MEETING MINUTES
OF THE EXECUTIVE COMMITTEE OF THE
OHIO-KENTUCKY-INDIANA REGIONAL COUNCIL OF GOVERNMENTS
SEPTEMBER 8, 2016 - 10:30 A.M.
OKI BOARD ROOM

- Call to Order

President Lynch, noting that there was a quorum, called the meeting to order at 10:31 a.m. The following members were in attendance:

EXECUTIVE COMMITTEE MEMBERS

Mr. Kevin Lynch, Dearborn County Board of Commissioners, President
Judge Gary Moore, Boone County Fiscal Court
Mr. T.C. Rogers, Butler County Board of Commissioners, First Vice President
Judge Steve Pendery, Campbell County Fiscal Court
Mr. Ed Humphrey, Clermont County Board of Commissioners
Mr. Todd Portune, Hamilton County Board of Commissioners, Past President
Judge Kris Knochelmann, Kenton County Fiscal Court, Second Vice President
Mr. Michael Moore, alternate for David Mann, Cincinnati, Ohio
Ms. Sherry Carran, Covington, Kentucky
Mr. Craig Keller, Fairfield, Ohio
Mr. Robert Brown, Hamilton, Ohio
Mr. Larry Mulligan, Middletown, Ohio
Ms. Beth Fennell, Newport, Kentucky
Mr. Karl B. Schultz, Miami Township
Mr. Tom Willis, alternate for Christine Matalic, Butler Co. Assn. of Twp. Trustees & Clerks
Mr. Brian Painter, Campbell County Fiscal Court
Mr. David Okum, Hamilton County Regional Planning Commission
Mr. Zachary Moore, alternate for Stan Williams, Warren Co. Regional Planning Commission
Mr. William Brayshaw, Resident Member
Mr. Larry Maxey, Resident Member
Mr. Kenneth F. Reed, Resident Member, Treasurer
Mr. Jim Ude, Indiana Department of Transportation
Mr. Dwight A. Ferrell, Southwest Ohio Regional Transit Authority
Mr. Andrew Aiello, Transit Authority of Northern Kentucky
Mr. Bradley Williams, Butler County Regional Transit Authority
BOARD MEMBERS

Mr. Tom Adamec, Blue Ash, Ohio
Mr. Charles Tassell, Deer Park, Ohio
Mr. Charles Southall, Forest Park, Ohio
Mr. Christopher Reinersman, Independence, Kentucky
Mr. Stephen Kaiser, Lebanon, Ohio
Mr. Michael Steur, Madeira, Ohio
Mr. James Bonsal, Norwood, Ohio
Mr. Steve Dana, Oxford, Ohio
Ms. Marjorie Harbow, Springdale, Ohio
Mr. Bryan H. Miller, Union, Kentucky
Ms. Cathy Flaig, Boone County Fiscal Court
Mr. Taylor Corbett, Clermont County Planning Commission
Mr. Marc Hult, Kenton County Planning Commission
Mr. Roger Kerlin, Resident Member
Mr. Thomas Voss, Resident Member

GUESTS

Mr. Bill Wells, Covington, Kentucky
Ms. Dora Bronston, Middletown, Ohio
Mr. Jim Lukas, representing Kevin Hardman, Sharonville, Ohio
Ms. Lanita Hanekamp, representing Chris Monzel, Resident Member, Hamilton County Board of Commissioners
Mr. Derek Walker, representing Mark McCormack, Dearborn County Plan Commission
Mr. Ben Miller, representing Tammy Campbell, Ohio Department of Transportation
Mr. Alex Byrd, Warren County Regional Planning Commission
Mr. Jackson Bennett, Warren County Regional Planning Commission
Mr. Jeff Pietch, Carpenter Marty Transportation
Mr. Robert Yoder, Southbank Partners
Mr. Steve Mary, Stantec
Ms. Corrin Gulick, WSP/Parsons Brinckerhoff
Mr. Chris Clemons, WSP/Parsons Brinckerhoff
Mr. Jay Hamilton, Mead Hunt
Mr. Shane Noem, Senator Mitch McConnell’s Office
Ms. Jennifer Graf, JMI
Ms. Jamie Nieves, CTL Engineering
Ms. Kelly Everett, KZF Design
Ms. Cindy Wallace, TranSystems
Mr. Jayson Gardner, OR Colan Associates
Mr. Jeff Wallace, TranSystems
Ms. Emily Wineland Cincinnati USA Regional Chamber
Ms. Hollie Hinton, DLZ
Ms. Marilyn Hyland, I&O/CIND Railroad
Mr. Skip Schulte, Citizen
LEGAL COUNSEL

Mr. Ed Diller, Taft, Stettinius & Hollister

STAFF

Mr. Mark R. Policinski  Mr. Robert W. Koehler  Ms. Marilyn F. Osborne
Ms. Karen Whitaker  Ms. Purcy Nance  Mr. Mark Paine
Ms. Lorrie Platt  Mr. Bradley Mason  Mr. Travis Miller
Mr. Andy Reser  Mr. Andy Meyer  Mr. David Shucy
Mr. Andrew Rohne  Ms. Mary Luebbers  Ms. Regina Fields
Ms. Florence Parker  Ms. Alex Barnes  Ms. Robyn Bancroft

Mr. Zach Moore 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

- Appointment of Alternate

President Lynch reported that Stan Williams with the Warren County Regional Planning Commission has asked that Zach Moore be appointed as his new alternate. Mr. Reed moved that the Executive Committee concur with the President’s appointment of Zach Moore as an Executive Committee alternate. Mr. Brayshaw seconded the motion; motion carried.

- Brent Spence Bridge Op-Ed

President Lynch reported that Mark Policinski recently had an op-ed published in the Enquirer regarding the Brent Spence Bridge. In response to this, the OKI officers received a letter requesting that they limit Mr. Policinski’s public participation regarding the Brent Spence issue. President Lynch explained that the purpose of the article Mr. Policinski wrote was regarding new technology that allows OKI to establish the cost of delay for individual vehicles commuting in the Brent Spence Bridge corridor. He explained that the letter sent to the officers said that the op-ed demeaned Governor Bevin. President Lynch explained that the officers met to discuss the issue and it is their strong view that the op-ed did not demean the governor and, in fact, believe that Mr. Policinski has always been supportive of Governor Bevin’s efforts. The officers also believe the op-ed provided the public with some valuable information. He reported that Mr. Policinski sent correspondence to the governor to reaffirm OKI’s belief in supporting him.
• Annual Luncheon

President Lynch extended his thanks to everyone that attended the annual luncheon. He also thanked the OKI staff for their work in making the event such a success.

• Public Open House

President Lynch announced that a Public Open House will be held on September 14 for the Bright 74 Study. A flyer was included in the meeting packet and at the back table for more information.

B. Approval of June 9, 2016 Board of Directors Meeting Minutes

President Lynch called for corrections and/or additions to the June 9, 2016 minutes of the Board of Directors meeting. There being none, Mr. Rogers moved that the minutes be approved as mailed. Judge Knochelmann seconded the motion; motion carried.

C. Executive Director’s Report

Mr. Mark Policinski reported that FHWA and FTA have proposed revisions to their regulations. The goal is to promote more effective regional planning by states and metropolitan planning organizations (MPO). The proposed regulation affects MPOs with overlapping Metropolitan Planning Areas (MPA). OKI has an overlap with Dayton’s MPO, and has had this overlap for 15-20 years. He explained that under the proposed regulation, if more than one MPO exists in the MPA, the MPOs are encouraged to merge; adjust the MPA so only one MPO has jurisdiction; or have both MPOs produce unified planning docs so there is only one LRTP, TIP and performance targets with procedures for joint decision making, dispute resolution.

Mr. Policinski explained that the urbanized areas of OKI and MVRPC have grown together in one MPA. Part of the Dayton UZA reaches into Warren County and part of Middletown (OKI) reaches into Montgomery County. In the next 20 years, this overlap will become greater.

Mr. Policinski explained that OKI is already cooperating and coordinating with MVRPC. In 2005, the MPO boundary was adjusted to accommodate the Dayton UZA boundary adjustment in Warren and Butler counties. The communities in the Dayton UZA (Franklin, Carlisle and Springboro) are members of MVRPC. MVRPC receives federal funding based on population. OKI receives federal funds for the area in Germantown. OKI develops and maintains the travel model that encompasses OKI and MVRPC regions.

Mr. Policinski highlighted the reasons why OKI opposes this proposed regulation:

• The stated goal of more coordination is not achieved. In fact, the size of the new region would make it very difficult to provide good service to members. The combined region would be approximately 100 miles long.
• The working relationship with Dayton MPO has been in place for decades and has been successful in serving the needs of the region. The two MPOs already share the travel model.

• The hallmarks of metropolitan planning, the Plan and TIP could be required to be merged which would place unnecessary burdens on the boards and staff.

• The logical denominator of local officials is county government or smaller governmental units. Under this proposal, officials would be forced to attend multiple MPO meetings or represent partial county areas.

Mr. Portune pointed out that this may be an opportunity to expand on the good work already being done jointly with MVRPC and talk about areas of common interest such as the transit corridor between the two major population centers of Hamilton County and Montgomery County. Mr. Policinski thanked Mr. Portune for his suggestion, stating that this is something that definitely should be pursued, particularly in regard to the growing interest in passenger service.

Mr. Rogers commented that the overlap area is very small and questioned why OKI opposes it. Mr. Policinski pointed out that merging the two MPOs would be very difficult and a lot of extra work for both the board and staff. He explained that the reason that this regulation is being proposed is that there are areas of the country where this overlap is a serious issue.

Mr. Policinski thanked Lorrie Platt, Brad Mason, Ashley Patrick and other staff members for all their work on the Annual Luncheon. He also thanked President Lynch for all he did in making the luncheon such a success. Mr. Policinski thanked the 30 Board members who attended, pointing out that this demonstrates what a strong organization OKI is and that they are the best ambassadors.

Mr. Policinski announced that Tri-State Trails recently held its annual meeting and awarded OKI as the Outstanding Organization of the Year. He stated that this award was solely due to Summer Jones’ outstanding work with the trail community.

Mr. Policinski reported that at the ICC meeting on Tuesday, Andy Johns with the FHWA commended staff for the innovative way that public outreach was conducted for the 2040 Plan and for the excellent delivery of projects and services outlined in the FY 16 Work Program.

Mr. Policinski reported that he recently attended the Ohio Conference on Freight. Thirteen states and three countries were represented at the conference. He highlighted points of interest from the conference, including the fact that people are finally recognizing that the growth rate is slowing, there is talk about drones entering into the supply chain and also a lot of discussion regarding autonomous vehicles.

Mr. Policinski explained that at the last meeting Ms. Platt had reported that under the new transportation bill which included FASTLANCE funds for freight projects, $250 million had been
awarded to freight projects in Virginia. However, he reported both projects have little impact on freight.

Mr. Policinski announced his mother was turning 99 on September 10.

D. Legislative Update

Ms. Platt, staff, thanked the Annual Luncheon partners for their support. She reported that next year the luncheon will be held in Butler County, home to Commissioner T.C. Rogers, who will be OKI’s next Board President.

Ms. Platt reported that Congress returned on Tuesday after their seven week recess. She reported that almost all lawmakers who supported legislation to raise their state’s gasoline tax last year won their primaries in 2016, according to an analysis from the American Road and Transportation Builders Association (ARTBA). The states include: Iowa, South Dakota, Utah, Idaho, Georgia, Nebraska, Washington and Michigan. Ninety-eight percent of the lawmakers who backed those increases and were up for re-election came out victorious in primary races this year. Six of those states had a Republican governor and GOP-led legislature when the legislation was approved.

E. Finance Officer’s Report

Ms. Purcy Nance, staff, reported that the Finance Officer’s Report was distributed around the table. She explained that the report is on the financial statements for the period ended June 30 and includes current cash information. Ms. Nance stated that the report contains both May and June financial statements and she would be reporting on the more current June information.

Ms. Nance referred members to page 2 for the current information. As of September 6, OKI had $521,094 in the PNC checking account, $16,185 in the HSA/FSA checking account and $351,414 in the STAR Ohio money market mutual fund. 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 reported that around this time last year the investment policy of OKI was reviewed and updated. As a result of that process, the Star Ohio money market mutual fund was opened. In FY 16, with this new account open for eight months, OKI earned $1,100 in interest, which is five and a half times the $200 interest earned the previous year. She thanked Mr. O’Reilly for starting the discussion that led to these improved figures.

Ms. Nance stated that page 3 contains the balance sheet as of June 30. She reported that Cash and Investments are down 7% from this time last year. Receivables are down 4% from this time last year. Ms. Nance reported that as of June 30, there were $981,000 in receivables, $978,000 associated with May and June invoices and $3,000 outstanding from April and earlier. She further stated that payables are down 32%, or $89,000, from this time last year due to the completion of the KY 536 Scoping Study and the traffic data collection project.
Ms. Nance stated that Revenue information is located on page 4. She reported that as of June 30, OKI is 100% of the way through the budgeted year. Overall, revenues are at 91%, which is on budget. She noted the following items: Federal revenues are behind budget due to the timing of project award and contract execution for the Forestry project as well as the timing and administration of FTA projects and Contributed Services are behind budget due to the timing of FTA and U.S. Forestry projects.

Ms. Nance stated that page 5 contains Expense information. She reported that Overall Expenses are at 90%, which is on budget. Ms. Nance noted the following items: Category 2, Fringe Benefits is behind budget due to the savings experienced on health insurance renewals; Category 3, Travel, Subsistence and Professional Development is behind budget due to staff coordinating and sharing a ride to meetings outside of OKI’s region, less travel than budgeted for the 2040 Plan update, some professional development trips budgeted but not taken, and Board travel expenses well under budget; Category 4, Printing, Marketing and Contractual is behind budget due to the timing of the Bright 74 Study, the U.S. Forestry project, and FTA pass through projects; and Category 6, Contributed Services is behind budget due to the timing of FTA and U.S. Forestry projects.

Ms. Nance stated that page 6 contains the General Fund Balance information. She reported that the General Fund Balance has had a net increase of approximately $28,000 year to date resulting in a year to date fund balance of $1,092,000. Of this amount, $288,000 is committed to active projects.

Ms. Nance reported that during FY 16, $121,000 was used to match FY 15 projects carrying into FY 16, resulting in a $149,000 increase in fund balance associated with FY 16 project activities to date. Of that amount, $135,000 will be needed to match FY 16 projects carrying into FY 17. After all FY 16 projects are completed, a fund balance increase of $14,000 is anticipated from FY 16 activities.

There being no discussion, Mr. Humphrey moved that the Executive Committee accept and file the Finance Officer’s Report dated June 9, 2016. Mr. Reed seconded the motion; motion carried.

ITEM #2: INTERMODAL COORDINATING COMMITTEE REPORT

Mr. Mark Paine, staff, reported that the ICC met on Tuesday, September 6. The Committee approved Administrative Modification #1U which included minor revisions to 28 highway projects in Kentucky and 1 transit project for SORTA. The highway revisions were needed to update the TIP to current conditions and funding of projects in Boone, Campbell and Kenton counties. Mr. Paine reported that the Prioritization Subcommittee met immediately following the ICC meeting to review SNK, STP and TA applications. Their recommendations will be presented to the ICC and Board in October.

Mr. Paine reported that the ICC recommends approval of four resolutions—2016-18 through 2016-21.
A. **OKI FY 2016 Transportation Planning Performance and Expenditure Report**

Mr. Paine reported that a copy of the FY 2016 Transportation Planning Performance and Expenditure Report was included in the meeting packet. He explained that in the Spring, Bob Koehler reports on the activities that will be undertaken in the upcoming fiscal year and this report is a compilation of the reports presented to the ICC monthly regarding those activities during the previous fiscal year. In addition, each of the transit agencies provide a report.

Mr. Paine explained that acceptance of the report will allow staff to file it with the agency funding partners.

Judge Knochelmann moved that the Executive Committee approve Resolution 2016-18 accepting the FY 2016 Transportation Planning Performance and Expenditure Report. Mr. Brayshaw seconded the motion; motion carried.

B. **Amendment #10 of the FY 2016-2019 Transportation Improvement Program**

Mr. Paine reported that the amendment reflected in the proposed resolution lists 2 highway projects in Ohio, 17 highway project in Kentucky, and 7 highway projects in Indiana that are recommended for addition, revision or deletion in the current TIP. He highlighted the projects included in the amendment, including the two Ohio projects that are located in the City of Cincinnati and are being amended to reflect the increase in local match. In Kentucky, all of the projects were updated or added at the request of the Cabinet, including the study of all major highway corridor options to relieve traffic in the Brent Spence Corridor, including an in-depth look of the Eastern By-Pass of Greater Cincinnati. He pointed out that there was an error in the listing included in the mailing—US 25 was mistakenly referred to as US 52. The correction has been made to the final version of the resolution that will be signed. Mr. Paine explained that all of the projects in Indiana were included at the request of INDOT.

Mr. Humphrey moved that the Executive Committee approve Resolution 2016-19 regarding Amendment #10 to the FY 2016-2019 Transportation Improvement Program. Judge Moore seconded the motion; motion carried.

C. **The Coordinated Public Transit – Human Services Transportation Plan Update**

Mr. Travis Miller, staff, reported that the region’s first Coordinated Public Transit Human Services Transportation Plan was adopted in 2007 as part of the requirements of SAFETEA-LU, which were continued in MAP-21, and now in FAST Act. OKI updated the plan in 2012 and 2016. This update addresses 49 U.S.C. Section 5310 and focuses on enhanced mobility of seniors and individuals with disabilities. The purpose of the update is to guide decisions on the use of federal 5310 program funding, $1.3 million of which is available annually in our region.

Mr. Miller reviewed Section 5310 eligible activities, including:
Traditional Section 5310 (at least 55%) project examples
- Buses and vans
- Wheelchair lifts, ramps and securement devices
- Transit-related information technology systems, including scheduling/routing/one-call systems
- Mobility management programs
- Acquisition of transportation services under a contract, lease or other arrangement

Non-traditional Section 5310 (up to 45%) project examples
- Travel training and volunteer driver programs
- Building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
- Improving signage or wayfinding technology
- Incremental cost of providing same day service or door-to-door service
- Purchasing vehicles to support new accessible taxi, ride sharing and/or vanpooling programs

Mr. Miller reported that since 2008, in our region, 51 new vehicles have been acquired for 12 agencies, preventative maintenance expenses have been provided for 3 agencies and over 28,500 one-way cab trips were provided at reduced rates by Towne Taxi and Community Cab.

Mr. Miller reviewed the process undertaken for the plan update which included the involvement of the 5310 Oversight team, data assessment, the updating of agency profiles, public surveys and stakeholder/public roundtable meetings.

Mr. Miller explained that one new thing they heard, which is new in this update, is the need for improved access to essential destinations such as grocery stores.

Mr. Miller reported that 41 agencies are providing specialized transportation services, including approximately 220,000 trips per year to elderly (40%) and disabled (60%) persons. Transit agencies are providing 1.7 million trips per year through specialized transportation programs.

Major gaps identified through the process include:
- Inadequate options during evenings, late nights and weekends
- Limited collaboration of service providers, particularly across county and state boundaries
- Unaffordable fares, particularly for suburban and rural areas of the region
- Inadequate number and variety of destination types available to users
- No single point of information for users on current transportation options available

Mr. Miller reported that Chapter 4 of the plan was included in the meeting packet which highlights the strategy summary involving the prioritization of funding requests that:
- Expand capabilities of existing service providers
- Result in more affordable trips
• Result in more service options during evenings/weekends
• Establish a regional mobility management system
• Establish a forum(s) for transportation and social service provider collaboration

Mr. Fortune moved that the Executive Committee approve Resolution 2016-20 adopting the Coordinated Public Transit-Human Services Transportation Plan Update. Mr. Reed seconded the motion; motion carried.

D. 2016 Update to OKI ITS Architecture and Strategic Plan

Mr. Andy Reser, staff, explained that Intelligent Transportation System (ITS) is the use and integration of electronics, communications and information processing to improve the efficiency or safety of surface transportation.

Mr. Reser explained that a regional architecture is a federal requirement and the last update conducted by OKI was in 2008. He reported that AECOM was selected in January 2016 to update OKI’s plan. AECOM updated the Regional ITS Architecture and Strategic Plan for the OKI Planning Area, updated the Turbo Architecture database, updated the strategic plan identifying short and long term ITS projects, conducted a stakeholder workshop which fostered interagency coordination and information/resource sharing and updated the ITS Architecture website. The project was completed in June.

Mr. Reser pointed out that the ITS Strategic Plan is not fiscally constrained. In Ohio, $80 million in projects were identified and in Kentucky, $18 million in projects were identified. No specific projects were identified in Indiana.

Mr. Reser highlighted ITS Strategic Plan project examples:
• Bus traffic signal priority (ODOT/KYTC)
• Automated passenger counters (SORTA)
• Special event traffic planning (Cincinnati)
• I-75 ramp metering (ODOT)
• Active traffic demand management/hard shoulder running projects (ODOT)
• Connected vehicles, including vehicle-vehicle and vehicle-infrastructure

Mr. Reser pointed out that the Intermodal Coordinating Committee (ICC) acts as the ITS Maintenance Working Group and is responsible for periodic maintenance between major updates.

Mr. Brayshaw moved that the Executive Committee approve Resolution 2016-21 adopting the 2016 Update to the CKI ITS Architecture and Strategic Plan. Judge Moore seconded the motion; motion carried.
ITEM #3: 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 June, July and August Consent Agenda items.

Mr. Reed moved that the Executive Committee approve the consent agenda as mailed. Mr. Humphrey seconded the motion; motion carried.

ITEM #4: OTHER BUSINESS

Mr. Portune reported that he recently met with 12 political jurisdictions in central northeast Hamilton County regarding a proposed CNG pipeline. He explained that the communities requested assistance from OKI and he offered his thanks to staff for their swift reaction to that request. He pointed out that OKI took no position regarding the issue.

Mr. Portune also reported that the TID received a new appointee by the City of Cincinnati--Jill Meyer, CEO of the Cincinnati USA Regional Chamber. He stated that he is looking forward to working with Ms. Meyer to make new transportation improvements in the region.

ITEM #5: ADJOURNMENT

Mr. Reed moved to adjourn the Executive Committee. Judge Knochelmann seconded the motion. The meeting adjourned at 11:31 a.m.

KEVIN J. LYNCH, PRESIDENT
MARK R. POLICINSKI, SECRETARY

klw
Transcribed: 9/23/2016