects
Sandra Langston, Administrative Manager
Dawn Pertner, Fiscal Officer
Gabe Lorenz, Customer Service Coordinator

General Counsel:

Thad Boggs, Frost Brown Todd

Guests present:

Rob McCarthy, Bricker & Eckler
Blake Beachler, Calfee
Phil Muldoon, TE Fusion Group
Steve Sparks, Frost Brown Todd
Matt Tussman
Marisa Long, Inspire PR Group

Brad Roach, Fashion & Vanity Cleaners
Jim Schultz, Huntington Bank
John Kirschner, GB Solutions
Brad Kitchen, Stoneridge Investment
Jess Ensley, Inspire PR Group
Steve Smith, Frost Brown Todd

This meeting of the Authority has been duly posted and given to all news media, organizations and other persons who requested such information in accordance and in full compliance with Chapter 3706-1 of the Ohio Administrative Code.

The Chairman called the meeting to order at 10:01 a.m.

1. The Chairman welcomed everyone.

The Chairman noted the meeting was being conducted through Microsoft Teams videoconferencing, in compliance with the Open Meetings Act and the administrative rules of the Authority.

Ms. Sandra Langston called the Roll:

Mr. Simon – Yea
Mr. Keenan - Yea
Mr. Celeste - Yea
Mr. Curtin – Yea
Ms. Dingus Brook – Yea
Ms. Factor - Yea
Mr. Phillips – Yea

General Counsel Thad Boggs confirmed compliance with the Open Meetings Act, that a quorum of seven members was present, and that it remained an open, public meeting. Mr. Thad Boggs confirmed that the meeting was fully in compliance with state law including House Bill 197.

Chairman Simon stated that the Authority would be explicit on which item was on the table for discussion or vote, and that he would recognize members and guests by name and title during discussions or ask them to introduce themselves. Additionally, he stated that roll call votes would be taken for each vote, and that if any member left the meeting it would be noted in the minutes. As part of the orientation to the meeting, the Chairman asked Mr. Langston to provide information about Microsoft Teams software and the ground rules for the meeting.

The Chairman asked Ms. Langston to announce all guests present on the meeting. Ms. Langston announced all known guests and staff and asked those not readily identifiable to introduce themselves.

2. Minutes – Regular business meeting January 12, 2021.

Mr. Celeste moved for approval of the minutes. Mr. Keenan seconded.

Roll call vote:

Mr. Simon – Yes
Mr. Keenan – Yes
Mr. Celeste – Yes
Mr. Curtin – Yes
Ms. Dingus Brook – Yes
Ms. Factor - Yes
Mr. Phillips – Yes

Motion passed. Minutes adopted.

3. Resolution 21-06 (CARC)

Fashion & Vanity Cleaners, Inc.

A resolution authorizing the issuance of not to exceed \$200,000 Air Quality Revenue Bonds of the State of Ohio in order to assist Fashion and Vanity Cleaners, Inc. in the financing of costs of air quality facilities in order to promote the public purposes of Chapter 3706, Ohio Revised Code; providing for the assignment of revenues for the payment of the bonds; authorizing the execution and delivery of a loan agreement, an assignment of loan agreement and the bonds; and authorizing and approving related matters.

Director O’Keeffe introduced this bond resolution for Fashion & Vanity Cleaners, Inc., a small dry-cleaning business located in Lancaster, Ohio that has been in operation for over 37 years. They are planning to install new, more environmentally-friendly machines to replace older equipment. The request is not to exceed \$200,000 and is accompanied with Resolution 21-07 which includes grant subsidy for the project. She introduced Brad Roach, the company President.

Mr. Roach thanked the Authority for the opportunity to present. He stated that his company views itself not just as owners of the business but stewards for a resource of the community. He shared a little of the company’s history stating it was created in 1957 as Fashion Cleaners. They purchased Vanity Cleaners in 1972 and merged both companies in 1980. The owners also eventually purchased a second location. Mr. Roach stated that he purchased the business with his wife in 2018.

Mr. Roach said his company is determined to reduce the environmental impact of the dry-cleaning industry, beginning with participating in the Drycleaner and Laundry Institute’s Hangar Recycling program and the usage of reusable garment bags. He then stated that the new machines that the company planned to purchase and install would reduce the impact of the volatile organic compound (VOC) fumes and waste produced by the current machines, which was a major focus for their improvements. They intend to install an additional wet cleaning machine in their business, along with a new hydrocarbon dry cleaning machine that uses a filter system instead of distillation in order to avoid “still bottoms” that emit VOCs. The machines and systems also include computerized controls to reduce energy usage.

Mr. Keenan moved for approval of Resolution 21-06. Mr. Celeste seconded.

Roll call vote:

Mr. Simon – Yes

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Dingus Brook – Yes

Ms. Factor - Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

4. Resolution 21-07 (CARC)

Fashion & Vanity Cleaners, Inc.

A resolution approving two grants from the Small Business Assistance Fund to Fashion and Vanity Cleaners, Inc. for the purpose related to the eligible portions of the financing approved through Resolution 21-06. The first grant to assist in the payment of closing costs of the eligible portion of the amount financed and shall be certified as eligible by bond counsel. The second grant shall cover a portion of the principal amount not to exceed \$20,000 less eligible closing costs covered under the first part of the grant.

Mr. Curtin moved to approve Resolution 21-07. Ms. Factor seconded.

Roll call vote:

Mr. Simon – Yes

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Dingus Brook – Yes

Ms. Factor – Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

5. Resolution 21-08 (CAIP)

Stoneridge Investment, LLC

A resolution authorizing the issuance and sale of Ohio Air Quality Development Authority Air Quality Revenue Bonds (Stoneridge Project), Series 2021, in the aggregate principal amount of not to exceed \$915,000 to assist Stoneridge Investment, LLC in the financing of costs of “air quality facilities” within the meaning of Chapter 3706, Ohio Revised Code; providing for the pledge of revenues for the payment of such bonds; and the execution and delivery of a bond purchase agreement, pledge agreements and the bond; and authorizing and approving related matters.

Director O’Keeffe introduced this bond resolution for Stoneridge Investment, LLC. The company is a commercial property management firm. They are looking to renovate a medical office building located in Dublin, Ohio. The project owner is using PACE through the Columbus-Franklin County Port Authority. She introduced Brad Kitchen from the company.

Mr. Kitchen stated that they purchased the building in 2018 but it was nearly empty when they purchased it. They plan to make additional renovations to improve energy efficiency and air quality. These improvements include replacing all HVAC units, upgrading the cooling tower, installing efficient LED lighting, and integrating ionization technology to clean the air. They are also planning to install a solar array on top of the building. Mr. Kitchen stated that their goal is to increase tenancy through these improvements. He introduced John Kirschner, project consultant for the company.

Mr. Kirschner stated that they expect about a 40% increase in energy efficiency for the office building, and that they also anticipate significant air quality benefits through the reduction in energy usage.

Mr. Celeste moved to approve Resolution 21-08. Mr. Keenan seconded.

Roll call vote:

Mr. Simon – Yes

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Dingus Brook – Yes

Ms. Factor – Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

6. Resolution 21-09 (CAIP - Amendment)

921 Chatham

A resolution amending the resolution number 20-15 adopted March 23, 2020 authorizing the issuance and sale of bonds in connection with the 921 Chatham Lane project to revise the scope of the project and the maximum principal amount, and to authorize and approve related matters.

Director O’Keeffe introduced this resolution for 921 Chatham. This request is to amend Resolution 20-15, adopted on March 23, 2020. She stated that the project team discovered that the photovoltaic solar system was not sized properly for the roof of the building and it was scaled down. As a result, the project description must be revised and Resolution 21-09 amends scope of work for the project to reflect the reduced solar generation.

Mr. Keenan asked what the financial impact is to the project owner of the reduced solar generation, in terms of what OAQDA is providing. Brooke Grant said she believes it is approximately \$80,000, but she will confirm and follow up. Mr. Keenan stated that he was not requesting to table the Resolution but would like to know the information even if at a later time. Director O’Keeffe, recognizing that Mr. Kirschner is the project consultant, asked him to speak on the topic. According to Mr. Kirschner, there would be a \$150,000 reduction in cost of the solar system, with no impact to energy efficiency with some impact to renewable generation. He stated that the impact to sales tax was negligible.

Mr. Keenan moved to approve Resolution 21-09. Mr. Celeste seconded.

Roll call vote:

Mr. Simon – Yes

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Dingus Brook – Yes

Ms. Factor – Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

7. Resolution 21-10 (Administrative)

Diversity Equity & Inclusion Plan

A resolution adopting the State of Ohio, Department of Administrative Services (DAS) Diversity Equity & Inclusion Strategic Plan.

Director O’Keeffe introduced this resolution and explained that if adopted, it will put the Authority in compliance with several executive orders issued by Governor DeWine regarding diversity equity and inclusion. All state agencies and boards and commissions are required to create plans of action to advance equity. The Department of Administrative Services (DAS) Central Service Agency (CSA) created a plan to include all the boards and commissions they serve and then distributed these plans for adoption. Each agency is asked to acknowledgement participation in the plan. She noted that the plan shows that OAQDA demonstrates diversity in its workforce, particularly among female and minority employees. She mentioned that in 2020, OAQDA began tracking demographics for its projects to monitor diversity.

Chairman Simon asked if the plan included goals and criteria. Director O’Keeffe stated that the plan outlined current conditions of OAQDA, but also commitments consistent with the Governor’s orders for OAQDA in developing its own goals. Chairman Simon asked if OAQDA was enacting any goals or policies in conjunction with General Counsel to ensure constitutional compliance. Director O’Keeffe replied that all OAQDA policies are reviewed by General Counsel.

Ms. Factor moved to approve Resolution 21-10. Ms. Dingus Brook seconded.

Roll call vote:

Mr. Simon – Yes

Mr. Keenan – Yes

Mr. Celeste – Yes

Mr. Curtin – Yes

Ms. Dingus Brook – Yes

Ms. Factor – Yes

Mr. Phillips – Yes

Motion passed. Resolution adopted.

8. Resolution 21-11 (Administrative)

Secretary-Treasurer

A resolution re-appointing the Executive Director as Secretary-Treasurer of the Authority.

Chairman Simon introduced this resolution, which would re-appoint Director O’Keeffe as Secretary-Treasurer of the Authority following her return from extended leave. Chairman Simon thanked Brooke Grant for serving in that role on behalf of the board, as well as she continues to handle the Interim

Executive Director role, to support Director O’Keeffe’s during her leave and transition. Ms. Brook was commended for her leadership.

Mr. Curtin moved to approve Resolution 21-11. Ms. Dingus Brook seconded.

Roll call vote:

Mr. Simon – Yes
Mr. Keenan – Yes
Mr. Celeste – Yes
Mr. Curtin – Yes
Ms. Dingus Brook – Yes
Ms. Factor – Yes
Mr. Phillips – Yes

Motion passed. Resolution adopted.

9. Resolution 21-12 (Administrative)

Amending Bylaws

A resolution to adopt a correction in the Authority’s Bylaws.

Chairman Simon introduced this resolution, which would correct the date of Annual Report submission to align with the submission date prescribed in the Revised Code. Director O’Keeffe thanked Sandra Langston for discovering the discrepancy as part of her process in reconciling the end of year activities.

Mr. Keenan moved to approve Resolution 21-12. Mr. Phillips seconded.

Roll call vote:

Mr. Simon – Yes
Mr. Keenan – Yes
Mr. Celeste – Yes
Mr. Curtin – Yes
Ms. Dingus Brook – Yes
Ms. Factor – Yes
Mr. Phillips – Yes

Motion passed. Resolution adopted.

10. Executive Director’s Report

Director O’Keeffe provided the Authority members with an update on projects, noting that the March agenda is anticipated to be robust with several projects in the queue. Projects anticipated include a bond resolution for the Avangrid utility scale solar project, along with an inducement resolution for another project from the same company. Additionally, the Cargill federal tax-exempt financing project that was approved for inducement in January, is expected to request a bond resolution in March. The volume cap application for this project should be submitted to the Development Services Agency (DSA) within the week. She also stated that a few other energy efficiency CAIP projects are anticipated in the coming

months. She said the CAIP pilot period ends in March. Staff is working through the process and will make recommendations for next steps for the Authority members' consideration. Additionally, recommended next steps for the Green Bond project designation would be coming in the next few weeks as well. She highlighted media coverage from the News-Herald for the Frank's Auto Body CARC project that was approved in January.

Director O'Keeffe congratulated the Authority on 50 years of operation, and stated that OAQDA is rolling out a year-long campaign in conjunction with Inspire PR Group, to celebrate the milestone for the agency. This will include a special 50th anniversary logo, a signature block for the 50th anniversary, a timeline infographic with key milestones, Throwback Thursdays to celebrate the Authority's past, a Where are they now? feature on past projects, and a video highlighting OAQDA's history and impact.

Governor DeWine submitted the operating budget to the legislature and OAQDA is monitoring the assignment to committee and preparing testimony. OAQDA continues to monitor the legislative process regarding House Bill 6.

The IT vendor brought on board in July 2020 identified a need for hardware upgrades, particularly in upgrading the OAQDA server. She said that this is something that had been noted as necessary in recent history, and that the vendor is putting together an IT roadmap to scope fully our current status and determine any technology improvements. She said the roadmap will be shared with Members when available and can help the agency better plan for the future.

Director O'Keeffe noted that there is one more set of administrative rules subject to the five-year review in the Ohio Administrative Code, and OAQDA will be filing rules with the Joint Committee on Agency Rule Review(JCARR) in the coming weeks. The changes to the rules are minor and involve updating language regarding staff positions.

She directed Members to the fiscal report in the information packet provided to them. Director O'Keeffe noted that Dawn Pertner started the audit process with Rea & Associates, who will be conducting the external audit of OAQDA. The timeline for audit is similar to that of last year; therefore, we should be able to include audited financials in the 2020 annual report by the April 20 annual deadline.

11. Adjournment

The Chairman adjourned the meeting at 10:51 a.m.

The regular meeting of the *OHIO AIR QUALITY DEVELOPMENT AUTHORITY* will be held remotely on **Tuesday, March 9, 2021.**