



Montgomery County Transportation Improvement District Minutes of the April 10, 2017 Board Meeting

The one hundred and ninety-second meeting of the Montgomery County Transportation Improvement District (TID) was convened in Room 1002 of the Montgomery County Administration Building in Dayton, Ohio on April 10, 2017.

Chairman Meyer called the meeting to order at 2:06 PM.

VOTING BOARD

Art Meyer
Eric Cluxton
Stephanie Singer

STAFF

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

EXCUSED ABSENCE

Tom Tatham
David Bills
Crystal Corbin, Deputy Director

OTHERS IN ATTENDANCE

Erik Collins, Montgomery County CE&D
Andy Shahan, LJB, Inc.
Andrew Stumbo, BWSC
Joe Espelage, CT Consultants
Nick Yeretian, The Kleingers Group
Dave Seagraves, IBI Group

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

Business Meeting

■ Minutes of March 13, 2017 {Resolution 2017-24}

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

Following discussion and response to Board questions and comments, adoption of Resolution 2017-24, approving the March 13, 2017 TID Board Meeting minutes, as presented, was moved by Mr. Cluxton, seconded by Ms. Singer, and unanimously approved.

■ Financial Report: January 2017 {Resolution 2017-25}

Mr. Meyer referred the Board to Resolution 2017-25 and financial reports for March 2017 that were included in the Board packets.

Mr. Fraunfelter began his report by reminding the Board that the annual audit was underway and that individual Board members might be contacted by the audit team in connection with the audit. He encouraged Board members to contact him if they had questions.

Mr. Fraunfelter directed the Board to Page 11 of his report and noted a deposit in excess of \$600,000 as a result of the final draw from the City of Dayton contract for the Air Cargo Access Project. He noted that Dayton had paid the invoice very quickly as a prior memo from Mr. Stanley had predicted.

Mr. Fraunfelter indicated that he had no additional elements of the report to highlight and offered to answer any questions that Board members might have.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-25, approving the financial report for March 2017, as presented, was moved by Ms. Singer, seconded by Mr. Cluxton, and unanimously approved.

■ February 2017 Bills & Expenses {Resolution 2017-26}

Mr. Meyer referred the Board to Resolution 2017-26 and the summary of bills and expenses for March 2017 included in the Board packets.

Mr. Stanley commented that all expenditures were for routine project expenses and that a relatively small amount of money had been expended in March. He offered to answer any questions that Board members might have and recommended approval of the resolution.

Following discussion and response to Board questions and comments, adoption of Resolution 2017-26, approving the payment of bills and expenses for March 2017, as presented, was moved by Mr. Cluxton, seconded by Ms. Singer, and unanimously approved.

Brookville Market Street Extension Project

Mr. Stanley explained that the next three agenda items were all related to the Brookville Market Street Extension Project and suggested that they be considered together. He noted that construction of the project was about to begin and that a pre-construction meeting was scheduled for later in the week.

■ Addendum to BWSC Service Agreement for Construction Engineering {Resolution 2017-27}

Mr. Stanley referred the Board to Resolution 2017-27 approving an addendum to the TID Agreement with Barge, Waggoner, Sumner, and Cannon (BWSC) to include construction engineering services for the Market Street Project at a cost not to exceed \$15,000, included in the Board packets.

Mr. Stanley explained that the proposed addendum would provide for additional engineering services that might become necessary during the construction of the Market Street Project. He noted that the addendum was for an amount no to exceed \$15,000, that it would be paid from the project's SIB loan, and recommended that it be approved.

■ **Geotechnology, Inc. Proposal for Materials Testing & Construction Inspection {Resolution 2017-28}**

Mr. Stanley referred the Board to Resolution 2017-28 approving a proposal from Geotechnology, Inc. for materials testing and construction inspection services for the Market Street Project at a cost not to exceed \$25,560, included in the Board packets.

Mr. Stanley explained that Geotechnology, Inc. (formerly Thelan) had been recommended by BWSC to conduct materials testing and part-time construction inspection services for the Market Street Project. He noted that the firm's services were proposed to be provided on a time and materials basis at a cost not to exceed \$25,560, that it would also be paid from the project's SIB loan, and that he recommended that the proposal be approved.

■ **Selection of Brumbaugh Construction as Lowest & Best Bidder {Resolution 2017-29}**

Mr. Stanley referred the Board to Resolution 2017-29 selecting Brumbaugh Construction as the lowest and best bidder for the Brookville Market Street Extension Project and authorizing the Executive Director to negotiate and execute a contract based on Brumbaugh's bid, included in the Board packets.

Mr. Stanley reminded the Board of the plan for bidding the project. Because the SIB loan for the project could not exceed \$2 million and Brookville's capacity to fund additional costs from current City fund balances was limited, he noted that the TID had requested bids for a base scope with three alternates. In that fashion, he explained, it would be possible to evaluate how much work could be done from SIB loan proceeds and, if necessary, allow the City to determine what it could afford beyond the loan, if necessary. He indicated that, with Brookville's agreement, three contractors—R.B. Jergens, Double Jay, and Brumbaugh—with whom the TID had had good previous experience were invited to bid.

Mr. Stanley reported that the bid process has produced very favorable results, with the low bid by a good margin coming from Brumbaugh Construction. He explained that it would be possible to award the base bid and some or all of the alternates using only SIB loan proceeds. He referred Board members to his email to the Brookville City Manager that was attached to Resolution 2017-29 for his specific recommendation. He recommended that the contract award include the Base Bid, Alternate # 1, Alternate # 2, the hardscape elements of Alternate # 3, and certain excavation costs that could have been placed in either the TID's contract or Brookville's adjacent fire station construction contract. The total cost of all of that work, he concluded, would be \$1,779,303, leaving over \$160,000 remaining in the SIB loan for contingencies. He added that awarding the balance of Alternate # 3 (landscaping) could be evaluated later in the year when the need for contingency funds was more certain. Mr. Stanley concluded his report by noting that the Brookville City Council had in the prior week unanimously approved his recommendation for the contract award.

Mr. Stanley recommended that the Board approve all three of the resolutions pertaining the Brookville Market Street Extension Project.

Following further discussion and response to Board questions and comments, adoption of Resolutions 2017-27, 2017-28, and 2017-29, as presented, was moved by Ms. Singer, seconded by Mr. Cluxton, and unanimously approved.

Mr. Meyer asked about the inclusion of a regional retention basin in the TID's project scope. Mr. Stanley explained that it was necessary to manage storm water run-off from the roadway in some fashion. He indicated that a smaller retention basin had been planned for the roadway storm water run-off and that Brookville had asked if a larger basin could be incorporated in the design to accept storm water from its new fire station and adjoining development property. He reported that ODOT had agreed to have the larger basin included in the scope of the SIB loan.

Mr. Cluxton asked if there would be overlap between Mr. Eddy and Ms. Corbin managing the project. Mr. Stanley answered that he hoped to be able to retain Mr. Eddy's services into the future to assist with TID project management, so that there would clearly be an overlap for the Market Street Project.

Mr. Seagraves, the Mayor of Brookville, volunteered that the TID's assistance with the Market Street Project had been vital to the City's ability to advance the project and thanked the Board and staff for their work.

■ 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 May 8, 2017 at 2:00 PM.

■ Executive Session

Mr. Meyer asked if there was a need for the Board to recess to executive session. Mr. Stanley answered that there was a need. Ms. Shillito explained that the executive session would be necessary to consider joint economic development and infrastructure projects in southern and northern Montgomery County.

Mr. Cluxton moved that the Board recess to executive session, for the purposes indicated by Ms. Shillito. Ms. Singer seconded the motion. Mr. Cluxton 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 3:05 PM.

■ Adjourn

With no further business, Mr. Meyer adjourned the meeting at 3:06 PM.



Eric Cluxton, Secretary-Treasurer

4/10/17

Date