

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

Regular Board Meeting  
Friday, September 26, 2014

**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. Dave Gully, at 9:00 a.m., on Friday, September 26, 2014 at the Warren County Engineer's 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".

**Attendees:**

**Board Members:**

Neil F. Tunison, Secretary/Treasurer  
David Gully  
Eric Hansen  
Christine Thompson  
Bill Becker-Absent

**Other Guests:**

Rusty Schuermann, WCTID Legal Counsel  
Dan Corey, Warren County Engineer's Office  
Steve Mary, ODOT  
Andrea Harth, TEC  
Dane Vandewater, Cardno JFNew  
Joe Cottrill, CDS Associates  
Gary Vidmar, South Lebanon  
Steve Shaddix, Stantec  
Kurt Seiler, City of Mason  
Andy Shahan, LJB  
Jon Brunot, Burgess & Niple  
Betty Hull, Rasor  
Kurt Weber, Warren County Engineers  
Kathy Streng, DLZ  
Chris Tritch, Bayer Becker  
Jason Starner, BWSC  
Penny Rike, CESO, Inc.  
Nathan Fischer, Woolpert  
Shawn Mason, Prime AE

**B. Approval of Minutes:**

September 26, 2014 Board Meeting: Motion made by Mr. Neil Tunison seconded by Ms. Christine Thompson to approve the minutes of August 22, 2014 Annual Meeting of the Warren County Transportation Improvement District as submitted. Upon roll call vote, all members present each separately voting “Yes” thereon.

**C. WCTID Program of Projects**

Mr. Corey reported on the Program of Projects as follows:

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

- a. The longtime ODOT exhibit showing the various projects was updated to show the following completed projects at
  - i. Northbound Mason-Montgomery Road Northbound Add Lane
  - ii. I-71 Northbound Exit Ramp Gore Extension
  - iii. I-71 Southbound Exit Ramp Turn Lane Addition
  - iv. Westbound Governor’s Way Lane Restriping
- b. The I-71 Northbound Exit Loop R is progressing with abutments and pier columns for bridges over Fields-Ertel and Mason-Montgomery having been built and pier caps being formed.
- c. The Fields-Ertel Access Management Project is proceeding with Chris Cassen, District 8 project manager, doing a great job. Construction is slated to begin 9/1/16.

**2. I-71/Western Row Interchange Project**

- a. Overall Coordination
  - i. Victor Kidd, Mason Vice-Mayor and Neil Tunison made an update presentation at a public meeting of TRAC on Septemebr 24<sup>th</sup>.
  - ii. The IMS was submitted with recommendation for approval by Central Office to FHWA on Tuesday, September 23<sup>rd</sup>. It has been determined by FHWA that the study will be reviewed in the FHWA Columbus office. This is a significant step and decision on the part of FHWA.
  - iii. Stantec submitted the environmental document to District on Wednesday, September 24<sup>th</sup>.
  - iv. Construction for Phase 1 is scheduled for 2016 and Phase 2 is scheduled for 2017.
- b. Phase 1 (PID 95120)
  - i. Stage 1 is now complete and Stage 2 plans will be submitted in October. Phase 1 preliminary ROW plans were approved and final ROW plans have been submitted.
  - ii. Now that the environmental document has been submitted to District 8, the WCTID may enter into contract for Phase 1 ROW acquisition with the

ROW Acquisition Team but may not authorize team to proceed until the document is approved.

- c. Phase 2 (PID 93964)
  - i. Additional geotechnical work was performed in September to cover shift from Kings Island Drive to Western Row Road.
  - ii. Stage 1 plans are complete. Stage 2 plans are scheduled to be submitted in December
  - iii. Phase 2 preliminary ROW plans are scheduled to be submitted in December.
  - iv. Additional geotechnical work

**3. SR 73 Corridor**

- a. I-75 at SR 73 Ramp C
  - i. ramp opened to traffic on September 3<sup>rd</sup>.
  - ii. Waterworks construction is remaining
- b. SR 73 at SR 741 - AER has been reviewed and comments are being addressed.

**4. SR 48 at Mason Morrow Millgrove Road Intersection – No report**

**5. Union Road Corridor – No report**

**6. Southwest Warren County Area Improvements**

- a. Fields-Ertel at Southbound I-71 Entrance Ramp – a scope of services is being developed with Parsons Brinckerhoff
- b. Mason Montgomery Road Corridor – Phase 1 (SB Add Lane) – Stage 3 Plans are being developed
- c. Mason-Montgomery Road – Phase 2 – Stage 1 Plans have been submitted and are under review
- d. Socialville-Fosters Road Corridor (CR 32)
  - i. Innovation Way to Columbia Road – Stage 1 plans submitted for review; roundabout receiving peer review; construction is scheduled to begin spring 2015 to be ready to open before Festo opens in spring of 2016 and Western Row Phase begins in 2016
  - ii. Mason Corp Limit to Innovation Way – Indefinitely on hold
- e. Wilkens Boulevard Corridor (CR 32) – Project to erect traffic signals at Natorp Boulevard, Deerfield Boulevard, Bowen Drive, and Terra Firma is underway at the design stage
- f. Innovation Way – Conceptual plans have been submitted and are under review.

**D. Committee Reports – none**

**E. Financial Report** –Mark Hurst presented the August 2014 *Monthly Financial Report* to the Board. The *Monthly Financial Report* detailed both monthly and year-to-date cash activities for all funds of the TID. More specifically, the *Monthly Financial Report* detailed that as of



August 31, 2014 the General Fund had a cash balance of \$795,277 (with \$51,688 of purchase orders outstanding, leaving an unencumbered cash balance of \$743,589) and that the TID as a whole had a cash balance of \$6,668,445 (with \$2,356,529 of purchase orders outstanding, leaving an unencumbered cash balance of \$4,311,916). In mid-September, Dan Corey attended a training session for the UAN that the TID has acquired from the Ohio Auditor of State. In the next few months, board members will see a change in the format of the monthly financial reports. Mr. Neil Tunison made a motion to accept the WCTID August 2014 *Monthly Financial Report* as submitted, seconded by Mr. Eric Hansen. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.

#### **F. New Business**

1. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 02 to consultant agreement with Stantec Consulting, dated June 6, 2013 for the WAR CR 15-3.49 Columbia Road Relocation – ODOT PID 95120 and the WAR 71-3.62 Western Row Road – ODOT PID 93964 Projects”, increasing the contract amount by \$11,500.00, making a new-not-to-exceed amount under the consultant agreement of \$2,405,065.00 with no attendant increase in contract time, and to appropriate the additional amount of \$11,500.00 in calendar year 2104 from the I-71/Western Row Interchange Fund as a “Capital Outlay” line item. Ms. Thompson made a motion to accept, seconded by Mr. Hansen. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
2. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to consultant agreement with Parsons Brinckerhoff, Inc., dated September 27<sup>th</sup>, 2013 for the I-71/Fields-Ertel Interchange and Wilkens Boulevard Study”, increasing the contract amount by \$86,231.82, making a new not-to-exceed amount under the agreement of \$262,788.73, with attendant increase in contract time through March 31, 2015, and to appropriate the additional amount of \$86,231.82 in calendar year 2014 from the Wilkens Boulevard Corridor Improvement Fund as a “Capital Outlay” line item. Mr. Tunison made a motion to accept, seconded by Ms. Thompson. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
3. Motion to authorize the Secretary-Treasurer, in consultation with WCTID Legal Counsel, to prepare and execute Change Order 01 to consultant agreement with HDR Engineering, Inc. dated August 23, 2013 for the “SR 73 and SR 741 Intersection Improvements Project, also known as WAR-SR73/SR 741-5.85/15.67 (PID 95318)”, increasing the contract amount by \$694,800 making a new not-to-exceed amount under the Agreement of \$908,853, with the attendant increase in contract time through March 31<sup>st</sup>, 2017 and to appropriate the additional amount of \$694,800 in calendar year 2014 from the SR 73 and SR 741 intersection improvement fund as a “Capital Outlay” line item and further to anticipate the budgeted intergovernmental revenue in the amount of \$694,800 in calendar year 2014. Mr. Hansen made a motion to accept, seconded by Mr. Tunison. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
4. Motion to appropriate the additional amount of \$90,125.00 in calendar year 2014 from the I-71 Western Row Interchange Fund as a “Capital Outlay” line item. Mr.



- Tunison made a motion to accept, seconded by Mr. Hansen. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
5. Motion to authorize ministerial correction to the record: “Resolution 2014-12” (A Resolution authorizing the Secretary on behalf of the WCTID Board to enter into an LPA Federal Local-Let Project Agreement with the Ohio Department of Transportation) adopted by the WCTID Board of August 22<sup>nd</sup>, 2014 Meeting renumbered to Resolution 2014-13 due to typographical error. Mr. Hansen made a motion to accept, seconded by Mr. Tunison. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
  6. Resolution No. 2014-14 authorizing a Consultant Contract for WAR-CR 15-3.49 Columbia Road Relocation-ODOT PID 95120 with Beck Consultant, in an amount not-to-exceed \$40,450.00. Ms. Thompson made a motion to accept, seconded by Mr. Tunison. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
  7. Resolution No. 2014-15 authorizing a Consultant Agreement for WAR-CR15-3.49 Columbia Road Relocation-ODOT PID 95120 with Heritage Land Services, \$49,675.00. Mr. Hansen made a motion to accept, seconded by Ms. Thompson. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.
  8. Motion to table discussion of Hoptown (US22/SR 3 and SR 48 Intersection) Northeast Corner Roadway Network regarding a potential project and WCTID role. Mr. Tunison made a motion to accept, seconded by Mr. Hansen. Upon roll call vote the motion carried with each member present separately voting “Yes” thereon.

#### **G. Public Comments**

Mr. Gully asked everyone to introduce themselves.

#### **H. Upcoming Meeting Schedule**

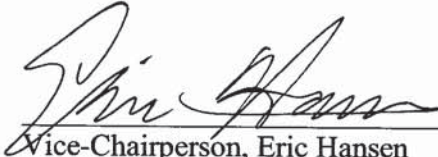
The Chairperson determined that the next Regular Board Meeting would be held on Friday, October 24, 2014 at 9:00 a.m. Warren County Engineer’s Office, 210 W. Main Street, Lebanon, Ohio 45036

#### **I. Adjournment**

Motion made by Mr. Eric Hansen and seconded by Mr. Neil Tunison 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 9:30 a.m.

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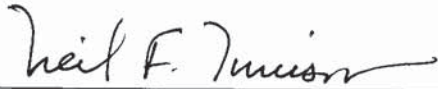
Approved at a regularly scheduled meeting of the Board of Trustees of the Warren County Transportation Improvement District, Warren County, Ohio, this 24<sup>th</sup> day of October, 2014.



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Vice-Chairperson, Eric Hansen  
Warren County Transportation Improvement District

Attest:



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

Motion to approve: Ms. Christine Thompson

Seconded by: Mr. Neil Tunison