

**OKI FY 2018**

**UNIFIED PLANNING  
WORK PROGRAM**

***Executive Summary***



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## INTRODUCTION

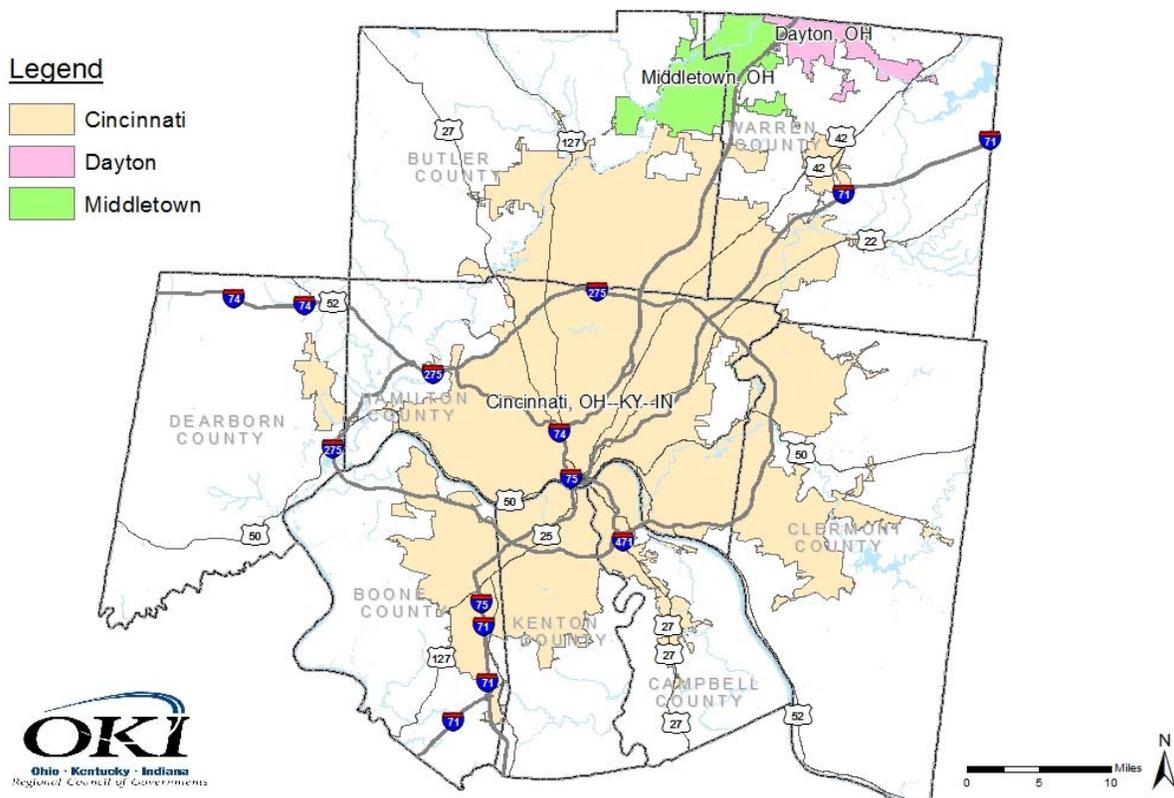
The Fiscal Year 2018 Unified Planning Work Program (UPWP) outlines the scope of work to be undertaken by OKI for the period beginning July 1, 2017 and ending June 30, 2018. OKI serves as the Metropolitan Planning Organization (MPO) for the Greater Cincinnati region. This document illustrates the relationship 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. Planning activities, products and a budget is provided for each program element. Also included in this document is the agency Prospectus which provides the agency structure, committee memberships and key interagency agreements.

Primarily a management tool for planning and coordination, the UPWP 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. The current federal regulation that guides MPOs in developing an annual UPWP for the purpose of programming, scheduling, and managing metropolitan transportation planning activities for the program year is in 23 134(a), (f) and 49 USC 5303(a), (b). The primary federal regulations are Section 1101(b) of FAST Act (P.L. 114-357) and 49 CFR Part 26 regarding involvement of disadvantaged business enterprises in US DOT funded planning projects 23 CFR 420.109, 23 CFR 450.308, 49 CFR 613 and 23 U.S.C. 150(c).

## PLANNING AREA

The OKI region embraces an area of 2,636 square miles, with a population of 1,999,474 (2010 Census) 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.

### OKI Planning Area



## PLANNING PRIORITIES

The FY 2018 transportation planning program emphasizes the implementation and documentation of the activities which will advance the region's ability to meet the future travel needs of the OKI region.

The overall goal for transportation planning is the implementation of balanced and efficient intermodal and multimodal transportation services for the OKI region while involving a broad spectrum of agencies and the public in all aspects of the process. More specifically it is the intent of the program to address the goals of the *OKI 2040 Regional Transportation Plan* which are consistent with the metropolitan planning factors outlined in the federal transportation legislation Fixing America's Surface Transportation (FAST) Act. Within the context of these goals, and in consideration of perceived local area needs and OKI's overall role in transportation planning, efforts will be directed toward the following types of activities. OKI staff, in coordination with USDOT, ODOT, KYTC and INDOT, will continue the performance-based planning efforts initiated in FAST Act. Performance Targets will be established addressing performance measures in 23 U.S.C. 150(c) and coordinating on targets related to Transit Asset Management and Transit Safety.

- 1) Maintain a long range transportation plan to serve as a guide for transportation investment and service decisions.
  - Maintain, refine, and amend as necessary the *OKI 2040 Regional Transportation Plan*, including the travel demand model, in conformance with the requirements of the CAAA and FAST Act and/or its successor. Continue and expand an active performance-based planning component of the planning process.
  - Consideration of non-motorized modes of travel to increase the number of trips for utilitarian purposes made by bicycling and walking, and to improve the safety and convenience for these modes in the region.
  - Improve the interaction between regional and local planning activities, and strengthen the relationship between land use planning and transportation planning at all levels.
- 2) Maintain current socioeconomic and transportation system inventories and projections.
  - Maintain up-to-date estimates and forecasts of demographic and land use activity for input to transportation planning activities.
  - Maintain current transportation system inventory and usage data.
- 3) Evaluate local area transportation problems and develop recommended solutions.
  - Assist units of local government in analyzing the impact of traffic generated by proposed developments and preparing recommendations for street access and traffic control to serve the needs of the proposed development, while preserving the capacity and safety of the public roadways.
  - Assist and encourage units of local government in the development of access management policies and corridor plans, to preserve and protect the functional integrity of the roadway system.
  - Inventory and evaluate traffic operations at problem intersections and formulate recommendations for improvements regarding striping, signage, channelization, signalization and other traffic controls.
  - Inventory and evaluate traffic operations on key segments of existing roadways and develop traffic flow improvement recommendations.
  - Provide technical assistance for the preparation of basic pedestrian, vehicular and/or bicycle circulation plans.
  - Continuation of transportation system management (TSM) and travel demand management (TDM) activities, to improve system efficiency, and to help realize reductions in vehicle miles of travel, congestion, air pollution, fuel consumption, and advance a system that enhances sustainability and livability.
- 4) Prioritize transportation projects to assure project funding and full utilization of federal and state funds.
  - Develop and maintain a biennial Transportation Improvement Program.

- Conduct a TIP and Plan conformity analysis consistent with the State Implementation Plan for Air Quality as required.
  - Investigation of innovative financing mechanisms, both public and private, to improve the ability of local governments to implement needed transportation improvements.
- 5) Assist in implementation of specific transportation projects.
- Serve as the designated recipient for FTA's Specialized Transportation Program (Section 5310).
  - Evaluate local social service agency applications for 5310 funding.
  - Develop and maintain a coordinated transit plan for the region consistent with JARC/New Freedom and 5310 programs.
  - Assist local communities and other agencies in establishing park-and-ride lots for carpooling, vanpooling, and transit.
  - Assist in the development, implementation, and coordination of bicycle and pedestrian transportation facilities and programs throughout the region.
  - Assist in the planning, programming, and implementation of projects funded by the STP, TA and CMAQ programs.
  - Promote and facilitate the implementation of intelligent transportation system (ITS) to improve the transportation system efficiency and management.
- 6) Provide traffic engineering and transportation planning information and technical assistance in support of development and implementation programs.
- Partner with state DOT's on regional traffic and ITS operations programs for implementation of cross jurisdictional traffic signal timing, operation, maintenance and freeway active traffic management.
  - Arrange and conduct seminars and/or develop educational materials for county, township and municipal staff and officials. Topics would include access management, participation planning, roadway financing, right-of-way preservation, site impact studies, traffic control and regulation, bicycle/pedestrian planning and design, and others.
  - Provide transit planning assistance to urban and rural transit systems.
  - Continuation of the planning and implementation requirements of the Americans with Disabilities Act (ADA).
  - Provide travel demand forecasts with turning movement projections for KYTC projects.
  - Provide process-related assistance in arranging and conducting public meetings, and in promoting issue identification and understanding, goal-setting and prioritization, and community outreach activities.
  - Provide technical data and assistance to individual transportation corridor and facility studies.
- 7) Improve the efficiency by which goods are transported, transferred among modes, and distributed within and beyond the region. Continue freight planning and improvement in the efficiency of intermodal freight operations.
- 8) Involve a broad spectrum of agencies and the public, including underserved communities in all aspects of transportation planning. OKI will maintain a robust participation plan.

**RESPONSIBLE PARTY**

All work will be performed by OKI staff except as noted. Consulting firms are used to supplement staff resources as needed and as noted in the individual work elements and also in the budget tables. OKI's procurement procedures are consistent with (Federal Super Circular) 2 CFR 200. Transit section 674 is the responsibility of the respective transit agencies.

**SUPPORT AND ASSISTANCE FROM THE STATES & FEDERAL AGENCIES**

The Ohio Department of Transportation, the Kentucky Transportation Cabinet, the Indiana Department of

Transportation, the FHWA and FTA support and assist OKI in many ways, including provision of a district representative, traffic count data, and TIP programming information, all of which are essential to the ongoing planning process. OKI has **planning agreements** with state DOT's and transit agencies. These can be found in the Prospectus on the OKI web site.

### **SUMMARY OF KEY AGENCY PROGRAMS AND ACTIVITIES**

There are three key documents produced by the metropolitan planning process: the Unified Planning Work Program, The Regional Transportation Plan and the Transportation Improvement Program. These and other important activities are discussed below.

#### Unified Planning Work Program (UPWP) (Update Schedule: Yearly; Next Update: May 2018)

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 multi-modal planning process. This continuous 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 (RTP) (Update Schedule: every four years; Next Update: June 2020)

The OKI Board of Directors adopted the OKI 2040 Regional Transportation Plan on June 9, 2016. The Plan is amended as necessary. The Plan meets all the requirements of the FAST Act federal planning regulations. The Plan is required to be updated every four years and serves as a blueprint for transportation projects in the region through the year 2040. At the same time, it responds to FAST Act and Clean Air Act requirements that call for mitigating congestion, optimizing safety, and addressing air quality and other environmental, social and financial issues.

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. This Plan provides the framework for corridor studies and other initiatives.

#### Transportation Improvement Plan (TIP) (Update Schedule: every two years; Next Update: April 2019)

This document is normally developed every two years and reviewed periodically in cooperation with state and local officials, regional and local transit operators and other affected transportation, regional planning and implementing agencies. The TIP consists of improvements recommended from the short-range planning process, elements of the transportation 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; 4) includes realistic estimates of total costs and revenues for the program period, including year of expenditure cost estimates; 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.

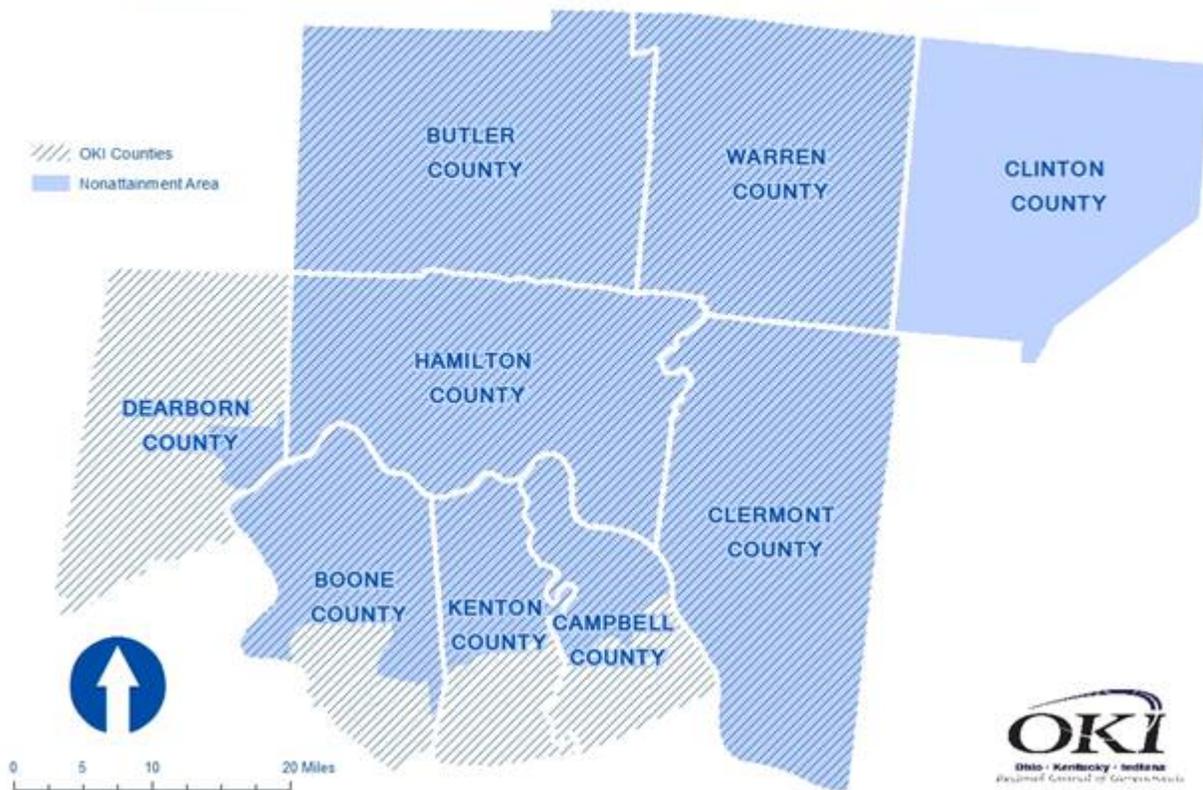
#### Transportation Air Quality Conformity and Emissions Analysis

In May 2016, the U.S. EPA made a determination of attainment for the Cincinnati area 2008 8-hour ozone area. Approval of the submitted maintenance plans are required before a redesignation to a maintenance area. The Cincinnati ozone area includes Lawrenceburg Township in Dearborn County Indiana, portions of the Kentucky counties of Boone, Campbell and Kenton, and the Ohio counties of Butler, Clermont, Clinton, Hamilton and Warren. Clinton County is outside of the OKI region, but is part of the maintenance area. The Ohio Department of Transportation (ODOT) is the lead planning agency for Clinton County.

In October 2016, U.S. EPA revoked the 1997 annual PM<sub>2.5</sub> standards for fine particulates. With the revocation of that standard, areas that have already been redesignated to attainment for the 1997 annual PM<sub>2.5</sub> standards, transportation conformity no longer applies. The Ohio and Indiana portion of the Cincinnati area is still designated nonattainment for PM<sub>2.5</sub> and will continue to demonstrate PM<sub>2.5</sub> conformity.

OKI has coordinated the process of developing local emission reduction strategies in support of the air quality State Implementation Plans. OKI has provided the state agencies with mobile source emissions data. OKI has performed transportation air quality conformity analysis for the region's MTP and TIP, most recently for the 2040 Regional Transportation Plan in 2016. OKI has developed procedures to integrate updates to the EPA Motor Vehicle Emissions model (MOVES) into the travel modeling process. OKI has analyzed the air quality and energy benefits of all candidate transportation projects subject to OKI's project prioritization process, as well as the Ohio statewide urban CMAQ process.

### Cincinnati-Middletown-Wilmington OH-KY-IN Ozone Nonattainment Area - 2008 Ozone Standard



### Corridor and Special Studies

OKI has been a leader both regionally and nationally in initiating and managing corridor studies. Since 1997, 19 corridor and/or special studies have been completed by OKI. The latest is the Bright 74 Study which was completed in 2017. The corridor studies permit detailed evaluation of problems and potential solutions.

### Transportation System Management (TSM)

The TSM element is included as part of the OKI Transportation Improvement Program. TSM activities are an integral part of the OKI planning program. TSM implies a practice of planning, programming, implementation, and operations that call for improving the efficiency and effectiveness of the transportation system by improving the operations and/or services provided.

### Congestion Management Process (CMP)

The OKI region's quality of life and economic competitiveness are closely related to the degree to which the transportation system is able to provide an acceptable level of mobility. The importance of congestion is reflected in federal transportation rules requiring a Congestion Management Process (CMP) in metropolitan areas. The CMP shall provide "for safe and effective integrated management and operation of the multimodal transportation system" and result in "performance measures and strategies that can be reflected in the metropolitan transportation plan".

OKI's CMP identifies appropriate performance measures to assess the extent of congestion. It establishes a coordinated program for data collection and system performance monitoring to define the extent and duration of congestion. For the purpose of monitoring system performance, OKI has identified a regional Congestion Management Network. The CMP network includes about 1,525 road miles that carry nearly 78% of the total regional traffic. Ongoing 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 network beginning with the National Highway System (NHS) and by making use of INRIX and HERE data; 3) acquisition of transit ridership data and operational data from transit operators; 4) periodic inventory of freight operations/data in the region; 5) periodic field review of the region's highway system attributes; 6) detailed travel data in ongoing transportation corridor study areas; and 7) a framework for evaluating the effects of system improvements (performance measures).

The CMP also identifies and evaluates appropriate congestion management strategies for the improved safety of the existing and future transportation system. OKI produces a comprehensive CMP analysis report every four years, coinciding with the development of OKI's Metropolitan Transportation Plan. The last CMP analysis report was completed in November 2015. The 2015 report documents the procedures and findings from the fourth 4-year data collection cycle that was completed in December 2014 and compares transportation system performance to the 2011 and earlier data.

### Transit Planning Assistance

OKI provides ongoing transit planning assistance to all federally-funded public transit systems in the region: Southwest Ohio Regional Transit Authority (SORTA), Transit Authority of Northern Kentucky (TANK), the Middletown Transit System (MTS), Clermont Transportation Connection (CTC), Warren County Transit Service (WCTS) and the Butler County Regional Transit Authority (BCRTA).

### 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. Each year, OKI prioritizes funding requests for projects from applicants. The Job Access Reverse Commute/New Freedom planning coordination efforts commenced in FY2006 and staff completed the first JARC/New Freedom "Coordinated" Plan as a product of a previous UPWP. The Plan produced a coordinated approach to transit/paratransit investments for the region. An update of the 2012 Coordinated Plan will be undertaken in FY16. Under MAP-21 the New Freedom program has evolved into what is now the 5310 Program. OKI has been identified by the governors of each of the three states as the designated

recipient to administer the 5310 transit funds for private, non-profit entities.

#### Transportation Alternative Program (TA)

The Transportation Alternative Program continues created under FAST Act. States are required to sub allocate funds to MPO's in urban area. OKI administers a competitive process for the region's counties (by state). OKI continued the successful Ohio TA program and had a call for projects in Spring 2016. Project selection was completed in the Fall of 2016. About \$6 million in TA funding for FY19-FY21 will be awarded. OKI selected eleven projects for the three Northern Kentucky counties in spring 2015 worth about \$840,000.

#### 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. OKI has provided technical services for several multi-jurisdictional trail development efforts in recent years.

#### RideShare

OKI's RideShare service has been operational for more than 30 years. RideShare is a voluntary, employer-oriented activity to increase vehicle occupancy, decrease miles of travel and improve air quality. The OKI staff actively promotes and operates RideShare, including providing matching services to area commuters. The strategies 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, bus signs, brochures, radio and print advertising and the Guaranteed Ride Home program.

#### Participation Plan, Title VI, ADA and Section 504

In 2014, the agency adopted an updated Participation Plan OKI is dedicated to ensuring a fair and equitable planning process and business practice. The OKI Participation Plan outlines processes for consultations practices related to the Disadvantaged Business Enterprises (DBE), Title IV and Section 504 of Rehabilitation Act of 1973 requirements. OKI has dedicated staff to ensure compliance with and support of the Council's responsibilities and practices related to these issues.

#### Strategic Regional Policy Plan

Pursuant to its charge of maintaining a comprehensive, cooperative and continuing transportation planning process, OKI adopted a strategic regional policy plan (SRPP) in 2005. The SRPP was reviewed and updated in 2014. In addition to addressing federal transportation planning mandates, the plan was conceived to save limited tax dollars through better coordination of local land use planning and regional transportation planning. Specifically, the plan encourages land use patterns that promote multimodal travel and the efficient use of land, natural resources, and public facilities. OKI staff continues to work with the Land Use Commission to develop, refine and implement the SRPP Policy Recommendations. Staff will transition all SRPP related guidance tools for online interactive use, research materials to maintain relevancy and supplement as necessary the comprehensive plan guidance about neighborhood redevelopment, economic vitality and sustainability best practices.

#### General Coordination Efforts Between OKI, State DOTs, FHWA, FTA, RTAs

OKI has worked closely with ODOT, KYTC, INDOT, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Environmental Protection Agency (EPA), SORTA, TANK, Clermont Transportation Connection, Warren Co. Transit and BCRTA in developing the multimodal approach to planning for the region. OKI has also coordinated with and has been a participant in the development of many studies including each of the state-wide transportation plans. OKI shares data with the various planning partners and agencies and provides technical assistance whenever possible.

### **FY 2018 UNIFIED PLANNING WORK PROGRAM HIGHLIGHTS**

- 1) **601 Short Range Planning:** Assistance to local jurisdictions including pedestrian and bike planning, Safe Routes to School programs, and the continuation of an active transportation alternatives (TA) program. Assisting in the on-going maintenance of the Regional Trails Inventory.
- 2) **602 Transportation Improvement Program:** Staff will continue an active program oversight. Prioritization of projects to be funded with OKI STP, CMAQ and TA funding. Incorporation of performance measures as required by the FAST Act.
- 3) **605 Continuing Planning - Surveillance:** Continue to refine and enhance the trip-based travel model. Continued development of the tour-based travel demand model including the collection of traffic generator survey data. Continued enhancement of GIS system capabilities. Plan for access to essential services and “Ladders of Opportunity,” including multi-modal transportation connectivity gap analyses and plan to address identified gaps in service to underserved populations with an emphasis on low income and minority populations. Other underserved populations will be evaluated as feasible.
- 4) **610.1 Transportation Plan:** Continue an aggressive congestion management (CMP) program and use of INRIX and HERE data. Evaluation of performance-based metrics for the Regional Transportation Plan. Coordination with federal, state, regional, and local agencies to advance the transportation goals for the region. Evaluate new transportation related technologies and an approach for integration of a “New Technologies” element into the OKI project prioritization process. Continue to improve functionality of the SRPP and environmental consultations by migration to interactive on-line platform for informing the transportation planning process.
- 5) **610.4 Land Use:** Continue implementation of the Strategic Regional Policy Plan. New partners will be invited to use the fiscal impact analysis model. Comprehensive planning tools and model ordinances will be maintained to assist local governments identifying environmental best practices, development and redevelopment strategies. Assist OEPA, ODOT and local partners on matters related to the VW settlement to identify siting plans for plug in electric vehicles as requested.
- 6) **610.5 Fiscal Impact Analysis Model – Technical Development:** Ongoing maintenance and technical assistance features and functionality of the model.
- 7) **611.5 Fiscal Impact Analysis Model – Web-Based Maintenance & Startup:** Staff will oversee consultant services to provide the web-based FIAM and related services including data upload for new partner communities and backup services for existing clients.
- 8) **625.2 Transportation Services - Participation Plan:** On-going support of area studies, outreach and development of collateral transportation materials will be conducted. Active social media program for informing citizens and businesses about transportation issues. DBE and Title VI related services. Execution of the agency’s Participation Plan.
- 9) **665.4 Special Studies (Regional Clean Air Program):** OKI’s Clean Air Program will once again strive to advance the “Do Your Share for Cleaner Air” message through a variety of media. A public survey will be conducted (consultant services) to gauge awareness of regional air quality issues and to allow for effective decision making as well as expenditure of funds.
- 10) **667.1 Rideshare Activities:** Continue to provide transportation alternatives to commuters within the Tri-State area, thereby providing energy conservation, traffic and pollution reduction and preserving the quality of life in the OKI region.
- 11) **674.1/674.2 JARC/New Freedom Transit Planning:** OKI is the designated recipient for federal funds for Job Access and Reverse Commute (Section 5316) and the New Freedom Program (Section 5317). OKI will use the Coordinated Public Transit-Human Services Transportation Plan to select and fund projects.
- 12) **674.3 Transit Planning Activities (5310 Program) -** OKI will administer the 5310 transit funds for private, non-profit entities in a cooperative arrangement with SORTA.
- 13) **674.4 New Freedom Pass Through:** OKI, as the designated recipient for New Freedom funds, is responsible for managing the projects operated by entities in the region providing services but not identified as “designated recipients” under FTA regulations. OKI serves as the oversight agency to ensure all federal requirements are met including reports submitted to the Federal Transit Administration’s TrAMS system.
- 14) **674.5/674.6/674.7/674.8/674.9/674.10 Mass Transit Exclusive Planning Studies:** Conduct transit planning and programming activities in the OKI region. Work performed by area transit agencies.

- 15) **685.1 Indiana Exclusive: Dearborn County Transportation Planning:** Work closely with Dearborn County officials, INDOT and FHWA to conduct the metropolitan planning process. Focus on tracking and delivering projects, red flag summaries, ADA and functional class updates.
- 16) **685.2 Indiana Exclusive: Dearborn County Transportation Planning (STP):** Activities associated with the 3C planning process. Participation in funding of orthophotogrammetry for Dearborn County as part of the statewide program.
- 17) **686.2 Kentucky Exclusive (PL Discretionary):** Consultant contract for the Boone County Transportation Plan.
- 18) **686.3 Kentucky Exclusive:** Staff oversight of the Boone County Transportation Plan Update. Other ongoing activities related to SHIFT, PIF's and Unscheduled Needs will continue.
- 19) **695.1 Unified Planning Work Program:** Develop, produce and disseminate a FY2019 UPWP that responds to metropolitan transportation planning requirements. Prepare mid-year and year-end performance reports.
- 20) **697.1 Transportation Program Reporting:** A transportation report summarizing the major findings and activities of the OKI transportation planning process.
- 21) **710.1 Local Water Quality Activities:** Provide technical support for local agencies as time and resources permit.
- 22) **710.6 Water Quality Program (Ohio EPA):** Permit consistency reviews, associated plan amendments as appropriate and public information products as detailed in OKI's contract with Ohio EPA.
- 23) **710.9 Water Quality Program (Ohio General Assembly):** Updated Water Quality Management Plan and associated plan amendments.
- 24) **720.1 Mobile Source Emissions Planning:** Conformity analysis for the regional transportation plan and TIP amendments. Quantification of the expected air quality and energy benefits of candidate projects for STP, SNK, TA or CMAQ funding.
- 25) **800.1 Regional Planning Activities:** Analyses of national and regional land development trends, conditions, and issues; and technical assistance on issues including land use, zoning, economic development, housing, water and sewer infrastructure, intergovernmental coordination, capital budgeting, and natural systems. Provide support for the OKI Regional Planning Forum and the OKI Planning Directors' Network.
- 26) **850.5 Energy Planning:** OKI received a funding award and entered into agreement with the Duke Class Benefit Fund Board in FY17 to fund 'A More Efficient and Secure Energy Future through Planning' Program for the Ohio portion of the OKI region. This Program was launched in FY17 and is funded through FY19. OKI partnered with the Greater Cincinnati Energy Alliance (GCEA) to prepare the community energy plans.

# ***Work Program***



## 601 – SHORT RANGE PLANNING

### GOALS

To address short-term problems and needs relating to transportation of persons and goods in the OKI region, and to identify actions that present a systematic approach to solving these problems.

To coordinate with units of local government regarding the development and adoption of access management plans, thoroughfare plans and other studies.

To utilize the transportation planning expertise and resources of the OKI staff in providing data, technical assistance and planning services.

To administer the federal Transportation Alternatives program for funding sub-allocated to OKI from all three states.

To provide training and support to public and private non-profit agencies to enhance and improve transportation capabilities and resources, through workshop sponsorships, and notifications of educational and/or training opportunities.

### PRODUCTS

- 1) Documentation supporting technical assistance to local communities in various elements of transportation/bicycle/pedestrian planning, engineering, etc. including ongoing maintenance of the regional trails inventory and updated bicycle guide/map. (as needed)
- 2) Administration of OKI's Transportation Alternatives and Safe Routes to School Program. (ongoing)
- 3) Transit planning assistance to any of the transit systems in the OKI Region consistent with identified needs, including Human Services Transportation Coordination, as required under MAP-21 and FAST Act. (as appropriate)

## 602 - TRANSPORTATION IMPROVEMENT PROGRAM

### GOAL

To develop an effective, multi-year program that identifies and prioritizes transportation improvements. Projects are to be consistent with transportation plans and studies developed through the urban transportation planning process. The program is fiscally and air quality constrained.

### PRODUCTS

- 1) Maintenance of the FY 2018 – 2021 TIP (6/30/18). Staff will monitor and expedite projects in the region using OKI allocated federal funds through meetings with ODOT, KYTC, INDOT and local sponsors; work with ODOT District 8 to lock-down projects for fiscal years 2019 and 2020. (as necessary)
- 2) TIP Amendments and TIP Administrative Modifications. (as necessary)
- 3) Continued refinement of the TIP on Demand on the OKI website and the smart mobile device applications. (as necessary)
- 4) Regional prioritization of TRAC applicant projects. (as necessary)
- 5) An annual listing of obligated highway, transit and planning projects funded with federal funds will be published within 90 days of the end of the state fiscal year for Ohio and Indiana projects (9/30/17) and within 90 days of the end of the federal fiscal years for Kentucky projects (12/31/17).
- 6) Annual self-certification of the metropolitan planning process (5/18)
- 7) The TIP will include transportation performance measures which will be tracked and evaluated over time. (ongoing)

## 605 – CONTINUING PLANNING - SURVEILLANCE

### GOAL

Develop and maintain, on the appropriate update cycle, the basic data essential to transportation planning activities. Such a database represents current conditions within the region and permits comparison to previous as well as forecast periods to determine the impact of changing development and travel patterns.

Develop and maintain a travel model capable of estimating current trip making behavior and travel patterns as well as assessing the impacts of proposed changes in land uses, transportation system, travel demand management strategies, and transportation control measures.

### PRODUCTS

- 1) Updated transportation system characteristics data files, including updated highway network, transit network, and other transportation supply data files. (ongoing)
- 2) Updated travel data files, including traffic counts and transit ridership figures. Contract(s) for data collection. Maintain traffic counting equipment and capabilities (potentially by purchasing additional equipment). (ongoing)
- 3) An updated, refined, and enhanced four-step travel demand, air quality model, data processing routines. Implementation and testing of an activity-based travel model known as the Ohio Disaggregate Modeling System (ODMS) (ODOT contract). Streamlined internal workflow for presenting model data. (ongoing)
- 4) Revised zonal socioeconomic files for 2015, 2020, 2030, 2040 (as needed).
- 5) Providing support to the U.S. Census Bureau and processing of data requests from local governments, citizens and others (as requested).
- 6) Building on the framework developed for “Ladders of Opportunity,” finalize criteria for identifying concentrations of underserved populations, locate essential services, and complete techniques for evaluating gaps in service. Test geodata and document program approach. (6/18)
- 7) Up-to-date GIS software. (6/18)
- 8) Updated geographic databases. (ongoing)
- 9) New online web mapping applications. (as needed)
- 10) Traffic simulation products in support of overall planning process. Enhanced 3-D visualization presentations and techniques. (as appropriate)
- 11) Participation in regional homeland security efforts such as the Emergency Preparedness Collaborative. Improved GIS data sharing and collaboration within the regional homeland security community including presentation to stakeholders and community leaders and funding agencies as appropriate. (ongoing)
- 12) Crowd sourced data collection applications. (as needed)

## 610.1 - TRANSPORTATION PLAN

### GOAL

To invest transportation resources in improving the management and operation of the transportation system through continued cooperation, communication and coordination.

### PRODUCTS

- 1) Amendments to the *OKI 2040 Regional Transportation Plan* (as necessary). Appropriate performance measures and target setting, tracking and reporting consistent with the FAST ACT. (ongoing)
- 2) As the Metropolitan Planning Organization for the region, OKI must maintain a focus on managing the existing infrastructure. OKI will work with all levels of agencies and the public to plan for management and operations of all modes of the transportation system. OKI will continue to participate in regional, state and national forums to identify procedures for addressing federal and state planning requirements including Americans with Disabilities Act (ADA) requirements. This will include initiating the development of metropolitan planning

agreements consistent with 23 CFR 450.314. OKI will educate and assist local public agencies on the requirements of ADA. OKI will pursue regional models of cooperation by promoting cooperation and coordination across agency boundaries. Provide assistance to states as needed in the development of the State Asset Management Plan. Provide assistance to transit agencies as needed in the development of the Transit Asset Management Plans. OKI will fully participate in the KYTC SHIFT which mutually informs both the OKI and KYTC planning processes.

- 3) Ongoing performance-based Congestion Management Program. Speed data from FHWA, ODOT and KYTC will be integrated into the current OKI travel time database. OKI will collect intersection turning movement counts at key locations within Northern Kentucky. OKI travel time collection using OKI vehicles may occur if needed. (ongoing)
- 4) ITS architecture and ITS Strategic Plan maintenance. (as necessary)
- 5) Project development activities for future transportation corridor or special studies. (as appropriate)
- 6) Identification of high crash concentrations locations (as needed). Cooperation with ODOT, KYTC in the review of their SHSP (as needed). Safety performance measures and targets monitoring and reporting. (on-going)
- 7) Small area/project level traffic forecasts as requested utilizing the regional travel model and other software. (as appropriate)
- 8) Continued outreach and coordination with private and public freight and economic development stakeholders. Development of the freight component of the regional transportation system. Upgrade the freight page on the OKI website. Establishment of a framework for a dynamic, web-based regional freight plan (06/18).
- 9) Revised OKI Prioritization process incorporating metrics to track security (06/18).
- 10) Revised OKI Prioritization Process incorporating new metrics to track economic vitality/development (06/18).
- 11) Documentation of potential new transportation related technologies and an approach for integration of a “New Technologies” element into the OKI project prioritization process. (06/18).
- 12) Consultations with multidisciplinary agencies on the development of the transportation plan and continued discussion of potential environmental strategies that are regional in scope. Staff will explore methods to integrate tourism and natural disaster risk reduction with the transportation plan. Staff will identify and research potential performance measures and data needs associated with regional environmental resources, climate change, and livability. (ongoing)

## 610.4 – LAND USE

### **GOAL**

To maintain and implement the Strategic Regional Policy Plan (SRPP) and strengthen the linkage between transportation policy and land use. Provide guidance and assistance to local governments as local comprehensive planning efforts occur and as local standards and development criteria are created.

### **PRODUCTS**

- 1) Documentation of presentations and consultations about the land use/transportation relationship, trends and distributed materials. (ongoing)
- 2) Maintained [www.HowDoWeGrow.org](http://www.HowDoWeGrow.org) SRPP website with current regional trends and conditions related to the SRPP, transition all SRPP related guidance tools for online interactive use, research materials to maintain relevancy and supplement as necessary the comprehensive plan guidance about neighborhood redevelopment, economic vitality and sustainability best practices. Updated website and documentation of distribution of local comprehensive plan guidance, sample ordinances, and collateral materials and of technical assistance provided. (ongoing)
- 3) Documentation of Fiscal Impact Analysis Model promotion. (ongoing)
- 4) Improved OKI Greenspace Office webpage including compiled materials and links to relevant resources available to inform local governments on environmental best practices. (ongoing)
- 5) Documentation of Solar Ready best practices incorporated in community plans generated through the ‘A More Efficient and Secure Energy Future Through Planning’ program. (ongoing)
- 6) Level of involvement with the Ohio VW settlement partners is to be determined.

## 610.5 – FISCAL IMPACT ANALYSIS MODEL

### GOAL

To continue to maintain and refine the OKI Fiscal Impact Analysis Model (FIAM). Transportation investment stimulates economic development and land use change. The FIAM implements a recommendation of OKI's Strategic Regional Policy Plan by increasing local governments' understanding of the costs and benefits of development. The FIAM helps local governments to capitalize on the potential land use changes related to these transportation investments by analyzing the costs and benefits of alternative land use scenarios. The FIAM uses local government budgetary, land use, population and employment statistics to estimate costs and revenues of development using current local government budget data.

### PRODUCTS

- 1) Documentation of technical assistance provided. (ongoing)
- 2) Additional data and analysis for new partners using the fiscal impact analysis model. (as appropriate)
- 3) Documentation of expanded functionality. (as appropriate)

## 611.5 – FISCAL IMPACT ANALYSIS MODEL – Web-Based Maintenance & Startup

### GOAL

To continue to manage, maintain and improve the website operating the Fiscal Impact Analysis Model (FIAM). The web-based version of the FIAM enables users to access and utilize the FIAM online and requires continued maintenance to ensure the data used for FIAM calculations is current. The web-based FIAM is designed to allow users to save work for future reference requiring the ongoing management of saved information for individual users. In order to ensure the maximum utilization of the web-based interface, improvements and upgrades are frequently necessary. The web-based FIAM also requires adjustments as new partner communities join the program.

### PRODUCTS

- 1) A continuously functioning and accessible web-based Fiscal Impact Analysis Model. (ongoing)
- 2) A report citing the users updated and the type of information including financial, demographic, and/or geographic, updated for each user, as applicable. (ongoing)
- 3) Creation of new data sets for each new partner community. (as appropriate)

## 625.2 – TRANSPORTATION SERVICES

### GOAL

To incorporate Title VI and Section 504 of the Rehabilitation Act of 1973, along with other Environmental Justice (EJ) and DBE concerns, into OKI's planning process. OKI will continue to implement a Participation Plan (PP) using traditional methodologies and explore new methodologies relative to the fair treatment and meaningful involvement of all people regardless of race, color, national origin, age, disability or income.

### PRODUCTS

- 1) An updated Participation Plan and customized outreach plans, including social media activities as appropriate, for OKI studies and projects as needed.
- 2) Annual program compliance review will be conducted. (6/18)
- 3) RFPs and RFQs will be disseminated to OKI's DBE / SBE Certified Vendor Directory and Bid List. (as appropriate)
- 4) Input will be provided to the TIP and Plan project evaluation process to ensure proper consideration is given to underserved communities. (as appropriate)

- 5) Public outreach, collateral materials, provide and received industry related knowledge and education. (6/18)

#### **665.4 – SPECIAL STUDIES: REGIONAL CLEAN AIR PROGRAM**

##### **GOAL**

To continue the Regional Clean Air Program designed to reduce outdoor pollution levels through outreach and education in order to protect public health, the local economy and attain national ozone and particulate matter standards.

##### **PRODUCTS**

- 1) An outreach program geared toward the reduction of pollutants in the eight county urban airshed. (ongoing)
- 2) Survey results measuring air quality awareness and action taken to reduce emissions. (6/18)

#### **667.1 –RIDESHARE ACTIVITIES**

##### **GOAL**

To provide transportation alternatives to commuters within the Tri-state area; thereby promoting energy conservation, reducing traffic and pollution, saving money and helping to preserve the quality of life for those who live in the OKI region.

##### **PRODUCTS**

- 1) A detailed report of database activities such as additions and counts of applicants provided with match-lists. (on-going)
- 2) Retain existing vanpools through rider recruitment and form new vanpools. (ongoing)
- 3) An accurate GRH database and an efficient reimbursement program. (ongoing)
- 4) Execution of an annual marketing plan outlining the most effective approaches to increase awareness and participation in all aspects of the OKI RideShare program. (ongoing)

#### **674.1/674.2 –JARC/NEW FREEDOM TRANSIT PLANNING**

##### **GOAL**

The goal of this program is to continue the management requirements of special transit programs for job access and reverse commute, JARC Program (Section 5316), and the New Freedom Program (Section 5317) that were originally funded under SAFETEA-LU. OKI was the designated recipient for these two federal programs. The funds will be used for management of remaining sub-recipients as well as an update to the OKI Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan).

##### **PRODUCTS**

- 1) Meetings of the Oversight Team and other recipients of JARC and New Freedom federal funds. (as needed)
- 2) Updates to the Coordinated Plan. (as needed)
- 3) Prepare quarterly progress reports in the TrAMS system of FTA which include information from sub-recipients. (quarterly)

#### **674.3 – SECTION 5310 PROGRAM**

##### **GOAL**

The goal of this program is to provide a means for distributing Section 5310 federal funds allocated to the Cincinnati urbanized area. These funds are used by many private, non-profit agencies to acquire vehicles for transportation services offered to their clients and other projects eligible for 5310 funding.

##### **PRODUCTS**

- 1) Meetings of the Oversight Team. (as needed)

- 2) Update the Section 5310 application packet (as needed) and hold a workshop to explain the application process. (as needed)
- 3) Prepare quarterly progress reports in the TrAMS system of FTA.
- 4) Participation in OARC 5310 Subcommittee meetings and training on FTA procurement. (as appropriate)
- 5) Revisions to the Coordinated Plan. (as needed)
- 6) Transit Asset Management Plan (tbd following FTA guidance)

#### 674.4 – NEW FREEDOM PASS THROUGH

**GOAL**

The goal of this program is to continue the management of special transit programs for elderly individuals and individuals with disabilities under the New Freedom Program (Section 5317) as originally required under SAFETEA-LU.

**PRODUCT**

- 1) Oversight, funding and requisite reporting for the provision of transportation services to people with disabilities operated by private providers. (ongoing)

#### 674.5 MASS TRANSIT EXCLUSIVE: SORTA PLANNING STUDIES

**GOAL**

Conduct planning and programming activities to advance the scope and quality of transit service to users within the SORTA service area.

**PRODUCTS**

- 1) Monitor Existing Fixed-route Service – Monitor existing service to determine strengths and weaknesses through the approved performance standards; design and analyze potential improvements within context of current funding and available equipment. If additional funding is identified, SORTA will consider implementing elements of the Reinventing Metro plan and subsequent updates to that plan.
- 2) Transit Center Development – SORTA will initiate construction on the Oakley and Northside Transit Centers and the Walnut Hills Transit District which will provide customers with enhanced amenities and transfer locations to connect with the SORTA network of routes. A NEPA study will be initiated for the Colerain Transit Hub.
- 3) Rail Projects – Assist the Rail Services Department in monitoring operation of the Cincinnati Streetcar. Complete grants management and reporting requirements for federal and state funds awarded to City of Cincinnati for this project. Continue to monitor and maintain bridges, tunnels, and pedestrian facilities along the Oasis and Blue Ash railroad right-of-way. Initiate design planning for highest priority repairs identified in annual bridge inspections. Work to securing funding for repairs.
- 4) Corridor and Transportation Study Participation and Assistance – Continue to participate in corridor studies and other major transportation initiatives including the Eastern Corridor Transportation Improvement and Oasis Commuter Rail studies, I-75 interchange reconstruction, Western Hills Viaduct replacement, the Oasis and Wasson Way bike trail projects, and Cincinnati Connects.
- 5) Section 5310 -Work with OKI to provide administrative assistance for vehicle procurement and vehicle state of good repair for the region’s 5310 program to improve mobility for seniors and individuals with disabilities.
- 6) Federal Compliance - Coordinate with partners at OKI and the federal and state levels to develop performance measures and targets consistent with the requirements of FAST Act.
- 7) Intelligent Transportation Systems (ITS) - Integrate regional transit agencies into the Cincinnati Metro CincyEZ Ride application to offer mobile tickets to their customers.
- 8) Strategic Planning – Promote the 20 X 21 Innovation in Motion strategic plan which emphasizes reinventing Metro.

## 674.6 MASS TRANSIT EXCLUSIVE: TANK PLANNING STUDIES

### GOAL

Conduct planning and programming activities to increase the transit system efficiency and advance the quality of transit service to users within the TANK service area.

### PRODUCTS

- 1) Performance Analysis- TANK will conduct the calendar year Substandard Route Review (SSRR) by collecting route-level data and applying the following performance measures: Net Cost per Passenger Trip, Cost Recovery, Passenger Trips per Revenue Mile, and Passenger Trips per Revenue Hour. The SSRR allows TANK to identify underperforming routes and make informed decisions on service improvements. In addition, TANK monitors route-level productivity (Ridership per Revenue Hour) on a monthly basis through the Planning Dashboard.
- 2) Transit Service Improvements– TANK will continue the implementation of the 2013 Network study recommendations. Changes will be implemented in conjunction with further public engagement, market research, and service performance analysis.
- 3) Technology Improvements – TANK is in the final steps of data organization in order to provide real-time information to our riders.
- 4) Bus on Shoulder– following the 2014 feasibility study, in FY2018 TANK intends to move forward to advance discussions related to Bus on Shoulder in the I71/75 corridor, between I-275 and the Brent Spence Bridge.
- 5) Service Request Process – TANK will continue to implement the Service Request Process. This process addresses specific service needs that have been requested of TANK from the community in an effort to better serve the organization’s objectives.
- 6) Regional collaboration - TANK will participate in, and contribute to, key local and regional planning studies, as well as the OKI’s Intermodal Coordinating Committee (ICC), Northern Kentucky planning projects, and the regional Bus Rapid Transit (BRT) initiatives.

## 674.7 - MASS TRANSIT EXCLUSIVE: MIDDLETOWN TRANSIT SYSTEM (MTS) PLANNING STUDIES

### GOAL

MTS FY2018 planning activities will focus on strengthening county and regional partnerships to improve access for City of Middletown residents and visitors to jobs, education, medical, and other opportunities. Work will be performed in partnership with the Butler County RTA (BCRTA).

### PRODUCTS

- 1) Coordinated planning and operation efforts with BCRTA and GDRTA.
- 2) Improved access inside the Butler County I-75 retail corridor and between Butler and Hamilton County Cincinnati State campuses.
- 3) Continued compliance and coordination with FTA, ODOT and OKI regulations including the development of performance measures and targets which will yield improved city and countywide transit connections for City of Middletown residents and visitors.
- 4) Participation in regional public transportation efforts (ongoing).

## 674.8 – MASS TRANSIT EXCLUSIVE: CLERMONT TRANSPORTATION CONNECTION

### GOAL

CTC planning activities include the evaluation of existing transit services in order to maximize efficiency and increase ridership.

### PRODUCTS

- 1) Ongoing analysis – Monitor the fixed route and dial-a-ride service operations for opportunities to increase productivity and reduce costs.
- 2) Increase coordination with local agencies, including presentations and group meetings.

- 3) Identify new park and ride locations along SR 125 for the Route 4X Amelia Express.
- 4) Purchase new buses with security camera system.
- 5) Increase ridership.
- 6) Improvements in service efficiency.
- 7) Conduct a survey of CTC passengers.
- 8) Purchase a farebox system.
- 9) Participation in regional planning activities with SORTA, TANK, Cincinnati USA Regional Chamber and OKI.
- 10) Coordinate with partners at OKI and the federal and state levels to develop performance measures and targets consistent with the requirements of FAST Act.

**674.9 MASS TRANSIT EXCLUSIVE: BUTLER COUNTY REGIONAL TRANSIT AUTHORITY (BCRTA) PLANNING STUDIES**

**GOAL**

BCRTA State FY2018 planning activities will support BCRTA Board of Trustees' and the Transit Alliance of Butler County's mutual efforts to identify transportation needs and leverage available resources to effectively and efficiently meet the needs.

**PRODUCTS**

- 1) New and expanded services for target markets.
- 2) Increased ridership and increased access to local employers and job centers
- 3) New tools and quantifiable data regarding need for new transit services.
- 4) Continued compliance with FTA and ODOT regulations.
- 5) Plans, concept documents and evaluations for future transit infrastructure.

**674.10 – MASS TRANSIT EXCLUSIVE: WARREN COUNTY TRANSIT**

**GOAL**

Ongoing evaluation of existing transit services to maximize their efficiency. Improve everyday operations through analysis of services and how they are provided to the public. Provide service opportunities to County residents.

**PRODUCTS**

- 1) Participation in regional planning activities at OKI.
- 2) Continued analysis of scope of service.
- 3) Continued compliance with FTA and ODOT regulations.
- 4) Coordinate with partners at OKI and the federal and state levels to develop performance measures and targets consistent with the requirements of FAST Act.

**685.1 - INDIANA EXCLUSIVE: DEARBORN COUNTY TRANS. PLANNING (PL)**

**GOAL**

The goal of this work element is to conduct the core 3C planning process for Dearborn County, Indiana including the UPWP, TIP and Regional Transportation Plan.

**PRODUCTS**

- 1) Incorporation of Dearborn County projects in the OKI TIP (ongoing), amended OKI 2040 Regional Transportation Plan (as appropriate), special transportation studies, the FY2018 UPWP, Annual Completion Report (9/30/17), quarterly tracking reports with performance monitoring in cooperation with Debra Ault INDOT LPA Coordinator, Indiana MPO Council participation, an Annual List of Obligated Projects (9/30/17), and Red Flag Investigations consistent with INDOT templates (as needed). Integration of performance measures and targets into the Plan and TIP in coordination with state DOT's and transit providers. Updated planning

- agreements consistent with 23 CFR 450.314. (6/18) Assistance to INDOT as needed in the development of the State Asset Management Plan. (ongoing)
- 2) Aggressive programming of HSIP funds in local safety planning programs and projects. (ongoing)
  - 3) Perform mobile source emission estimates and air quality conformity determinations for Lawrenceburg Township, Greendale and Lawrenceburg. (as necessary)
  - 4) Development of improved scheduling and cost estimating procedures in cooperation with state and local partners. (ongoing)
  - 5) Progress towards compliance with ADA requirements, and the advancement towards “connected” communities and ladders of opportunity for underserved communities. Provide technical assistance to member governments. (ongoing)
  - 6) Updated federal roadway functional class review as necessary. Participate in HPMS efforts. Ongoing performance-based CMP. Speed data from FHWA and ODOT will be integrated into the current OKI travel time database. OKI will collect intersection turning movement counts at key locations. OKI travel time collection using OKI vehicles may occur if needed. (6/18)
  - 7) Enhanced travel model and new GIS layers used to support transportation planning and Homeland Security planning efforts. (ongoing)
  - 8) Maintain and execute the OKI Participation and Title VI plans. (ongoing)
  - 9) Support services associated with the fiscal impact assessment model (FIAM). (as needed)
  - 10) Environmental consultations on the transportation plan. (ongoing)

**685.2 - INDIANA EXCLUSIVE: DEARBORN COUNTY TRANS. PLANNING (STP)**

**GOAL**

The goal of this work element is to supplement elements of the 3C planning process for Dearborn County. This element will supplement the activities listed in 685.1 and include special (nonrecurring) activities and studies.

**PRODUCTS**

- 1) Active transportation planning program products consistent with element 685.1 (ongoing)
- 2) Support services associated with the fiscal impact assessment model. (as needed)
- 3) Orthophotogrammetry for Dearborn County as part of the statewide program. (10/17)

**686.2 – KENTUCKY EXCL. (PL Discretionary): BOONE COUNTY TRANSPORTATION PLAN**

**GOAL**

Development of the OKI region’s first Smart transportation plan for Boone County, Kentucky.

**PRODUCTS**

- 1) Existing and Future Conditions Report
- 2) Red Flag Summary Report
- 3) Final Report (Recommendations and Financial Assessment)
- 4) Plan summary document (executive summary) (3/18)

**686.3 – KENTUCKY EXCLUSIVE: TRANSPORTATION PLANNING ACTIVITIES**

**GOAL**

This work element is intended to respond to the need for safety, operational, special studies or data collection effort focused specifically on Northern Kentucky.

**PRODUCTS**

- 1) OKI will maintain current Project Identification Forms (PIFs) for all Kentucky projects recommended in the *OKI Regional Transportation Plan* and other transportation-related studies per guidelines established by KYTC. OKI

- will maintain and revise the Unscheduled Projects List (UPL), for Kentucky projects identified through OKI's planning process. Coordination with local officials to identify priority projects for SHIFT. (ongoing)
- 2) Participation in planning studies and activities as appropriate. Assistance to local governments regarding the LPA process and the requirements for administration of federal-aid projects. Participation in Statewide Planning meetings and other professional development activities with a focus on Kentucky transportation. (ongoing)
  - 3) OKI will work with KYTC and/or contractors to collect classified traffic volumes on northern Kentucky roadways as resources permit. (as needed)
  - 4) Consultant contract management and project oversight and completion of the Boone County Transportation Plan. (3/18)

**695 – UNIFIED PLANNING WORK PROGRAM**

**GOAL**

Development of the agency Fiscal Year Unified Planning Work Program (UPWP) and ongoing progress reporting.

**PRODUCTS**

- 1) Draft FY2019 UPWP (3/18).
- 2) Updated Memorandum of Understanding among the applicable entities identifying their mutual responsibilities per 23 CFR 450.314. (as necessary)
- 3) Monthly progress, annual completion, and expenditure reports. (ongoing)
- 4) FY2019 Unified Planning Work Program. (5/18)

**697.1 – TRANSPORTATION PROGRAM REPORTING**

**GOAL**

To provide the public and funding agencies with a yearly transportation report summarizing the major activities of the transportation planning process.

**PRODUCT**

Transportation Annual Summary (6/18)

**710.1 - LOCAL WATER QUALITY ACTIVITIES**

**GOAL**

To undertake water quality planning activities in Ohio, Kentucky and Indiana, as appropriate and as resources permit.

**PRODUCTS**

- 1) Collateral materials for southwestern Ohio, northern Kentucky, and Dearborn County watershed management activities, which may include education and outreach materials, fact sheets, directories, and articles in stakeholder newsletters. (as appropriate)
- 2) Meeting notices, agendas, summaries, and related correspondence. (as appropriate)
- 3) Meeting notices, agendas, summaries, and related correspondence for the OKI RCC Annual meeting occurring in the spring and support, as needed, for the annual tour occurring in the fall.
- 4) Updated base information and recommendations for the OKI Regional Water Quality Management Plan. (within resource constraints)

## 710.6 - WATER QUALITY PROGRAM

### GOAL

To assess, manage, and protect surface water and groundwater resources in view of regional growth and development and the resultant increased demand.

### PRODUCTS

- 1) Water Quality Management Plan amendments. (as appropriate)
- 2) Permit consistency reviews, associated plan amendments when needed and public information products as detailed in OKI's contract with Ohio EPA. (as appropriate)
- 3) Data and analysis, summary information, maps and descriptive text generated for the targeted water quality improvement project as detailed in OKI's contract with Ohio EPA. (6/18)

## 710.9 - WATER QUALITY PROGRAM (OHIO GENERAL ASSEMBLY)

### GOAL

To assess, manage, and protect surface water and groundwater resources in view of regional growth and development and the resultant increased demand.

### PRODUCTS

- 1) Summary of consultations with Ohio EPA on WQMP priorities.
- 2) Summary of consultations with watershed organizations about water quality issues and planning needs. (as necessary)
- 3) Summary of consultations with wastewater management agencies about planning needs and plan amendments.
- 4) Updated Water Quality Management Plan and associated plan amendments. (as necessary)

## 720.1 – MOBILE SOURCE EMISSIONS PLANNING

### GOAL

To ensure that OKI's Metropolitan Transportation Plan and Transportation Improvement Program (TIP) contribute to the region's attainment and maintenance of national ambient air quality (AQ) standards.

### PRODUCTS

- 1) Ongoing coordination and consultation with OKI committees, federal, state and local agencies regarding air quality issues. Preparation of appropriate documentation of Metropolitan Transportation Plan and TIP conformity. Provision of travel and mobile source emission data to support SIP revisions prompted by changes in local emission control programs and federal standards for ozone and particulate matter.
- 2) Quantification of the expected air quality and energy benefits of candidate projects for CMAQ, SNK, STP, SNK or TA funding as required.

## 800 - REGIONAL PLANNING ACTIVITIES

### GOAL

To provide support for sustainable development through planning services, data resources, and other information useful to the government, business, and civic sectors in the OKI region. When deemed advantageous to the region, to provide contributed services to leverage additional funding for programs that advance regional planning objectives of the OKI Strategic Regional Policy Plan or Long Range Transportation Plan.

**PRODUCTS**

- 1) Provision of various products and information. (as appropriate)
- 2) Analyses of national and regional land development trends, conditions, and issues; and technical assistance on issues including land use, zoning, economic development, housing, water and sewer infrastructure, intergovernmental coordination, capital budgeting, and natural systems. (ongoing)
- 3) Support services for the Regional Planning Forum activities. (as appropriate)
- 4) Meeting agendas and related correspondence regarding Planning Directors’ Network activities. (biannually)
- 5) Meeting materials and memos summarizing any technical assistance provided. (as appropriate)

**850.5 – ENERGY PLANNING (DUKE)**

**GOAL**

To advance strategies consistent with the OKI Strategic Regional Policy Plan improving the ability of local communities to more effectively impact efficient use of energy and plan for their future energy needs as described in an award received from the Duke Class Benefit Fund Board in FY17.

**PRODUCTS**

- 1) Provision of various products and information. (as appropriate)
- 2) Meeting agendas, meeting materials for local community project planning meetings. (as appropriate)
- 3) Bi-annual progress reports prepared for the Duke Class Benefit Fund Board. (as appropriate)
- 4) Community Energy Plan for each selected community (2-3 in FY18)

# ***APPENDIX A***

# ***BUDGET***



## **RATIONALE FOR FUNDING**

The objective of the Unified Planning Work Program (UPWP) process is to provide a rational basis for the development, review, approval, execution and control of a comprehensive and coordinated transportation planning program for the OKI Region.

A number of federal, state and local organizations contribute funds to the program. Partner agencies are also recipients of these funds and have the responsibility of completing the described program activities. The UPWP ties the various resources, needs, interests, and responsibilities into a coordinated annual work program.

The first phase of the process is a determination of what work elements are to be included in the UPWP. This is based upon (1) new federal and state directions and directives, (2) continuing requirements, and (3) local needs, interests and priorities.

Following an evaluation of which elements best serve the needs of the region, while at the same time fulfilling the agency's objectives, a comparison of joint interest and the benefits that will be derived is made. Based on the output of this process, a funding table is prepared for inclusion in the UPWP. The funding agencies, in their review of the work program, make a determination of the appropriateness of the funding level and source of funds. Comments or requests for changes are then incorporated into a revised UPWP. Throughout the process, the basic premise of maintaining a regional, continuing, cooperative and comprehensive planning process prevails.

The FY 2018 UPWP reflects selectivity in the allocation of funding sources to program activities. This procedure and the subsequent matching of funding sources to program activities reflect consideration of:

- Amount of resources available from each agency;
- Primary interest area of each funding agency;
- Potential for delays in funding by each funding agency;
- Primary interest and type of each recipient agency; and
- Desirability of maintaining a single funding arrangement for each grouping of work activities.

In summary, while it is administratively necessary and advantageous to selectively match funding sources with work activities or groupings, the basic philosophical intent is to maintain a single integrated comprehensive and coordinated transportation planning program that jointly serves the needs of local, state and federal interests.

### Work Performance Responsibility

All work is performed by staff except where indicated. OKI may contract with consulting firms using OKI's procurement procedures which are consistent with 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Consultants provide access to additional resources and expertise. Elements utilizing consultants are identified in the text of that element. The budgeted amounts are identified within the following budget tables.