

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

Minutes of the Regular Meeting  
Friday, April 13, 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, April 13, 2007, at the Clermont County Administration Building, Third Floor Conference Room, 101 E. Main Street, Batavia, Ohio.

Attendees:

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

Other Guests: Christy McMurry, 5/3 Securities  
Steven Shadix, Balke American  
Jeff Proctor, TranSystems  
Scot Lahrmer, Assistant County Administrator  
Judith Kocica, Commissioner's Office  
Mary C. Walker, County Commissioner  
Diana Martin, Transcend Consulting Group, LLC  
Craig Stephenson, County Engineer's Office  
Karen Swartz, Commissioner's Office  
Jon Brunot, Burgess & Niple  
Chuck Tilbury, Clermont County Auditor's Office  
Andy Fluegemann, Ohio Department of Transportation  
Pete Langhorne, Seasongood & Mayer  
Allen Freeman, FCS  
Rex Parson, Batavia Township Administrator  
Pam Holbrook, City of Milford  
Dion Connor, CDS Associates Inc.  
Steve Johnson, Resource International  
Randy McCleenan, WSA  
Gary Simmons, Barr & Prevost  
Caroline Duffy, Barr & Prevost  
Paul Gruner, GS&P  
Cindy Minter, HNTB  
Wayne Bastin, Bastin & Company

**B. Approval of Minutes**

*Motion by Mr. Walker, seconded by Mr. Duckworth, to approve the minutes of the March 8, 2007, Regular Meeting and the March 19, 2007 Special Meeting of the Clermont County Transportation Improvement District as submitted, upon roll call, carried with members present voting aye. Note that Chairman David L. Spinney is not present for the meeting today.*

**C. Transportation Improvement Projects Progress Updates**

## 1. Program Management Update

**OKI ICC RTIP Update** – Mr. Wharton reported that the ICC has recommended the OKI Board of Trustees approve the OKI FY 2008–2011 Transportation Improvement Program and OKI 2030 Regional Transportation Plan-Amendment 4, incorporating the CCTID RTIP projects.

**Group 1 Announcement of Request for Letters of Interest** – Pre-selection meeting was held Monday and the attendees list is on the CCTID Website. Letters of Interest are due on May 4, 2007.

**Implementation Proposal Update** – Mr. Wharton reviewed the progress of efforts to date in consultation with Transcend Consulting Group, LLC. An initial draft should be completed by the end of April.

## 2. Eastern Corridor Tier 2 Development

**IR 275/SR 32 Interchange** – Mr. Wharton reported that ODOT was evaluating the proposed cross-section and height clearance to accommodate planned future multi-modal access along the Aicholtz Road alignment under I-275 and discussed the need to advance the individual projects consistent with the Eastern Corridor Tier 1 ROD and specific objectives of the implementation partners. Mr. Fluegemann reported that ODOT has developed a resolution to this issue that will allow for future rail transit to be accommodated.

**Segment Iva Scope of Services Coordination** – Mr. Manger reported that ODOT has reportedly placed a hold on all TRAC Tier 2 projects. The transportation budget bill contained language that has been interpreted to require all TRAC Tier 1 projects be completed before advancing any TRAC Tier 2 projects. Mr. Wharton commented that the CCTID will support the Director's decision and continue to work with ODOT to move forward with the RTIP projects consistent with that decision.

**City of Cincinnati Coordination** – Mr. Spinney and Mr. Wharton meet with the staff from the City of Cincinnati Department of Transportation & Engineering (DOT&E) regarding future regional rail freight opportunities and the relationship to the Eastern Corridor program development.

## D. Financial Items

### 1. Financial Report

**Transportation Budget Bill** – Mr. Wharton reviewed the monthly financial statements and expressed appreciation for the support from state legislators, township officials and the Board of County Commissioners and for their assistance with passage of the State Transportation Budget. The CCTID will receive the \$500,000.00 in the next state biennium budget for its projects. Mr. Wharton further expressed appreciation to the Board of County Commissioners for providing the initial CCTID start-up funding.

**Accounting System** – Mr. Bastin reported he was developing the accounting manual and reviewed the initial chart of accounts, including project specific cost tracking and related allocations. Mr. Wharton noted that project expenses will be tracked by five categories consistent with ODOT/FHWA project management and reporting requirements. Mr. Wharton will schedule a meeting of the Finance Committee to review the draft accounting system/manual and related policies. Mr. Bastin reported he has discussed financial auditing frequency with the State Auditor's office, which recommended CCTID financial audits be performed bi-annually.

**Insurance Coverage** – Mr. Wharton reported insurance coverage has been finalized.

## **2. TID Public Offering**

**Selection of Underwriter Services** – Mr. Wharton reported that Bond Counsel is drafting the bond documents and should be prepared for approval at the May meeting. He further reported CCTID needs to select an underwriter for assistance in the completion of the public offering. Mr. Wharton discussed the proposals from Robert W. Baird & Co. and Connors & Co. for underwriter services and it was recommended that the Board consider designating Robert W. Baird & Co. as underwriter for the planned public offering.

*Motion by Mr. Wharton, seconded by Mr. Duckworth to authorize the Secretary-Treasurer with consultation with CCTID Legal Counsel to execute an agreement with Robert W. Baird & Co. to provide underwriter services in concert with the CCTID Roadway Improvement Bonds Series 2007, upon roll call, carried with all members present voting aye thereon.*

## **E. New Business**

### **1. Motion to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to file application and execute related documents to establish public depository with STAR Ohio (State Treasury Asset Reserve of Ohio).**

Mr. Wharton discussed establishing a public depository arrangement with STAR Ohio as an additional public depository for CCTID. It was recommended the Board authorize such action to provide diversification in managing CCTID financial resources and offer additional diversification in the investment accounts.

*Motion by Mr. Duckworth, seconded by Mr. Walker to authorize the Secretary-Treasurer with consultation with CCTID Legal Counsel to file application and execute related documents to establish public depository with STAR Ohio, upon roll call, carried with all members present voting aye thereon.*

### **2. Motion to authorize the Chairman to execute Reaffirming the Statement of Intent between the Ohio Department of Transportation and the Local Sponsoring Jurisdictions with respect to the Eastern Corridor Multi-Modal Transportation Projects.**

Mr. Manger noted the need to reaffirm the CCTID Board's position on the Eastern Corridor. Mr. Walker commented that most of original signers are no longer in their respective positions.

*Motion by Mr. Walker, seconded by Mr. Duckworth to authorize the Chairman to execute Reaffirming the Statement of Intent between the Ohio Department of Transportation and the Local Sponsoring Jurisdictions, upon roll call, carried with all members present voting aye thereon.*

### **3. Motion to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to execute Consulting Agreement with TranSystems pursuant to the Scope of Services and Cost Proposal dated April 6, 2007, in the amount not to exceed \$40,000.00.**

Mr. Wharton discussed the proposal by TranSystems. The focus of the proposed work scope is to provide an assessment of opportunities for future rail freight development supporting economic development and provide a framework for CCTID related to Tier 2 corridor program development.

*Motion by Mr. Walker, seconded by Mr. Duckworth to authorize the Secretary-Treasurer in consultation with CCTID Legal Counsel to execute Consulting Agreement with Transystems Inc., carried with all members present voting aye thereon.*

4. **Public Meeting Policy** – Mr. Wharton suggested the Board review the public meeting policy to allow official notice to be given on the TID website. Mr. Duckworth agreed that the public notice should be posted on the web. The Clermont County TID Website is <http://tid.clermontcountyohio.gov>.

**F. Next Meeting**

The next regular meeting of the Board of Trustees of the Clermont County Transportation Improvement District will be May 11, 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. Walker, 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.*

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Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County Transportation Improvement District, Clermont County, Ohio, this 11<sup>th</sup> day of May, 2007.

  
Clermont County Transportation Improvement District  
Chairman

Attest:

  
Clermont County Transportation Improvement District  
Secretary-Treasurer

Motion to Pass Resolution: Marger

Seconded by: Walker