

**Warren County
Transportation Improvement District
Board of Trustees Meeting Minutes**

Regular Board Meeting
Friday, May 17, 2013

A. Call to Order

A Regular Board Meeting of the Warren County Transportation Improvement District (WCTID) Board of Trustees was called to order by the Chairperson, Mr. David Gully, at 9:00 a.m., on Friday, May 17, 2013 at the Warren County Engineers Office, 210 W. Main Street Conference Room, Lebanon, Ohio 45036.

Mr. Neil Tunison, Secretary-Treasurer, took roll call; upon roll call vote, carried with each member present each separately voting "Yes", with the exception of Eric Hansen who was absent.

Attendees:

Board Members:

David R. Gully, Chairperson
Neil F. Tunison, Secretary/Treasurer
Bill Becker
Chris Thompson

Other Guests:

Rusty Schuermann, WCTID Legal Counsel
Andy Brossart, WCTID Financial Advisor
Mark Hurst, WCTID Accountant
Joe Vogel, ODOT
Skip Lawhorn, Village of South Lebanon
Kurt Weber, Warren County Engineer's Office
Sharon Lawhorn, Warren County Engineer's Office
Dan Corey, Warren County Engineer's Office
Steve Shadix, Stantec
Betty Hull, Razor Marketing Resource
Jeff Wallace, Parsons Brinckerhoff
Jeff Wallace, Parsons Brinckerhoff
Ken Taylor, Property Owner
Cindy Wallace, Trans Systems
Ed Williams, TEC Engineering
Jon Cox, Stantec
Kurt Seiler, City of Mason
Richard Fair, City of Mason
Ted Hubbard, Hamilton CEO
Matt Gardner, LJB

Jim Trammel, Property Owner
Kevin Mischler, SORTA

B. Approval of Minutes:

April 26, 2013 Board Meeting: Motion made by Mr. Bill Becker seconded by Mr. Neil Tunison to approve the minutes of April 26, 2013. Regular Meeting of the Warren County Transportation Improvement District as submitted, upon roll call vote, carried with each member present each separately voting "Yes" thereon.

C. WCTID Program of Projects

1. I-71/Fields Ertel Mason-Montgomery Road Interchange Project

Mr. Corey provided a brief status report for the NB Exit –Gore Extension (ODOT PID No. 87399) and the NB Exit – Loop Ramp (ODOT PID 87401) projects, stating that these projects are moving into construction phase and ODOT will be providing the Construction Administration. The I-71 Safety Study (ODOT PID 91060) project is beginning the preliminary engineering phase.

2. I-71/Western Row Road Interchange Project

Mr. Corey provided a status report for the Western Row Road Interchange (ODOT PID 93964), Relocation Columbia Road (95120), and Kings Island Drive (ODOT PID 89180) projects and discussed how the three (3) projects in the I-71/Western Row Road Interchange area will be coordinated. Under new business the Board was being recommended to take action on two (2) contracts for the consultants Stantec and Rasor Marketing Communication LLC to continue advancing the project.

3. I-75/SR73 Interchange Project

Mr. Corey provided an overall status report for the I-75/SR 73 – Ramp C project (ODOT PID 92040) advising that the project is in the right-of-way acquisition phase.

4. South Lebanon – SR 48 Widening

Mr Corey stated there was not report for SR 48 Widening.

D. Committee Reports - Mr. Tunison stated there were no reports.

E. Financial Report – Following discussion and review by Mr. Mark Hurst, Mr. Tunison made a motion to accept and approve the WCTID financial report as

submitted, seconded by Mr. Bill Becker, upon roll call vote the motion carried with each member present separately voting "Yes" thereon.

F. New Business

1. Resolution 2013-09 - Authorizing Intergovernmental Agreement 2013-01 with City of Mason for I-71/Western Row Road Interchange Project. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
2. Resolution 2013-10 – Adoption and Authorization of Fund Budget for Calendar Year 2013 – I-71 and Western Row Road Interchange. Mr. Neil Tunison made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
3. Resolution 2013-11 - Transfer of Funds – I-71/Western Row Road Interchange Project. Ms. Christine Thompson made a motion and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
4. Resolution 2013-12 – Authorizing Agreement for consultant services with Stantec Consulting Services Inc., for the I-71/Western Row Road Interchange Project. Mr. Bill Becker made a motion and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
5. Resolution 2013-13 – Authorizing Agreement for consultant services with Razor Marketing Communication LLC, for the I-71/Western Row Road Interchange Project. Mr. Neil Tunison made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
6. Resolution 2013-14 – Establishment of New Capital Project Fund – Wilkens Boulevard Corridor Improvement Project. Mr. Bill Becker made a motion and Mr. Neil Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
7. Resolution 2013-15 - Adoption and Authorization of Fund Budget for Calendar Year 2013 – Wilkens Boulevard Corridor Improvement Project. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
8. Resolution 2013-16 - Advance of Funds – Wilkens Boulevard Corridor Improvement Project. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
9. Motion to authorize the WCTID Secretary-Treasurer on behalf of the WCTID Board, in consultation with WCTID Legal Counsel, to prepare and execute the Home Depot "Third Part Request Form" Mr. Becker made a motion and Mr.

Tunison seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.

10. Resolution 2013-17 - A Resolution to amend the General Fund 2013 budget. Mr. Bill Becker made a motion and Ms. Christine Thompson seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes" thereon.
11. Resolution 2013-18 - Approve and authorize the execution, by the Secretary-Treasurer on behalf of the WCTID, of a purchase order with the firm, HDR Engineering for preparation of a feasibility study for the US 22/SR 3 and SR 48 Intersection Improvement project, in an amount not to exceed \$ 10,000. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes thereon.
12. Approve and authorize the execution, by the Secretary-Treasurer on behalf of the WCTID, of the letter of arrangement by and between the WCTID and audit firm of Auditor of State of Ohio for the provision of audit services, in the form on file with WCTID, in an amount not to exceed \$8,000. Ms. Christine Thompson made a motion and Mr. Bill Becker seconded the motion. Upon roll call vote, motion carried with each member present separately voting "Yes thereon.

G. Public Comments

Mr. Gully requested attendees introduce themselves and state what company they represent.

H. Upon meeting schedule

The Chairperson determined that the next Regular Board Meeting would be held on Friday, June 28th, 2013 at 9:00 a.m. Warren County Engineer's Office, 210 W. Main Street, Lebanon, Ohio 45036

I. Adjournment

Motion by Mr. Neil Tunison and seconded by Mr. Bill Becker to adjourn the meeting of the Warren County TID, upon the call of the vote, carried with all members present voting aye thereon, meeting adjourned at 9:45 am.

Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 28th day of June, 2013.



Chairperson, David R. Gully
Warren County Transportation Improvement District

Attest:

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

Motion to approve: Neil Tunison

Seconded by: Christine Thompson