



DELAWARE COUNTY *Ohio*

TRANSPORTATION IMPROVEMENT DISTRICT

Chairman
Chris Bauserman, PE, PS
Delaware County Engineer

Board of Trustees

Secretary/Treasurer
Seiji Kille
Chief Deputy Auditor

Public Members
Patrick Blayney, PE
Tom Price

Legislative Members
Andrew Brenner
Ohio Senate
Rick Carfagna
Ohio House of Representatives

Meeting Minutes January 12, 2022

Meeting Type:
Regular Meeting

Location:
91 North Sandusky Street, Delaware, Ohio, 43015- Hearing Room

Board Members in attendance:
Chris Bauserman, Delaware County Engineer
Pat Blayney
Tom Price

Members Absent:
Seiji Kille

Call to Order:

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

Public Comment:

None.

Approval of the Minutes of the November 10, 2021 Regular Meeting:

A motion was made by Mr. Price, seconded by Mr. Blayney at to approve the minutes of the November 10, 2021 meeting. A voice vote was called. All voted Aye.

Chairman's Report:

An announcement was made that a new funding mechanism was available for railroad grade separations.

Secretary-Treasurer's Report:

Deferred until the next meeting.

Other Member and Committee Reports:

None.

Election of Officer- Vice Chair

Mr. Blayney nominated Tracie Davies (Delaware County Administrator) for Vice Chair to the TID Board. The motion was seconded by Mr. Price. A voice vote was called. All voted Aye.

Monthly Staff Report November 2021 to January 2022

Board of Trustees Appointment

Delaware County Commissioners appointed current County Administrator, Tracie Davies by resolution 21-1218 on December 13, 2021, to the seat vacated by Vice Chairman, Mike Frommer.

Per discussion at the November 10, 2021 TID, the Board deferred appointment of Vice Chair until the January 2022 meeting.

◇ **Board Action:** Move to elect Vice Chair for the remainder of the term expiring May 17, 2022.

2022 Budget

Rob Riley and Secretary-Treasurer Kille have prepared a recommended budget for 2022, summarized below.

- a. The 2021 ending cash balance was \$4,230,986.14.
- b. General revenues totaling \$1,795,070.97 and include the \$400,000 annual county pledge, \$28,855 in assessment income from the Riverby Subdivision project, administrative fees earned on the Hyatts and North Road projects and bank interest on deposits.
- c. Major expenses include the Home and Sawmill Parkway project (Shelly & Sands, Inc.) and the I-71/US 36/SR 37 Interchange Engineering (ms consultants) as well as reimbursements of unused deposits to Delaware County for the Hyatts and North Road projects.
- d. The projected 2022 ending cash balance is \$2,956,116.67. Approximately \$807,000 of that is encumbered for use on projects pursuant to agreement with Delaware County.
- e. Through administrative fees collected and County Commissioner funding pledges, the TID will have accumulated about \$2.1 million of unencumbered funds in the General Fund by the end of 2022 that are available for use by the TID on any allowable expense.

◇ **Board Action:** Resolution 2022-01 Approving the 2022 Budget

Project Updates

- 1. Hyatts Road and US 23 Intersection Road and Sewer Improvements**
The final project completion certificate has been prepared and is ready for Board approval. Total project construction cost was about 9.2% under the total contract amount.

Completed contract amount:
\$6,461,397.02 Actual TID
administrative fee earned:
\$128,296.73

◇ **Board Action:** Resolution 2022-02 Approving the Project Completion Certificate

- 2. I-71/US 36/SR 37 PID 90200:**
ms consultants is at work on design of the interchange.
Current schedule shows completion of final plans for Phase A in Q3 2023.

Contract amount: \$2,777,387
Estimated TID administrative fee: \$60,548

- 3. Home Road and Sawmill Parkway Improvements:**
Shelly & Sands is ordering materials and preparing for a construction start in spring 2022. Completion scheduled for August 2022.

Contract amount:
\$4,106,013.58 Estimated
TID administrative fee:
\$87,120

Public Notice Regarding Board Meetings

Resolution 2019-11 establishes the Board's policy on public notification of meetings. With meetings now held in the Delaware County Historic Courthouse at 91 North Sandusky Street it is advisable to update the location accordingly.

Meeting notices are properly published on the Delaware County TID's website, County Commissioner's website and through direct email notification to media,. The additional notification of meetings for the year in the Delaware Gazette has been changed to optional at the Secretary-Treasurer's discretion.

◇ **Board Action:** Resolution 2022-03 Amending Resolution 2019-11 Regarding Public Notification of Meetings

Financial Services for the TID

Clark Shaeffer Hackett CPA's has prepared the financial statements for the TID for the last several years and the Secretary-Treasurer recommends authorizing the firm again for the latest financial

statements. The proposed cost for this work is \$2,800.00.

◊ **Board Action:** Resolution 2022-04 Approving an Engagement Letter with Clark Shaeffer Hackett CPA's

RESOLUTION 2022-01: RESOLUTION APPROVING THE 2022 BUDGET

A motion was made by Mr. Blayney, seconded by Mr. Price to approve Resolution 2022-01. A voice vote was called. All voted Aye.

RESOLUTION 2022-02: RESOLUTION CERTIFYING COMPLETION OF THE DEL-CR123-5.05 HYATTS ROAD AND US 23 ROAD AND SEWER IMPROVEMENTS

A motion was made by Mr. Price, seconded by Mr. Blayney to approve Resolution 2022-02. A voice vote was called. All voted Aye.

RESOLUTION NO. 2022-03: A RESOLUTION AMENDING RESOLUTION 2019-11 ESTABLISHING A REASONABLE METHOD WHEREBY THE PUBLIC MAY DETERMINE THE TIME AND PLACE OF ALL REGULARLY SCHEDULED MEETINGS OF THE BOARD AND THE TIME, PLACE, AND PURPOSE OF ALL SPECIAL AND EMERGENCY MEETINGS

A motion was made by Mr. Blayney, seconded by Mr. Price to approve Resolution 2022-03. A voice vote was called. All voted Aye.

RESOLUTION NO. 2022-04: A RESOLUTION APPROVING AN ENGAGEMENT LETTER WITH CLARK SCHAEFFER HACKETT CPAS & ADVISORS FOR ACCOUNTING AND FINANCIAL SERVICES FOR THE DELAWARE COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

A motion was made by Mr. Price, seconded by Mr. Blayney to approve Resolution 2022-04. A voice vote was called. All voted Aye.

Other Business:

Deputy Engineer Riley stated there no reason as of today to hold a meeting for February. If that should change, then a notice would sent out. Otherwise the next meeting will be held March 9, 2022.

Chairman Bauserman welcomed Commissioner Merrell to the meeting and thanked him for the Board's support with the TID.

It was noted for those watching the live stream that some technical issues were experienced during the beginning of the meeting and the live stream started mid-staff report.


The meeting was adjourned at 9:53 A.M.

Minutes by: Dinovo

Board Approval of Minutes:

March 9, 2022

Date



Si Kille, Secretary-Treasurer