

**Clermont County
Transportation Improvement District
Board of Trustees Meeting**

Minutes of the Regular Meeting
Friday, January 12, 2007

A. Call to Order

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:03 AM, Friday, January 12, 2007, at the Clermont County Administration Building, Third Floor Conference Room, 101 E. Main Street, Batavia, Ohio.

Attendees:

Board Members: David L. Spinney, Chair
Pat Manger, Vice-Chair
Steve Wharton, Secretary/Treasurer
Dave Duckworth, Member
Doug Walker, Member
Joe Uecker, State Representative

Other Guests: David Scagraves, M-E Companies
Steve Johnson, Resource International
Paul Gruner, Gresham, Smith & Partners
Cory Wright, Union Township
Stephen Curless, URS Corp.
Todd Cooper, Squire Sanders, LLP
Cindy Minter, HNTB
Tim Foley, M-E Companies
Jack Keating, Property Advisors
Kathy Lehr, Office of Public Information
Rusty Schuermann, TID Legal Counsel
Andy Brossart, TID Financial Advisor
Stephen Evans, Property Advisors
Gilbert Newman, Balke American
Jeff Proctor, TranSystems
Scot Lahrmer, Assistant County Administrator
Mary C. Walker, County Commissioner
Judith Kocica, Clerk of the Board
Andy Kuchta, Office of Economic Development
Diana Martin, Ohio Department of Transportation
Craig Stephenson, County Engineer's Office
Bob Koehler, OKI
Karen Swartz, Commissioner's Office

B. Approval of Minutes

Motion by Mr. Walker, seconded by Mr. Duckworth to approve the minutes of the December 8, 2006, Regular Meeting of the Clermont County Transportation Improvement District as submitted, upon roll call, carried with all members present voting aye thereon.

C. Introductions and Review of Agenda

Mr. Spinney welcomed those in attendance and asked everyone to introduce themselves before reviewing the agenda for today's meeting.

D. Transportation Improvement Projects - Progress Updates

1. Eastern Corridor Multi-Modal Projects Tier 2 Development

Tier 2/Part B Update – Mr. Spinney reported the Hamilton County Transportation Improvement District (HCTID) assembled on December 18, 2006 and passed a resolution authorizing a refund for the unexpended portion of Clermont County's Part B funding contribution. HCTID further authorized the Secretary/Treasurer of the HCTIB Board to proceed with coordination and discussions with the CCTID Board to restructure the intergovernmental effort regarding the Eastern Corridor Multi-Modal Projects Tier 2. Diane Martin discussed how the Ohio Department of Transportation (ODOT) would be handling the change relative to the Eastern Corridor Project. She stated that the letter to Mr. Bradshaw dated December 8, 2006, was to reiterate that while funding is lacking for the project that the project is still essential. Ms. Martin is reviewing the different segments to see which ones can proceed separately with local funding commitments.

2. Scope of Services Documents

Scope of Services Documents/Consultant Selection Process – Mr. Wharton outlined the proposed draft noting the need for the consultant selection process to coordinate the projects with involvement with citizens to business owners and to coordinate the funding issues.

Motion by Mr. Manger, seconded by Mr. Walker to authorize requests for proposals for consultant selection.

Discussion was held regarding the estimated costs which Mr. Manger projected at approximately \$100,000 for traffic modeling. Ms. Martin advised the Board to be careful with selection process to avoid issues with potential soft match funding. Mr. Walker suggested we refine the services prior to execution. Mr. Schuermann noted that these are guidelines and they will need to be revised upon federal and state processes. Discussion was held regarding the draft and projected revisions after input from the Federal Highway Administration and ODOT. Ms. Martin stated that if ODOT standards were followed that would allow for potential funding commitments from the state or federal programs. Mr. Walker stated that guidelines should be in place for other projects that would not qualify for funding match. Mr. Wharton agreed that a process needs to be in place and that further discussion would be in the Operations Committee. Mr. Wharton noted that the guidelines should be available at the next meeting.

Motion by Mr. Manger to resolve to amend motion, seconded by Mr. Wharton, upon roll call, carried with all members present voting aye. Upon roll call, carried with all members present voting aye on revised motion. Motion by Mr. Duckworth, seconded by Mr. Walker, to adopt Guidelines for Procurement of Prequalified Professional Consultant Services, subject to further modifications, upon roll call, carried with all members present voting aye thereon.

3. ERA/Eastgate Strategy Update

Draft report is under review. No Discussion Held.

4. SR 32 Corridor Williamsburg (McKeever/Dela Palma)

Next stakeholders meeting to be held January 16th, at 7:00 p.m.

5. ICC Meeting Update - Mr. Duckworth explained local impact from OKI funded projects. Projects include widening of Wolfpen-Pleasant Hill in Miami Township, and various guardrail projects throughout the County. Mr. Bob Koehler, OKI

Representative, explained the process for projects to become part of the OKI Fiscal Year Obligated projects. Mr. Koehler stated that the OKI Board would need a letter to explain the program and the funding. The OKI Board can revise the budget if needed.

Motion by Mr. Wharton, seconded by Mr. Duckworth to authorize the Chairman to prepare submittal to the OKI Regional Council of Governments Board of Trustees explaining the Clermont County Transportation Improvement District Programs and funding and requesting inclusion into the OKI LRP, upon roll call, carried with all members present voting aye thereon.

E. Financial Items

- 1. Status of Township Intergovernmental Agreements** – Mr. Walker reported Board of Union Township Trustees was waiting to see how funding commitments came in and final review prior to committing. Mr. Duckworth, Miami Township Administrator stated that he needed to review the intergovernmental agreement.
- 2. Operational Budget for Fiscal Year 2007** – Mr. Wharton reviewed the Actual Expenses and Carryover Balance for 2006 and two draft budgets for 2007. One includes the anticipated pledged revenues from Miami and Union Townships and the second is without anticipated pledged revenues from Miami and Union Townships. Mr. Wharton also noted the proposed budget includes initial funding for TID Project Management position. After discussion, Mr. Wharton recommended the Board adopt the CCTID 2007 Budget as submitted without anticipated pledged revenues from Miami and Union Townships. The estimated revenues for 2007 would be reduced by \$200,000 and related interest earnings will be reduced by \$8,000 making the revised estimated total revenue for 2007 \$2,388,500.00.

Motion by Mr. Duckworth, seconded by Mr. Manger to adopt the Operational Budget for 2007 as submitted without the pledged revenues from Miami and Union Townships as presented, upon roll call, carried with all members present voting aye thereon.

3. Retention of Squire, Sanders & Dempsey, LLP-

Motion by Mr. Manger, seconded by Mr. Wharton to adopt Resolution 2007-01 authorize the retention of Squire, Sanders & Dempsey, LLP to serve as Bond Counsel for the Clermont County TID and to authorize the Secretary-Treasurer of the CCTID to execute agreement with said, as submitted, upon roll call, carried with all members present voting aye thereon.

4. Retention of Bastin & Company, LLC

Motion by Mr. Walker, seconded by Mr. Manger to adopt Resolution 2007-02 authorizing the retention of Bastin & Company, LLC to provide accounting services to the CCTID in an initial amount not to exceed \$16,500 and to authorize the Secretary-Treasurer to execute agreement based upon satisfactory scope and cost proposal, upon roll call, carried with all members present voting aye thereon.

- 5. CCTID Insurance** – Mr. Wharton reported that Gallaher & Associates is getting proposals in line with budget and will be presented at the next meeting for status.
- 6. Depository Agreements** – Mr. Wharton has received proposals from three local banking institutes. He will try to schedule a meeting of the Finance Committee the week of January 22nd, prior to presenting to the Board for action.
- 7. Property Advisors** – Draft report is prepared and will be discussed at a Work Session for the CCTID Board on Friday, January 26th.

Mr. Spinney and Mr. Duckworth left the meeting at this time.

- 8. TID Public Offering** – Andy Brossart, TID Advisor, provided a proposed schedule of events for the Revenue Bonds with a proposed closing date of May 16, 2007. Discussion was held regarding funding issues relative to IRS arbitrage guidelines and spend down limits. Mr. Manger reviewed a list of projects and spend down time frames. Mr. Wharton noted that these are only estimates to provide some general ideas with regards to spend down timeframes and the projected amounts needed for project development.

Motion by Mr. Wharton, seconded by Mr. Walker to adopt Resolution 2007-03 to authorize the CCTID Financial Advisor to proceed to take steps necessary to structure and evaluate transportation improvement bond financing options and pricing for the CCTID, including assessment of the rating of such an issuance and insurance, in conjunction with the CCTID Secretary-Treasurer, Bond Counsel, and Legal Counsel and report back to the Board as soon as practicable, upon roll call, carried with all members present voting aye thereon.

F. Next Meeting

The next regular meeting of the Board of Trustees of the Clermont County Transportation Improvement District will be February 9, 2007 at 9:00 a.m. located at the County Administration Building, Third Floor Conference Room, 101 East Main Street, Batavia, Ohio 45103.

G. New Business

- 1. Executive Session pursuant to ORC 121.22 (G)(3) – Conference with legal counsel concerning disputes involving the public body that are the subject of pending or imminent court action.**

Motion by Mr. Walker, seconded by Mr. Wharton to go into Executive Session pursuant to ORC 121.22 (G)(3), upon roll call, carried with all members present voting aye thereon. The Board concluded Executive Session at 11:00 a.m. with no action taken.

- 2. Joint Defense Agreement relative to legal action**

Motion by Mr. Walker, seconded by Mr. Manger to approve appropriate Joint Defense agreement and to authorize the Secretary-Treasurer to execute the same, upon roll call, carried with all members present voting aye thereon.

Adjournment

A motion by Mr. Manger, seconded by Mr. Walker to adjourn the meeting of the Clermont County TID, upon roll call vote, carried with all members present voting aye thereon.

Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, this 9th day of November, 2007.


Clermont County Transportation Improvement District
Chairman

Attest:

Steve Wharton

Clermont County Transportation Improvement District
Secretary-Treasurer

Motion to Pass Resolution: MS. Wharton

Seconded by: Mr. Manger