



## Montgomery County Transportation Improvement District Minutes of the March 13, 2017 Board Meeting

The one hundred and ninety-first 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 13, 2017.

Chairman Meyer called the meeting to order at 2:02 PM.

### VOTING BOARD

Art Meyer  
Eric Cluxton  
Tom Tatham  
David Bills  
Stephanie Singer

### STAFF

Steve Stanley, Executive Director  
Sean Fraunfelter, Finance Director  
Linda Gum, Project Manager  
Bev Shillito, General Counsel

### EXCUSED ABSENCE

Crystal Corbin, Deputy Director

### OTHERS IN ATTENDANCE

Paul Gruner, Montgomery County Engineer  
Erik Collins, Montgomery County CE&D  
Dan Hoying, LJB, Inc.  
Vanessa Glotfelter, BWSC  
Joe Espelage, CT Consultants  
Nick Yeretian, The Kleingers Group  
Jay Hamilton, Mead & Hunt

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

### Business Meeting

#### **■ Minutes of February 13 and March 7, 2017 {Resolution 2017-16}**

Mr. Meyer referred Board members to the minutes of the February 13 and March 7, 2017 TID Board Meetings, copies of which were included in the Board packets.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-16, approving the February 13 and March 7, 2017 TID Board Meeting minutes, as presented, was moved by Mr. Cluxton, seconded by Mr. Bills, and unanimously approved.

#### **■ Financial Report: January 2017 {Resolution 2017-17}**

Mr. Meyer referred the Board to Resolution 2017-17 and financial reports for February 2017 that were included in the Board packets.

Mr. Fraunfelter pointed out a revenue entry of \$28,617 in the Austin Fund (Fund 702) on Page 2 of the report and explained that the TID had received payment from the Austin JEDD for costs from the Phase 1 Austin Interchange Enhancement Project that Mr. Stanley and the Springboro City Manager had previously agreed should be reimbursed by the JEDD rather than Springboro alone.

Mr. Fraunfelter also referred to Page 8 of the report, noting a payment of \$543,970 to RB Jergens for construction of the Airport Air Cargo Project. Mr. Meyer commented that the payment was the subject of a memo to the Board from Mr. Stanley and asked if there were questions from Board members. There were no additional questions. Mr. Stanley commented that the City of Dayton had been invoiced for the final draw against its contract with the TID and that reimbursement was expected soon.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-17, approving the financial report for February 2017, as presented, was moved by Ms. Singer, seconded by Mr. Cluxton, and unanimously approved.

#### **■ February 2017 Bills & Expenses {Resolution 2017-18}**

Mr. Meyer referred the Board to Resolution 2017-18 and the summary of bills and expenses for February 2017 included in the Board packets.

Mr. Stanley noted the \$543,970 payment to RB Jergens that had just been discussed.

Mr. Tatham asked about payment to the Butler County TID. Mr. Fraunfelter answered that payment was for accounting services. Mr. Stanley explained that the TID held one agreement with the Butler County TID for basic accounting services that were provided by Mr. Fraunfelter as the Butler TID Finance Director and a second consulting agreement directly with Mr. Fraunfelter for his work in connection with financing, TIF revenue tracking & projection, etc.

Mr. Meyer asked about the installation of traffic camera equipment and if the City of Union was able yet to use the system to allow tracking of traffic on Airpark Boulevard and Jackson Road. Mr. Stanley answered that he had not seen the system in operation but that he understood that it was operating.

Mr. Meyer also asked if there was any update on the status of negotiations between the City of Springboro and the developer of Austin Landing for the extension of the development south of Austin Boulevard. Mr. Stanley commented that, although he had no direct knowledge of the discussions, he understood that there was significant progress between the two parties and that he expected a very dense development if agreement was reached. He added that construction could begin in the summer of 2017.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-18, approving the payment of bills and expenses for February 2017, as presented, was moved by Mr. Cluxton, seconded by Mr. Tatham, and unanimously approved.

#### **■ Annual Appropriation Amendment {Resolution 2017-09}**

Mr. Meyer referred the Board to Resolution 2017-09 amending the TID's 2017 Annual Appropriation included in the Board packets.

Mr. Tatham asked if 2017-09 was the correct resolution number. Mr. Stanley explained that it was the correct number since the action had originally been placed on February Board agenda but was tabled at that time.

Mr. Fraunfelter reviewed various aspects of the proposed amended annual appropriation. He noted that the amended revenue projections and expense budget for the TID's operating fund (Fund 700) had been discussed at length by the Board in recent months and that they mirrored that discussion.

Mr. Fraunfelter explained that the Austin Fund, Kingsridge Fund, and 70/75 Development Fund contained the receipt of funds for and payment of debt service by the TID of debt service for prior projects. He added that appropriation for the Brookville Market Street Extension Project tracked the approved SIB Loan Term Sheet for the project but that it was likely to change later in the year.

Ms. Shillito commented that the proposed appropriation amendment was consistent with the Board's recent discussion of TID revenue and expense.

Mr. Tatham commented that he had found his original orientation to the TID's financial reporting had been helpful and that it would be beneficial to conduct a similar review of the TID's finances now. Mr. Stanley agreed and asked Ms. Gum to schedule dates and times that Board members could receive individual briefings from Mr. Fraunfelter and himself.

Following further discussion and response to Board questions and comments, adoption of Resolution 2017-09, approving the amendment of the 2017 Annual Appropriation, as presented, was moved by Ms. Singer, seconded by Mr. Bills, and unanimously approved.

**■ Supplemental Project Agreement to Montgomery County Mutual Services Agreement [Resolution 2017-19]**

Mr. Meyer referred the Board to Resolution 2017-19 approving a Supplemental Project Agreement to the Montgomery County Mutual Services Agreement, copies of which were included in the Board packets.

Mr. Stanley asked Ms. Shillito to review the proposed agreement.

Ms. Shillito explained that the proposed agreement would provide \$300,000 to the TID from Montgomery County in 2017 to support the TID's operations along with an annual guarantee of up to the same amount, subject to appropriations, in the event that TID project fees did not reach the projected \$300,000 per year through 2022.

Mr. Meyer commented that the agreement was the result of productive discussions with Montgomery County officials over the past several months and that Assistant County Administrator Michael Colbert had been particularly helpful in the process. He thanked Mr. Collins for the County Commissioners willingness to help the Board better stabilize the TID's operations.

Following further discussion and response to Board questions and comments, adoption of Resolution 2017-19, approving a Supplemental Project Agreement to the Montgomery County Mutual Services Agreement, as presented, was moved by Mr. Cluxton, seconded by Mr. Bills, and unanimously approved.

## **Market Street Extension Project**

### **■ Addendum to Barge, Waggoner, Sumner, & Cannon Services Agreement {Resolution 2017-20}**

Mr. Meyer referred the Board to Resolution 2017-20 approving an addendum to the service agreement for the Brookville Market Street Extension Project with Barge, Waggoner, Sumner, & Cannon ("BWSC"), copies of which were included in the Board packets.

Mr. Stanley explained that the resolution would authorize a change order adding \$5,700 to the TID's consulting services agreement with BWSC. He explained that the Brookville City Manager had requested that BWSC prepare a plat application for the roadway, related public infrastructure improvements, and resulting private parcels in connection with the Market Street Extension Project and that he had agreed to simply add the work to the TID's existing agreement with BWSC for the sake of expediency. He described the proposed action as routine and recommended that the resolution be approved.

Ms. Glotfelter reported that the plat application was under review in the County Engineer's Office.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-20, as presented, approving an Addendum to Barge, Waggoner, Sumner, & Cannon's Service Agreement for the Brookville Market Street Extension Project, as presented, was moved by Ms. Singer, seconded by Mr. Cluxton, 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 10<sup>th</sup> floor of the Montgomery County Administration Building on April 10, 2017 at 2:00 PM.

### **■ Executive Session**

Mr. Meyer suggested that the Board recess to executive session. Ms. Shillito explained that the executive session would be necessary for two reasons: (1) To consider negotiations with Montgomery County and other political subdivisions related to requests for economic development assistance and public infrastructure improvements for projects in southern Montgomery County; and (2) To consider the Executive Director's compensation and employment agreement.

Mr. Tatham moved that the Board recess to executive session, for the purposes indicated by Ms. Shillito. Mr. Cluxton seconded the motion. Mr. Tatham voted for the motion. Mr. Cluxton voted for the motion. Mr. Bills voted for the motion. Ms. Singer voted for the motion. Mr. Meyer voted for the motion.

The Board recessed to executive session at 2:25 PM. Mr. Stanley and Ms. Shillito joined the Board in executive session.

The Board returned to open session at 2:50 PM.

■ **Executive Director**

Ms. Shillito referred the Board to Resolution 2017-21 approving the base salary of the Executive Director for calendar year 2015.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-21, approving the base salary of the Executive Director for calendar year 2015, as presented, was moved by Mr. Bills, seconded by Mr. Tatham, and unanimously approved.

Ms. Shillito referred the Board to Resolution 2017-22 approving the base salary of the Executive Director for calendar year 2016.

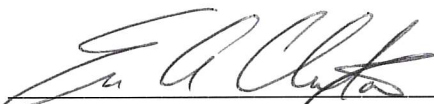
Following discussion and response to Board questions and comments, adoption of Resolution 2017-22, approving the base salary of the Executive Director for calendar year 2016, as presented, was moved by Mr. Cluxton, seconded by Mr. Bills, and unanimously approved.

Ms. Shillito referred the Board to Resolution 2017-23 approving an Employment Agreement with Executive Director for calendar year 2017.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-23, approving an Employment Agreement with the Executive Director for calendar year 2017, as presented, was moved by Mr. Tatham, seconded by Mr. Cluxton, and unanimously approved.

■ **Adjourn**

With no further business, Mr. Meyer adjourned the meeting at 3:00 PM.

  
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Eric Cluxton, Secretary-Treasurer

4/10/17  
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Date