

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

Minutes of the Regular Meeting  
Friday, September 14, 2007

**A. Call to Order**

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:09 AM, Friday, September 14, 2007, at the Clermont County Engineer's Office, Shared Conference Center, 2381 Clermont Center Drive, Batavia, Ohio 45103.

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: Craig Stephenson, County Engineer's Office  
Bob Koehler, OKI  
Karen Swartz, Commissioner's Office  
Jon Brunot, B&N  
Paul Gruner, GS&P  
Jeff Proctor, TranSystems  
Diana Martin, Transcend  
Erin Peterson, ME Companies  
Steve Johnson, Resource International  
Rusty Schuermann, CCTID Legal Counsel  
Tim Hershner, Planning  
Loretta Rokey, City of Milford  
Judith Kocica, Commissioner's Office  
Jeff Wallace, PB  
Andy Brossart, 5/3  
Keith Smith, B&N  
Wayne Bastin, CCTID Accountant  
David Wormald, URS Corp.  
Hank Fedders, KZF  
Tim Thoroughman, KZF  
Caroline Duffy, Barr & Prevost  
Mike Kinne, FTC&H  
Shawn Mason, EMH&T  
Mark George, HNTB  
Kristin Krailler, Community Journal  
Deb Osborne, Entran  
Sam Khorshidi, RII  
Chuck Tilbury, Auditor's office  
Nathan Moore, Kleingers & Associates  
Ted Hubbard, Hamilton County TID  
Dion Conner, CDS Associates Inc.  
Jennifer Kunz, TEC Engineering, Inc.  
Keith Smith, ODOT

## B. Approval of Minutes

*Motion by Mr. Duckworth, seconded by Mr. Manger to approve the minutes of the August 10, 2007, Regular Meeting of the Clermont County Transportation Improvement District as submitted, upon roll call vote, carried with members present voting aye except Mr. Walker abstained.*

## C. Transportation Improvement Projects Progress Updates

**1. Eastern Corridor Implementation Partners Update** - Mr. Spinney reported that the next Eastern Corridor Implementation partners meeting will be held this afternoon. SORTA is to finalize the reaffirming statement of intent at its Board meeting on September 18<sup>th</sup>. Once all partners have signed the reaffirming the statement of intent, it will be forwarded to ODOT for signature by the Director.

**2. Hamilton County TID Update** - Mr. Hubbard, Hamilton County Engineer's Office, reported that the HCTID has been approached by a group wanting to temporarily convert the unused Oasis rail line into a privately funded bike path. Discussion was held regarding possible conflicts with the future development of that line for development of Eastern Corridor rail transit and the problems with future community acceptance of removing the "temporary" bike path to accommodate rail transit. Mr. Hubbard expressed similar concerns and reported HCTID is seeking advice from ODOT/FHWA on the matter. It was the consensus of the Board to not take any formal action or opinion on the matter at this time.

### 3. Eastgate Area Improvements Update

**IR 275/SR 32 Interchange** - Keith Smith, ODOT, reported Stage 1 plans should be complete by December, 2007, the EIS by January, 2008, and Right-of-Way acquisition scheduled to begin in February, 2008. Work still needs to be done on Segment IVa scope of services and advancing it as a project.

**Segment IVa Scope of Services** - Mr. Manger reported that it is important to continue working on the scope of services and coordinate project development timing issues and ROW actions for the project. Mr. Manger noted the need to resume regular monthly progress and coordination meetings with ODOT.

**4. SR 131 Corridor** - Mr. Manger reported that preliminary projects have been identified, including the US 50/SR 131 intersection and the SR131 widening at McCormick Trails. The projects have initial funding from the local government sponsors including RID revenues. Mr. Manger noted that the CCTID would not take on projects without funding commitments to support project development or debt funding. Discussion was held on RID funding and how it could be used to support both projects. Mr. Spinney suggested that the Finance Committee discuss this further at its September 28<sup>th</sup> meeting. Loretta Rokey, City of Milford, reported that ODOT has the SR 131 slippage project expected for construction in 2010.

### 5. OKI ICC Update

**OKI Meeting**- Bob Koehler reported that no actions relative to Clermont County took place at the last meeting and reminded those in attendance that an OKI Public Open House will be held on Wednesday, September 26<sup>th</sup> from 4:00 to 7:00 p.m. at the Union Township Civic Center.

### 6. Program Management Update

**Group 1 Project Scoping** - Mr. Wharton requested the Board hold a special meeting to consider consultant contracts and related transportation improvement

project issues on September 28<sup>th</sup> at 10:00 a.m., at the County Engineer's Office Shared Conference Room, following the Finance Committee Meeting.

**Property Advisors/Economics Center** – Mr. Spinney reported that Property Advisors has completed their initial demographics data collection and that Mr. Wharton will be scheduling presentations on information with local groups. Mr. Wharton also reported that the Economics Center software should be forthcoming.

**ODOD Roadway Development Fund** – Mr. Wharton reported that the State of Ohio Controlling Board approved the request for \$250,000 and will be forwarding the grant agreement for approval by the Board.

#### **D. Financial Items**

1. **Financial Report** – Mr. Wharton provided the Board with a report of expenses and account balances.
2. **Annual Financial Audit** – Mr. Wharton reported the Auditor of the State has approved the CCTID request for an independent audit and has published a notice to interested firms to submit letters of interest. The independent audit contract will be for a five-year period. To date three letters of interest have been received.
3. **TID Public Offering** – Mr. Wharton reported that bond counsel is to have official statement completed by next week. Andy Brossart reported that the offering will go into the market in mid October and interest rate is expected to be 4 percent. He is still waiting on information from Moody's. Mr. Wharton noted the net proceeds from the bond will be just fewer than 5 million dollars.
4. **2007 Operational Budget Amendment** – Mr. Wharton reviewed the current budget and the recommended budget amendment. Mr. Wharton noted that the amendment increases revenues and expenditures, with increases in revenue from the 2007 bond proceeds, pledged revenue commitments by Union and Miami Townships, additional \$75,000 from the Board of County Commissioners for waterline improvements as part of the Business 28 Phase 1 project, and additional \$36,000 from MVG funds. Mr. Wharton noted that the budget amendment does not include the \$250,000 ODOD grant since those anticipated revenues are reimbursement funds and may not be received in the current 2007 budget year. Budgeted increases in expenditures include professional consultant services contracts.

*Motion by Mr. Duckworth, seconded by Mr. Manger to approve the 1<sup>st</sup> Amendment to the Operational Budget for the Clermont County TID for fiscal year 2007, upon roll call vote, carried with members present voting aye.*

5. **Investment Policy** – Mr. Wharton reviewed the proposed Investment Policy for the TID Board. Mr. Wharton also reviewed the County's investment policy and explained the differences between the two policies. Mr. Wharton recommended the proposed Investment Policy for the TID Board because it is more clearly defines the authorized investments and is somewhat more restricted than the county's policy. Mr. Walker noted the need for the document to be changed to include the date and a title.

*Motion by Mr. Walker, seconded by Mr. Manger to approve the Investment Policy with stated amendments approved, upon roll call vote, carried with members present voting aye.*

#### **E. New Business**

1. **Motion to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2007-01 with M-E Companies, in the amount not to exceed \$374,692.00, for the Strategic Plan for Access Improvements, SR 32 Corridor East, PID Nos. 82586, 82587, 82588, 82589, 82590.**

*A motion by Mr. Manger, seconded by Mr. Duckworth, to so authorize execution of the Consultant Agreement with M-E Companies for the Strategic Plan for Access Improvements, SR 32 Corridor East, PID Nos. 82586, 82587, 82588, 82589, 82590, upon roll call vote, carried with Mr. Manger, Mr. Duckworth, Mr. Spinney, and Mr. Wharton voting aye thereon. Mr. Walker abstained.*

2. **Motion to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2007-02 with Gresham, Smith & Partners, in the amount not to exceed \$203,350.00, for the Wolfpen Pleasant Hill Road Improvement Project, PID No. 82139.**

*A motion by Mr. Duckworth, seconded by Mr. Manger, to so authorize execution of the Consultant Agreement with Gresham, Smith & Partners for the Wolfpen Pleasant Hill Road Improvement Project, PID No. 82139, upon roll call vote, carried with Mr. Duckworth, Mr. Manger, Mr. Spinney, and Mr. Wharton voting aye thereon. Mr. Walker abstained.*

3. **Motion to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement with EMH&T in the amount not to exceed \$137,274.00 for the Tina Drive Extension Project, PID No. 82558. Mr. Wharton requested action be deferred.**

4. **Motion to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2007-03 with Burgess & Niple, in the amount not to exceed \$469,587.00, for the Business 28 Phase 1 Improvements, PID No. 79111.**

*A motion by Mr. Manger, seconded by Mr. Duckworth, to so authorize execution of the Consultant Agreement with Burgess & Niple for the Business 28 Phase 1 Improvements, PID No. 79111, upon roll call vote, carried with Mr. Manger, Mr. Duckworth, Mr. Spinney, and Mr. Wharton voting aye thereon. Mr. Walker abstained.*

5. **Motion to authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement with Kleingers & Associates in the amount not to exceed \$216,000.00 for SR 28 Improvements (Branch Hill-Guinea Pike to SR 48), PID No. 82563. Mr. Wharton requested this action be deferred.**

6. **Motion to go into Executive Session pursuant to ORC 121.22 (G) (2) to consider the purchase of property for public purposes.**

*A motion by Mr. Duckworth, seconded by Mr. Manger, to go into Executive Session pursuant to ORC 121.22 (G) (2) to consider the purchase of property for public purposes, upon roll call vote, carried with all members present voting aye thereon.*

**Let the record show: The Executive Session concluded and the Regular Meeting reconvened at 11:00 a.m. with no action taken.**

#### **F. Next Meetings**


- The Finance Committee will meet September 28, 2007 at 9:00 a.m. at the Clermont County Engineer's Office, Shared Conference Room, 2381 Clermont Center Drive, Batavia, Ohio.
- A Special Meeting of the Board of Trustees to consider consultant contracts and related transportation improvement project issues will be held September 28, 2007 at 10:00 a.m. at the Clermont County Engineer's Office, Shared Conference Room, 2381 Clermont Center Drive, Batavia, Ohio.
- The next regular meeting of the Board of Trustees of the Clermont County Transportation Improvement District will be October 12, 2007 at 9:00 a.m. at the Clermont County Engineer's Office, Shared Conference Room, 2381 Clermont Center Drive, Batavia, Ohio.

**Adjournment**

*A motion by Mr. Duckworth, seconded by Mr. Manger 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 10<sup>th</sup> day of October, 2007.

  
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 Clermont County Transportation Improvement District  
 Chairman

Attest:

  
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 Clermont County Transportation Improvement District  
 Secretary-Treasurer

Motion to Pass Resolution: Mr. Wharton

Seconded by: Mr. Duckworth