

UNION TERMINAL RESTORATION ADVISORY COMMITTEE (UTRAC)

UTRAC MEETING AGENDA

November 16, 2015

1. INTRODUCE KEY PARTICIPANTS: (10 mins.) - John

Museum Center

Elizabeth Pierce, President & CEO*

Jill Berkemeier, CFO*

Michael Burson, CEO of Facilities Mgt. & Planning Services-Owner's Rep for UTC*

Others: Steve Kenat, Project Executive, GBBN Architects- Project Architect

Bob Grace, Project Executive Turner Construction – Construction Manager

Gene Ellington, CEO, Ellington Management Services,-Inclusion Consultant

Hamilton County

Jeff Aluotto, Asst. County Administrator*

John Michel, Construction Administrator*

Lisa Webb, Tax Levy and Finance Specialist*

UTRAC Committee

John Silverman, Chair*

Francie Hiltz, representing Cincinnati Museum Center*

Martine Dunn, representing Cincinnati Museum Center*

Murray (Mu) Sinclair, representing Cultural Facilities Task Force*

Thomas Croft, representing Greater Cincinnati Foundation*

Paul Muller, representing Cincinnati Preservation Association*

Jim Rolfes, representing Board of County Commissioners*

Meeting Attendee = *

2. UTRAC Overview & Purpose (5 mins.)

John define roles, responsibilities, duties of Committee

Jeff provide County perspective

Elizabeth close out with Museum perspective

3. PROJECT BACKGROUND (15 mins.)

Brief History of Union Terminal, from Train Station to Shopping Center to Museum Center- Elizabeth

Prior maintenance history- Elizabeth & John Michel

Project 1 summary- Elizabeth

History of Hamilton County's prior involvement and TLRC recommendation- Jeff

Prior County funding, Cultural Facilities Task Force and Sales Tax vote- Jeff

4. The "UNION TERMINAL PROJECT" (20 mins.)

Property Ownership/Project Org Chart-Elizabeth

Project review-including scope of work, construction schedule, and overall project cost- Michael

Construction/Project Budget review- Michael

Sources and Uses of Funds Analysis- Jill

5. UTRAC PROCESS- (5 mins)

Meeting Schedule-JS monthly, full Committee quarterly- John

Sample Meeting Agenda- John

Draw Schedule- fixed payments and progress payments- Jeff

Member's questions/concerns between meetings-call John

6. QUESTIONS, COMMENTS OR CONCERNS

Closing Thoughts- Elizabeth

HANDOUTS

- a. August 3, 2015 memo to Hamilton County Board of County Commissioners, from Christian Sigman, County Administrator- NOTE: this will be sent in advance of the meeting
- b. UTRAC Member contact list with contact information
- c. Key Participants list
- d. Property Ownership/Project Organizational Chart
- e. Construction/Project Budget
- f. Sources and uses of Funds Analysis
- g. Future Meeting Dates
- h. Sample Meeting Agenda
- i. Sample CMC submittal package