

# FRANKLIN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

## BOARD OF TRUSTEES

**Cornell Robertson,**  
**Chair**  
Franklin County  
Engineer  
(614) 525-3043

**Erik Janas,**  
**Vice-Chair**  
Franklin County  
Board of  
Commissioners

**Zach Woodruff,**  
**Secretary-  
Treasurer**  
City of Whitehall

**Shannetta Griffin**

**Curtiss Williams**  
Central Ohio  
Community  
Improvement  
Corporation

**Stephanie Kunze,**  
**Non-Voting**  
Ohio Senate – 16<sup>th</sup>  
District

**Laura Lanese,**  
**Non-Voting**  
Ohio House of  
Representatives –  
23<sup>rd</sup> District

## Board of Trustees Regular Meeting

Thursday, April 22, 2021

2:30 P.M.

Microsoft Teams Meeting

### Agenda

- A. Pledge of Allegiance – *Cornell Robertson, Chair*
  - B. Roll Call and Introductions
  - C. Approval of Minutes from March 25, 2021 Meeting
  - D. Officer Elections
  - E. FCTID Program of Projects
    - 1. Update on projects:
      - Franklin County Parking Facilities Improvement Project
- Resolution Number 2021-03 Authorizing Applications to ODOT for FY 22 HB 74 Funding for Advancement of Transportation Improvement Projects and Related Actions
- A resolution authorizing application for FY 22 TID Supplemental Funding for the Lockbourne Road at SR 317 Improvement Project; the Toy Road/Swisher Road/Saltzgaber Road Improvements Project; the SR 161 at Linworth Road Improvements Project; and the Rohr Road Corridor Improvements Project.
- F. Financial Report – *Mark Hurst*
  - G. MORPC Quarterly Report (Q1 2021)
  - H. Other Business
  - I. Adjournment

The next FCTID Board of Trustees Meeting is:

**Thursday, May 27, 2021 at 2:30 P.M.**  
**Microsoft Teams**

# FRANKLIN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT

## MEETING MINUTES

### BOARD OF TRUSTEES REGULAR MEETING

Thursday, March 25, 2021

2:30 p.m.

Microsoft Teams Meeting

#### **Board of Trustee Members Present**

Erik Janas, *Vice-Chair*

Zach Woodruff, *Secretary-Treasurer*

Curtiss Williams

#### **Staff/Consultants Present**

Thomas Graham, MORPC

Thea Ewing, MORPC

Susan Tsen, MORPC

Rusty Schuermann, Legal Counsel

Mark Hurst, Accountant

#### **Guests Present**

Brent Welch, Franklin County Engineer's Office

W. Fritz Crosier, Franklin County Engineer's Office

Barb Cox, Franklin County Engineer's Office

Simone Burley, Franklin County Engineer's Office

Nick Soulas, Franklin County Engineer's Office

Tom Hibbard

Jeff Wallace

Conner Brintlinger

Valerie Croasmun

#### **Meeting Minutes**

##### **A. Pledge of Allegiance**

Mr. Janas called the meeting to order at approximately 2:30 p.m. and led the pledge of allegiance.

##### **B. Roll Call and Introductions**

Mr. Janas asked all attendees to introduce themselves, and thanked everyone for attending. Roll was called for board members:

**Robertson:** Absent | **Janas:** Yes | **Griffin:** Absent | **Woodruff:** Yes | **Williams:** Yes | **Kunze:** Absent | **Lanese:** Absent

##### **C. Approval of Minutes from February 25, 2021 Meeting**

Motion by Woodruff, seconded by Williams to approve the meeting minutes of February 25, 2021.  
Motion carried via a roll call vote:

**Robertson: -- | Janas: Yes | Griffin: -- | Woodruff: Yes | Williams: Yes**

**D. FCTID Program of Projects**

Mr. Crosier updated the board on the status of the Franklin County Parking Facilities Improvement Project. Mr. Crosier informed the board that the pedestrian bridge demolition related work is expected to be completed by the end of April. Mr. Crosier informed the board that a new phase has been proposed to the Franklin County Parking Facilities Improvement Project for the construction of a new surface parking facility at 50 East Mount Street.

**1. Resolution Number 2021-02 Approving and Authorizing Notice to Contractors and Acceptance of Bids for Construction Services for the Franklin County Parking Facilities Improvement Project Phase 2 Work and Related Actions**

Mr. Williams asked for clarification regarding the process of notifying contractors. Mr. Crosier explained that a notice would be distributed via the Columbus Dispatch, and additionally the notice would possibly be distributed via Minority Business Enterprise newspaper.

Motion by Williams, seconded by Woodruff to adopt Resolution 2021-02 to authorize advertisement and acceptance of bids for the second phase of construction of the Franklin County Parking Facilities Improvement Project.

**Robertson: -- | Janas: Yes | Griffin: -- | Woodruff: Yes | Williams: Yes**

**E. Financial Reports**

Mr. Hurst presented the board with financial report for the month of February. Mr. Hurst additionally updated the board on the status of the TID audit.

**F. Other Business**

Mr. Schuermann updated the board on the status HB 74 the State Transportation Budget for SFY 2022 and SFY 2023, and specifically the impact of this bill on the TID Supplemental Funding program.

Mr. Crosier updated the board on the Toy Road, Swisher, Road, and Saltzgaber Road Improvement Project, stating that the project was on schedule for construction in May.

**G. Adjournment**

The meeting was adjourned at approximately 2:48 p.m.

Respectfully submitted,

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Zach Woodruff  
Secretary-Treasurer

**FRANKLIN COUNTY  
TRANSPORTATION IMPROVEMENT DISTRICT**

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**Resolution Number 2021-03**

**A RESOLUTION AUTHORIZING APPLICATIONS TO ODOT FOR  
FY 22 HB 74 FUNDING FOR ADVANCEMENT OF TRANSPORTATION  
IMPROVEMENT PROJECTS AND RELATED ACTIONS**

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**WHEREAS**, the Franklin County Transportation Improvement District (the “FCTID”) is authorized by ORC Chapter 5540 (1) to finance, construct, maintain, repair, and operate street, highway, and other transportation projects (including, but not limited to, air and rail projects); and (2) to construct, reconstruct, improve, alter, and repair roads, highways, public places, buildings, and other infrastructure;

**WHEREAS**, the transportation projects undertaken by the FCTID and exercise of its authority, pursuant to ORC Chapter 5540, are considered to be essential and to contribute to the improvement of the prosperity, health, safety, and welfare of the people of Franklin County, Ohio (the “County”), various local political subdivisions located within the County, the region and the State of Ohio (the “State”), and are essential governmental functions that will also promote industry, commerce, distribution, and research activity within the County, the region and the State;

**WHEREAS**, it is also envisioned and intended that the ongoing efforts of the FCTID will assist and provide greater efficiencies to the ongoing transportation infrastructure and related improvement efforts in the County, and in relationship and coordination with the Ohio Department of Transportation (“ODOT”), the Ohio Development Services Agency (“DSA”), Mid-Ohio Regional Planning Commission (“MORPC”), Ohio Public Works Commission (“OPWC”) and various other local political subdivisions and other agencies and offices within the County, including, but not limited to, the Franklin County Engineer’s Office (“FCEO”) and the Franklin County Department of Economic Development & Planning (“FCEDP”) and the business community, and neighboring communities and counties, as applicable or appropriate, in advancing transportation improvements, and related economic development and job retention and creation, which is vital to the long term mobility and economic prosperity of the County, the local political subdivisions within the County, the region and the State and their people;

**WHEREAS**, the FCTID consistent with its purpose and mission, including the designation and development of projects as designated by its Board of Trustees under ORC Chapter 5540, empowers the various political subdivisions and their respective residents and other agencies within the County, to participate in a cooperative county-wide coalition to take advantage of the opportunities and benefits made available through a Transportation Improvement District (“TID”) to plan, fund, construct and improve highways, roads, bridges, interchanges and other transportation improvements and accompanying capital improvements and development throughout the County and its environs, utilizing a program-level

development approach for integration of local transportation projects and which program of transportation projects is intended to be amended and supplemented as appropriate to add, from time to time, as feasible and appropriate, additional Projects and which is referred to as the “FCTID Program of Projects, as further set forth and described on documents on file with the FCTID (the “Identified Projects”).

**WHEREAS**, the Identified Projects in the FCTID Program of Projects are transportation and/or local infrastructure improvement projects, as contemplated by ORC Chapter 5540, that involve or contemplate a coordinated, cooperative, multi-jurisdictional approach towards project integration, development, design and construction, land use planning, environmental stewardship, financial strategy implementation, economic development and public-private partnership opportunities to advance these projects in an innovative, efficient and cost effective manner;

**WHEREAS**, the Board of Trustees of the FCTID has recognized that it is a priority that the FCTID engage and coordinate with the County, the FCEO, FCEDP, various local political subdivisions within the County and the State to the greatest extent practical in development of transportation improvements and related activities within Franklin County and its environs and the region, such as by advancing the Identified Projects; and

**WHEREAS**, the FCTID intends to identify, further study, develop, implement and/or secure necessary funding from available revenue sources for these Identified Projects, in such phases and manner as determined to be feasible, practicable, and as may be agreed upon by the FCTID Board of Trustees and/or local implementation and potential funding partners including, but not limited to, the County and, as appropriate and feasible, certain other local political subdivisions within the County and/or private sector sources, and in further coordination and cooperation with ODOT, DSA, MORPC and/or OPWC, and in such amounts as determined to be available, adequate and feasible for advancement of Identified Projects and consistent, as applicable, with the ODOT Project Development Process or “PDP” and other applicable laws and regulations;

**WHEREAS**, the FCTID and the County have entered into an intergovernmental agreement relating to these cooperative and collaborative efforts, referenced above, to advance the Identified Projects /FCTID Program of Projects with a related pledge of funding from the County in accordance with ORC Sections 5540.02 (F);

**WHEREAS**, the Ohio General Assembly, with the passage of HB 74 (the State Transportation Budget legislation for State Fiscal Years 2022-2023) provided supplemental funding from ODOT, through its Division of Jobs & Commerce (“ODOT J&C”), for selected TID projects, which requires registered and eligible TIDs to make application for such Fiscal Year 22 project funding to ODOT within given submittal deadlines (the FY 22 TID Supplemental Funding”);

**WHEREAS**, the FCTID is accordingly registered with ODOT as an eligible TID and intends to apply for this FY 22 TID Supplemental Funding that may be available, so as to further advance, as now determined to be appropriate and timely, four of the Identified Projects, to wit: the Lockbourne Road at SR 317 Improvement Project; the Toy Road/Swisher Road/Saltzgeber Road Improvements Project; the SR 161 at Linworth Road Improvements

Project; and the Rohr Road Corridor Improvements Project, in coordination and cooperation with the FCEO/County and other appropriate implementation partners;

**WHEREAS**, the FCTID, pursuant to ORC Section 5540.03 is authorized to take such actions, receive such funding, and enter into all agreements necessary or incidental to performance of its functions and the execution of its powers to effect its purposes and transportation projects and the FCTID is specifically authorized to construct and fund transportation projects, and to pay related costs incurred thereto in the exercise of its functions under ORC Chapter 5540; and,

**NOW, THEREFORE, BE IT RESOLVED** that the FCTID Board of Trustees (the “Board”) hereby proclaims the importance of further assisting, in conjunction with the FCEO, the County and other implementation partners, with advancing and funding the development and implementation of the Lockbourne Road at SR 317 Improvement Project; the Toy Road/Swisher Road/Saltzgaber Road Improvements Project; the SR 161 at Linworth Road Improvements Project; and the Rohr Road Corridor Improvements Project by applying for the FY 22 TID Supplemental Funding, and which projects will address, in various respects, vital capacity, safety and congestion issues, benefiting the traveling public and residents of the area and the region, as well as freight and logistics movements, and significantly facilitate and provide for economic expansion and development in and around the project area.

**BE IT FURTHER RESOLVED** that the Board hereby approves, authorizes and directs that the FCTID Chairperson, Vice-Chairperson or Secretary-Treasurer, in consultation with FCTID legal counsel, prepare and submit to ODOT, through its Office of Jobs & Commerce, appropriate funding applications for FY 22 TID Supplemental Funding for: the Lockbourne Road at SR 317 Improvement Project; the Toy Road/Swisher Road/Saltzgaber Road Improvements Project; the SR 161 at Linworth Road Improvements Project; and the Rohr Road Corridor Improvements Project, in such eligible amounts as determined feasible and appropriate by the FCTID Chairperson, Vice-Chairperson or Secretary-Treasurer, in consultation with the FCEO, and that the taking of any such action and the execution and delivery of any related documents, agreements or instruments, including, but not limited to, funding agreements with ODOT or project partner funding agreements, by the Chairperson, Vice-Chairperson or Secretary-Treasurer shall be conclusive evidence of the Board’s determination that such actions are proper, authorized, approved and necessary in order for the FCTID to carry out the purposes of this resolution and of the authorization thereof by the Board.

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 Section 121.22 of the Ohio Revised Code and provisions of HB 404.

Adopted at a regularly adjourned meeting of the Board of Trustees of the Franklin County Transportation Improvement District, Franklin County, Ohio, this 22<sup>nd</sup> day of April, 2021.

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Franklin County Transportation Improvement District  
Presiding Trustee

Attest:

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Franklin County Transportation Improvement District  
Secretary-Treasurer

Motion to Pass Resolution: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Franklin County Transportation Improvement District

Bank Account Reconciliation

March 31, 2021

**Bank Account Balances:**

Heartland Bank Account #112006116 \$ 35,000.00

Heartland Bank Account #212300187 2,222,439.71

Total Heartland Bank Public Funds Account 2,257,439.71

**Additions:**

Deposits in Transit:

**Deletions:**

Outstanding Checks:

**Reconciled Bank Balance** \$ 2,257,439.71

**Fund Cash Summary:**

General Fund \$ 1,181,655.90

Morse Road Corridor Fund 270,248.00

Toy Road/Swisher Road/Saltzgaber Road Fund 197,795.00

Franklin County Parking Facilities Fund 423,599.81

Walnut Street Corridor 184,141.00

**Total Cash Per Fund Summary** \$ 2,257,439.71

**Difference Between Reconciled Bank Balance and Cash per Fund Summary**

\$ -

Prepared By: Mark Hurst 4/12/2021

Reviewed By: \_\_\_\_\_

**Franklin County Transportation Improvement District**

Financial Report

As of March 31, 2021

<b>Fund Name</b>	<b>Fund Balance January 1, 2021</b>	<b>Actual Receipts</b>	<b>Budgeted Receipts</b>	<b>Actual Disbursements</b>	<b>Outstanding Encumbrances</b>	<b>Actual Budgetary Disbursements</b>	<b>Budgeted Disbursements</b>	<b>Fund Balance As of March 31, 2021</b>	<b>Unencumbered Fund Balance As of March 31, 2021</b>
General Fund	1,203,599.62	72.54	46,498.22	(22,016.26)	(141,826.77)	(163,843.03)	(843,843.03)	1,181,655.90	1,039,829.13
Alum Creek Drive & Rohr Road Fund	-	-	-	-	-	-	-	-	-
Morse Road/I-270 Fund	-	-	-	-	-	-	-	-	-
Morse Road Corridor Fund	270,248.00	-	-	-	-	-	-	270,248.00	270,248.00
Toy Road/Swisher Road/Saltzgaber Road Fund	197,795.00	-	-	-	-	-	(197,795.00)	197,795.00	197,795.00
Franklin County Parking Facilities Fund	423,599.81	-	-	-	(423,599.81)	(423,599.81)	(423,599.81)	423,599.81	-
Walnut Street Corridor	184,141.00	-	-	-	-	-	-	184,141.00	184,141.00
	<b>2,279,383.43</b>	<b>72.54</b>	<b>46,498.22</b>	<b>(22,016.26)</b>	<b>(565,426.58)</b>	<b>(587,442.84)</b>	<b>(1,465,237.84)</b>	<b>2,257,439.71</b>	<b>1,692,013.13</b>

Franklin County TID  
 Summary of Cash Basis Activity - 2020

Row Labels	Sum of Cash
<b>General Fund</b>	
<b>2021</b>	
Cash	1,181,655.90
<b>Investment Earnings</b>	<b>72.54</b>
1/29/2021	35.25
2/26/2021	17.14
3/31/2021	20.15
<b>Legal Services (Kegler, Brown, Hill and Ritter)</b>	<b>(11,421.25)</b>
1/18/2021	(7,975.00)
3/7/2021	(3,446.25)
<b>Accounting Services (Hurst Kelly &amp; Company LLC)</b>	<b>(10,593.75)</b>
1/18/2021	(2,118.75)
3/7/2021	(8,475.00)
<b>To record bank fees</b>	<b>(1.26)</b>
1/12/2021	(0.72)
2/11/2021	(0.54)
<b>To record balance of cash at 1/1/21</b>	<b>1,203,599.62</b>
1/1/2021	1,203,599.62

Franklin County TID  
Summary of Cash Basis Activity - 2020

Row Labels	Sum of Cash
<b>Toy Road/Swisher Road/Saltzgaber Road Fund</b>	
<b>2021</b>	
Cash	197,795.00
<b>To record balance of cash at 1/1/21</b>	<b>197,795.00</b>
1/1/2021	197,795.00

Franklin County TID  
Summary of Cash Basis Activity - 2020

Row Labels	Sum of Cash
<b>Franklin County Parking Facilities Fund</b>	
<b>2021</b>	
Cash	423,599.81
<b>To record balance of cash at 1/1/21</b>	<b>423,599.81</b>
1/1/2021	423,599.81

Franklin County TID  
Summary of Cash Basis Activity - 2020

Row Labels	Sum of Cash
<b>Walnut Street Corridor</b>	
<b>2021</b>	
Cash	184,141.00
<b>To record balance of cash at 1/1/21</b>	<b>184,141.00</b>
1/1/2021	184,141.00

Franklin County TID  
Summary of Cash Basis Activity - 2020

Row Labels	Sum of Cash
<b>Morse Road Corridor Fund</b>	
<b>2021</b>	
Cash	270,248.00
<b>To record balance of cash at 1/1/21</b>	<b>270,248.00</b>
1/1/2021	270,248.00
<b>Grand Total</b>	<b>2,257,439.71</b>

Franklin County TID  
 Summary of Open Purchase Orders

Year 2021

Row Labels	Sum of Encumbrances
<b>General Fund</b>	
<b>2020-02</b>	
Accounting Services (Hurst Kelly & Company LLC)	
1030	2,118.75
Accounting Services (Hurst Kelly & Company LLC) Total	2,118.75
To record carryover PO for Accounting Services	
2020-02	(2,983.20)
To record carryover PO for Accounting Services Total	(2,983.20)
<b>2020-02 Total</b>	<b>(864.45)</b>
<b>2020-04</b>	
To record bank fees	
Electronic Payment	1.26
To record bank fees Total	1.26
To record carryover PO for Bank Fees	
2020-04	(437.12)
To record carryover PO for Bank Fees Total	(437.12)
<b>2020-04 Total</b>	<b>(435.86)</b>
<b>2020-08</b>	
Legal Services (Kegler, Brown, Hill and Ritter)	
1031	5,422.71
Legal Services (Kegler, Brown, Hill and Ritter) Total	5,422.71
To record carryover PO for Legal Services	
2020-08	(5,422.71)
To record carryover PO for Legal Services Total	(5,422.71)
<b>2020-08 Total</b>	<b>-</b>
<b>2021-01</b>	
PO for Legal Services (Kegler, Brown, Hill and Ritter)	(75,000.00)
Legal Services (Kegler, Brown, Hill and Ritter)	
1031	2,552.29
1032	3,446.25
Legal Services (Kegler, Brown, Hill and Ritter) Total	5,998.54
<b>2021-01 Total</b>	<b>(69,001.46)</b>
<b>2021-02</b>	

Franklin County TID  
 Summary of Open Purchase Orders

Year	2021
PO for Accounting Services (Hurst Kelly & Company LLC)	
2021-02	(25,000.00)
PO for Accounting Services (Hurst Kelly & Company LLC) Total	(25,000.00)
Accounting Services (Hurst Kelly & Company LLC)	
1033	8,475.00
Accounting Services (Hurst Kelly & Company LLC) Total	8,475.00
<b>2021-02 Total</b>	<b>(16,525.00)</b>
<b>2021-03</b>	
PO for Administrative Services (MORPC)	(55,000.00)
<b>2021-03 Total</b>	<b>(55,000.00)</b>
<b>General Fund Total</b>	<b>(141,826.77)</b>
<b>Franklin County Parking Facilities Fund</b>	
<b>2020-07</b>	
To record carryover PO for Corna Kokosing Pedestrian Bridge Demolition	
2020-07	(423,599.81)
To record carryover PO for Corna Kokosing Pedestrian Bridge Demolition Total	(423,599.81)
<b>2020-07 Total</b>	<b>(423,599.81)</b>
<b>Franklin County Parking Facilities Fund Total</b>	<b>(423,599.81)</b>
<b>Grand Total</b>	<b>(565,426.58)</b>



MID-OHIO REGIONAL  
**MORPC**  
PLANNING COMMISSION

111 Liberty Street, Suite 100  
Columbus, Ohio 43215  
morpc.org

T. 614. 228.2663  
TTY. 1.800.750.0750  
info@morpc.org

## Memorandum

**TO:** Franklin County Transportation Improvement District  
Board of Trustees

**FROM:** Thea Walsh and Thomas Graham  
Transportation & Infrastructure Development

**DATE:** April 19, 2021

**SUBJECT:** Quarterly Report of Activities – Q1 2021

This report summarizes activities completed by MORPC as part of our engagement to provide administrative and related services to the Franklin County Transportation Improvement District (FC TID). This report covers the first quarter of 2021, including the months of January, February, and March.

### Meetings:

- MORPC coordinated and hosted two board of trustee meetings (January meeting canceled):
  - February 25
  - March 25
- MORPC participated in multiple additional meetings and conference calls with board members, legal counsel, and/or service providers related to accounting

### Documents Drafted:

- Meeting Agendas (2)
- Meeting Minutes (2)
- Resolutions (2)

### Major Activities:

- Updates to FC TID webpage on MORPC website
- Coordination with Franklin County Commissioners communications staff to provide public notice of FC TID meetings
- Coordination with ODOT Jobs & Commerce (Eddie King and Jim Gates) regarding TID Supplemental Funding
- Coordination with Mark Hurst, CPA to process invoices
- Coordination with Heartland Bank to process invoices
- Development of an online FC TID web map

**William Murdock, AICP**  
Executive Director

**Rory McGuinness**  
Chair

**Karen J. Angelou**  
Vice Chair

**Erik J. Janas**  
Secretary

**Contract & Invoicing:**

MORPC has provided services under an executed letter of engagement with the FC TID for services during calendar year 2021. MORPC has invoiced the FC TID for \$27,500, representing half the total amount agreed upon for 2021 services. MORPC will invoice the FC TID for the remaining \$27,500 on July 1, 2021.