



DELAWARE COUNTY *Ohio*

TRANSPORTATION IMPROVEMENT DISTRICT

Board of Trustees

Chairman

Chris Bauserman, PE, PS
Delaware County Engineer

Vice Chairman

Michael Frommer, PE
Delaware County Administrator

Secretary/Treasurer

Seiji Kille
Dep. County Administrator

Public Members

Patrick Blayney, PE
Tom Price

Legislative Members

Andrew Brenner
Ohio House of Representatives
Rick Carfagna
Ohio House of Representatives

Meeting Minutes July 11, 2018

Meeting Type:

Regular Meeting

Location:

101 North Sandusky Street, Delaware, Ohio 43015 –Hearing Room

Board Members in attendance:

Chris Bauserman
Mike Frommer
Seiji Kille
Tom Price
Pat Blayney
Representative Andrew Brenner, Ohio House District 67
Representative Rick Carfagna, Ohio House District 68

Guests:

Rob Riley
Commissioner Jeff Benton
Rob Platte
Bob Lamb
Ryan Hutson, IBI Group
Jenna Jackson
Shari Baker
Sarah Dinovo

Call to Order:

The meeting was called to order by Delaware County Engineer, Chris Bauserman at 9:30 AM. The Pledge of Allegiance was led by Engineer Bauserman.

Introductions of the Board were made by Chairman Bauserman

Approval of Minutes

A motion from Mr. Blayney was made to approve the minutes from May 30, 2018. The motion was seconded by Mr. Price. Voice vote called: 4 Ayes, 0 Nays, 1 Abstain. Motion carried.

Board Reports

Chairman's Reports: Mr. Bauserman noted he was absent from first meeting, acknowledged he was elected Chairman and thanked the Board and had nothing further to report.

Secretary/Treasurer's Report- Si Kille

- a. Board Member Insurance: Mr. Kille stated he estimates board member insurance will cost \$350 per year, per member, like other county commissioner appointed boards.
- b. Mr. Kille recommends opening accounts at First Commonwealth Bank as soon as the TID has funds to open an account.

- c. Accounting Services: Mr. Kille has a recommended accountant and will get a proposal for services by the next meeting.
- d.
- e. IRS Employer ID: Mr. Kille is checking with TID Aric Hochstettler whether this is needed.

Discussion Items:

Audio/ video recording of meetings: The Board discussed the manner in which meeting minutes will be kept and the preference of audio/video or written minutes. After discussion Chairman Bauserman directed that written meeting minutes will be kept until otherwise determined. No objection from the Board.

Pending Projects- Robert Riley provided an update on possible TID projects:

- a. Home Road Extension, Phase 2 and 3: The grant application was submitted to ODOT for \$250,000 following the last meeting and an award notification is expected the week of 7/16. County is working with developer on agreement for cost sharing. Engineering is underway and final plans are expected within 1 year, with groundbreaking summer 2019 and opening of road as soon as summer or fall 2020.
- b. Africa Road Turn Lanes: 2 separate projects involving possible TID projects to construct turn lanes for pending developments. First is development on Africa Road across from Brookview Manner, south of US 36. Second is proposed church across from Sanctuary at Highland Lakes, just south of I-71 underpass. County Engineer working with developer on both projects to come up with agreement for cost participation.
- c. Seldom Seen Road turn lane: Turn lane for Verona Subdivision on Seldom Seen Road. County Engineer has worked with City of Powell and will talk to Liberty Township about what to do with this turn lane.

Funding Pledge and Other TID Revenues

Chairman Bauserman stated there needs to be discussion involving county pledge of revenues and project administration fee. Noted that the issue with fee is (1) do we do it and (2) how much?

Chairman Bauserman stated that Ferzan Ahmed, Commissioner Merrell and he visited the Butler County TID several years ago to discuss their method of revenues. Butler County TID charges a 3% project administration fee.

Mr. Frommer stated that the Scioto/Concord New Community Authority charged a 5% fee on administration of a sewer project.

Mr. Riley suggested a project administration fee could be a flat amount plus a small percentage of project cost to provide enough revenue for small projects where cost is small so the fee would be small, but also not so high to burden large projects.

Mr. Price suggested the sooner the better to figure out revenue for opening accounts, and the need to start audit at \$0 balance.

After discussion by Mr. Riley and Board, Mr. Bauserman stated ROW acquisition and administration costs should be considered a project cost and not absorbed in administration fee.

Mr. Frommer stated it is important to capture development project costs and not to add financial burden on DCEO.

Mr. Carfagna raised question about "fair share" contribution by developments and Mr. Bauserman stated it was DCEO's intent that the developer will pay cost of the development related projects.

Mr. Price asked for staff to develop a project funding application form for use by entities apply to the TID.

Mr. Blayney asked for recommendations by staff at the next meeting on adopting a project fee; without objection both items were so ordered to DCEO staff.

Other business
No other business.

Meeting was adjourned at 10:05 by a motion from Si Kille, seconded by Tom Price. Voice vote called: 5 Ayes, 0 Nays. Motion carried.

Minutes by: Dinovo/Riley

Board Approval of Minutes:

Date

Si Kille, Secretary-Treasurer