

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

Minutes of the Special Meeting
Monday, March 19, 2007

A. Call to Order

The Special Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 2:03 PM, Monday, March 19, 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
Doug Walker, Member

Other Guests: Cory Wright, Union Township
Tim Foley, M-E Companies
Steven Shadix, Balke American
Jeff Proctor, TranSystems
Karen Swartz, Commissioner's Office
Rex Parson, Batavia Township Administrator
Chuck Tilbury, Clermont County Auditor's Office
Jennifer Kunz, TEC Engineering
Caroline Duffy, Barr & Prevost
Gary Simmons, Barr & Prevost
Tim Hershner, Planning Department
Karl Schultz, County Planning Commission
Gilbert Newman, Balke American
Mary C. Walker, Clermont County Commissioner
Steve Johnson, Resource International, Inc.

B. Introductions and Review of Agenda

Mr. Spinney welcomed those in attendance for today's special meeting of the Board of Trustees.

C. Transportation Improvement Projects Progress Updates

- 1. HCTID Meeting Presentation** – Mr. Spinney and/or Mr. Manger will attend the Hamilton County Transportation Improvement District Meetings to provide information to the HCTID regarding the plans for Clermont County.
- 2. Transportation Budget Bill Update** – Mr. Wharton informed the group that the State House passed the Transportation Budget and it now is in the State Senate. All comments have been favorable thus far and the bill appears to have no opposition. The funding as it was passed in the State House would provide the CCTID with \$250,000.00 yearly. Mr. Wharton should have an update at the next meeting.
- 3. OKI TIP Update** – Mr. Wharton passed out a revised TID Projects Costs showing no federal match at this time. The Ohio Department of Transportation (ODOT) had raised concerns regarding the assumed federal funding so the project costs were revised to reflect no federal funding.

4. **Fiscal Year 2008 Federal Appropriation Request** - Mr. Hans R. Jindal, Deputy Director ODOT, sent a letter of support to Representative Jean Schmidt on March 19, 2007, relative to the CCTID funding request for projects in the Eastgate Area. The letter was requested by the House Transportation Committee Chair.
5. **TID website** - Mr. Wharton reported that the TID website should be up and running tomorrow, the address of the website will be announced.
6. **March 29th ODOT District 8 Scope of Services Coordination Meeting** - Mr. Wharton and Mr. Manger will attend this meeting to initiate coordination of scope of services for projects in the RTIP.

D. New Business

1. **Availability of additional OKI STP funds** - Mr. Manger reported that OKI has an additional 8.4 million dollars to fund additional projects. Discussion was held on requirements of OKI Projects and how to maximize the prospect of obtaining funding. Mr. Manger suggested several projects, including Amelia-Olive Branch Rd/SR125 Intersection upgrade or Old SR 74 Phase 1 Project (Eastgate to Bach-Buxton North), could be submitted for the funding. Mr. Wharton suggested we may wish to submit a project in the RTIP related to advancing the IR-275/SR 32 interchange project. Mr. Manger stated either way he would rather have the funding than not and would review the funding requirements and rating process. The deadline is in June and Mr. Manger will report back at the next meeting.
2. **Draft Announcement of Request for Qualifications** - Mr. Spinney reviewed the draft and explained that the RTIP projects had been separated into two groups based on the previous discussions by the Board related to scope of services coordination with District 8 for projects within the Segment IVa area. The draft announcement includes project commitments from the County for cost avoidance support for the I-275/SR32 interchange project and the SR28 and SR32 projects outside of the Eastgate area. Mr. Spinney noted that Disadvantaged Business Enterprises (DBE) goals for two projects are included in the draft in comporting with federal guidelines. Mr. Wharton commented that DBE goals are also incorporated at the program level into Task Order contracts. Mr. Walker inquired if projects could be pulled from the list to be fast tracked. Mr. Wharton explained that any project could be pulled is need to respond to private sector initiatives in a project area but in so doing we may jeopardize eligibility for federal funding/reimbursement for that project. Mr. Wharton explained The Request for Qualifications and Letters of interest is to be posted simultaneously on the CCTID website and the ODOT website, with responses coming to the CCTID. Mr. Wharton acknowledged the assistance of District 8 and Mr. Lyle Flowers at ODOT Central office in preparing this CCTID Group 1 announcement.

A Motion Mr. Walker, seconded by Mr. Manger, to approve the announcement for request for Letters of Interest and to further authorize the Secretary-Treasurer to publish the request for Letters of Interest (LOI) for projects listed in the Clermont County TID Project Group No. 1 to the ODOT and TID Website, upon roll call, carried with all members present voting aye thereon, noting that Mr. Duckworth was not present for today's meeting.

3. **Motion to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to execute a Consulting Agreement with TranSystems, Inc. pursuant to the Scope of Services and Cost Proposal in an amount not to exceed \$150,000.00** - Mr. Manger reported the Operations Committee meet and reviewed the scope of services and revisions have been completed. Mr. Wharton explained that the scope of work is expected to be completed within for six months, with first part of the work to be completed at the end of July. Mr. Wharton will

arrange for a session with TranSystems the week of April 9th to obtain further information from TranSystems relating to performance of the work under the agreement.

A Motion by Mr. Walker, seconded by Mr. Manger, to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to execute a Consulting Agreement with TranSystems, Inc., upon roll call, carried with all members present voting aye thereon, noting Mr. Duckworth is not present at today's meeting.

4. Board Member/Officer performance of assigned duties – Designation of the Secretary/Treasurer as CCTID Trustee in Charge of project implementation and administration in coordination with, and as directed by, the CCTID Board of Trustees – Mr. Spinney noted that the by-laws provide for a Board Member, with no compensation, to be assigned tasks and to report bi-weekly to the Board of Trustees. Mr. Spinney highlighted some of the requirements and duties that will be performed by the Trustee in Charge. Mr. Walker noted that ED3C Board of Directors has approved Mr. Wharton spending time relative to the CCTID activities since it was relevant to economic development.

A motion by Mr. Manger, seconded by Mr. Walker to approve as outlined in the by-laws for Mr. Wharton to be designated the Trustee in Charge of project implementation and administration in coordination with, and as directed by the CCTID Board of Trustees, upon roll call, carried with members Mr. Spinney, Mr. Manger and Mr. Walker voting aye and with Mr. Wharton abstaining, noting Mr. Duckworth is not present at today's meeting.

E. Next Regular 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 special meeting of the Clermont County TID, upon roll call, carried with all members present voting aye thereon, noting Mr. Duckworth is not present at today's meeting.

Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, this 13th 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