MEETING MINUTES OF THE
BOARD OF DIRECTORS
OF THE
OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS
APRIL 9, 2015
10:30 A.M. – OKI BOARD ROOM

• Call to Order

President Lynch, noting that there was a quorum, called the meeting to order at 10:37 a.m. with the following members in attendance:

MEMBERS

Mr. Kevin Lynch, Dearborn County Board of Commissioners, President
Mr. T.C. Rogers, Butler County Board of Commissioners, First Vice President
Mr. Todd Fortune, Hamilton County Board of Commissioners, Past President
Mr. Ed Humphrey, Clermont County Board of Commissioners
Mr. David Young, Warren County Board of Commissioners
Mr. Charles Tassell, Deer Park, Ohio
Ms. Nancy Atkinson, Edgewood, Kentucky
Mr. Thomas Cahill, Erlanger, Kentucky
Mr. Charles Southall, Forest Park, Ohio
Mr. Stephen Kaser, Lebanon, Ohio
Mr. Ted Phelps, Loveland, Ohio
Mr. Michael Steur, Madeira, Ohio
Ms. Charlene Hinnors, Milford, Ohio
Ms. Suzi Rubin, Monroe, Ohio
Mr. Chris Dobrzeci, Montgomery, Ohio
Ms. Marjorie Harlow, Springdale, Ohio
Mr. Dan Bell, Taylor Mill, Kentucky
Mr. Richard Miller, Trenton, Ohio
Mr. Josh Gerth, Anderson Township
Mr. Karl B. Schultz, Miami Township
Ms. Christine Matacic, Butler County Association of Township Trustees & Clerks
Mr. Gregory W. Carson, Clermont County Township Association
Mr. Brian Painter, Campbell County Fiscal Court
Ms. Liz Morris, Dearborn County Councilmember
Mr. Dwayne Boso, Clermont County Planning Commission
Mr. Mark McCormack, Dearborn County Plan Commission
Board Members-continued

Mr. David Okum, Hamilton County Regional Planning Commission
Mr. Marc Hult, Kenton County Planning Commission
Mr. Dennis Andrew Gordon, PDS of Kenton County
Mr. Stan C. Williams, Warren County Regional Planning Commission
Mr. Charles Graves, Cincinnati (City) Planning Commission
Mr. Timothy Bachman, Fairfield (City) Planning Commission
Mr. Tim Werdrann, Hamilton (City) Planning Commission
Mr. Craig Beckley, Dearborn County Township Association, Resident Member
Mr. Ken Bogard, Resident Member
Mr. David Ginsburg, Resident Member
Mr. Larry H. Maxey, Resident Member
Ms. Pamela Mullins, Resident Member
Mr. V. Anthony Simms-Howell, Ohio Comm. on Hispanic/Latino Affairs, Resident Member
Mr. Tom Voss, Resident Member
Ms. Laura Brunner, Port of Greater Cincinnati
Mr. Ted Hubbard, Hamilton County Engineer
Mr. Todd Listerman, Dearborn County Engineer
Ms. Candace McGraw, Kenton County Airport Board
Mr. Neil Tunison, Warren County Engineer
Mr. Jim Ude, Indiana Department of Transportation
Ms. Carol Ramler, representing Mr. Hans, Kentucky Transportation Cabinet
Mr. Dwight Ferrell, Southwest Ohio Regional Transit Authority
Mr. Brad Williams, Butler County Regional Transit Authority

GUESTS

Mr. Jeff Earlywine, representing Judge Moore, Boone County Fiscal Court
Mr. Matt Elberfeld, representing Judge Pendery, Campbell County Fiscal Court
Mr. Joe Shriver, representing Judge Knochelmann, Kenton County Fiscal Court
Mr. Michael Moore, representing Mr. Mann, Cincinnati, Ohio
Mr. Bill Wells, representing Ms. Carran, Covington, Kentucky
Mr. Adam Goetzman, representing Mr. Linnenberg, Green Township
Mr. Cory Wright, representing Mr. Beamer, Union Township
Mr. Matt Obringer representing Mr. Sams, Warren Co. Assn. of Township Trustees & Clerks
Mr. Andrew Alello, representing Mr. Voelker, Transit Authority of Northern Kentucky
Ms. Megan Hube, representing Mr. Carley, Cinti. USA Regional Chamber, Resident Member
Ms. Kellie Wise, representing Mr. Hartmann, Hamilton Co. Bd. of Comm., Resident Member
Ms. Lavita Hanekamp, representing Mr. Monzel, Ham. Co. Bd. of Comm., Resident Member
Mr. Skip Schulte, Citizen
Ms. Cristine Klika, DLZ
Ms. Cindy Wallace, TranSystems
Mr. Scott Brown, ODOT-District 8
Guests-continued
Mr. Gordon Perry, City of Blue Ash
Mr. Craig Parks, American Structurepoint
Mr. Andy Johns, FHWA-Ohio
Ms. Nola Clarke, Governor’s Regional Office
Ms. Sheri Carbc, Governor’s Regional Office
Mr. Joe Vogel, AECOM
Ms. Abby Schafer, Hamilton County
Mr. Jeff Wallace, Parsons Brinckerhoff
Ms. Hollie Hinton, DLZ
Ms. Kelly Will, City of Lawrenceburg
Mr. Doug Obringer, Warren County Regional Planning Commission

LEGAL COUNSEL

Mr. Edward Diller, Taft, Stettinius & Hollister

STAFF

Mr. Mark R. Policinski  Mr. Robert W. Koehler  Ms. Marilyn F. Osborne
Ms. Karen Whitaker  Ms. Purcy Nance  Ms. Lorrie Platt
Mr. Mark Paine  Mr. Brad Mason  Ms. Jane Wittke
Mr. David Shuey  Ms. Mary Luebbers  Ms. Alex Barnes
Mr. Travis Miller  Ms. Robyn Bancroft  Mr. Andrew Rohne

Mr. David Young led the Board of Directors in the Pledge of Allegiance.

- Announcements

President Lynch reminded everyone to sign in for attendance purposes. He also reminded everyone that this is a Board of Directors Meeting and that Executive Committee Alternates are not able to vote.

ITEM #1:  ADMINISTRATIVE

A.  President’s Report

President Lynch announced that CORBA will be hosting an event on Thursday, May 7 to celebrate the dedication of the re-designated port of Cincinnati and Northern Kentucky. Congressman Thomas Massie is the featured guest speaker and representatives from all of the 15 counties that supported the re-designation have been invited. He explained that all OKI Board members should have received an invitation to the event and a flyer was distributed at each seat. He encouraged those who have not yet RSVP’d to do so.
President Lynch announced that today is National Transportation Infrastructure Day. In honor of that, Metro is hosting Stand Up for Transportation Day on Fountain Square. OKI will be distributing information and Mark Policinski has been asked to say a few words. He invited members to stop by following the meeting.

President Lynch discussed the Highway Trust Fund. He emphasized the importance of a long-term bill. Short term legislation could make the deficit of the Highway Trust Fund larger. He asked members to keep this in mind when contacting their elected officials to encourage them to find a long-term solution.

B. Approval of March 12, 2015 Minutes of the Executive Committee Meeting

President Lynch called for corrections and/or additions to the March 12, 2015 minutes of the Executive Committee Meeting.

There being none, Mr. Humphrey moved that the March 12, 2015 minutes of the Executive Committee Meeting be approved as mailed. Ms. Matacic seconded the motion; motion carried.

C. Executive Director’s Report

Mr. Policinski stated that OKI had announced a call for projects for Kentucky SNK funds. He reported that KYTC recently informed OKI that we may use higher apportionment amounts for this year’s call for projects. That amount is $5.5 million per year rather than the $4.2 million per year announced during the SNK workshop. OKI staff now estimates we will be able to fund an additional $8 million in projects this cycle. He encouraged any jurisdictions that are applying to get their applications in by April 24.

Mr. Policinski reported that every two years, as part of KYTC’s Six Year Highway Plan development, OKI is asked to rank unscheduled projects in Kentucky. Staff, in consultation with KYTC and the Board, has prepared a draft list. A copy of the draft listing was sent electronically to the Northern Kentucky Board members and a hard copy was provided prior to today’s meeting. If anyone did not receive a copy or has questions, he asked that they contact Robyn Bancroft of the staff. A meeting will be held at OKI on April 28 to determine the final ranking that will be forwarded to KYTC. He stressed the importance of getting input from the Northern Kentucky Board members.

Mr. Policinski reported that in Ohio, an amendment was attached to a bill to limit spending on the Eastern Corridor project. The amendment requires that ODOT make a final decision by December 31 on whether or not to proceed. After negotiations, the final version that passed the legislature omitted the provision that told the state where to spend the money if it canceled the Eastern Corridor project.

Mr. Policinski explained that at last month’s meeting he talked about myths that people were driving less, however it has been reported that in 2013 Americans drove the fourth highest miles since recordkeeping began in 1936. He stated that another myth has been that everyone is leaving the suburbs and moving into cities. He reported that growth in cities is occurring in the Sun Belt.
Suburban areas there are booming as well. However the cities of New York, Chicago and Boston are all losing population. Mr. Policinski stated that he is happy our region is growing at a sustainable rate of .5% per year.

D. Legislative Update

Ms. Platt, staff, provided an update on the Highway Trust Fund, which is set to expire in 53 days. She reported that Congress is currently on spring recess and will return to session on Monday, April 13. She commented that it is likely that there will not enough time to draft, debate, pass and most importantly fund a multi-year surface transportation bill before it expires. The general assumption is that Congress will have to pass another short-term extension, which will be their 22nd such bill in the past 17 years.

Ms. Platt explained that there is uncertainty as to whether the extension will be through the end of the fiscal year (September 30), the end of the calendar year or even into 2016. Approximately $5 billion is required through September and $10 billion through the end of 2015 just to continue current funding levels.

Ms. Platt pointed out that the good news is that everyone—Congress, the Administration, the media, mayors, governors and other stakeholders—is now talking about MAP-21 and the looming Highway Trust Fund insolvency. The bad news is that there is not a consensus in how to fix the problem—whether it be a gas tax, repatriation or a hybrid of approaches.

Ms. Platt also pointed out that the 2016 presidential election is in 581 days.

E. Finance Officer’s Report

Ms. Nance stated that the Finance Officer’s Report, dated April 9, 2015, was distributed around the table. She pointed out that this report contains the financial statements for the period ended February 28, 2015 and includes current cash information.

Ms. Nance stated that on page 2 is the current information. As of April 6, OKI had $344,124 in the PNC checking account, $11,610 in the HSA/FSA checking account and $603,197 in the PNC savings account. She reported that there has been no recent activity on OKI’s line of credit and there is no outstanding balance at report date.

Ms. Nance stated that on page 3 is the balance sheet at February 28. Cash and Investments are up approximately 3% from this time last year. She stated that Receivables are up 2% from this time last year due to the timing of routine invoices. At February 28, there were $838,000 in receivables, all associated with January and February invoices. She further stated that payables are down approximately 25% or $17,000 from this time last year due to the timing of the New Freedom pass through program activities.
Ms. Nance stated that on page 4 is the Revenue information. She reported that at February 28, O&I is approximately 67% of the way through the budgeted year. Overall, revenues are at 62%, which is on budget.

Ms. Nance noted the following items: Federal revenues are ahead of budget due to the timing of the Solar Ready and New Freedom pass through projects. State of Ohio and State of Kentucky revenues are behind budget due to the timing of the FIAM, RideShare and water projects. Local revenues are ahead of budget due to the timing of county funding payments. Contributed services are ahead of budget due to overmatch received in the Clean Air program and timing of the New Freedom pass through projects.

Ms. Nance stated that on page 5 is the Expense information. She reported that overall, expenses are at 59%, which is on budget. Ms. Nance noted the following items: Category 3, Professional Development and Board Travel are under budget due to the timing of budgeted activities; Category 4, Professional Services is behind budget due to the timing of the spring traffic data collection project, and Marketing is behind budget due to the seasonal nature of the Clean Air program; and Category 6, Contributed Services are ahead of budget due to the overmatch received in Clean Air program and due to the timing of the New Freedom pass through projects.

Ms. Nance stated that on page 6 is the General Fund Balance information. She stated that the General Fund Balance has had a net increase of approximately $105,000 year to date. The two components of this increase are timing differences and year to date activities. The timing differences include a $223,000 increase due to timing of county funding payments and $80,000 decrease due to application of negotiated fringe and indirect rates. The remaining $38,000 decrease is associated with year-to-date operations and timing of active projects. Resulting in a year to date fund balance of $1,277,000—of this amount, $306,000 is committed to active projects.

There being no discussion, Mr. Rogers moved that the Board of Directors accept and file the Finance Officer’s Report dated April 9, 2015. Mr. Fortune seconded the motion; motion carried.

ITEM #2: BUDGET COMMITTEE REPORT

President Lynch reported that the Budget Committee met prior to the Board meeting to begin the preliminary budget discussions and potential staff increases. The Budget Committee will follow up next month prior to the Executive Committee meeting.

ITEM #3: PRESENTATION OF THE UPDATED OKI WEBSITE

Mr. Brad Mason, staff, presented an overview and demonstration of OKI’s newly-redesigned website. He explained that the goal of the redesign was to make what matters to our Board, committees and the public more accessible and available on all devices. The new look is cleaner and content is organized in an intuitive and accessible way. He explained that staff also wanted the new website to be a hub for all things OKI.
Mr. Mason noted that analytical tools were used to determine what the most popular pages and topics were on the previous website. Those analytics were used to highlight content on the new design. He also pointed out that since the last OKI website re-design, which occurred in 2009, the way content is viewed has changed dramatically. The website now scales to appropriate sizes for different devices, allowing for the easiest viewing and reading experience whether the site is being viewed on a computer, tablet or phone.

Mr. Mason provided a demonstration of some of the new features and highlighted where the important information for the Board of Directors is located. He pointed out that the homepage now incorporates a section that pulls in the most recent posts from three of OKI’s social media networks. It helps assist in the concept of keeping oki.org as the hub for everything OKI.

Mr. Mason explained that the contact section has been improved. Contact information for every OKI staff member has been added, including a photo, and implementation is in progress for identifying the current projects for which each staff member is the main point of contact. Also included on the website are OKI’s online tools and applications. This includes our traffic counts website, Project Application Assistant and TIP on Demand. He explained that staff is currently working on some new applications that incorporate a large amount of our data. A few of the items these applications will display are safety, infrastructure condition, congestion and environmental data.

Mr. Mason demonstrated the Board of Directors section of the website. Included are all the necessary documents and meeting materials. Also included in this page are meeting archives where past agendas, minutes and presentations are posted.

Mr. Mason explained that this website is also a part of a new overall communications initiative. Another element of the initiative is the expanded use of the Constant Contact email service. Members will receive an email every month with a reminder of the upcoming meeting along with the materials needed for the meeting.

Mr. Mason reported that another new communications initiative under development is an OKI blog. It will allow staff to summarize, highlight and tie together resources to explain a project, report progress or even solicit feedback.

Ms. Mullins complimented and commended staff for the development of the updated website. She pointed out the ease of navigation. She asked whether there are any future plans for posting videos and the possibility of videotaping or live streaming Board meeting. Mr. Mason explained that OKI has a YouTube video account which can be accessed through OKI’s website.

ITEM #4: FISCAL YEAR 2016 UNIFIED PLANNING WORK PROGRAM

Mr. Koehler reported that each year the Unified Planning Work Program (UPWP) is presented for review and approval. He stated that an executive summary was provided in the mailout. It outlines each of the main categories of planning activities to be undertaken by OKI beginning July 1, along with a budget for accomplishing the work. Mr. Koehler highlighted some of the activities to be
undertaken in the next fiscal year, including the continuation of the Kentucky 536 Scoping Study, the Bright 74 Corridor Study which will begin consultant selection soon, an update of the 2040 Regional Transportation Plan, the continued engagement with the Solar Ready project and the Plan for Health project.

Mr. Koehler explained that the draft work program has been reviewed by the Ohio Department of Transportation, Kentucky Transportation Cabinet, Indiana Department of Transportation, Federal Highway Administration, transit agencies and Federal Transit Administration.

Ms. Matacic moved that the Board of Directors approve Resolution OKI 2015-07 adopting the Fiscal Year 2016 Unified Planning Work Program. Mr. Humphrey seconded the motion; motion carried.

ITEM #5: INTERMODAL COORDINATING COMMITTEE REPORT

Mr. Paine, staff, reported that the ICC met on Tuesday, April 7. The group saw the presentation on the updated OKI website as was presented by Brad Mason today. In addition, Andy Reser presented information on the performance measures being developed by staff in response to MAP-21 requirements and in preparation for the new OKI 2040 Metropolitan Transportation Plan, also known as the Long Range Plan.

Mr. Paine reported that the ICC recommends approval of two resolutions—OKI 2015-08 regarding the certification of the urban transportation planning process and OKI 2015-09 adopting the FY 2016-2019 TIP.

A. Certification of the Urban Transportation Planning Process

Mr. Koehler, staff, explained that each year OKI is required to affirm that the regional transportation planning process is being carried out in conformance with all applicable federal regulations. Metropolitan Planning Organizations (MPOs) must remain certified in order to be able to continue to receive federal funding to conduct the necessary regional transportation planning called for as part of the Federal-Aid Highway and Transit Programs. This activity is what maintains the region’s eligibility for federal funding assistance. The planning process is governed by many federal regulations, and each year the OKI Board of Directors is asked to endorse staff’s affirmation that OKI efforts satisfy all such requirements.

Mr. Bogard moved that the Board of Directors approve Resolution OKI 2015-08 certifying that the urban transportation planning process is being carried out in conformance with all the applicable federal requirements. Mr. Rogers seconded the motion; motion carried.

B. Adoption of the OKI FY 2016-2019 Transportation Improvement Program

Mr. Paine, staff, reported that the draft FY 2016-2019 Transportation Improvement Program (TIP) has been posted on OKI’s website since February 23. He explained that the TIP is a listing of all federal funded highway, transit and planning projects in an MPO area. Projects must be included in
the TIP before federal funds can be used. Most state projects and regionally significant local projects are also included. The TIP is the short range component of the Metropolitan Transportation Plan—also known as the Long Range Regional Transportation Plan. He explained that all projects in the TIP must have a reference in the Metropolitan Transportation Plan.

Mr. Paine explained that projects move into the TIP once funding has been committed. The TIP has a four-year planning horizon and follows the state fiscal year of July to June. He stated that the TIP must demonstrate both fiscal constraint and air quality conformity. The TIP is typically updated every two years and extends two more years into the planning horizon. The new TIP will replace the current TIP on July 1, 2015 and is fully compliant with MAP-21 requirements. The new document will include all of the projects that were approved for federal funding by the OKI Board in 2014 using STP, CMAQ, SNK or TA federal funds that were sub-allocated to the OKI region.

Mr. Paine explained that OKI follows ODOT’s procedures for adopting the new TIP. Comments from ODOT, KYTC, FHWA and FTA were addressed. OKI also submitted hard copies of the draft TIP to the district offices of ODOT, KYTC and INDOT for public review and comment. A Public Hearing was held on March 16 at OKI where the draft TIP was presented.

Mr. Paine pointed out that the TIP will have numerous changes to the project listing during the four years it covers. These changes can be accomplished through TIP amendments in the form of resolutions or administrative modifications. The most up-to-date version of the TIP will be the one shown on the OKI website.

The TIPs from the various MPOs throughout the state are incorporated into the Statewide TIP (STIP) to provide an overview of transportation improvement projects that will be developed and implemented through the state over the next four years.

Mr. Portune moved that the Board of Directors approve Resolution OKI 2015-09 adopting the OKI Fiscal Years 2016-2019 Transportation Improvement Program. Mr. Steur seconded the motion; motion carried.

ITEM #6:   CONSENT AGENDA

President Lynch stated that each month a written report of committee activities is mailed to the Board of Directors. This mailing included the March Consent Agenda Items.

Ms. Matacic moved that the Board of Directors approve the consent agenda as mailed. Mr. Bogard seconded the motion; motion carried.

There were no committee announcements and/or updates.

ITEM #7:   OTHER BUSINESS

There was other business for discussion.
ITEM #8:  ADJOURNMENT

Ms. Maticic moved that the Board of Directors meeting be adjourned. Mr. Rogers seconded the motion; motion carried. The meeting adjourned at 11:20 a.m.

KEVIN J. LYNCH, PRESIDENT

MARK R. POLICINSKI, SECRETARY

KLW
Transcribed: 04/14/2015