

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

Minutes of the Regular Meeting  
Friday, March 9, 2007

**A. Call to Order**

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:05 AM, Friday, March 9, 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: Rusty Schuermann, TID Legal Counsel  
Andy Brossart, TID Financial Advisor  
Cory Wright, Union Township  
Tim Foley, M-E Companies  
Steven Shadix, Balke American  
Deb Osborne, Balke American  
Jeff Proctor, TranSystems  
Scot Lahrmer, Assistant County Administrator  
Judith Kocica, Commissioner's Office  
Mary C. Walker, County Commissioner  
Andy Kuchta, Office of Economic Development  
Diana Martin, Transcend Consulting Group, LLC  
Craig Stephenson, County Engineer's Office  
Bob Koehler, OKI  
Karen Swartz, Commissioner's Office  
Sam Khorshidi, Resource International  
Jon Brunot, Burgess & Niple  
Kevin Rust, URS Corporation  
Chuck Tilbury, Clermont County Auditor's Office  
Chris Mehlman, Clermont County Auditor's Office  
Andy Fluegemann, Ohio Department of Transportation  
Tim Hershner, Director of Planning Clermont County  
Pete Langhorne, Seasongood & Mayer  
Tim Thoroughman, KZF Design  
Heinrich Zehetmaier, KZF Design  
Michael Kinne, FTC&H  
Mark George, HNTB  
Bob Campbell, TranSystems  
Allen Freeman, FCS  
Ted Hubbard, Hamilton County Deputy Engineer

**B. Approval of Minutes**

*Motion by Mr. Duckworth, seconded by Mr. Wharton, to approve the minutes of the February 9, 2007, Regular Meeting of the Clermont County Transportation Improvement*

*District as submitted, upon roll call, carried with members Mr. Spinney, Mr. Manager, Mr. Wharton, and Mr. Duckworth voting aye thereon and Mr. Walker abstaining.*

**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. Program Management**

**RTIP PID** – Mr. Wharton provided the Board with the list of projects and associated PID numbers issued by ODOT and reported the project numbers were sent to OKI for inclusion in the TIP, noting that that OKI will accept amendments to the TIP but they will not affect projects approved by OKI and already on the list. Mr. Wharton acknowledged ODOT District 8 and OKI for their support.

**FHWA/TIFIA and related** – Mr. Wharton updated the group on progress made in Washington D.C. earlier in the week. Meetings were held with the Chief of TIFIA and key staff members. Mr. Wharton felt the group was impressed with the leverage of the program and the support from local officials.

**Project Development and Task Order Update** – The revision was supplied to the Board Members. The Memorandum of Understanding (MOU) needs to be finalized for Federal Highway Administration. Mr. Wharton stated the need to hold a special meeting next week to execute the MOU.

**TID Website** – Mr. Wharton reported that the website for the TID should be up in a couple of weeks. The County ISD Department is working with Mr. Spinney and Mr. Wharton to finalize the site. The site will be a link on the Clermont County's Webpage.

**2. Eastern Corridor Tier 2 Segment IVa Development**

**Balke American Tier 1 (Part A) Feasible Alternative Report** – no discussion

**ODOT Scope of Services Tier 2 (Part B) Draft** – Mr. Manger reported that ODOT has posted announcement for consultant selection for Eastern Corridor Segment IV on the ODOT Website. He discussed the need for the TID to coordinate with District 8 on developing a coordinated scope of services with the advancement of developing the local network improvements.

**E. Financial Items**

**1. Accounting Services** – Mr. Wharton reported that the accounting software has been installed and is being further developed to incorporate TID chart of accounts and desired project cost accounting requirements. Mr. Spinney informed the group that the TID will be receiving \$2 Million pledge commitments in the amount of \$1 million each from the Board of Clermont County Commissioners and the Clermont County Engineer.

**2. Insurance** – Mr. Spinney reported that the quote received from Gallagher was reduced to \$11,000.00 and that the coverage should be finalized today. The policies will provide liability and other insurance coverage and security for the Board of Trustees members and the Clermont County Transportation Improvement District.

3. **TID Public Offering Status Report** – Andy Brossart, TID Financial Advisor, reported that he needed to make minor changes to the schedule, which should not affect the closing date. Mr. Brossart will have the proposed schedule to the Board for approval at the April meeting.

#### **F. New Business**

1. **Motion to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to execute a Consulting Agreement with Transcend Consulting Group LLC pursuant to the Scope of Services and Cost Proposal dated March 9, 2007 in an amount not to exceed \$75,000.00** – Mr. Wharton stated that the need for this contract was to capitalize on forward movement since the meeting in Washington D.C. last week.

*Motion by Mr. Walker, seconded by Mr. Wharton to authorize the Secretary-Treasurer with consultation with CCTID Legal Counsel to execute a Consulting Agreement with Transcend Consulting Group LLC, upon roll call, carried with all members present voting aye thereon.*

2. **Operations Committee Meeting** – Mr. Walker and Mr. Manger will meet Wednesday, March 14 at 2:00 p.m. to discuss Part A services and construction services.
3. **Finance Committee Meeting** – Mr. Walker and Mr. Manger will meet with Mr. Wharton to discuss how to manage and create a guideline for operation of funds. They will set up a time for the committee meeting after this meeting.
4. **Motion to authorize a Special Meeting of the Clermont County Transportation Improvement District Board of Trustees Meeting on March 16, 2007 at 9:30 a.m. at the Clermont County Administration Building.**

*Motion by Mr. Wharton, seconded by Mr. Walker to authorized a Special Meeting of the Clermont County Transportation Improvement District Board of Trustees Meeting on March 16, 2007 at 9:30 a.m., carried with all members present voting aye thereon*

5. **Executive Session to discuss matters of personnel pursuant to ORC 121.22 (G) (1).**

*Motion by Mr. Duckworth, seconded by Mr. Walker to go into Executive Session pursuant to ORC 121.22 (G)(1), to discuss matters of personnel, and upon roll call, carried with all members present voting aye thereon, at 9:50 a.m. The Board concluded Executive Session at 11:05 a.m. with no action taken.*

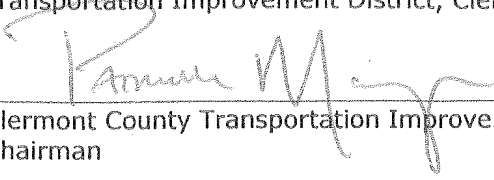
#### **G. Next Meeting**

The next regular meeting of the Board of Trustees of the Clermont County Transportation Improvement District will be April 13, 2007 at 9:00 a.m. located at the County Administration Building, Third Floor Conference Room, 101 East Main Street, Batavia, Ohio 45103.

#### **Adjournment**

*A motion by Mr. Manger, seconded by Mr. Wharton 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 12<sup>th</sup> day of April, 2007.

  
Clermont County Transportation Improvement District  
Chairman

Attest:

  
Clermont County Transportation Improvement District  
Secretary-Treasurer

Motion to Pass Resolution: Mr. Walker

Seconded by: Mr. Duckworth