Call to Order

President Lynch, noting that there was a quorum, called the meeting to order at 10:30 a.m. with the following members in attendance:

**EXECUTIVE COMMITTEE MEMBERS**

- Mr. Kevin Lynch, Dearborn County Board of Commissioners, President
- Mr. Jeff Earlywine, alternate for Judge Moore, Boone County Fiscal Court
- Mr. T.C. Rogers, Butler County Board of Commissioners, First Vice President
- Mr. Matt Elberfeld, alternate for Judge Pendery, Campbell County Fiscal Court
- Mr. Ed Humphrey, Clermont County Board of Commissioners
- Ms. Kathy Binns, alternate for Todd Portune, Hamilton County Board of Commissioners
- Mr. Joe Shriver, alternate for Judge Knochelmann, Kenton Co. Fiscal Court, Second Vice President
- Mr. Michael Snyder, Fairfield, Ohio
- Mr. Robert Browr, Hamilton, Ohio
- Ms. Beth Fennell, Newport, Kentucky
- Mr. James T. O'Reilly, Wyoming, Ohio
- Mr. Josh Gerth, Anderson Township
- Mr. Karl B. Schulte, Miami Township
- Mr. Cory Wright, alternate for Matthew Beamer, Union Township
- Ms. Christine Maticic, Butler County Association of Township Trustees & Clerks
- Mr. Brian Painter, Campbell County Fiscal Court
- Mr. David Okum, Hamilton County Regional Planning Commission
- Mr. Martin Scribner, alternate for Dennis Andrew Gordon, PDS of Kenton County
- Mr. Stan Williams, Warren County Regional Planning Commission
- Mr. Ken Bogard, Resident Member
- Mr. Bill Brayshaw, Resident Member
- Mr. Roger Kerlin, alternate for Larry Maxey, Resident Member
- Mr. Ken Reed, Resident Member, Treasurer
- Mr. V. Anthony Simms-Howell, Ohio Commission on Hispanic/Latino Affairs
- Mr. Ted Hubbard, Hamilton County Engineer
- Mr. Jim Ude, Indiana Department of Transportation
- Mr. Stefan Spinosa, alternate for Gary Middleton, Ohio Department of Transportation
- Mr. Darryl Haley, alternate for Dwight Ferrell, Southwest Ohio Regional Transit Authority

Serving the Counties of Boone, Butler, Campbell, Clermont, Dearborn, Hamilton, Kenton, Warren
BOARD MEMBERS

Mr. Thomas Adamec, Blue Ash, Ohio
Mr. Charles Tassell, Deer Park, Ohio
Mr. Charles Southall, Forest Park, Ohio
Mr. Stephen Kaiser, Lebanon, Ohio
Mr. Michael Steur, Madeira, Ohio
Mr. Ronald Mosby, North College Hill, Ohio
Ms. Marjorie Harlow, Springdale, Ohio
Mr. Dan Bell, Taylor Mill, Kentucky
Ms. Cathy Flaig, Boone County Fiscal Court
Mr. Mark McCormack, Dearborn County Plan Commission
Mr. Marc Hult, Kenton County Planning Commission
Mr. Charles Graves, Cincinnati (City) Planning Commission
Mr. Timothy Bachman, Fairfield (City) Planning Commission
Mr. Timothy Werdmann, Hamilton (City) Planning Commission
Mr. Martin D. KoRe, Middletown (City) Planning Commission
Mr. Ralph B. Grieme, Jr., Resident Member
Mr. Tom Voss, Resident Member
Mr. Todd Listerman, Dearborn County Engineer

GUESTS

Mr. George C. Kipp, Jr., representing Molly Barber, Indian Hill, Ohio
Mr. Kurt Seiler, representing Rich Cox, Mason, Ohio
Mr. Jim Lukas, representing Kevin Hardman, Sharonville, Ohio
Ms. Gena Bell, representing Chris Monzel, Hamilton County Board of Commissioners
Mr. Tom Yeager, Southwest Regional Water
Mr. Mike Draper, DLZ
Ms. Guinevere Emery, City of Aurora
Mr. Skip Shulte, Citizen
Mr. Joe Vogel, AECOM
Mr. Jeff Wallace, Parsons Brinckerhoff

LEGAL COUNSEL

Mr. Ed Diller, Taft, Stettinius & Hollister

STAFF

Mr. Mark R. Policinski  
Ms. Karen Whitaker  
Ms. Lorrie Platt  
Mr. Andy Reser  
Ms. Robyn Bancroft  
Mr. David Shuey  
Mr. Robert W. Koehler  
Ms. Purcy Nance  
Mr. Bradley Mason  
Ms. Jane Wittke  
Ms. Margo Lindahl

Ms. Marilyn F. Osborne
Ms. Mark Paine
Ms. Travis Miller
Ms. Andrew Rohne
Ms. Mary Luebbers
Mr. Jim Ude led the Executive Committee in the Pledge of Allegiance.

- **Announcements**

President Lynch reminded everyone to sign in for attendance purposes. He also reminded everyone that this is an Executive Committee Meeting and that Executive Committee members or their alternates are able to vote, Board members are not able to vote.

**ITEM #1: ADMINISTRATIVE**

A. **President’s Report**

- **Public Service Recognition**

President Lynch announced that an event will be held at noon on Fountain Square to honor public employees in the region and he will have the honor of presenting awards to the honorees nominated by OKI Board members. He invited everyone to join him following today’s meeting.

- **Public Hearing Notice**

President Lynch announced that public hearings are scheduled for two separate proposed amendments to the Regional Water Quality Management Plan. The first is scheduled for Tuesday, May 19 in the OKI Board Room and the second on Thursday, May 28 in the Waynesville Village Council Chambers. He stated that more information about the hearings is available on the OKI website or by contacting Jane Wittke of the staff.

- **Cancellation of July Meeting**

President Lynch stated that he would like to cancel the July meeting and call a Board of Directors meeting in place of the Executive Committee in June.

Mr. Reed moved to cancel the July 9, 2015 meeting and call a meeting of the Board of Directors on June 11, 2015 in place of an Executive Committee meeting. Ms. Matacic seconded the motion; motion carried.

B. **Approval of April 9, 2015 Board of Directors Meeting Minutes**

President Lynch called for corrections and/or additions to the April 9, 2015 minutes of the Board of Directors meeting.

There being none, Ms. Matacic moved that the April 9, 2015 minutes of the Board of Directors meeting be approved as mailed. Mr. Bogard seconded the motion; motion carried.
C. Executive Director’s Report

Mr. Policinski reported that the call for projects in Kentucky has concluded. He announced that, due to funds being returned to OKI, there will be a special call for projects in Ohio. There will be $10 million available in STP funds to be used in FY16. There is also $11 million available in CMAQ funds for FY21. He explained that application packets will be available June 1 on OKI’s website with a noon, July 1 deadline. The Prioritization Subcommittee will meet on August 11 and the proposed projects presented to the Executive Committee in September for approval.

Mr. Mosby asked for clarification for the types of projects for which the funding could be used. Mr. Policinski explained that the funds are for functionally classified roadways and for projects that can be started quickly. The funding can also be used for studies. He commented that anyone interested in applying should contact Bob Koehler of the staff who can provide guidance.

Mr. Policinski announced that the RAVEN911 project, which is managed by OKI, Hamilton County EMA and the City of Cincinnati Fire Department, was one of the Top 25 finalists for Harvard Kennedy School-Ash Center for Democratic Governance and Innovation’s Innovations in American Government competition. He pointed out that 1,250 applications were made for this program and it speaks well to the collaborative efforts of RAVEN911 to be included in the top 2%.

Mr. Policinski reported that OKI hosted a meeting in April of the Northern Kentucky Board Members to prioritize unfunded projects in Kentucky. During this meeting, several members brought up a proposed alternative for the Brent Spence Bridge project that involves a 67-mile highway around the region. Mr. Policinski explained that OKI does not have funds available to conduct a complete analysis, but is pulling together information that is available from ODOT and KYTC. This information will be made available to the Board once it is completed.

D. Legislative Update

Ms. Platt, staff, provided an update on the Highway Trust Fund. She stated that with only a handful of legislative days remaining, Congress is looking at another patch instead of a long-term bill. Many leaders are now prepared to support a patch that goes to the end of the calendar year. She pointed out that this will be the 23rd patch in 17 years. She noted that there are enough funds to keep it going to August, however, $11 billion is necessary to keep the program operating through the end of the year.

Ms. Platt also provided an update about proposed gas tax increases. She reported that Iowa because the first state in 2015 to pass such a measure. Legislators moved to raise the state’s gasoline tax and diesel taxes by 10 cents per gallon. Their regular gas rose from 21 to 31 cents per gallon and the rate for diesel rose from 22.5 to 32.5 cents per gallon (took effect on March 1). Their last tax increase was in 1989. Iowa’s DOT stated their plans to use the new funds towards $700 million in road maintenance and construction projects. She pointed out that the federal gasoline excise tax rate is 18.4 cents per gallon and 24.4 cents per gallon for diesel fuel. She reported that Ohio is the highest at 28 cents per gallon. Indiana is 18 cents. Kentucky is one of 15 states that gauge their gas tax to the price per gallon, currently it is 26.2 cents.
E. **Finance Officer's Report**

Ms. Purcy Nance, staff, stated that the Finance Officer’s Report, dated May 14, 2015, was distributed around the table. She stated that the report is on the financial statements for the period ended March 31, 2015 and includes current cash information.

Ms. Nance stated that on page 2 is the current information. As of May 6, OKI had $523,168 in the PNC checking account, $9,350 in the HSA/FSA checking account and $603,202 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 as of March 31. Cash and Investments are down approximately 17% from this time last year. She stated that Receivables are up 56% from this time last year due to the timing of ODOT invoice payments—last year February invoices were paid in late March; this year they were not paid until early April. At March 31, there were $742,000 in receivables, all associated with February and March invoices. She further stated that payables are up approximately 238% or $81,000 from this time last year due to the KY 536 Scoping Study, purchase of network equipment and timing of routine invoices.

Ms. Nance stated that on page 4 is the Revenue information. She reported that at March 31, OKI is 75% of the way through the budgeted year. Overall, revenues are at 68%, which is on budget.

Ms. Nance noted the following items: State of Ohio and State of Kentucky revenues are behind budget due to the timing of the FIAM, Rideshare, Clean Air and Water projects; Local Revenues are ahead of budget due to the timing of county funding payments; and 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 65%, which is under budget. Ms. Nance noted the following items: Category 3, Professional Development and Board Travel are under budget due to the timing of budgeted activities, which is offset by Travel with is ahead of budget due to unanticipated out-of-region travel for a DC fly-n last fall and Agency Memberships which are ahead of budget due to the new membership in the Tri State Transportation and Logistics Council; 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 Rideshare and Clean Air marketing campaigns; and Category 5, Contributed Services are ahead of budget due to the overmatch received in the Clean Air program and due to the timing of 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 $71,000 year to date. The two components of this increase are timing differences and year to date activities. The timing differences include: $167,000 increase due to timing of county funding payments and $45,000 decrease due to application of negotiated fringe and indirect rates. The remaining $51,000
decrease is associated with year-to-date operations and timing of active projects. Resulting in a year to date fund balance of $1,242,000—of this amount, $297,000 is committed to active projects.

Mr. O’Reilly questioned the interest rate on OKI’s savings accounts and suggested that an account with a higher rate of return be investigated. Ms. Nance stated that she will look into the possibility but pointed out that the agency is limited as to what it can do.

There being no further discussion, Mr. Reed moved that the Executive Committee accept and file the Finance Officer’s Report dated May 14, 2015. Mr. Rogers seconded the motion; motion carried.

ITEM #2: BUDGET COMMITTEE REPORT

Mr. Reed reported that the Budget Committee met prior to the meeting and reviewed the draft FY16 budget in detail. The Budget Committee approved the draft budget to be brought before the Board at the June meeting for consideration. He pointed out that a draft copy of the budget will be available prior to the meeting for review.

President Lynch thanked Mr. Reed and the other members of the Budget Committee for their service.

ITEM #3: INTERMODAL COORDINATING COMMITTEE REPORT

Mr. Mark Paine, staff, reported that the ICC met on Tuesday, May 12. Andy Reser, staff, presented information on the 2015 Kentucky CMAQ applications. These applications are reviewed by the ICC with recommendations forwarded to the Office of Local Programs in Frankfort. Final decisions on projects to be awarded throughout Kentucky are made in the central office of the Kentucky Transportation Cabinet.

Mr. Paine reported that the ICC recommends approval of two resolutions: Resolution 2015-10 regarding the marketing of the RideShare program and Resolution 2015-11 which presents information on the Clean Air program.

Mr. Paine reported that the Prioritization Subcommittee met after the ICC meeting to review the twelve SNK and nine TA applications received that are requesting federal funding for projects in Northern Kentucky. The recommendations from the subcommittee will be presented to the ICC and the Board in June.

ITEM #4: MARKETING FOR THE RIDESHARE PROGRAM

Ms. Jones, staff, stated that RideShare continues to help commuters in the area find alternative forms of transportation and relieve congestion on the roadways. She explained that there are two parts of this resolution. The first part grants authority for the Executive Director to enter into a contract with a vehicle provider not to exceed the amount of $120,000 for the vanpool program. She stated that the vanpool program is crucial to removing single occupant vehicles. RideShare
subsidizes a portion of the capital cost of the van to make vanpooling a cost-effective alternative for commuters rather than driving alone.

Ms. Jones stated that the second part of the resolution gives the Executive Director authority to enter into agreements exceeding $30,000 for the marketing of the RideShare program. This will allow staff to move forward with this program in a timely, cost-effective manner.

Ms. Jones reported that the ICC has recommended this resolution for approval.

Ms. Matacic moved that the Executive Committee adopt Resolution 2015-10 regarding the marketing of the RideShare program. Mr. Bogard seconded the motion; motion carried.

ITEM #5: MARKETING FOR THE REGIONAL CLEAN AIR PROGRAM

Ms. Jones explained that this resolution seeks contractual authority to utilize funding for this summer’s clean air campaign. She stated that May through September are the critical months for this program and approval of this resolution will allow staff to execute the marketing program without delay in a cost-effective manner.

Ms. Jones stated that this resolution seeks authority for the Executive Director to enter into agreements exceeding $30,000 for marketing of the Clean Air program. She explained that the budget is approximately $240,000 this season.

Ms. Jones reported that the ICC has also recommended this resolution for approval.

Mr. Mosby questioned the cost of this year’s buy in comparison to last year. Ms. Jones reported that last year’s program was approximately $225,000. She explained that the budget for the program used to be approximately $1,000,000, however at the Board’s recommendation, the budget was drastically reduced, while still keeping a great presence in the area.

Mr. Rogers questioned the type of advertising that is used. Ms. Jones explained that there are both television commercials and radio spots, however, the majority of the budget is focused on television since that has shown to be the preference according to the market research survey.

Mr. Rogers pointed out that there are more commercials per break than in the past and questioned if this has affected the rate per minute for spots. Ms. Jones explained that the cost varies per station but she is good at negotiating the buy, which includes the inclusion of contributed services. She pointed out that she usually strives for one free spot for every spot purchased.

Mr. Humphrey questioned whether the funding for this program are pass through funds. Ms. Jones explained that CMAC funds are used in Ohio and SNK funds in Kentucky.

Mr. Humphrey moved that the Executive Committee adopt Resolution 2015-11 regarding the marketing for the regional Clean Air program. Mr. Rogers seconded the motion; motion carried.
ITEM #6:  AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION FOR URBAN TRANSPORTATION PLANNING AND TRANSPORTATION PROGRAMS

Mr. Koehler explained that every other year, OKI enters into a contract with ODOT which allows funding for metropolitan planning to come to OKI. He stated that the MPO Board is designated to determine where those funds are spent through the Unified Planning Work Program (UPWP). He stated that this contract will allow OKI to continue its planning and MPO functions for the next two years.

Mr. Reed moved that the Executive Committee adopt Resolution 2015-12 authorizing an agreement with the State of Ohio Department of Transportation for urban transportation planning and transportation programs. Mr. Hubbard seconded the motion; motion carried.

ITEM #7:  FY16 SECTION 604(B) WATER QUALITY GRANT (OHIO)

Ms. Wittke, staff, explained that OKI anticipates a grant award from the Ohio Environmental Protection Agency in the amount of $53,134 for FY16 under Section 604(b) of the federal Clean Water Act. This pass through funding allows OKI to keep the Water Quality Management Plan for Southwest Ohio up to date. She reported that the public hearings previously announced by President Lynch are related to this work. Ms. Wittke explained that this grant will also allow the continuation of a project with Dearborn County on the Whitewater Watershed Management Plan which spans two counties in Indiana and Butler and Hamilton counties in Ohio.

Mr. Brayshaw moved that the Executive Committee adopt Resolution 2015-13 regarding the FY16 Section 604(b) Water Quality Grant. Mr. Mosby seconded the motion; motion carried.

ITEM #8:  SFY16 OHIO WATER QUALITY GRANT

Ms. Wittke explained that OKI also anticipates receiving funding passed through by Ohio EPA in the amount of $75,000 for SFY16. She explained that OKI is in the process of establishing a scope of services with OEPA for this funding. She anticipates approval to prepare a profile for each jurisdiction in southwest Ohio to show water resources and information related to them that will be helpful in local decision-making.

Mr. Rogers moved that the Executive Committee adopt Resolution 2015-14 regarding an SFY16 Ohio water quality grant. Mr. Bogard seconded the motion; motion carried.

ITEM #9:  CONSENT AGENDA

President Lynch stated that each month a written report of committee activities is mailed to the Board of Directors. He stated that this mailing includes the April Consent Agenda items.
Mr. Reed moved that the Executive Committee approve the consent agenda as mailed. Ms. Matacic seconded the motion; motion carried.

ITEM #10: OTHER BUSINESS

Mr. Policinski announced that tomorrow a survey will be e-mailed to all Board members and their alternates. He explained that staff would like to gather feedback from the Board regarding their opinion on a variety of issues related to how business is conducted at OKI. He thanked the members in advance for their participation.

ITEM #11: ADJOURNMENT

Mr. Reed moved to adjourn the Executive Committee. Ms. Matacic seconded the motion. The meeting adjourned a: 11:08 a.m.

KEVIN L. LYNCH, PRESIDENT

MARK R. POLICINSKI, SECRETARY

KLW
Transcribed: 05/27/2015