

**Administrative Services Committee
Meeting Minutes
May 14, 2020**

Ms. Evans called the meeting to order at 12:00 p.m.

Present: Lisa Evans, Kim Chamberland and Sandy Russell

Staff: City Manager Michael Doss, Finance Director Pat Wirthlin and Administrative Assistant Jackie Bain

Proceedings: *Approve the proceedings from the May 1, 2020 Administrative Services Committee Minutes Ms. Chamberland made a motion to approve. Seconded by Ms. Russell All yes*

JEDD 1 Ivy Pointe Tax Credit and Repayment Plan for Relevate Health Group

Finance Director Pat Wirthlin reported to the committee information regarding 3 Forgotten Years, per Relevate Health Group. The company is one of the nation's fastest growing healthcare marketing service companies. Founded in 2015, the company is in Ivy Pointe Joint Economic District (JEDD441). The company did not realize it was liable for JEDD 1 net profits tax and has three years of non-filings. Milford's revenue share would have amounted to —\$3,500 per year. Relevate has asked for a 33.3% credit for back taxes owed (basically one year's worth) to catch up and keep up with its forward momentum. Staff Recommends that the City support this young company as follows: The company would repay 2016, 2017 and 2018 net profits taxes with current filings for 2019, 2020 and 2021. Timely filing is a must; no penalties or interest. The JEDD Board would need to set aside the City's cap on JEDD earnings. The City would grant Relevate a 25% tax credit for tax years 2019 and 2020, max \$10K per year, with no carry-over. This would equate to ~26% of the back taxes (less than the 33% that Relevate requested). Tax credits by nature encourage profits — a win for all.

Samples of the Union Township Resolutions 2020-01 & 2020-02 were attached for suggested wording

- *The Committee agreed to make a Motion authorizing the Law Director to prepare a Resolution offering Relevate Health Group a three-year net profits tax deferral plan for tax years 2016, 2017 & 2018*
- *The Committee agreed to make a Motion authorizing the Law Director to prepare a Resolution offering Relevate Health Group a 25% net profits tax credit for years 2019 and 2020, limited to \$10,000 per year.*

2021 Contract with Clermont County Public Health

Mr. Doss presented to the committee a contract with Clermont County Public Health which was approved by the District Advisory Council on March 19, 2020. The approved contract is for \$28,553.61 to be paid to Clermont County Public Health for services to the City of Milford. That said contract shall become effective on January 1, 2021 and shall remain in full force and effect for one (1) year.

- *The Committee agreed to make a motion authorizing the Law Director to draft an ordinance authorizing the City Manager to enter into a contract with Clermont County Public Health in the amount of \$\$28,553.61*

There being no further business, the meeting adjourned at 12:12 p.m. with a motion from Ms. Evans
Seconded by Ms. Russell. All agreed

Respectfully submitted,
Jackie Bain Administrative Assistant

"These minutes have been approved and adopted by Ms. Evans May 16, 2020, Ms. Chamberland May 16, 2020, and Ms. Russell May 16, 2020."