Introduction and Organization
INTRODUCTION AND ORGANIZATION

INTRODUCTION

The Fiscal Year 2004 Overall Work Program (OWP) outlines the scope of work to be undertaken by OKI and illustrates the relationship between adopted goals, objectives and program activities. It outlines the general nature of these program elements, which are summarized by general categories, and are referenced to specific projects by project number.

Primarily a management tool for planning and coordination, the OWP provides the basis for cataloging and integrating OKI's activities into general categories. It delineates the programmatic and fiscal relationships essential for internal planning and programming of resources to achieve the stated goals.

STUDY AREA

The OKI region embraces an area of 2,636 square miles, with a population of 1,886,650 (2000) in Butler, Clermont, Hamilton and Warren Counties in the State of Ohio; Boone, Campbell and Kenton Counties in the Commonwealth of Kentucky; and Dearborn County in the State of Indiana. There are two Metropolitan Statistical Areas (MSA) in the OKI region:

- The Cincinnati MSA (which includes Cincinnati, Ohio and Covington and Newport, Kentucky) had a population of 1,646,395 (2000 Census).
- The Hamilton-Middletown, Ohio MSA had a population of 332,807 (2000 Census).

Dearborn County, Indiana participates as a member of the regional council, although it is not part of the MPO (transportation planning) nor is it part of the air quality maintenance area.

ORGANIZATIONAL HISTORY

In January 1964, the Ohio-Kentucky-Indiana Regional Transportation and Development Study was formally organized by local elected officials, representatives of the State Highway Departments, and planning agencies in the Cincinnati metropolitan area. Its original purpose was limited to the preparation of a regional transportation and development plan, a condition for continuing receipt of federal assistance for highway construction in the urbanizing area, as required by the Federal Highway Act of 1962.

In 1967, the Ohio-Kentucky-Indiana Regional Planning Authority was incorporated as a "corporation not-for-profit" to continue "the Regional Transportation and Development Plan...and to engage in comprehensive planning." This transition was necessary so that OKI could become a legal entity able to contract directly with federal agencies.

In September 1973, under the Ohio Revised Code (Chapter 167), Section 65.210 et. seq. of the Kentucky Revised Statutes, and Section 53.1101 et. seq. of the Indiana Statutes, OKI reorganized into a Council of Governments to satisfy the Urban Mass Transportation Administration (UMTA, subsequently renamed the Federal Transit Administration, or FTA) requirements of "local public body." The Council operates by agreement of the participating counties and any changes in its structure must be agreed to by each county, providing a close link between elected officials of the counties and communities therein. The Executive Committee of the Council serves as the Metropolitan Planning Organization.
ORGANIZATION

OKI is governed by a Board of Trustees and an Executive Committee. The Board of Trustees is empowered to control all activities of the Council of Governments. The Executive Committee has all the powers necessary to act in the name of the trustees. The Board of Trustees elects a President, First Vice-President, Second Vice-President and Treasurer. The OKI Executive Director serves as Secretary. The term of office for the members of the Board of Trustees, Executive Committee and elected officers is one year or until successors have been selected and qualified. The President serves as the Chairperson of the Executive Committee.

The Board of Trustees consists of:

- One official elected by the governing body of each member county;
- One elected official from each municipal corporation having a population over 5,000 (if any state in the region does not have a municipal corporation of this size, this member will be selected from the elected officials of the largest municipal corporation in the region within the state);
- One person selected by each area or county planning agency within the region;
- One person selected from each municipal planning agency of any municipal corporation having a population of over 40,000;
- Not more than ten non-elected residents of the OKI region;
- Such other elected officials, or persons responsible to elected officials, that the Board of Trustees may wish to select in accordance with the By-laws;
- One person selected to represent each of the state Departments of Transportation.

The constituency of the elected public officials of the Board must represent 75 percent of the aggregate population of the OKI region, and at least two-thirds of the trustees must be officials elected by the residents of the region.

The Executive Committee consists of:

- The President, First Vice-President, Second Vice-President and Treasurer of the Board of Trustees;
- One trustee who is an official elected to the governing body of each member county, selected by such governing body;
- One trustee selected from each municipal corporation having a population exceeding 40,000;
- Three trustees selected from a municipal corporation having less than 40,000 (one from each state);
- One trustee selected from each regional planning agency;
- Three additional trustees selected by the Board;
- One representative each from the Transit Authority of Northern Kentucky Board of Directors and the Southwestern Ohio Regional Transit Authority Board of Directors; and
- Representatives from the State Departments of Transportation.

Each member of the Executive Committee, with the exception of the non-elected residents, is allowed to name an alternate with all powers (including voting) to represent him or her at any Executive Committee meeting in his or her absence. The constituency requirements and length of term for the Executive Committee are identical to that of the Board of Trustees. The Board and/or the Executive Committee may create any committees they deem appropriate and necessary. Current standing committees include the Budget Committee (a subgroup of the Executive Committee), Intermodal Coordinating Committee (ICC), Groundwater Committee, ARTIMIS Policy and Technical Committees, Regional Incident Management Task Force, OKI Land Use Commission, Eastern Corridor Advisory Committee, North South Transportation Initiative, Northwest Butler Transportation Study Advisory Committee, Kenton County Transportation Initiative Advisory Committee, and Campbell County Transportation Study Advisory Committee.
The Executive Director is the administrator of OKI, responsible for carrying out the policies and programs of the Board of Trustees and its Executive Committee and applicable federal and state laws and regulations. The Executive Director has the authority to employ, assign, supervise and release all employees of OKI, within the framework and general limitations and policies established by the Board of Trustees and its Executive Committee.

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NORTHWEST BUTLER TRANSP. STUDY ADV. COMMITTEE – Ken Bogard, Chairman
STATUS OF TRANSPORTATION PLANNING

Federal Certification

OKI annually self-certifies that the required transportation activities are being performed in accordance with the planning requirements of Section 134 of the Transportation Equity Act for the 21st Century (TEA-21). Staff hosted personnel from the Federal Highway Administration and Federal Transit Administration from November 11 through November 13, 2001. The federal agencies performed the triennial certification review of the transportation planning techniques and procedures used by OKI and our partners from ODOT, KYTC, Metro, TANK and local governments. The purpose of the certification review is to ensure compatibility with federal legislation. Staff prepared several issue papers to share with the reviewers.

The review was successful as indicated by the following excerpt from the certification report’s executive summary: “The overall planning process for the Cincinnati area was found to be excellent and the Metropolitan Planning Organization demonstrated its understanding of the Federal requirements. The U.S. DOT Team identified six items of commendation. Based on this certification review, OKI’s transportation planning process was found to meet virtually all of the requirements of the sections of law contained in Section 134 of Title 23, Section 8 of the Federal Transit Act, Sections 174 and 176(c) and (d) of the Clean Air Act, Title VI requirements, Section 1003(b) requirements regarding Disadvantaged Business Enterprise, and Americans with Disabilities Act requirements.”

There are three key documents produced by the metropolitan planning process: the Overall Work Program, The Long Range Transportation Plan and the Transportation Improvement Program. The status of these and other important activities are discussed below.

Overall Work Program (OWP) (Update Schedule: Yearly; Next Update: May, 2004)

This document, prepared annually by OKI in cooperation with local and state officials, transit agencies and others, documents all planning activities anticipated during the fiscal year regardless of funding sources, while incorporating the comprehensive intermodal planning process. This continuing planning process is responsive to the needs of the local area and to the changes occurring in the region for which current data concerning land use, travel, and transportation facilities must be continuously maintained.

OKI Regional Transportation Plan (Update Schedule: every 3 years; Next Update: June, 2004)

The OKI Board of Trustees adopted The OKI 2030 Regional Transportation Plan on September 13, 2001 and subsequently amended in September and November 2002. The Plan serves as a blueprint for transportation projects in our region through the year 2030. It addresses future needs created by growth and development. At the same time, it responds to Transportation Equity Act for the 21st Century (TEA-21) and Clean Air Act requirements that call for mitigating congestion, addressing air quality and other environmental, social and financial issues. In order to continue to address local needs, this plan must be updated every three years.

Public involvement was a primary component of the Plan development. The public involvement program began early in the process to obtain input for use in plan formulation. OKI held a number of public meetings throughout the region in the Spring of 2000 and Summer of 2001. The input received from these meetings is included in the final plan. In addition, OKI’s Intermodal Coordinating
Committee (ICC) and policy board reviewed both the technical and policy issues related to the plan.

This Plan meets federal regulations in that it is constrained fiscally and with regard to mobile source emissions (air quality). An expanded section related to community impacts and environmental justice is included. As in the previous Plan, this Plan provides the framework for corridor studies and other initiatives.

OKI’s travel forecasting model is an integral tool for evaluating proposed alternatives. The four-step sequential model was used for evaluating system alternatives toward updating the long range plan. The model is considered to be state-of-the-practice and OKI will continue to enhance the OKI Travel Demand Model to provide a quantitative planning tool for the region. The improvements will focus on maintaining state-of-the-practice modeling techniques and meeting or exceeding all federal and state regulatory requirements.

Transportation Improvement Plan (TIP) (Update Schedule: every 2 years; Next Update: May 2005)

This document is developed every two years (beginning in FY 1998) and reviewed periodically in cooperation with state and local officials, regional and local transit operators, and other affected transportation, regional planning and implementing agencies. Throughout the year, staff provides information to members of the public in response to queries on individual projects or the regional process. As the draft TIP is prepared, a formal, advertised public hearing is held to solicit input on the document. The TIP consists of improvements recommended from the short-range planning process, elements of the long range plan, and the transit development programs of the various transit systems. Specifically, the TIP: 1) identifies transportation improvements recommended for advancement during the four year program period; 2) indicates the area's priorities; 3) groups improvements of similar urgency and anticipated staging into appropriate staging periods; and 4) includes realistic estimates of total costs and revenues for the program period; and 5) is financially constrained. The entire TIP is tested to establish its conformity with the State Implementation Plan for air quality.

The TIP includes project-by-project listings which are modified periodically and contain: 1) sufficient descriptive material of work, termini, and length to identify the project; 2) estimated total cost and the amount of federal funds proposed to be obligated during the program year; 3) proposed source of federal and non-federal funds; and 4) identification of the recipient and state and local agencies responsible for carrying out the project.

Corridor Studies

OKI has been a leader both regionally and nationally in Corridor Studies. As of the 2030 Plan adoption, there are six corridor studies or MIS completed, three ongoing and three which have progressed into implementation. These studies represent a major component of the Long Range Plan. These studies permit detailed evaluation of problems and potential solutions while engaging the public in a very meaningful way. In addition, OKI has overseen county transportation plans for Kenton and Campbell counties.

Transportation System Management (TSM)

The TSM element is included as part of the OKI Transportation Improvement Program. Inclusion of the TSM activities in the TIP and specific reference to both the TIP and TSM in one resolution of adoption are intended to be indicative of the close relationship between these two activities. In addition, TSM is addressed in OKI’s transportation plan. In FY03, OKI successfully concluded an effort to change the
Ohio Revised Code to enable counties and townships to develop, adopt, and implement access management plans and programs.

**Congestion Management (CMS)**

As a guide for conducting its CMS, OKI published a manual of operation entitled Mobility Management Program: Manual of Practice (October 1995). The manual describes the major activities involved in developing and implementing OKI’s mobility management program. It explains how OKI will monitor and evaluate the transportation system’s performance and the effect of measures for managing congestion.

For the purpose of monitoring system performance, OKI has identified a regional Mobility Management Network. It includes the roadways for which data will be collected for identifying congestion problems and needed improvements, and for assessing the effectiveness of implemented actions. The Mobility Management Network, includes about 1,600 road miles and carries nearly 75 percent of the total regional traffic.

On-going system monitoring is accomplished through various data acquisition techniques including: 1) data-base management of traffic count data performed by OKI and its partners; (2) travel time surveys on the mobility management network beginning with the NHS (this OWP commits to year three of a three year cycle); (3) real-time travel data from ARTIMIS; (4) acquisition of transit ridership data from transit operators; (5) transit operational data from transit operators; (6) periodic inventory of freight operations in the region; (7) periodic field review of the region’s highway system attributes; and (8) detailed travel data in ongoing transportation corridor study areas; (9) A framework for evaluating the effects of system improvements.

**Specialized Transportation**

OKI is actively involved in the review of Specialized Transportation Program applications from private, nonprofit agencies in Butler, Clermont, Hamilton, and Warren Counties. The OKI Intermodal Coordinating Committee established a subcommittee, which heard and scored oral presentations from qualified applicants.

**Transit Planning Assistance**

OKI has provided transit planning assistance to the majority of public transit systems in the region. OKI has provided service population statistics to Metro, TANK, and the Middletown Transit System. OKI has also provided assistance to the Butler County RTA, the Clermont County Transportation Connection (formerly CART), the Warren County Transit Service, and Catch-A-Ride (formerly Southeast Indiana Transit). OKI has also conducted planning for Park-and-Ride facilities in conjunction with Metro, TANK, and the Butler County RTA.

**Transportation Enhancements**

Beginning with ISTEA and continuing with TEA-21, OKI has promoted the Transportation Enhancements Program to units of local government, and has assisted them in the preparation of applications. In the past, OKI has also served as an agent for the states in evaluating and prioritizing applications to be forwarded to the states for final project selection. Under ODOT’s new TEA-21 policy, OKI is now responsible for project selection and funding allocation for its Urban Area portion of annual TE funds. The TE program in Kentucky is administered directly by the Kentucky Transportation
Technical Services

OKI has for many years allocated a portion of its resources to the provision of technical assistance to units of local government in the areas of transportation planning, traffic engineering, and process consultation. While this does not constitute a major element of the agency’s overall mission, it is a service which is greatly appreciated by local governments, many of which do not have either the staffing or the financial resources to have access to these types of services on their own.

RideShare

OKI’s RideShare service has been operational for twenty years. RideShare is a voluntary, employer-oriented activity to increase vehicle occupancy, decrease miles of travel, and improve air quality. A full-time staff is devoted to promoting and operating RideShare. The strategies utilized include direct marketing to major employers, their employees, the general public, and community groups. Promotional tools include freeway and arterial signing bearing the 241-RIDE telephone number, brochures, posters, calendars, radio advertising including drive time reports, and bus signs.

REGIONAL TRANSPORTATION PLANNING BY OTHER AGENCIES

Ohio Department of Transportation

The Ohio Department of Transportation has completed three Major Investment Studies (MIS) in the OKI area. These are the Warren/Hamilton I-71 Corridor, the Clermont I-275 Corridor, and Phase I of the Hamilton/Butler I-75 Corridor. Many of the recommendations have or will become implemented.

The Kentucky Transportation Cabinet

KYTC performed the KY-536 Corridor Study, the KY-16 Corridor Study, the US-27 South Corridor Study and others to investigate potential improvements in those areas. KYTC participates as full partners in several corridor studies and will embark on a study of the Brent Spence Bridge replacement.

TANK

The Transit Authority of Northern Kentucky has worked with OKI in determining potential park-and-ride locations and potential new transit routes to assist OKI in the OKI 2030 Regional Transportation Plan development. TANK also has integrated planning activities with Metro to share resources for an Automated Vehicle Locator system (AVL).

SORTA

SORTA has devoted significant resources to conduct the MetroMoves study to develop a transit plan for the Metro service area. In addition, Metro has worked with OKI in determining potential park-and-ride locations and potential new transit routes to assist OKI in the OKI 2030 Regional Transportation Plan development. Metro also has integrated planning activities with TANK to share resources for an automated vehicle locator system (AVL).

Middletown Transit System and Clermont Connection

Middletown Transit Service (MTS) has been performing on-going ridership, operational analysis and passenger surveys in order to understand and implement improvements. These include farebox, ridership, operating cost and customer comment analysis. Clermont Connection has been designated as an urban transit system for the first time and will be performing the same types of planning
activities as MTS to meet FTA requirements for an urban system. BCRTA has discontinued its service due to lack of stable local funding. BCRTA is retaining their capital equipment pending FTA review.
FY 2004 Overall Work Program Highlights

1) **601.1 Short Range Planning**: Pedestrian Plan Update, new bike facilities brochure to be developed, more active transportation enhancement (TE) program

2) **602 Transportation Improvement Program**: On-line accessibility of current project information will continue to be provided. Emphasis to work closely with local sponsors to implement projects will continue.

3) **605.1 Surveillance**: The GIS system is functional. Additional data continues to be acquired and developed, staff training to be initiated. Development of data sets needed for the Transportation Plan update will be prepared. Travel model validation based on 2000 conditions will be completed.

4) **610.1 Long Range Planning: System Management**: New effort to obtain and integrate crash data more prominently into the planning process through a regional roadway safety program. CMS program continues enhancement by developing procedures to track and evaluate impacts of projects. Develop the update to the OKI 2030 Regional Transportation Plan. In FY 04, the Land Use Commission will complete Task 6 of its Scope of Work (develop trends and conditions statements for strategic regional issues) and Task 7 of its Scope of Work (develop one or more goal statements for strategic regional issues).

5) **625.2 Transportation Services-Public Involvement Planning**: Conduct a Stakeholder Survey of Environmental Justice Advisory Committee (EJAC) members. Continue integration with other agencies and OKI programs.

6) **665.2 – Special Studies: I-71Corridor PE/EIS**: Analyze the impacts of realignment established in the Regional Rail Systems Plan’s value engineering exercise.

7) **665.4 – Regional Ozone Reduction Program**: Continue public education program.

8) **665.7 - Northwest Butler Transportation Study**: This element includes final wrap-up of activities for the corridor study.

9) **665.8 - North South Initiative**: Revised scope to include LOS analysis. Revised completion date to 8/03. Remove 665.8A which relates to NKY interchange study.

10) **665.9 – Comprehensive Transportation Impact Study** *(NEW in FY03!)*: OKI will continue to assess the reciprocal impacts of land development, transportation and environmental decision making. Total project cost is $300,000 TCSP funds

11) **665.10 - Southeast Corridor Study**: Study is contingent on funding.

12) **667 – Commuter Assistance Services**: Continuation of the traditional rideshare, vanpool and marketing programs, combined into one program for synergistic benefits.

13) **674 – Mass Transit**: Added Clermont Transportation Connection. BCRTA removed.

14) **684.7 - Ohio Exclusive: Eastern Corridor Study**: Staff will continue support of the project which is being advanced by the Hamilton Co. TID.

15) **684.7 - Ohio Exclusive: Ohio River Trail**: Supplemental environmental and engineering studies will be completed. Completion date extended to 12/03.

17) **684.9 - Ohio Exclusive: Western Corridor Study:** (PID 75846) Involves a major investment study in Western Hamilton Co. Total project cost of $762,500 funded with 100% National Planning and Development Program funds utilizing Ohio Toll Revenue credits.

18) **684.10 – Ohio Exclusive: I-75 LOCKLAND INTERCHANGE STUDY – OKI Project Mgt.** Staff will continue to provide project oversight and management services on a fee basis of 10% of project cost. Project conducted by City of Lockland.

19) **685.1 - Dearborn Transportation System Assessment:** Project will be completed.

20) **686.2 – Kentucky Exclusive: Campbell Co. Transportation Plan – NKAPC:** Removed (project to be completed)

21) **686.4 - Kentucky Exclusive: Kenton Co. Transportation Initiative:** Removed (completed)

22) **686.5 – Kentucky Exclusive: Campbell Co. Transportation Plan:** All technical and production work will be completed. The budget line item is left open to wrap up printing charges.

23) **686.6 – Dixie Hwy. Corridor Study:** Significant activity expected. Project initiated late FY2003.

24) **686.7 – Kentucky Exclusive: County Transportation Studies:** REMOVED

25) **686.8 – Kentucky Exclusive: Boone County Transportation Study:** (NEW!)

26) **686.9 - Kentucky Exclusive: Transportation and Safety Study:** (to be determined in cooperation with and approved by KYTC) (NEW!)

27) **697.1 – Transportation Summary:** Preparation of Transportation Summary

28) **710.1 – Local Water Quality Activities** - Reports outlining the results of the monitoring program and effectiveness of the oil and grit separators and constructed wetlands in the prevention of nonpoint source pollution. Perform education and outreach materials.

29) **710.3 - Mill Creek Stormwater Management Project** - Water quality public awareness outreach activities and work with EPA will continue.

30) **720.1 – Mobile Source Emissions Planning:** Major activities will be conformity analysis for transportation plan update and coordination with state and federal agencies regarding impacts of the 8-hour standard.

31) **800 – Regional Planning Activities:** Key items of focus are green space conservation, and an analysis of economic development trends and issues.

**Other notes:** The following items were amended into the FY2003 OWP via revision 2

**665.8 - North South Initiative:** Revised scope to include LOS analysis. Revised completion date to 8/03. Additional funding of $359,000 (100%) Ohio STP funds being provided by ODOT.

**665.9 – Comprehensive Transportation Impact Study** (NEW!), see description above.

**684.9 - Ohio Exclusive: Western Corridor Study** (NEW!), see description above.