

**Minutes of Warren County
Transportation Improvement District
Board of Trustees Regular Meeting
April 26th, 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, April 26th, 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: Martin Russell, Vice-Chairperson
Neil F. Tunison, Secretary-Treasurer
Chris Pozzuto

Absent Board Members: Eric Hansen, Chairperson
Eric Reiners

Other Guests: Kurt Weber, Warren County Engineer's Office
Tom Pannett, WCTID Legal
Mark Hurst, WCTID Accountant
Dan Corey, WCTID
Steve Hartke, City of Mason

Ben Stollar, O.R. Colan
Brad Warnock, Choice One Engineering
Craig Litmer, American Structurepoint
Dan Hoying, LJB, Inc.
Dan Lindsay, Shrewsbury
Dave Rotella, DZL
Duane Phelps, Burgess & Niple
Ed Williams, TEC Engineering
Greg Wollenhaupt, DLZ
Jeff Heimann, Strand Associates
Rob Hans, Michael Baker International
Steve Mary, Terracon
Steve Shadix, Stantec
Troy Miller, Metro
William Brock, CT Consultants

B. Approval of Minutes:

Motion made by Mr. Chris Pozzuto and seconded by Mr. Neil Tunison to approve the minutes of the February 23rd, 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. Mark Hurst presented the February/March 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 March 30, 2024, the General Fund had an ending fund balance of \$808,019.12 and the WCTID as a whole had an ending fund balance of \$21,720,348.33. Mr. Neil Tunison 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 2024-13, a Resolution Establishment of New Fund. Mr. Neil Tunison 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 2024-14, a Resolution for Adoption and Amendment of Fund Budgets for Calendar Year 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
3. Resolution 2024-15, a Resolution Authorizing Fund Level Transfers. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
4. Resolution 2024-16, A Resolution Adopting LPA Final Resolution (PID 116865). Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
5. Resolution 2024-17, a Resolution Authorizing and Approving Intergovernmental Agreement with the City of Lebanon. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
6. Resolution 2024-18, a Resolution Approving and Authorizing Construction Services for Columbia Road & Mason-Morrow-Millgrove Road Temporary Roundabout Project. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
7. Resolution 2024-19, a Resolution Authorizing Amendment to Intergovernmental Agreement with Deerfield Township. Mr. Chris Pozzuto made a motion to approve

the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.

8. Resolution 2024-20, a Resolution Approving and Authorizing Construction Services for Kingswood Park Connection Path Project. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
9. Resolution 2024-21, a Resolution Authorizing and Approving Consultant Agreement for Construction Inspection/Construction Administration Services with Terracon for Irwin-Simpson Multiuse Path. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
10. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2023-09 with Jones-Warner Consultant, Inc., dated March 30, 2023 for the Fields-Ertel Road Widening Improvements (aka HAM/WAR CR4/CR1 2.93 (PID 114606)), increasing the contract price by \$2,233.00 making the new not-to-exceed amount under the Agreement of \$191,433.00 and increasing the contract time from December 31st, 2023 to June 30, 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting “yes” thereon.
11. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to Contract No. 2023-23 with O.R. Colan Associates, LLC, dated May 26th, 2023 for the SR 741 and Greentree Road Roundabout (WAR-741-8.84), increasing the contract price by \$1,850.00 making the new not-to-exceed amount under the Agreement of \$80,210.00 and no increase the contract time from June 30, 2024 to December 31, 2024. Mr. Chris Pozzuto made a motion to approve the Resolution and Mr. Neil Tunison 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. Martin Russell announced that the next Regular Board Meeting of the Warren County Transportation Improvement District Board of Trustees would be held on Friday May 24th, 2024, at 9:00 a.m., unless announced otherwise.

I. Adjournment

Motion made by Mr. Chris Pozzuto and seconded Mr. Neil Tunison to adjourn the Regular Board Meeting of the Warren County Transportation Improvement District Board of

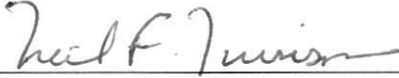
Trustees, upon the call of the vote, carried with all members present voting aye thereon.
Meeting adjourned at 9:44 a.m.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County
Transportation Improvement District, Warren County, Ohio, this May 24th, 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. Eric Reiners



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: April 23rd, 2024

TO: Warren County Transportation Improvement District Board

FROM: Dan Corey

RE: Program of Projects Update

Planning Phase

SR 63 and Gateway Blvd Extension

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

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**

West Main Street Widening (WAR SR 63 5.36 (PID 120734))

- Intergovernmental Agreement and Consultant Agreement as part of New Business

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

Design Phase

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.

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

Right-of-Way and Utility Phase

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.

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 is live.
- Underground utility work should be completed by June 2024.
- Estimated Begin of Construction is September 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.

Columbia Road and Mason-Morrow-Millgrove Road Roundabout

- Temporary Mini Roundabout Final Plans received.
- No R/W or utility relocation is needed for the temporary roundabout.
- Estimated Begin of Construction for Temporary Mini Roundabout is May 2024 with completion October 2024.
- 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.

Construction Phase:

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.

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.**

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.

Columbia Road and Davis Road Intersection Improvement

- **Final plans received.**
- **Utilities are relocating and should be complete prior to June 2024.**
- **Right-of-Way Acquisition is complete.**
- **Demolition of houses is completed.**
- **Bidding is planned to occur in May with a recommendation to award the project at May 31, 2024 Board Meeting.**