



**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

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**TOM GROSSMANN
SHANNON JONES
DAVID G. YOUNG**

**BOARD OF COUNTY COMMISSIONERS
WARREN COUNTY, OHIO**

MINUTES: Regular Session – April 25, 2023

This is a summary of actions and discussions of the meeting. You may view this meeting through our YouTube Channel at <https://www.youtube.com/channel/UC1ELh0jGpXd4VV2DTgsuqPA> or by contacting our office.

The Board met in regular session pursuant to adjournment of the April 18, 2023, meeting.

Shannon Jones – present

Tom Grossmann – present

David G. Young – present

Tina Osborne, Clerk – present

Minutes of the April 18, 2023 meeting were read and approved.

- 23-0498 A resolution was adopted to approve end of 365-day probationary period and approve a pay increase for David Edwards within the Warren County Garage. Vote: Unanimous
- 23-0499 A resolution was adopted to adopt classifications specifications and point factor assignments of Water Distribution, Customer Services Worker within the Water and Sewer Department. Vote: Unanimous
- 23-0500 A resolution was adopted to adopt classifications specifications and point factor assignments of Water Distribution/ New Construction Locator within the Water and Sewer Department. Vote: Unanimous
- 23-0501 A resolution was adopted to hire Kaitlyn Niles as Emergency Communications Operator within the Warren County Emergency Services Department. Vote: Unanimous
- 23-0502 A resolution was adopted to remove probationary employee Ashley Vagedes, within the Department of Job and Family Services, Children Services Division. Vote: Unanimous

- 23-0503 A resolution was adopted to approve promotion of Dusty Johnson from Building and Electrical Inspector III to Residential Building Official within the Building and Zoning Department. Vote: Unanimous
- 23-0504 A resolution was adopted to approve amendment to Work Rules relative to the Warren County Emergency Services and the Emergency Communications Operators. Vote: Unanimous
- 23-0505 A resolution was adopted to approve departmental work rules relative to the Warren County Emergency Management Agency. Vote: Unanimous
- 23-0506 A resolution was adopted to set public hearing concerning proposed amendments to the Warren County Subdivision Regulations. Vote: Unanimous
- 23-0507 A resolution was adopted to set public hearing to consider amendments to the Warren County Official Thoroughfare Plan. Vote: Unanimous
- 23-0508 A resolution was adopted to approve emergency electric motor replacement at Lower Little Miami Waste Water Treatment Plant. Vote: Unanimous
- 23-0509 A resolution was adopted to advertise for bids for the Moreland Acres Water Main Replacement Project. Vote: Unanimous
- 23-0510 A resolution was adopted to authorize Request for Proposals for Non-Emergency Transportation Services (NET) for Warren County Medicaid Consumers. Vote: Unanimous
- 23-0511 A resolution was adopted to approve Notice of Intent to award bid to Stauffer Site Services LLC for the State Route 73 at Corwin Road Forcemain Relocation Project Re-Bid. Vote: Unanimous
- 23-0512 A resolution was adopted to award the bid to Mt. Orab CDJR for the purchase of two handicap upfit 2023 Chrysler Voyager LX vans and two standard 2023 Chrysler Voyager LX vans. Vote: Unanimous
- 23-0513 A resolution was adopted to authorize the President of the Board to enter into a joint agreement with the Hamilton County Board of Commissioners for the Fields Ertel Road Widening Project on behalf of the Warren County Engineer's Office. Vote: Unanimous
- 23-0514 A resolution was adopted to approve agreements and addendums with various providers relative to home placement and related services on behalf of Warren County Children Services. Vote: Unanimous
- 23-0515 A resolution was adopted to acknowledge payment of bills. Vote: Unanimous
- 23-0516 A resolution was adopted to approve a subdivision public improvement performance and maintenance security agreement release with M/I Homes of Cincinnati, LLC for Auburn Grove, situated in the City of South Lebanon. Vote: Unanimous

- 23-0517 A resolution was adopted to enter into a subdivision public improvement performance and maintenance security agreement with the Union Village Development Company, LLC for installation of certain improvements in Union Village, Phase 1C and 1D situated in Turtlecreek Township. Vote: Unanimous
- 23-0518 A resolution was adopted to enter into street and appurtenances (including sidewalks) security agreement with Union Village Development Company for installation of certain improvements in Union Village, Phase 1C and Phase 1D situated in Turtlecreek Township. Vote: Unanimous
- 23-0519 A resolution was adopted to approve various record plats. Vote: Unanimous
- 23-0520 A resolution was adopted to approve appropriation adjustment within Facilities Management #11011600. Vote: Unanimous
- 23-0521 A resolution was adopted to approve appropriation adjustment within the Building and Zoning Department Fund #11012300. Vote: Unanimous
- 23-0522 A resolution was adopted to approve appropriation adjustment within Workforce Investment Board Fund #2238. Vote: Unanimous
- 23-0523 A resolution was adopted to approve appropriation adjustment within Children Services Fund #2273. Vote: Unanimous
- 23-0524 A resolution was adopted to approve appropriation adjustment within Telecommunications Department Fund #4492. Vote: Unanimous
- 23-0525 A resolution was adopted to approve appropriation adjustment within the Water Revenue Fund #5510. Vote: Unanimous
- 23-0526 A resolution was adopted to approve requisitions and authorize County Administrator to sign documents relative thereto. Vote: Unanimous
- 23-0527 A resolution was adopted to cancel the regularly scheduled Commissioners' Meeting of Thursday, April 27, 2023. Vote: Unanimous
- 23-0528 A resolution was adopted to approve lease agreements with Ohio Department of Public Safety relative to 19 Dave Avenue Lebanon, Ohio. Vote: Unanimous

DISCUSSIONS

On motion, upon unanimous call of the roll, the Board accepted and approved the consent agenda.

Mary Huttlinger, Government Affairs Director of the Realtor Alliance Greater Cincinnati, was present to introduce herself and presented the attached PowerPoint Presentation.

Ms. Huttlinger explained who the Realtor Alliance is and the various ways to partner with the community.

Michelle Teigtmeier, Building and Zoning Director, was present along with Anna Helton, Office Administrator, for a work session to discuss fee waivers from non-profit organizations.

Mrs. Helton presented the attached PowerPoint presentation, reviewing the policy relative to fee waivers for political subdivisions relative to building permit fee waivers as well as a request to consider a proposed policy for zoning permit fee waiver requests. She then requested the Board to consider the request to consider the same policies for non-profit organizations as they currently do political subdivisions.

There was discussion relative to how to determine who would qualify for the waiver.

There was discussion relative to the political subdivision policy being taxpayer money vs. a non-profit request as well as the current method of having the ability to decide a fee waiver request on a case-by-case basis.

Upon discussion, the Board determined to continue with the practice of considering each request on an individual basis.

Trevor Hearn, Facilities Management Director, was present for a continuation of the discussion regarding the Warren County Campus Master Plan.

Mr. Hearn stated his desire to focus on Phase 1 of the plan and presented the attached PowerPoint presentation reviewing the existing campus, Phase 1A to demolish the Old Jail and SWAT Garage and construct a new SWAT Garage offsite.

Mr. Hearn reviewed Phase 1B to construct the new County Court Building and adjacent parking lot and then demolish the existing County Court building. He stated the possibility of some cost savings should the Board determine to proceed with Phase 1C to construct a new Facilities Management Building and parking lot on the site of the demolished Old Jail and County Court location by combining the project into one Design/Build project.

There was much discussion relative to the proposed location of the proposed new County Court Building vs. building a multi-story addition to the Common Pleas Court.

Commissioner Jones stated that the courts have been patient and it is not her desire to delay this any longer.

Mr. Hearn reviewed the history of the process relative to the various studies that have been completed.

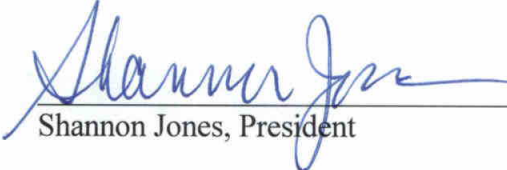
There was discussion on the recommendation to demolish the current Health and Human Services Building.

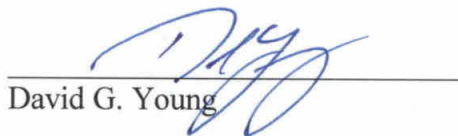
Upon further discussion, the Board requested Mr. Hearn to schedule a work session with the architect present in order to discuss the County Court building location.

Terrell Richardson, Pet Partners Animal Therapy, was present along with members from the organization and their pets, to receive the proclamation to proclaim April 30, 2023, as "National Pet Therapy Day" in Warren County.

On motion, upon unanimous call of the roll, the Board entered executive session at 10:15 a.m. to discuss disputes involving the Board that are subject to pending litigation with legal counsel present pursuant to Ohio Revised Code Section 121.22 (G)(3) and exited at 11:09 a.m.


Upon motion the meeting was adjourned.


Shannon Jones, President


David G. Young

Tom Grossmann

I hereby certify that the foregoing is a true and correct copy of the minutes of the meeting of the Board of County Commissioners held on April 25, 2023, in compliance with Section 121.22 O.R.C.


Tina Osborne, Clerk
Board of County Commissioners
Warren County, Ohio



Warren County
Mary Huttlinger
Director of Government Affairs

<https://cincyrealtoralliance.com/>





REALTOR® ALLIANCE of
GREATER CINCINNATI

Who We Are

The REALTOR® Alliance of Greater Cincinnati (RAGC) is **one of the oldest REALTOR® Associations in the country.**

One of the original six local real estate boards started the National Association of REALTORS® (NAR).

RAGC currently **represents over 6,000 active REALTOR® members** through continuing education, community involvement, and advocacy.

We represent **1,081 REALTOR® members** in Warren County.

<https://cincyrealtoralliance.com/>



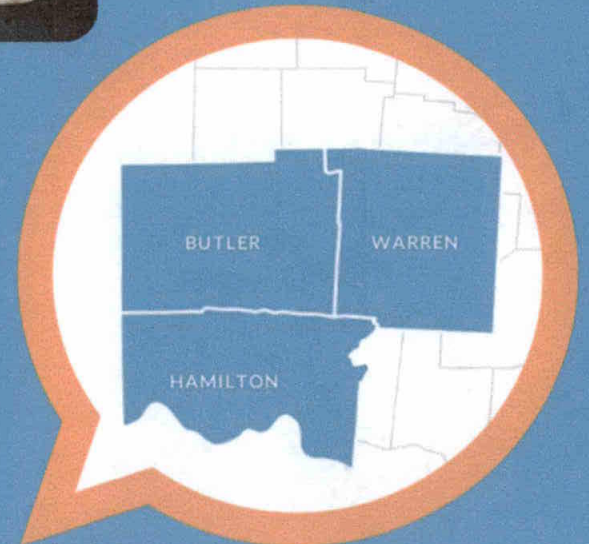
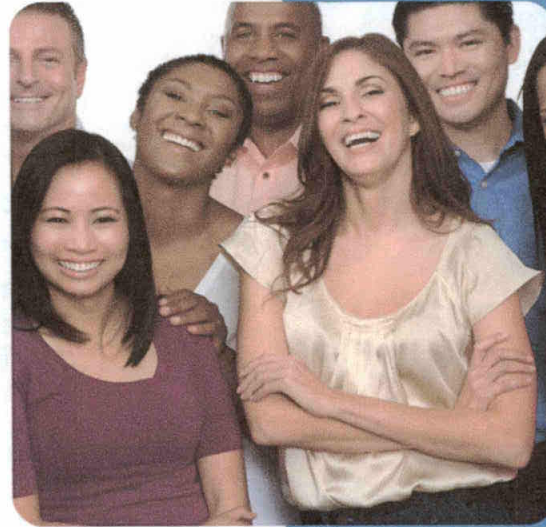


Who We Are

REALTORS® are licensed real estate agents who are members of the National Association of REALTORS® (NAR), the **largest trade group in the country**. Every real estate agent is not a REALTOR®, but most are.

REALTORS® are held to a **higher ethical standard** than real estate agents and must adhere to a stringent REALTOR® Code of Ethics.

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REALTOR® ALLIANCE *of*
GREATER CINCINNATI

Who We Are

RAGC fosters inclusive member and community relationships by advocating for **equal housing opportunities, property rights, homeownership, real estate investment, and economic vitality**, and delivers education to uphold the highest professional standards that empower our members to thrive.



<https://cincyrealtoralliance.com/>



Who We Are



RAGC consists of a full time team of association professionals and volunteer leaders, who serve as **subject matter experts**, working collectively to advance the REALTOR® profession.

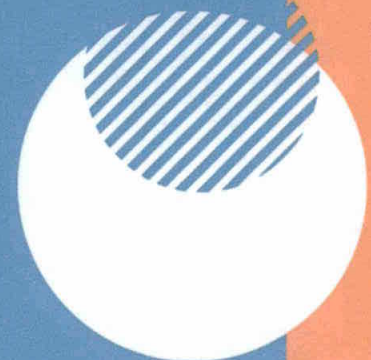


RAGC **champions real estate** and enhances the success of those we serve by focusing on connections, advocacy, and professionalism.



RAGC is a **full-service professional association** dedicated to advancing the REALTOR® profession, it also is the parent organization for CincyMLS (Cincinnati Multiple Listing Service).

<https://cincyrealtoralliance.com/>





REALTOR® ALLIANCE of
GREATER CINCINNATI

ECONOMIC IMPACT

<https://cincyrealtoralliance.com/>



\$5.8 Billion

2022 residential real estate sales of over \$5.8 billion have a major economic impact on the Greater Cincinnati area.



14.6%

The real estate industry accounts for roughly 14.6% of Ohio's gross state product (2021).



1-2 Ohio Jobs

Every home sale directly supports 1-2 jobs in Ohio with an average annual salary of \$51,200.



\$241,800

Each home sale at the median price range, \$241,800, generates roughly \$72,800 of direct local economic impact.



\$12,000

Each real estate sale triggers an average of \$12,000 in multiplier expenditures, benefitting ancillary industries.



3,500

Average monthly residential real estate transactions in Hamilton, Butler, and Warren counties.



17%

Real estate transactions account for 17% of the US GDP and is a major driver of the US economy.



\$107.7 Billion

The real estate industry accounts for roughly \$107.7 billion of the US GDP.





<https://cincyrealtoralliance.com/>

Community Grants

REALTORS® are committed to collaborating with other community leaders and elected officials to **build better communities**.

- Affordable Housing
- Fair Housing
- Community Planning & Development
- Placemaking
- Rural-related Advocacy

As subject matter experts, we take pride in helping our leaders craft **custom solutions to housing challenges**.

Ask us how we can help you!



MODERN GROWTH MANAGEMENT

The Growth Management Fact Book provides a comprehensive look at **modern growth management techniques**, such as urban growth boundaries, housing moratoria, adequate public facilities and cluster zoning.

Ideas to develop well-reasoned policy positions to help advance growth-related issue priorities.

Includes the latest on parking reform trends, planning for equity models, missing middle housing strategies.

Ask us for a copy or to host a roundtable discussion!



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REALTOR® ALLIANCE *of*
GREATER CINCINNATI



Ohio REALTORS® & UC Research Study on Workforce Housing

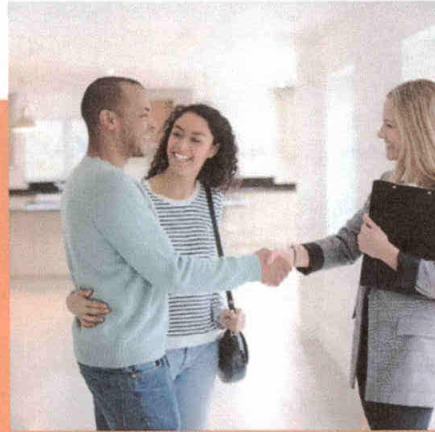
- Ohio has a **shortage of 252,027** affordable rental homes
- Affordable housing plays a very important role in our economic growth and the future of our great state
- Production of two-to-four-unit structures, likely considered workforce housing, **fell by nearly 75%** during the last two decades
- This comprehensive study provides a **critically important framework** for understanding this challenge so we can begin to address it through smart policy initiatives.
- **ASK US for a copy!**

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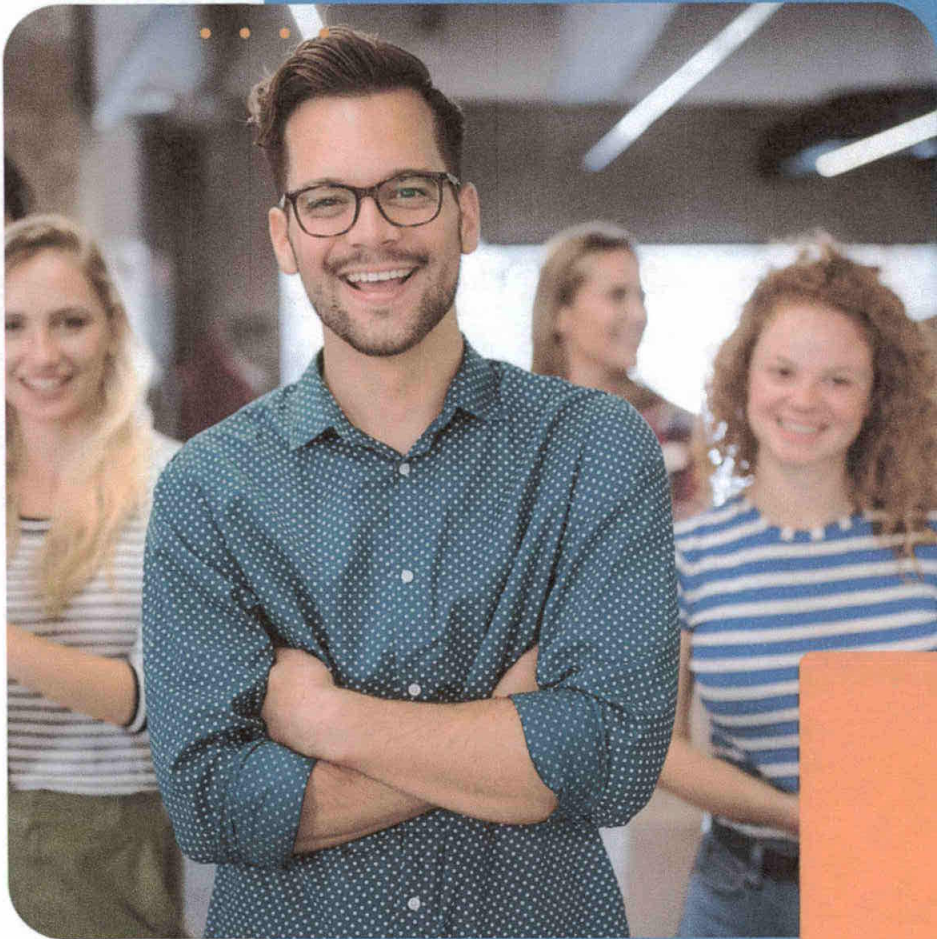


Current REALTOR® Issues

We work hard to serve our communities, and track **best practices** across the country. Lean on us for viable solutions to:

- Housing Inventories
- Affordable Housing
- Smart Development
- Property Taxes
- Alternative Housing - ADUs
- Institutional Investors
- Tax Abatement

<https://cincyrealtoralliance.com/>



Partner with Us

Stay in touch, let us be your subject matter experts!

Thank you.

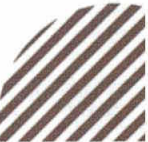
Mary Huttlinger

Director of Government Affairs

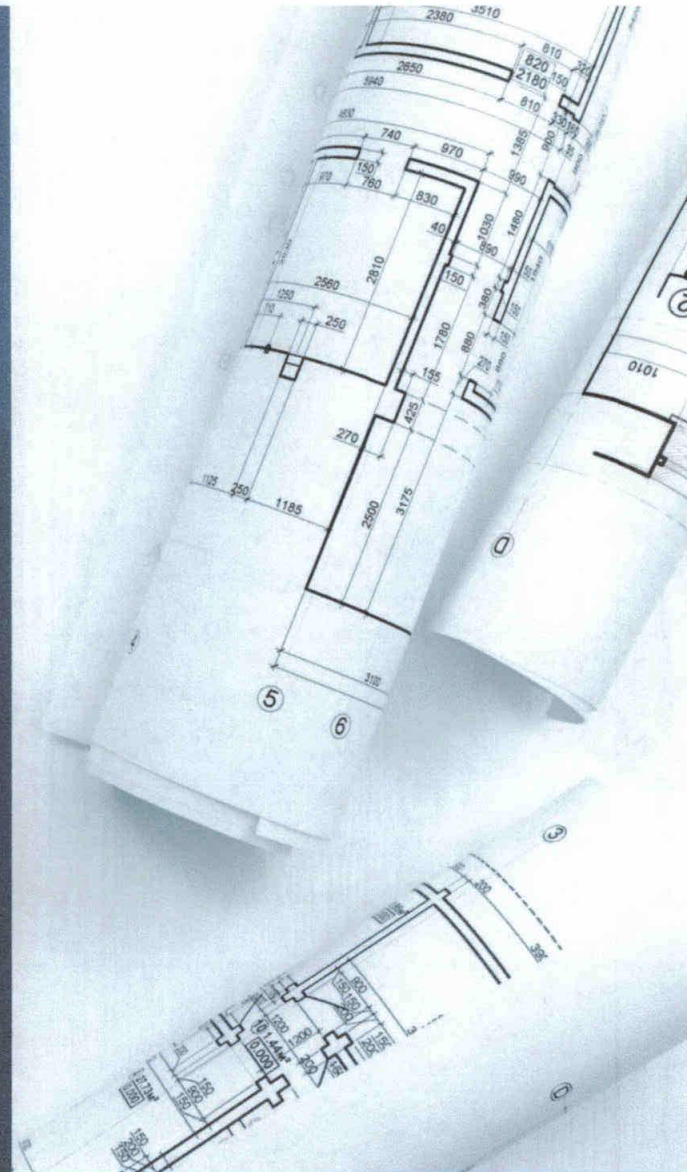
513-842-3021

mhuttlinger@cincyrealtoralliance.com

<https://cincyrealtoralliance.com/>



PROPOSAL FOR WAIVING BUILDING AND ZONING FEES



Resolution

Number 16-0120

Adopted Date January 26, 2016

ESTABLISH POLICY WITHIN THE WARREN COUNTY BUILDING AND ZONING DEPARTMENT RELATIVE TO THE WAIVING OF FEES FOR POLITICAL SUBDIVISIONS WITHIN WARREN COUNTY

WHEREAS, from time to time, this Board is requested to waive fees associated with a building, electrical and/or zoning permit from various political subdivision; and

WHEREAS, this Board desires to establish a policy relative to said fee waiver requests; and

NOW THEREFORE BE IT RESOLVED, to establish the following policy relative to the waiving of fees associated with political subdivisions within Warren County:

POLITICAL SUBDIVISION FEE WAIVER POLICY

1. Political subdivision shall submit a request for a waiver of building, electrical or zoning permits in writing to the Warren County Building and Zoning Department.
2. New construction, remodeling and/or building additions fewer than 5000 square feet shall have Warren County's portion of the fee waived at 100%.
3. New construction, remodeling or building additions over 5000 square feet shall have Warren County's portion of the fee waived at 50%.
4. All political subdivisions shall be responsible for the State of Ohio sur charge.

Mr. Grossmann moved for adoption of the foregoing resolution, being seconded by Mrs. South. Upon call of the roll, the following vote resulted:

Mr. Young - yea
Mrs. South - yea
Mr. Grossmann - yea

Resolution adopted this 26th day of January 2016.

We request to add Non-Profits w
proof of 5013C.

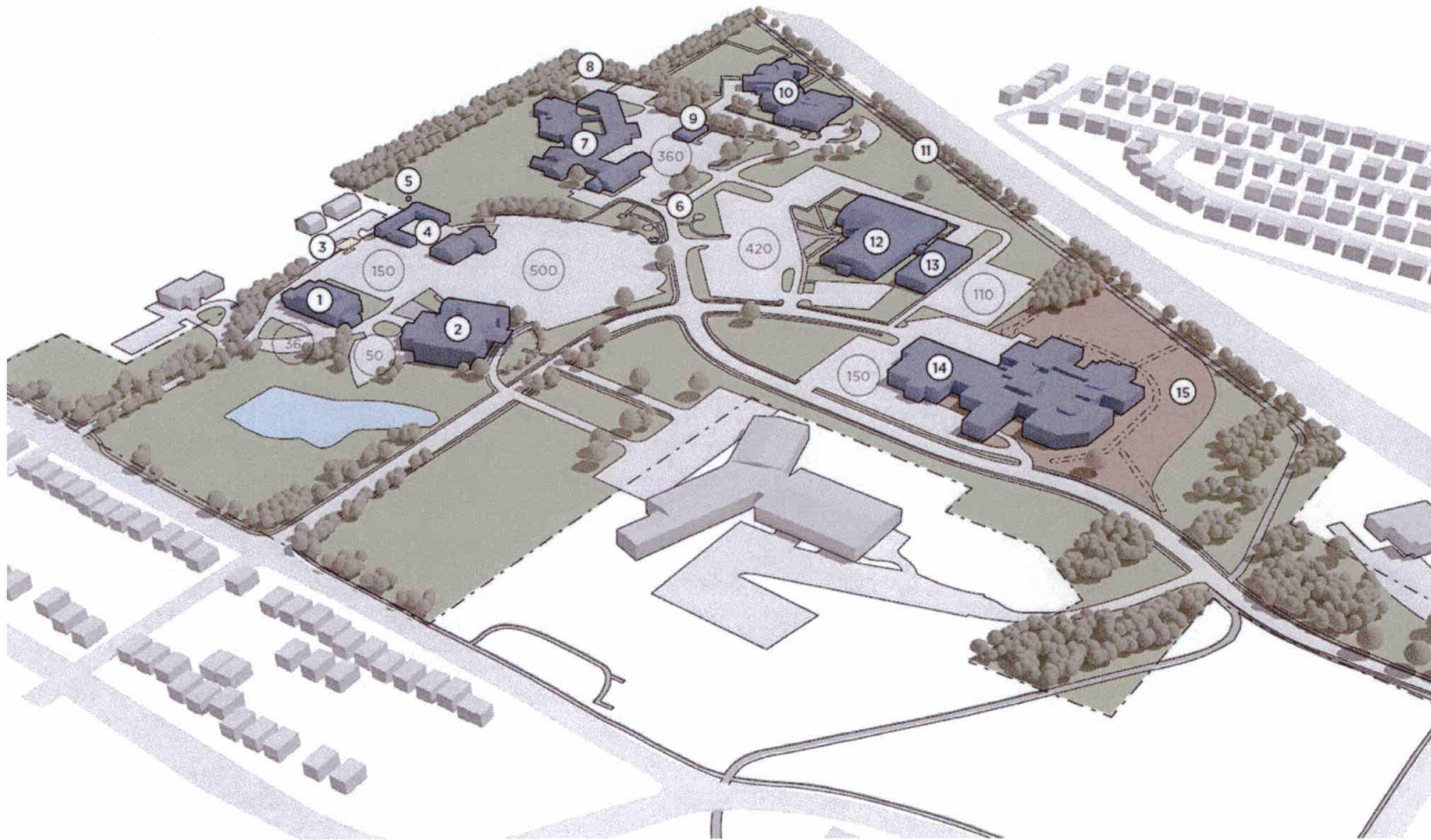
Zoning Fees		Proposal	
Variance	\$750	Variance	\$400
Site Plan Review	\$500	Site Plan Review	\$400
Conditional Use	\$500	Conditional Use	\$400
Cost per case			
Board Members	\$250		
Legal Ad	\$65 - \$150		
Postage	\$40 - \$80		
Total *	\$355 - \$480		

*staff hours NOT included along with other items like paper, files, copies etc.

The image is a title slide for the Warren County Master Plan. It features a dark blue horizontal band across the middle with the title text in white. The background is a photograph of the Warren County Courthouse, a large white building with a prominent dome, set against a clear blue sky. In the foreground, there are trees with vibrant autumn foliage in shades of orange and red. An American flag is visible on a tall pole to the left of the building.

*Warren County
Master Plan*

EXISTING



JUSTICE DRIVE CAMPUS

- ① Health & Human Services Building
- ② Administration Building
- ③ Fueling Station
- ④ Facilities Management
- ⑤ Weather Station
- ⑥ Monuments
- ⑦ County Court Building & Old Jail
- ⑧ Impound Lot
- ⑨ SWAT Garage
- ⑩ Juvenile Justice Center
- ⑪ Bike Trail
- ⑫ Common Pleas Court Building (CPC)
- ⑬ 520 Justice Office Building
- ⑭ New Jail & Sheriff's Office
- ⑮ Drainage

- # Parking Counts

PHASE
1A



DEMOLITION

- ① Demolish the existing Old Jail at 880 Memorial Drive. Note that the County Court Building is to remain and existing infrastructure that feeds County Court must be maintained.
- ② Construct a replacement SWAT garage and facility at an off-campus location. This 12,000 SF replacement facility will include SWAT vehicle storage, SWAT office and workspace, indoor and/or outdoor firearms training facilities, indoor large County vehicle storage, and secure indoor impounded vehicle storage. This step must be completed before the existing SWAT garage is demolished.
- ③ Demolish the existing SWAT garage.

PHASE
1B



COUNTY COURT

- ① Construct a new County Court Building and adjacent parking lot.
- ② Demolish the existing County Court Building.

PHASE
1C



FACILITIES MANAGEMENT

- ① Construct a new 18,000 SF Facilities Management building. This step must be completed before the existing Facilities Management building is demolished.
- ② Create a new parking lot on the site of the demolished Old Jail and County Court Building.
- ③ Demolish existing Facilities Management building.

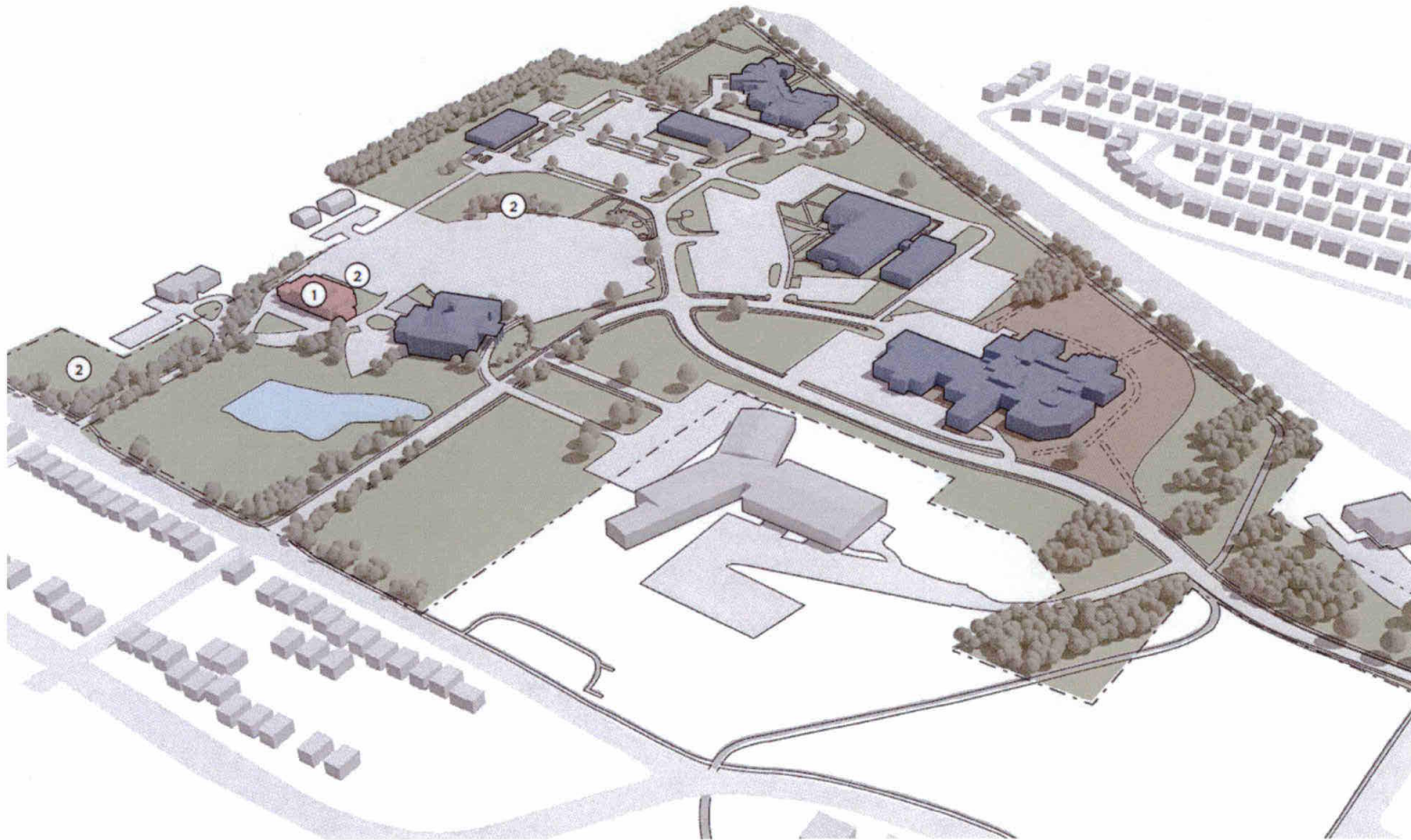
PHASE
1D



FUEL STATION

- ① Construct a new fueling station adjacent to the new Facilities Management building.
- ② Demolish existing fueling station.

END OF
PHASE 1



PLAN PHASE 2

- ① Demolition of Health & Human Services Building.
- ② Creates potential building sites for a new Health & Human Services building and new Board of Elections Building.

Phase 1

1. Demolish the old Jail and SWAT building
 - a. Leave County Court intact
 - b. Build a new tactical response and training facility off campus
2. Construct a new County Court facility, then demolish their current building
3. Construct a new Facilities Management building, then demolish their current building
4. Construct a new Fuel Station, then demolish the current station
5. Plan Phase 2 including a new Health & Human Services building and Board of Elections building.