

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
February 23, 2024 at 9:00 A.M.**

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by Mr. Eric Hansen, presiding officer, at 9:00 a.m., on Friday, February 23, 2024, at the Warren County Engineer's Office, Conference Room, 210 West Main Street, Lebanon, Ohio 45036 and roll call was taken.

Attendees Board Members: Eric Hansen, Chairperson
Martin Russell, Vice-Chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto
Eric Reiners

Other Guests: Kurt Weber, Warren County Engineer's Office
Rusty Schuermann, WCTID Legal
Dan Corey, WCTID
Steve Hartke, City of Mason
Jeff Wright, Hamilton Township
Nick Yeretjian, Kleingers
Craig Litmer, American Structurepoint
Jeff Wallace, Woolpert
Ed Williams, TEC Engineering
Shawn Mason, Structurepoint
Greg Wollenhaupt, DLZ
Duane Phelps, Burgess & Niple
Jeff Heimann, Strand Associates
Troy Miller, Metro
Joe Bassil, HDR
Dan Hoying, LJB
Rob Hans, Michael Baker International
Steve Shadix, Stantec
Jay Hamilton, Mead Hunt
Alex Kramer, Choice One

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Mr. Eric Reiners to approve the minutes of the January 26th, 2024 Regular Board Meeting of the Warren County Transportation Improvement District as submitted. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

C. WCTID Program of Projects – see attached Memo:

E. Financial Report

Mr. Dan Corey presented the January Monthly Financial Reports to the Board. The Monthly Financial Reports detailed both monthly and year-to-date cash activities for all funds of the WCTID, and that as of January 31, 2023, the General Fund had an ending fund balance of \$711,471.02 and the WCTID as a whole had an ending fund balance of \$23,429,431.02. Mr. Eric Reiners made a motion to accept the WCTID financial report as submitted; Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

F. New Business

1. Resolution 2024-08, a Resolution Adoption and Amendment of Fund Budgets for Calendar Year 2024. Mr. Martin Russell made a motion to approve the Resolution and Mr. Chris Pozzuto seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
2. Resolution 2024-09, a Resolution Authorizing Fund Level Transfers. Mr. Eric Reiners made a motion to approve the Resolution and Mr. Martin Russell seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution 2024-10, A Resolution Adopting Revised LPA Agreement for Fields-Ertel Road Widening Improvements (aka HAM/WAR CR4/CR1 2.93 (PID 114606)). Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution 2024-11, a Resolution Authorizing Amendment to Intergovernmental Agreement. Mr. Martin Russell made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
5. Resolution 2024-12, A Resolution Adopting Revised LPA Agreement for SR 63 Road Widening Improvements (aka WAR SR 63 0.83 (PID 112121)). Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to Consultant Agreement 2022-01 with Terracon Consultants, Inc. dated January 6th, 2022 for the Fields-Ertel Road Widening Improvements (aka HAM/WAR CR4/CR1 2.93 (PID 114606)), increasing the contract price by \$834,500.00 making the new not-to-exceed amount under the Agreement of \$874,500.00 and increasing the contract time from December 31st, 2024 September 30, 2026. Mr. Chris Pozzuto made a motion to

approve the Resolution and Mr. Eric Reiners seconded the motion. Upon roll call vote, motion carried with each member present separately voting "yes" thereon.

G. Public Comments

No public comment.

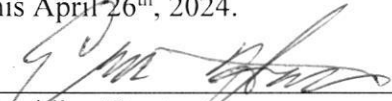
H. Upcoming Meeting Schedule

Mr. Eric Hansen announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday March 22, 2024, at 9:00 a.m., unless announced otherwise.


I. Adjournment

Motion made by Mr. Chris Pozzuto and seconded Mr. Martin Russell to adjourn the Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees, upon the call of the vote, carried with all members present voting aye thereon. Meeting adjourned at 9:37 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this April 26th, 2024.



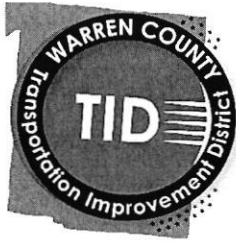
Presiding Trustee
Warren County Transportation Improvement District

Attest:


Secretary-Treasurer, Neil F. Tunison
Warren County Transportation Improvement District

Motion to approve: Mr. Chris Pozzuto

Seconded by: Mr. Neil Tunison



Warren County Transportation Improvement District

210 Main Street | Lebanon, Ohio 45036

PHONE - (513) 695-3301 | FAX - (513) 695-3323

<http://www.WCTID.us>

MEMO

DATE: February 23rd, 2024

TO: Warren County Transportation Improvement District Board

FROM: Dan Corey

RE: Program of Projects Update

SR 48 and US22/SR3 Intersection Improvements – WAR SR 48 7.01 (PID 112909)

- An unknown utility line which conflicts with the project is scheduled to be relocated in early March resulting in the project completion date potentially being extended from end of 2024 to summer of 2025. Associated cost to be determined.
- Estimated Construction substantial completion is November 2024 – project completion date is to be determined.

SR 63 – Union Road to SR741 – WAR SR 63 0.83 (PID 112121)

- Continue working on moving utilities prior to construction
- **Pre-construction meeting with Milcon Concrete, Inc. occurred on December 15, 2023.**
- Estimated Begin of Construction is April 2024 with substantial completion October 2025 and Final Completion in June 2026.

Mason-Morrow-Millgrove Road Realignment – WAR CR38 (PID 113722)

- Sale of construction project is to be determined due to multiple projects which have conflicts with their maintenance of traffic closures.
- Estimated Begin of Construction is to be determined.

Fields-Ertel Road Widening – Snider to Wilkens Boulevard (PID 114606)

- **PS&E submitted to ODOT on 2/1/24.**
- **Tree Removal completed for the project in March 2024.**
- **Overhead utility relocation work should be completed by June 2024** and the water pit for Northern Hills Synagogue installed and waiting to go live.
- **Underground utility work should be completed by June 2024.**
- Estimated Begin of Construction is August 2024 with completion November 2025.
- **Wilkens/Bardes Roundabout – Part 2 of PID 114606**
 - Final Plan Submission will occur on 12/8/23.
 - **R/W is cleared for the project.**
 - **Utilities will be moved between January and June of 2024.**

Irwin-Simpson Multiuse Path Improvements (PID 114603)

- The WCTID Board is being asked to approve the contract at the January 26th Board Meeting.
- Estimated Begin of Construction is April 2024 with completion November 2025.

I-71 & SR 48 Interchange - WAR SR48 9.94 (PID 116865)

- Stage 2 Plans submitted on 10/30/23; Received ODOT comments in late December 2023. Resolving comments now with ODOT.
- Coordinating with Utility Owners in the area to mitigate impacts and determine power for new lighting and traffic signal
- Interchange Operations Study (IOS) submitted on 11/27/23; Design Team is addressing comments and is expected to submit final IOS in late January 2024
- Environmental Document expected to be approved in February 2024
- Stage 3 Plans scheduled to submit on 5/10/24

SR 48 – Ridgeview to Mason-Morrow-Millgrove – WAR SR48 7.50 (PID 117567)

- Feasible Alternatives for roadway and bridge alignments currently being prepared.
- Project Purpose and Need statement has reviewed by ODOT with no comments.
- **Second Stakeholder Meeting to be held on February 28, 2024.**
- **Public Involvement meeting/Open House to be held on March 13, 2024**

US 22/SR 3 Corridor - Old 3C/Creekwood roundabout and Hoptown Planning Study

- Hoptown Planning Study
 - 3/30/23 - Meeting was held with ODOT to clarify study parameters.
- Old 3C/Creekwood roundabout
 - 5/10/23 - Mead Hunt, WCTID, and ODOT held a preliminary geometric roundabout meeting.
 - 6/2/23 - Submitted fund application to OKI – unsuccessful.
 - 6/19/23 - Pre-stage 1 design was submitted to ODOT and the TID/County.
 - 8/18/23 - comments received from ODOT on pre-stage 1.
 - Next step – review ODOT comments, resubmit truck turning templates.
 - Once truck turning templates are approved by ODOT then begin work on stage.

SR 741/Greentree Road Intersection Improvements

- Stage 3 Constructions Plans, Drainage Report, and Cost Estimate have been reviewed by WCEO and ODOT. These items have been sent back to the consultant with comments.
- Coordination for Utility Relocation continues with revised relocation plans having been submitted.
- The R/W Acquisition Team has until July, 2024 to complete acquisitions ahead of the Certification Letter due July 31, 2024.

Columbia Road and Davis Road Intersection Improvement

- Stage 2/3 has been reviewed.
- Utilities are relocating and should be complete prior to June 2024.
- Right-of-Way Acquisition Services has one (1) remaining property to close.
- Demolition of houses is completed.

Columbia Road and Mason-Morrow-Millgrove Road Roundabout

- Temporary Mini Roundabout – Stage 3 plans were submitted have been reviewed.
- No R/W or utility relocation is needed for the temporary roundabout.
- Final Design and R/W review is complete for Full Roundabout (ultimate).
- R/W acquisition team is under contract and utilities are being relocating for final roundabout.

Kings Mill Road (CR31)/Kings Island Drive (CR110) Improvements 2023

- John R. Jurgensen is 45% complete with construction working on the south side of Kings Mills Road and Columbia Road.
- Activities over the winter will include new traffic signals pending delivery of the signal poles and next phase of storm sewer construction pending relocation of the remaining aerial communication lines still in conflict.
- **Estimated Construction completion is mid-Summer2024.**

SR 63 and Gateway Blvd Extension

- Strand is under contract to begin the Study which sizes the intersection.

Fund Summary

January 2024

Fund #	Fund Name	Starting Fund Balance	Month To Date Revenue	Year To Date Revenue	Month To Date Expenditures	Year To Date Expenditures	Ending Fund Balance	Current Reserve for Encumbrance	Unencumbered Fund Balance
1000	General	\$666,342.16	\$73,667.28	\$73,667.28	\$28,538.42	\$28,538.42	\$711,471.02	\$465,144.81	\$246,326.21
4902	State Route 741 Greentree Road Impr.	\$1,122,414.19	\$0.00	\$0.00	\$0.00	\$0.00	\$1,122,414.19	\$72,016.37	\$1,050,397.82
4903	Fields-Ertel Road Widening Fund	\$244,633.75	\$0.00	\$0.00	\$160,456.25	\$160,456.25	\$84,177.50	\$21,370.90	\$62,806.60
4904	US 22/SR 3 Corridor CP Fund	\$461,009.12	\$0.00	\$0.00	\$0.00	\$0.00	\$461,009.12	\$461,009.12	\$0.00
4906	Kings Mill/Kings Island Dr Imp 2023 CP	\$6,619,523.29	\$0.00	\$0.00	\$0.00	\$0.00	\$6,619,523.29	\$4,885,133.28	\$1,734,390.01
4907	SR 48 over Little Miami River CP	\$481,724.76	\$0.00	\$0.00	\$49,280.52	\$49,280.52	\$432,444.24	\$432,444.24	\$0.00
4908	SR 63 and Gateway Capital Project Fund	\$72,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$72,000.00	\$72,000.00	\$0.00
4910	State Route 63 Corridor Fund	\$1,478,824.19	\$0.00	\$0.00	\$10,395.71	\$10,395.71	\$1,468,428.48	\$784,190.95	\$684,237.53
4914	Series 2016 Bond Issuance Cap. Proj.	\$3,629,995.23	\$0.00	\$0.00	\$242,168.30	\$242,168.30	\$3,387,826.93	\$164,478.42	\$3,223,348.51
4917	King Avenue Improvement Fund	\$1,645,125.92	\$627,818.00	\$627,818.00	\$1,091,924.61	\$1,091,924.61	\$1,181,019.31	\$553,201.31	\$627,818.00
4918	SR 48 & 22 3 Improvement	\$5,194,162.56	\$0.00	\$0.00	\$253,464.91	\$253,464.91	\$4,940,697.65	\$11,626,825.11	(\$6,686,127.46)
4919	WCBocC Capital Improvement Program	\$636,256.55	\$0.00	\$0.00	\$35,523.26	\$35,523.26	\$600,733.29	\$506,580.66	\$94,152.63
4920	I-75 and SR 73 Interchange Capital Pro.	\$1,421,416.42	\$0.00	\$0.00	\$180,424.31	\$180,424.31	\$1,240,992.11	\$561,651.23	\$679,340.88
4921	Mason-Morrow-Millgrove Realignment Cap.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,330.40	(\$16,330.40)
4922	SR 741 and Remick Blvd Capital Project	(\$44,522.60)	\$31,807.71	\$31,807.71	\$50,708.46	\$50,708.46	(\$63,423.35)	\$433,993.19	(\$497,416.54)
4923	Deerfield Twp Capital Imp Program Fund	\$1,224,142.88	\$0.00	\$0.00	\$54,025.44	\$54,025.44	\$1,170,117.24	\$512,203.34	\$657,913.90
Report Total:		\$24,853,048.22	\$733,292.99	\$733,292.99	\$2,156,910.19	\$2,156,910.19	\$23,429,431.02	\$21,568,573.33	\$1,860,857.69

Last reconciled to bank: 01/31/2024 – Total other adjusting factors: \$0.00

Receipt Listing
January 2024

Receipt Number	Post Date	Transaction Date	Type	Deposit Ticket	Source	Amount	Status
1-2024	01/31/2024	02/01/2024	INT		STAR Ohio	\$48,820.23	C
2-2024	01/31/2024	02/01/2024	INT		ODRC	\$1,226.75	C
3-2024	01/31/2024	02/01/2024	INT		PRIMARY	\$23,620.30	C
4-2024	01/25/2024	02/01/2024	STD		Ohio Department of Transportation	\$31,807.71	C
5-2024	01/12/2024	02/01/2024	STD		Warren County, Ohio	\$627,818.00	C
Report Total:						<u>\$733,292.99</u>	

Type: STD - Standard Receipt, INT - Interest Receipt, MEMO - Memo Receipt, GAIN - Capital Gain, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Payment Listing
January 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1-2024	01/01/2024	01/01/2024	CH	Jacobs Engineering Group	\$10,395.71	C
2-2024	01/01/2024	01/01/2024	CH	Sunesis Construction Co	\$165,078.86	C
3-2024	01/01/2024	01/01/2024	CH	WSP USA, Inc.	\$6,891.03	V
3-2024	01/01/2024	01/01/2024	CH	WSP USA, Inc.	-\$6,891.03	V
4-2024	01/01/2024	01/01/2024	CH	Kegler, Brown, Hill & Ritter, Inc.	\$16,164.57	C
5-2024	01/01/2024	01/01/2024	CH	HDR Engineering, Inc.	\$15,345.45	C
6-2024	01/01/2024	01/01/2024	CH	Hurst, Kelly & Company LLC	\$600.00	C
7-2024	01/01/2024	01/01/2024	CH	Daniel J. Corey, LLC	\$11,773.85	C
8-2024	01/01/2024	01/01/2024	CH	Michael Baker International	\$28,303.59	C
9-2024	01/01/2024	01/01/2024	CH	WSP USA, Inc.	\$6,891.07	C
10-2024	01/05/2024	01/17/2024	CH	HDR Engineering, Inc.	\$50,708.46	C
11-2024	01/25/2024	01/25/2024	CH	WSP USA, Inc.	\$20,072.14	C
12-2024	01/25/2024	01/25/2024	CH	Terracon Consultants, Inc.	\$3,802.50	C
13-2024	01/25/2024	01/25/2024	CH	Jones-Warner Consultants, Inc.	\$156,653.75	C
14-2024	01/25/2024	01/25/2024	CH	KZF Design, Inc.	\$1,050.00	C
15-2024	01/25/2024	01/25/2024	CH	Eagle Bridge Company	\$1,144,900.05	C
16-2024	01/25/2024	01/25/2024	CH	Michael Baker International	\$20,976.93	C
17-2024	01/25/2024	01/25/2024	CH	Burgess & Niple	\$32,858.56	C
17-2024	01/29/2024	01/29/2024	POS ADJ	Burgess & Niple	\$2,664.70	C
6054	01/25/2024	01/25/2024	AW	Gallenstein Brothers, Inc.	\$10,500.00	O
6055	01/25/2024	01/25/2024	AW	Bardes Road Hospitality, LLC	\$222,110.00	O
6056	01/31/2024	01/31/2024	AW	Warren County Clerk of Courts	\$236,060.00	O
Total Payments:					\$2,156,910.19	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$2,156,910.19	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.