

FRANKLIN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

BOARD OF TRUSTEES

Cornell Robertson,
Chair

Franklin County
Engineer
(614) 525-3043

Zach Woodruff,
**Secretary-
Treasurer**

Columbus State
Community College

Curtiss Williams

Central Ohio
Community
Improvement
Corporation

Kristen Easterday

Columbus Regional
Airport Authority

LaGrieta

Acheampong

Franklin County
Office of
Management and
Budget

Board of Trustees Regular Meeting

Thursday, December 14, 2023

3:00 P.M.

MORPC
111 Liberty St, Suite 100
Columbus, OH 43215

Agenda

- A. **Pledge of Allegiance – *Cornell Robertson, Chair***
- B. **Roll Call and Introductions**
- C. **Approval of Minutes from October 12, 2023 Meeting**
- D. **FCTID Program of Projects**
 - 1. Update on Projects
 - Franklin County Parking Facilities Improvement Project
 - 2. Update on Funding Applications
 - SFY 2024 TID Supplemental Funding – Round 2
 - Trabue Road (Lake Shore Drive to Riverside Drive) Improvements Project
- E. **CY 2024 Budget**

Resolution 2023-08 Authorizing and Adopting Calendar Year 2024 Fund Budgets

A resolution adopting budgets for both the General Fund and the Franklin County Parking Facilities Improvement Fund for 2024.
- F. **Financial Report – *Mark Hurst***
- G. **Other Business**
- H. **Adjournment**

The next FCTID Board of Trustees Meeting is:

Thursday, January 11, 2024 at 3:00 P.M. at MORPC

FRANKLIN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

MEETING MINUTES

BOARD OF TRUSTEES REGULAR MEETING

Thursday, October 12th, 2023

3:00 p.m.

MORPC

111 Liberty St, Suite 100

Columbus, OH 43215

Board of Trustee Members Present

Cornell Robertson, *Chair*

Zach Woodruff, *Secretary-Treasurer*

Kristen Easterday

Curtiss Williams

Staff/Consultants Present

Tom Graham, MORPC

Shelby Oldroyd, MORPC

Rusty Schuermann, Legal Counsel

Guests Present

W. Fritz Crosier, Franklin County Engineer's Office

Jacque Annarino, ODOT

Brent Welch, Franklin County Engineer's Office

Nick Soulas, Franklin County Engineer's Office

Meeting Minutes

A. Pledge of Allegiance

Engineer Robertson called the meeting to order at approximately 3:07 p.m. and led the pledge of allegiance.

B. Roll Call and Introductions

Engineer Robertson asked all attendees to introduce themselves and thanked everyone for attending. Roll was called for board members:

Robertson: Yes | **Woodruff:** Yes | **Williams:** Yes | **Easterday:** Yes

C. Approval of Minutes from August 10, 2023 Meeting

Motion by Woodruff, seconded by Williams to approve the meeting minutes of August 10, 2023. Motion carried via a voice vote with all members present voting aye.

D. FCTID Program of Projects

Mr. Crosier provided an update on the Rohr Road at State Route 317 Project, stating that the was recently completed on schedule.

Mr. Graham informed the board that ODOT Jobs and Commerce was opening a second round of TID Supplemental Funding for SFY 2024. Graham explained that pre-applications for this program were due on October 30, and staff were recommending that the FCTID submit an application for the Trabue Road Improvements Project. The board engaged in discussion around the competitiveness of this application.

1. Resolution Number 2023-07 Authorizing Applications to ODOT for FY 24 TID Supplemental Funding for Advancement of Transportation Improvement Projects and Related Actions

Motion by Easterday, seconded by Williams to adopt Resolution 2023-07. Motion carried via a roll call vote:

Robertson: Yes | **Woodruff:** Yes | **Williams:** Yes | **Easterday:** Yes

E. Financial Report

Mr. Graham presented the September 2023 financial report to the board.

F. Other Business

Engineer Robertson informed the board that the Franklin County Engineer's Office would be participating in the Touch a Truck event at Fortress Obetz on October 19th.

G. Adjournment

The meeting was adjourned at approximately 3:25 p.m.

Respectfully submitted,

Zach Woodruff
Secretary-Treasurer

**FRANKLIN COUNTY
TRANSPORTATION IMPROVEMENT DISTRICT**

Resolution Number 2023-08

**A RESOLUTION BY THE FRANKLIN COUNTY TRANSPORTATION
IMPROVEMENT DISTRICT FOR THE AUTHORIZATION AND ADOPTION OF
CALENDAR YEAR 2024 FUND BUDGETS**

WHEREAS, the Franklin County Transportation Improvement District (FCTID), in accordance with applicable sections of the Ohio Revised Code and common budgetary best practices desires to adopt, approve, amend and authorize fund budgets for calendar year 2024; and

WHEREAS, the FCTID's funds are utilized to properly account for revenues and expenditures of the FCTID and to comply with applicable budgetary requirements of the Ohio Revised Code; and

WHEREAS, it is necessary to adopt, approve and authorize estimated resources and appropriations as set forth on the attached schedules, and to properly account for expenditures of the FCTID and to comply with budgetary requirements, in accordance with the schedules attached hereto and made part hereof; and,

NOW, THEREFORE, BE IT RESOLVED that the Board hereby adopts, approves, amends, and authorizes the calendar year 2024 fund budgets as set forth on the schedules attached hereto and made part hereof.

It is found and determined that all formal actions of this Board concerning and relating to the adoption of this resolution were adopted in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action, were in meetings open to the public, in compliance with the law, including ORC Section 121.22.

ADOPTED at a regularly adjourned meeting of the Board of Trustees of the Franklin County Transportation Improvement District, Franklin County, Ohio, this 14th day of December, 2023.

Franklin County Transportation Improvement District
Presiding Trustee
Attest:

Franklin County Transportation Improvement District

Secretary/Treasurer

Motion to Pass Resolution: _____

Seconded By: _____

Franklin County Transportation Improvement District
Calendar Year 2024 Budget
Thursday, December 14, 2023

	General Fund	Franklin County Parking Facilities
Revenues:		
Intergovernmental	\$ 500,000.00	\$ -
Total Revenues	500,000.00	-
Expenditures:		
General Government	187,000.00	-
Payments to Another Political Subdivision	-	33,664.93
Total Expenditures	187,000.00	33,664.93
Change in Fund Balance	313,000.00	(33,664.93)
Cash Balance, Beginning of Year	90,000.00	117,000.00
Cash Balance, End of Year, Estimated	\$ 403,000.00	\$ 83,335.07

Detail of General Government Expenditures:

Accounting - Hurst, Kelly & Company LLC	\$ 25,000.00
Administration - MORPC	55,000.00
Audit - TBD	20,000.00
Insurance - TBD	5,000.00
Legal - Kegler Brown Hill + Ritter	75,000.00
Various Other - TBD	7,000.00
Total General Government Expenditures:	\$ 187,000.00

Franklin County Transportation Improvement District

Financial Report

As of November 30, 2023

Fund Name	Fund Balance January 1,	Actual Receipts	Budgeted	Actual	Outstanding	Actual Budgetary	Budgeted	Fund Balance As of	Unencumbered Fund
	2023		Receipts	Disbursements	Encumbrances	Disbursements	Disbursements	November 30, 2023	Balance As of November 30, 2023
General Fund	481,331.88	12,766.31	500,000.00	(150,652.14)	(252,736.47)	(403,388.61)	(425,744.61)	343,446.05	90,709.58
Rohr Road Corridor Improvements Fund	1,333,330.00	-	-	-	-	-	-	1,333,330.00	1,333,330.00
Morse Road/I-270 Fund	-	-	-	-	-	-	-	-	-
Morse Road Corridor Fund	570,248.00	110,820.00	-	-	-	-	-	681,068.00	681,068.00
Toy Road/Swisher Road/Saltzgaber Road Fund	148,958.86	-	-	(148,958.86)	-	(148,958.86)	(148,958.86)	-	-
Franklin County Parking Facilities Fund	368,213.18	-	-	(186,842.21)	(63,840.43)	(250,682.64)	(250,682.64)	181,370.97	117,530.54
Walnut Street Corridor	369,597.85	-	-	-	-	-	-	369,597.85	369,597.85
Havens Corners Road Improvement Fund	284,661.94	-	-	-	-	-	-	284,661.94	284,661.94
Cassady Avenue Corridor Improvements Project Fund	220,479.00	-	-	-	-	-	-	220,479.00	220,479.00
	3,776,820.71	123,586.31	500,000.00	(486,453.21)	(316,576.90)	(803,030.11)	(825,386.11)	3,413,953.81	3,097,376.91

Franklin County TID
 Summary of Cash Basis Activity

Row Labels	Sum of Cash
General Fund	
2023	
Cash	343,446.05
Investment Earnings	322.13
1/31/2023	32.65
2/28/2023	28.31
3/31/2023	31.13
4/28/2023	27.81
5/31/2023	32.26
6/30/2023	28.13
7/28/2023	28.17
8/31/2023	29.02
9/29/2023	27.11
10/31/2023	29.76
11/30/2023	27.78
Legal Services (Kegler, Brown, Hill and Ritter)	(25,825.00)
1/11/2023	(5,220.00)
2/28/2023	(4,785.00)
4/5/2023	(2,900.00)
5/18/2023	(4,365.00)
6/26/2023	(3,480.00)
8/15/2023	(1,305.00)
9/5/2023	(1,450.00)
10/17/2023	(2,175.00)
11/14/2023	(145.00)
Accounting Services (Hurst Kelly & Company LLC)	(21,000.00)
1/11/2023	(1,300.00)
2/28/2023	(1,450.00)
3/15/2023	(10,500.00)
4/5/2023	(900.00)
5/18/2023	(900.00)
6/7/2023	(1,250.00)
7/25/2023	(1,350.00)
8/15/2023	(700.00)
9/19/2023	(900.00)
10/17/2023	(950.00)
11/14/2023	(800.00)

Franklin County TID
 Summary of Cash Basis Activity

Row Labels	Sum of Cash
To record bank fees	(180.38)
1/11/2023	(5.72)
1/31/2023	(8.00)
2/9/2023	(8.36)
2/28/2023	(8.00)
3/10/2023	(8.54)
3/31/2023	(8.00)
4/10/2023	(9.08)
4/28/2023	(8.00)
5/10/2023	(8.54)
5/31/2023	(8.00)
6/9/2023	(8.90)
6/30/2023	(8.00)
7/10/2023	(8.72)
7/31/2023	(8.00)
8/10/2023	(8.54)
8/31/2023	(8.00)
9/8/2023	(8.90)
9/29/2023	(8.00)
10/6/2023	(8.18)
10/31/2023	(8.00)
11/9/2023	(8.90)
11/30/2023	(8.00)
Payment to MORPC per Agreement	(55,000.00)
4/5/2023	(27,500.00)
9/19/2023	(27,500.00)
Task order agreement with ms consultants for parking facilities project	(7,163.26)
1/25/2023	(2,785.71)
2/15/2023	(1,266.39)
3/15/2023	(2,819.43)
4/20/2023	(291.73)
Trimmer Insurance Agency for Insurance	(2,644.00)
7/25/2023	(2,644.00)
To record balance of cash at 1/1/23	481,331.88
1/1/2023	481,331.88
Franklin County Treasurer - Property Taxes On Walnut and Harlem Property Held	(1,977.18)
1/11/2023	(1,977.18)
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match	(27,414.37)
5/11/2023	(27,414.37)
Ohio Auditor of State 2021-2022 Engagement	(2,931.50)
5/18/2023	(205.00)
6/7/2023	(225.50)
7/25/2023	(2,460.00)
9/5/2023	(41.00)
MS consultants New Albany Area Local Road Planning Study	(6,516.45)
5/23/2023	(6,516.45)
Second/Final reimbursement from ODOT TID Award for the Rohr Road Corridor Improvements Project	12,444.18
6/16/2023	12,444.18

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Toy Road/Swisher Road/Saltzgaber Road Fund	
2023	
Cash	-
To record balance of cash at 1/1/23	148,958.86
1/1/2023	148,958.86
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match	(148,958.86)
5/11/2023	(148,958.86)

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Franklin County Parking Facilities Fund	
2023	
Cash	181,370.97
To record balance of cash at 1/1/23	368,213.18
1/1/2023	368,213.18
Payments #2 and #3 to Gutknecht Construction Company for Front Street Garage Improvements	(41,749.60)
1/4/2023	(41,749.60)
Payment #7 to Corna Kokosing for Front Street Garage Improvements	(30,494.89)
3/4/2023	(30,494.89)
Payment #8 and #9 to Corna Kokosing for Front Street Garage Improvements	(114,597.72)
6/13/2023	(114,597.72)

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Walnut Street Corridor	
2023	
Cash	369,597.85
To record balance of cash at 1/1/23	369,597.85
1/1/2023	369,597.85

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Morse Road Corridor Fund	
2023	
Cash	681,068.00
Contribution from EC New Vision Ohio for Morse Road	110,820.00
7/31/2023	110,820.00
To record balance of cash at 1/1/23	570,248.00
1/1/2023	570,248.00

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Havens Corners Road Improvement Fund	
2023	
Cash	284,661.94
To record balance of cash at 1/1/23	284,661.94
1/1/2023	284,661.94

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Cassady Avenue Corridor Improvements Project Fund	
2023	
Cash	220,479.00
To record balance of cash at 1/1/23	220,479.00
1/1/2023	220,479.00

Franklin County TID
Summary of Cash Basis Activity

Row Labels	Sum of Cash
Rohr Road Corridor Improvements Fund	
2023	
Cash	1,333,330.00
To record balance of cash at 1/1/23	1,333,330.00
1/1/2023	1,333,330.00
Grand Total	3,413,953.81

Franklin County TID
 Summary of Open Purchase Orders

Year 2023

Row Labels	Sum of Encumbrances
General Fund	
2020-04	
To record bank fees	
Electronic Payment	180.38
To record bank fees Total	180.38
To record carryover PO for Bank Fees	
2020-04	(305.56)
To record carryover PO for Bank Fees Total	(305.56)
2020-04 Total	(125.18)
2021-07	
Task order agreement with ms consultants for parking facilities project	
1114	2,785.71
1115	1,266.39
1120	2,819.43
1124	291.73
Task order agreement with ms consultants for parking facilities project Total	7,163.26
To record carryover PO for MS Consultants	
2021-07	(68,187.00)
To record carryover PO for MS Consultants Total	(68,187.00)
MS consultants New Albany Area Local Road Planning Study	
1129	6,516.45
MS consultants New Albany Area Local Road Planning Study Total	6,516.45
2021-07 Total	(54,507.29)
2022-01	
Legal Services (Kegler, Brown, Hill and Ritter)	
1113	5,220.00
1117	4,785.00
1122	2,900.00
1127	4,365.00
1133	3,480.00
1138	1,305.00
1139	1,450.00
1144	2,175.00
1146	145.00
Legal Services (Kegler, Brown, Hill and Ritter) Total	25,825.00
To record carryover PO for Legal Services	
2022-01	(51,514.01)
To record carryover PO for Legal Services Total	(51,514.01)
2022-01 Total	(25,689.01)
2022-02	
Accounting Services (Hurst Kelly & Company LLC)	
1112	1,300.00
1116	1,450.00
1119	7,285.00
Accounting Services (Hurst Kelly & Company LLC) Total	10,035.00
To record carryover PO for Accounting Services	
2022-02	(10,035.00)
To record carryover PO for Accounting Services Total	(10,035.00)
2022-02 Total	-

Franklin County TID
 Summary of Open Purchase Orders

Year	2023
2022-05	
To record carryover PO for Swisher Road Improvements to FCEO local match	
2022-05	(93,703.04)
To record carryover PO for Swisher Road Improvements to FCEO local match Total	(93,703.04)
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match	
1125	27,414.37
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match Total	27,414.37
2022-05 Total	(66,288.67)
2022-13	
To record carryover PO for MS Consultants for traffic study	
2022-13	(15,000.00)
To record carryover PO for MS Consultants for traffic study Total	(15,000.00)
2022-13 Total	(15,000.00)
2023-01	
To record PO for Legal Services (Kegler, Brown, Hill and Ritter)	
2023-01	(75,000.00)
To record PO for Legal Services (Kegler, Brown, Hill and Ritter) Total	(75,000.00)
2023-01 Total	(75,000.00)
2023-02	
Franklin County Treasurer - Property Taxes On Walnut and Harlem Property Held	
1111	1,977.18
Franklin County Treasurer - Property Taxes On Walnut and Harlem Property Held Total	1,977.18
To record PO to Franklin County Treasurer - Property Taxes On Walnut and Harlem Property Held	
2023-02	(2,000.00)
To record PO to Franklin County Treasurer - Property Taxes On Walnut and Harlem Property Held Total	(2,000.00)
2023-02 Total	(22.82)
2023-04	
To record PO for Administrative Services (MORPC)	
2023-04	(55,000.00)
To record PO for Administrative Services (MORPC) Total	(55,000.00)
Payment to MORPC per Agreement	
1123	27,500.00
1142	27,500.00
Payment to MORPC per Agreement Total	55,000.00
2023-04 Total	-
2023-05	
Accounting Services (Hurst Kelly & Company LLC)	
1119	3,215.00
1121	900.00
1126	900.00
1130	1,250.00
1134	1,350.00
1137	700.00
1141	900.00
1143	950.00
1145	800.00
Accounting Services (Hurst Kelly & Company LLC) Total	10,965.00
To record PO for Accounting Services	
2023-05	(25,000.00)
To record PO for Accounting Services Total	(25,000.00)
2023-05 Total	(14,035.00)

Franklin County TID
 Summary of Open Purchase Orders

Year	2023
2023-06	
To record PO for Ohio Auditor of State 2021-2022 Engagement 2023-06	(5,000.00)
To record PO for Ohio Auditor of State 2021-2022 Engagement Total	(5,000.00)
Ohio Auditor of State 2021-2022 Engagement	
1128	205.00
1131	225.50
1135	2,460.00
1140	41.00
Ohio Auditor of State 2021-2022 Engagement Total	2,931.50
2023-06 Total	(2,068.50)
2023-07	
Trimmer Insurance Agency for Insurance 1136	2,644.00
Trimmer Insurance Agency for Insurance Total	2,644.00
To Record PO for Insurance for Trimmer 2023-07	(2,644.00)
To Record PO for Insurance for Trimmer Total	(2,644.00)
2023-07 Total	-
General Fund Total	(252,736.47)
Toy Road/Swisher Road/Saltzgaber Road Fund	
2022-06	
To record carryover PO for Swisher Road Improvements to FCEO local match 2022-06	(148,958.86)
To record carryover PO for Swisher Road Improvements to FCEO local match Total	(148,958.86)
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match	
1125	148,958.86
Toy Rd - Swisher Rd - Saltzgaber Road TID Local Match Total	148,958.86
2022-06 Total	-
Toy Road/Swisher Road/Saltzgaber Road Fund Total	-
Franklin County Parking Facilities Fund	
2022-10	
To record carryover PO for Korna Kokosing for Front Street Garage Improvements 2022-10	(178,757.54)
To record carryover PO for Korna Kokosing for Front Street Garage Improvements Total	(178,757.54)
Payment #7 to Corna Kokosing for Front Street Garage Improvements	
1118	30,494.89
Payment #7 to Corna Kokosing for Front Street Garage Improvements Total	30,494.89
Payment #8 and #9 to Corna Kokosing for Front Street Garage Improvements	
1132	114,597.72
Payment #8 and #9 to Corna Kokosing for Front Street Garage Improvements Total	114,597.72
2022-10 Total	(33,664.93)
2022-11	
To record carryover PO for Gutknecht Construction for Front Street Garage Improvements 2022-11	(71,925.10)
To record carryover PO for Gutknecht Construction for Front Street Garage Improvements Total	(71,925.10)
Payments #2 and #3 to Gutknecht Construction Company for Front Street Garage Improvements	
1110	41,749.60
Payments #2 and #3 to Gutknecht Construction Company for Front Street Garage Improvements Total	41,749.60
2022-11 Total	(30,175.50)
Franklin County Parking Facilities Fund Total	(63,840.43)
Grand Total	(316,576.90)

Franklin County Transportation Improvement District

Bank Account Reconciliation

November 30, 2023

Bank Account Balances:

Heartland Bank Account #112006116	\$ 35,000.00
Heartland Bank Account #212300187	3,379,898.81

Total Heartland Bank Public Funds Account	<u>3,414,898.81</u>
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Additions:

Deposits in Transit:

Deletions:

Outstanding Checks:

11/14/23 #1145 Hurst, Kelly & Company	(800.00)
11/14/23 #1146 Kegler, Brown, Hill and Ritter	(145.00)

Reconciled Bank Balance	<u><u>\$ 3,413,953.81</u></u>
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Fund Cash Summary:

General Fund	\$ 343,446.05
Rohr Road Corridor Improvements Fund	1,333,330.00
Morse Road Corridor Fund	681,068.00
Franklin County Parking Facilities Fund	181,370.97
Walnut Street Corridor	369,597.85
Havens Corners Road Improvement Fund	284,661.94
Cassady Avenue Corridor Improvements Project Fund	220,479.00

Total Cash Per Fund Summary	<u><u>\$ 3,413,953.81</u></u>
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Difference Between Reconciled Bank Balance and Cash per Fund Summary

\$ -

Prepared By: Mark Hurst 12/5/2023

Reviewed By: _____