

Resolution 2016 – 19

MONTGOMERY COUNTY
TRANSPORTATION IMPROVEMENT DISTRICT

**RESOLUTION APPROVING
THE MINUTES OF BOARD MEETING OF
MARCH 14, 2016 MONTGOMERY COUNTY
TRANSPORTATION IMPROVEMENT DISTRICT
BOARD OF TRUSTEES**

WHEREAS, the Board of Trustees of the Montgomery County Transportation Improvement District (TID) did meet in the regular board meeting on March 14, 2016; and

WHEREAS, the TID Board has reviewed the minutes of said meeting and found them, as prepared, to be a full and accurate account of mentioned meeting.

BE IT THEREFORE RESOLVED, by the Board of Trustees of the Montgomery County Transportation Improvement District that the minutes of the regular board meeting of March 14, 2016 are hereby approved as prepared and appended to this resolution.

BE IT FURTHER RESOLVED copies of this resolution be provided to the TID Secretary-Treasurer and the Executive Director.

Adopted the 11th day of April, 2016.



Chairperson, Montgomery County Transportation Improvement District

Attest: 

Secretary/Treasurer



Montgomery County Transportation Improvement District Minutes of the March 14, 2016 Board Meeting

The one hundred and seventy-eighth meeting of the Montgomery County Transportation Improvement District (TID) was convened in Room 1002 of the Montgomery County Administration Building in Dayton, Ohio on March 14, 2016.

Chairman Mr. Meyer called the meeting to order at 2:05 PM, noting that no action would be taken until a quorum was present.

VOTING BOARD

Art Meyer
Tom Tatham
David Bills (2:27 PM)

STAFF

Steve Stanley, Executive Director
Crystal Davidson, Project & Development Director
Sean Fraunfelder, Finance Director
Linda Gum, Project Manager
Bev Shillito, General Counsel
Anna Deitz, Communication & Project Manager

EXCUSED ABSENCE

Eric Cluxton
Stephanie Singer

OTHERS IN ATTENDANCE

Paul Gruner, Montgomery County Engineer
Joe Espelage, CT Consultants
Dave Seagraves, IBI Group
Vanessa Glotfelter, BWSC
Nathan Fischer, Woolpert
Dan Hoying, LJB Engineers
Sam Morton, Kleingers Group
Ralph O'Quinn, PSI
Shelby Ingle, Crawford, Murphy & Tilly, Inc.
Jerry Mills, Resource International
Michael Colbert, Montgomery County (2:38 PM)

Mr. Meyer asked that everyone in attendance introduce themselves. Self-introductions followed.

Mr. Stanley distributed maps illustrating the residence of employees at Procter & Gamble's Dayton Mixing Center in the City of Union. He noted that the highest concentrations of employees were from zip codes located in the City of Dayton and that a significant number of employees were commuting to and from work there via public transit. Mr. Meyer asked about a lightly shaded area on the map showing a low concentration of employees. Ms. Shillito responded that the indicated area reflected the Vandalia business district and was most likely not primarily residential.

Mr. Meyer asked about the P&G recruitment process. In response, Mr. Stanley explained that DHL and IFS, the two third party operators of the facility, had conducted a wide range of recruitment activities, including job fairs and

working with Montgomery County's Job Center, local non-profits, vocational schools, etc. He explained that employee turnover in the distribution industry was a fact of life that required companies like DHL and IFS to be recruiting constantly.

Mr. Stanley asked Ms. Davidson to give background information to the Board about the selection of a contractor to maintain and improve enhancements to the public right-of-way at the Austin Interchange that would be authorized by approval of Resolution 2016-18.

Ms. Davidson reminded the Board that the TID had been working on behalf of the Austin Center JEDD throughout 2015 to prepare for a second phase of the enhancement of Austin Interchange right-of-way. She noted that Phase I of the Austin Enhancement Project had been completed in 2013. She explained that the focus of the TID's procurement process had been to select a firm that would be qualified to professionally maintain the existing landscape as well as implement Phase 2.

Ms. Davidson briefly described the procurement process, noting that eight landscaping firms suggested by officials from Miami Township, Springboro or Miamisburg received a request for qualifications (RFQ) with the intent to narrow the list to three firms from which bid proposals would then be requested. She explained that only three firms (TR Gear Landscaping, Joes Landscaping, and Groundskeeper Landscape Group) responded to the initial RFQ and that all 3 were invited to submit proposals. She indicated that the recommendation of the selection panel was to select T.R. Gear Landscaping on the basis of its lowest and best quotation of \$66,625. Ms. Davidson referred the Board to the final price tabulation behind tab 7 of the Board book, noting a \$22,000 difference between Gear's proposal and the second-lowest proposer. She added that a thorough review of the proposal did not identify any discrepancies in the proposed pricing and that Ms. Deitz and Miami Township's Dan Mayberry had met with Gear to further review the firm's proposal. She concluded that Gear's proposal addressed the full scope of the project and appeared to be complete in its pricing.

Mr. Meyer asked who would ultimately be responsible for paying for the enhancement maintenance and improvement project. Mr. Stanley replied that all of the funds would be supplied by the Austin Joint Economic Development District which was responsible to ODOT under a separate agreement for the maintenance of the right-of-way enhancements. Mr. Stanley reminded the Board that the Austin JEDD had contracted responsibility for maintenance and improvement of the Austin enhancements to the TID for 2016. He explained that the TID would hold the contract with Gear. Ms. Davidson added that Mr. Mayberry, Miami Township's Public Works Director, would be in charge of day-to-day supervision of Gear's work and that the TID's main role would be to administer the overall enhancement maintenance and improvement project in 2016.

Mr. Bills entered the meeting at 2:27 PM.

Business Meeting

■ Minutes of February 8, 2016 {Resolution 2016-12}

Mr. Meyer referred Board members to the minutes of the February 8, 2016 TID Board Meeting, copies of which were included in the Board packets.

Ms. Shillito noted that in the third paragraph of Page 2 the word "participant" should replace the word "participate." Mr. Stanley agreed to make the correction.

Following discussion and response to further Board questions and comments, adoption of Resolution 2016-12, approving the February 8, 2016 TID Board Meeting minutes, as corrected, was moved by Mr. Tatham, seconded by Mr. Bills, and unanimously approved.

■ Financial Report: February 2016 {Resolution 2016-13}

Mr. Meyer referred the Board to Resolution 2016-13 and financial reports for February 2016 that were included in the Board packets.

Mr. Fraunfelter referred to Page 2 of the report, noting a payment of \$26,666 for the installation of a permanent traffic signal on Innovation Drive at Austin Landing. He explained that the rest of the revenues and expenditures were routine reimbursements otherwise in relation to various projects.

Following discussion and response to Board questions and comments, adoption of Resolution 2016-13, approving the financial report for February 2016, as presented, was moved by Mr. Bills, seconded by Mr. Tatham, and unanimously approved.

■ February 2016 Bills & Expenses {Resolution 2016-14}

Mr. Meyer referred the Board to Resolution 2016-14 and the summary of bills and expenses for February 2016 included in the Board packets.

Mr. Stanley commented on the payment to Path Master for the permanent signal materials to be installed at access point C on State Route 741, explaining that the signal work would soon be complete and that the TID's responsibility for Austin Landing Phase I & 2 could be closed out following the signal work.

Following discussion and response to Board questions and comments, adoption of Resolution 2016-14, approving the payment of bills and expenses for February 2016, as presented, was moved by Mr. Tatham, seconded by Mr. Bills, and unanimously approved.

■ Annual Appropriation for Calendar Year 2016 {Resolution 2016-15}

Mr. Meyer referred the Board to Resolution 2016-15 and the annual appropriation for calendar year 2016 that was included in the Board packets.

Mr. Stanley explained that the TID adopts an annual tax budget in June of every year, which serves as a placeholder budget until the TID adopts a permanent appropriation for the coming year.

Mr. Fraunfelter referred to the operating fund, noting revenues from fees for services on individual projects, the largest one being anticipated from Project Walnut coming through the SIB loan or a separate financing from the City of Union. He noted additional fees from projects that already under contract including \$25,000 and \$50,000 for the US 40 Project and NAPA Project, respectively.

Mr. Fraunfelter also explained that the budget also anticipated that \$1,500,000 would be repaid by the City of Miamisburg for its share of the construction of the "Big Dig" Project.

Mr. Meyer asked if anticipated revenue would equal planned expenses. Mr. Stanley responded that the fee for Project Walnut would cover the TID's overhead for 2016 and that the fee was well within the range included in the TID's project agreement with Union and Montgomery County.

Mr. Stanley explained that TID fees vary by project and are obtained in a variety of ways depending on the financing structure of individual projects. He mentioned that the fees for Project Walnut had been billed at the beginning of the project in 2013, but that ODOT had not agreed to approve payment of the fee at that time, even though it was included in the detail of the approved SIB loan and the local project development agreement. He concluded that he was confident that the TID would receive the appropriate fee from what is ultimately the City of Union's TIF revenue.

Mr. Colbert entered the meeting at 2:38 PM.

Mr. Stanley thanked Mr. Colbert for attending and invited him to explain his new position. Mr. Colbert explained that the Montgomery County Commissioners had recently grouped its workforce and traditional economic development functions into a new Development Services Group that he had been appointed to lead. He briefly discussed coordination among a variety of economic development organizations and explained that a new Business Solutions Center to service businesses was planned within the next few months.

Mr. Meyer thanked Mr. Colbert for coming to the meeting.

Mr. Colbert left the meeting at 2:43 PM.

Mr. Fraunfelter returned to his review of the proposed 2016 appropriation. He referred the Board to the Austin Interchange Fund, noting that the revenues come from local contributions and that the bottom twelve lines were related to debt service.

Mr. Fraunfelter reviewed the Kingsridge Project Fund, noting that the initial project financing was nearing its 10th year and could be refinanced if Miami Township determined that refinancing would be desirable.

Mr. Fraunfelter explained that there were many project components reflected in the 70/75 Development Fund, and that he had included footnotes to help distinguish various funding sources as individual projects progress.

Following discussion and response to Board questions and comments, adoption of Resolution 2016-15, approving the annual appropriation for calendar year 2016, as presented, was moved by Mr. Tatham, seconded by Mr. Bills, and unanimously approved.

Mr. Fraunfelter mentioned that the TID's annual audit was rescheduled to begin in April and that Board members would likely receive related questions before the April meeting.

■ Miami Township Pedestrian Access Projects Management & Financing Agreement & Agreement with LJB Engineers for the Lyons Road Pedestrian Access Project {Resolutions 2016-16 and 2016-17}

Mr. Meyer referred the Board to Resolutions 2016-16 and 2016-17 approving a Projects Management and Financing Agreement with Miami Township as well as an Agreement with LJB Engineers for the Lyons Road Pedestrian Access Project.

Mr. Stanley explained that the two agreements were interconnected and that the Township Miami Township Trustees had already acted on the agreement with the TID, approving it the prior week, with a report in the paper about the anticipated work.

Mr. Stanley reminded the Board that Ms. Davidson had been working with Miami Township for several months to create a broad agreement to include many potential projects, including the Lyons Road Pedestrian Access Project. She explained that Miami Township had been awarded funds from MVRPC's CMAQ program to construct safe pedestrian access from Byers Road to SR 741 over the Lyons Road Bridge over I-75,.

Mr. Stanley added that the Agreement would lock- in Township funds for the preliminary engineering, detailed design, and the TID's management fees for the initial phase of the Lyons Road Pedestrian Project.

Mr. Stanley explained that a number of other pedestrian access projects were described in the proposed agreement, largely as a result of the Dayton Mall Master Plan. Whether or not they would be implemented would depend, he explained, on the Township's priorities and budgetary limits. He noted that the Township might assign one or more of the named project activities to the Dayton Mall Joint Economic Development District.

Mr. Stanley explained that the other projects would have to be administered out of a separate fee attached for each one of the scopes. He gave an overview of the scope of the various projects associated with the agreement. (A copy of the presentation is attached).

Mr. Stanley explained that the proposed agreement with LJB included the same scope and projects. He noted that LJB would perform the engineering work for the CMAQ project and any of the other projects that the Township chose to pursue.

Mr. Stanley recommended that the resolutions be approved.

Following discussion and response to Board questions and comments, adoption of Resolution 2016-16 and 2016-17, approving the proposed intergovernmental agreements with the Austin Center JEDD and Miami Township, was moved by Mr. Bills, seconded by Mr. Tatham, and unanimously approved.

■ Selecting T.R. Gear as Contractor for the Austin Enhancement Maintenance and Installation Project {Resolution 2016-18}

Mr. Meyer referred the Board to Resolutions 2016-18 selecting T. R. Gear as Contractor for the Austin Enhancement Maintenance and Installation Project that was included in the Board packets.

Mr. Meyer informed Mr. Bills regarding the resolution that Mr. Stanley and Ms. Davidson had presented earlier in the meeting, repeating that T.R. Gear had submitted the lowest and best proposal for the Austin Enhancement Maintenance Program.

Following discussion and response to Board questions and comments, adoption of Resolution 2016-18 approving T. R. Gear as Contractor for the Austin Enhancement Maintenance and Installation Project, was moved by Mr. Tatham, seconded by Mr. Bills, and unanimously approved.

■ Public Comments

There were no public comments.

■ Next Meeting

Mr. Meyer confirmed that the next Montgomery County TID Board Meeting would be held in room 1002 on the 10th floor of the Montgomery County Administration Building on April 11, 2016.

■ Executive Session

Mr. Stanley suggested that the Board recess to executive session. Ms. Shillito explained that the executive session would be necessary to consider negotiations with municipalities and other jurisdictions in the northern region in connection with the I-70/75 Project and others regarding economic development assistance that could be provided to them under the provisions of the Ohio Revised Code.


Mr. Bills moved that the Board recess to executive session to discuss economic development, as suggested by Ms. Shillito. Mr. Tatham seconded the motion. Mr. Bills voted for the motion. Mr. Tatham voted for the motion. Mr. Meyer voted for the motion.

The Board recessed to executive session at 3:12 PM. Mr. Stanley, Ms. Shillito, Ms. Davidson, Ms. Deitz, Ms. Gum, Mr. Gruner, and Mr. Fraunfelter joined the Board in executive session.

■ Adjourn

The Board returned to open session at 3:40 PM.

With no further business, Mr. Meyer adjourned the meeting at 3:40 PM.



Eric Cluxton, Secretary-Treasurer



Date