

OHIO AIR QUALITY
DEVELOPMENT AUTHORITY

Mike DeWine
Governor

Members

James S. Simon
Chairman

Michael H. Keenan
Vice-Chairman

Ted Celeste
Michael F. Curtin

Ex Officio
Dr. Amy Acton
Ohio Department of Health

Laurie Stevenson
Ohio Environmental Protection Agency

Executive Director
Christina O'Keefe

Secretary-Treasurer
Christina O'Keefe

Legal Counsel
Stephen J. Smith, Esq.

Programs
Facility Development and Financing
Clean Air Resource Center

The regular meeting of the *OHIO AIR
QUALITY DEVELOPMENT AUTHORITY* will
be held on Tuesday, February 11, 2020 at 8:30
am at 300 West Broad Street, Columbus, Ohio,
43215.

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OHIO AIR QUALITY DEVELOPMENT AUTHORITY



TUESDAY, FEBRUARY 11, 2020

TENTATIVE AGENDA

1. Welcome and Introduction of Guests Chairman

2. Member Working Session

An educational session on opportunities and key topics for the Authority including identification of trends, strategies and protocols for conducting OAQDA's work to accomplish desired outcomes.

3. Minutes January 14, 2020

4. Resolution 20-10 (Inducement/PDAF) Chatham Properties, LLC

A resolution agreeing to issue revenue bonds of the State of Ohio to assist in the financing of the costs of the acquisition, construction and installation of air quality facilities for the use of Chatham Properties, LLC or an affiliate thereof.

5. Resolution 20-11 (CARC) Busam Fairfield LLC dba Busam Subaru

A resolution authorizing the issuance of not to exceed \$135,000 Air Quality Revenue Bonds of the State of Ohio in order to assist Busam Fairfield, LLC dba Busam Subaru 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, assignment of loan agreement and bonds; and authorizing and approving related matters.

6. Resolution 20-12 (CARC) Busam Fairfield LLC dba Busam Subaru

That the Ohio Air Quality Development Authority (the "Authority") approves two grants from the Small Business Assistance Fund to Busam Fairfield, LLC d/b/a Busam Subaru for the purpose related to the eligible portions of the financing approved through Resolution 20-11. 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 is to cover a portion of the principal amount not to exceed 30% of the project cost financed or \$30,000.00 under Resolution 20-11.

7. Resolution 20A03 (Administrative)

A resolution authorizing a compensation adjustment for the executive director position.

8. Executive Director's Report

Christina O'Keeffe

9. Member Working Session

A continuation of an educational session on opportunities and key topics for the Authority including identification of trends, strategies and protocols for conducting OAQDA's work to accomplish desired outcomes.

10. Adjournment

OHIO AIR QUALITY DEVELOPMENT AUTHORITY

The regular meeting of the Ohio Air Quality Development Authority was held on Tuesday, February 11, 2020 in the Franklin Room of the American Veterans Memorial and Museum, 300 West Broad Street, Columbus, OH 43215. These are the minutes of that meeting.

The following members were present:

Jim Simon, Chairman
Mike Keenan, Vice Chairman
Ted Celeste
Michael Curtin

Ex-Officio members present:

Laura Factor, Ohio EPA

Staff present:

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

OAQDA General Counsel present:

Thaddeus M. Boggs
Stephen Smith

Guests present:

Katie Lundy, Inspire PR
Steve Sparks, Frost Brown Todd
John Kirschner, GB Solutions
John Busam, Busam Subaru
Bethany Pugh, PFM
Eric Espino, PFM
Emily Long, planningNEXT
Kevin Fisher, Go Sustainable
Phil Stafa, KORDA
Dr. Kissock, University of Dayton

Marisa Long, Inspire PR
Bryan Kinch, Heapy Engineering
George McCloy, MFS
Carol Zimmerman, Zimmerman Communications
Matt Schnackenberg, PFM
Jamie Greene, planningNEXT
Dr. Haberl, Texas A&M University
Mohamed Tarari, Go Sustainable
Ryan Hoffman, Heapy Engineering

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 Rule No. 2 of this Authority.

The Chairman called the meeting to order at 8:30 am. Legal Counsel confirmed that the Ohio Air Quality Development Authority was in full compliance with the Sunshine Law.

1. The Chairman welcomed everyone and asked the Executive Director to state the purpose of the day. Director O’Keeffe introduced Jamie Greene, facilitator for the day. Together, they informed the members that the working session would include presentations and discussion on various project categories, including ‘whole buildings,” recommendations on monitoring protocols for the performance of projects and introduction on new emerging opportunities. There would also be a primer on HB6 and a Communications & Messaging development brainstorm session. They asked the members if they were agreeable to the items on the agenda. There were no objections or additional topics of discussion.

2. Member Working Session

Mr. Greene began the session with a review of the past year. The members discussed the challenges the Authority dealt with during 2019 and commended the Executive Director for her handling of them. The members applauded the Executive Director specifically on internal improvements with personnel, consultants and processes, and noted the positive direction in which the Authority is heading.

The meeting moved into a presentation featuring expert speakers of Texas A&M University and Public Financial Finance (PFM) on proposed guidelines and the framework for evaluating future projects involving the Authority’s bond financing. The Executive Director kicked off the topic by framing the issues with recent examples of project applications that sought financing from the Authority and introduced a matrix approach for considering the diverse range of potential project types. Then, Dr. Jeff Haberl from Texas A&M University and Eric Espino from PFM elaborated on the proposed framework. They discussed considerations on projects, priorities in evaluating applications, and different types of projects that the Authority has worked with and could work with in the future. Discussion surrounded considerations for finalizing the program guidelines matrix, which the members expressed their support. The members identified some goals for the program, which include flexibility in guidelines to address diverse range of projects; areas of economic development, engagement with local officials and key stakeholders; ensuring alignment with State initiatives, assisting areas of economic needs and geographic distribution across Ohio. The members conveyed their desire to see a high minimum threshold for the performance of projects.

The Chairman noted the Authority would address some business items. He welcomed folks in attendance.

3. Minutes January 14, 2020

Mr. Celeste moved to approve the minutes. Ms. Factor seconded. Voice vote. All ayes. Resolution adopted.

4. Resolution 20-10 (Inducement/PDAF)

Chatham Properties, LLC

A resolution agreeing to issue revenue bonds of the State of Ohio to assist in the financing of the costs of the acquisition, construction and installation of air quality facilities for the use of Chatham Properties, LLC or an affiliate thereof.

Director O’Keeffe introduced this Resolution for Chatham Properties, LLC, which is an energy-efficiency project in Franklin County. She introduced John Kirschner, project consultant for the company.

Mr. Kirschner gave an overview of the project, which has been under the current ownership since 1978. Upgrades to the building will include HVAC, lighting, and solar. Mr. Kirschner said the HVAC upgrades will replace the existing rooftop units, add a variable refrigerant-flow system, and a building automation system, which will all contribute to increased efficiency for the HVAC systems. He noted that there would be 217 lighting fixtures in the building that would be replaced with LED lighting. The solar array was expected to produce 155,000 kwh per year. Mr. Kirschner stated that the energy usage would be half of what the building code requires. Discussion surrounded the location of the building.

Ms. Factor moved to approve Resolution 20-10. Mr. Celeste seconded. Voice vote. All ayes. Resolution adopted.

5. Resolution 20-11 (CARC)

Busam Fairfield LLC dba Busam Subaru

A resolution authorizing the issuance of not to exceed \$135,000 Air Quality Revenue Bonds of the State of Ohio in order to assist Busam Fairfield, LLC dba Busam Subaru 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, assignment of loan agreement and bonds; and authorizing and approving related matters.

Director O’Keeffe introduced this Resolution for Busam Fairfield LLC dba Busam Subaru. This project, located in Fairfield, Butler County, involves a new paint booth as part of the renovation of a new space for the business. She introduced John Busam, the company owner.

Mr. Busam discussed the start of the business in 1912 when his grandfather, who was a blacksmith, started the first Ford dealership in Cincinnati. Mr. Busam is the third generation to run the company. He noted that their operations are not massive, as they focus on service in the back end. He discussed their expansion, which will be located in a building across the street, that was previously used by a church. They intend to put a GARMAT high-roof paint booth in the new space, which will use water-based paint and allow for increased productivity. Additionally, the filters allow for significant reductions in emissions of VOCs. Discussion surrounded the history of the company.

Mr. Keenan moved to approve Resolution 20-11. Mr. Curtin seconded. Voice vote. All ayes. Resolution adopted.

6. Resolution 20-12 (CARC)

Busam Fairfield LLC dba Busam Subaru

That the Ohio Air Quality Development Authority (the “Authority”) approves two grants from the Small Business Assistance Fund to Busam Fairfield, LLC d/b/a Busam Subaru for the purpose related to the eligible portions of the financing approved through Resolution 20-11. 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 is to cover a portion of the principal amount not to exceed 30% of the project cost financed or \$30,000 under Resolution 20-11.

Mr. Keenan moved to approve Resolution 20-12. Mr. Celeste seconded. Voice vote. All ayes. Resolution adopted.

3. Resolution 20A03 (Administrative)

A resolution authorizing a compensation adjustment for the executive director position.

The Chairman introduced this Resolution and noted that it is a result of an annual review that was performed by Authority members for Director O’Keeffe.

Mr. Celeste moved to approve Resolution 20A03. Ms. Factor seconded. Voice vote. All ayes. Resolution adopted.

The Chairman noted that Director O’Keeffe would not be giving her report during this meeting. He thanked the project owners for attending and let them know they were welcome to stay if they chose to since the meeting is open to the public.

5. Member Working Session resumed.

Discussion continued regarding strategy and considerations for different project types. Members provided feedback on desired outcomes from the Authority’s work.

Mr. Espino of PFM discussed the financial program guidelines. Members proposed various types of approach to approving projects, such as possibly using a step-down tax exemption method. They discussed claw back provision for non-performance. Director O’Keeffe reminded members that the Authority does not have a ceiling on financing approval since the bonds issued are not an obligation of the state. Members inquired about the possibility of a data base of past projects to see trends in order to evaluate the standards going forward. Mr. Keenan requested a map to be displayed when new project applications are presented, so there’s an understanding of the geographical representation.

Dr. Haberl presented on project review, monitoring and verification protocols, giving an overview of industry best practices and recommendations to the Authority. He recommended that the Authority ask applicants or their engineers about their experience in running energy models. He recommended documentation of information from each project, including recording the type of software. The members discussed determining a baseline for the program and minimum threshold for performance. The members

discussed current projects and whether the guidelines for the new program would apply. Discussion surrounded key measurements, desired project verification standards, and important items to consider, such as the length of projects and the impact of those with longer timeframes.

The Authority members agreed they'd continue with current practice to rely on the engineers who validate the project applications. They agreed to use these engineers to conduct the monitoring requirements for determining the performance of projects.

General Counsel presented important information regarding the Nuclear and Renewable Generation Fund Programs to the Authority members, and discussion surrounded the Authority's prescribed role in the process for these programs.

Director O'Keeffe discussed potential new program opportunities such as Residential Property Assessed Clean Energy (PACE) and utility-scale solar generation. The members asked Director O'Keeffe to conduct the due diligence on the topic of utility scale solar generation and to follow-up with them regarding any potential projects.

Marisa Long and Katie Lundy of Inspire PR led a discussion surrounding how the Authority can message itself to external customers and stakeholders, important focuses for 2020, and desired marketing outcomes for the Authority. They conducted a brainstorming exercise with the members to provide guidance for communications strategies moving forward. They shared with members the results of a survey they conducted earlier. It is apparent that the Authority is viewed favorably; however, it needs to promote itself better. The Inspire team assured members they have ideas on they can help to promote the Authority.

6. Adjournment

The Chairman adjourned the meeting at 4:20 p.m.

The regular meeting of the *OHIO AIR QUALITY DEVELOPMENT AUTHORITY* will be held on Tuesday, March 10, 2019 at 10:00 am in the Ohio Water Development Authority (OWDA) conference room located at 480 South High Street, Columbus, Ohio.