



## Inter-Office Communication

---

**TO:** Commission Members

**FROM:** Randy Cole, Executive Director

**DATE:** November 9, 2015

**SUBJECT:** Meeting – Monday, November 16, 2015

### **2<sup>nd</sup> NOTICE OF COMMISSION MEETING**

Attached is a copy of the proposed Agenda with Resolutions for the Ohio Turnpike and Infrastructure Commission Meeting scheduled for **Monday, November 16, 2015, at 10:00 a.m.**, as well as the draft Minutes from the October 26, 2015, Meeting.

I will be contacting the Commission Members on Tuesday, November 10, 2015 and Thursday, November 12, 2015, to review the Agenda.

Additional or revised documents, not available prior to this e-mail, will be included in the Commission Members' folders at the Commission Meeting.

Please advise Jennifer at Ext. 1022 or by e-mail at [jennifer.diaz@ohioturnpike.org](mailto:jennifer.diaz@ohioturnpike.org) at your earliest convenience if you are unable to attend this Meeting.

Enclosures