

MINUTES

**KENTUCKIANA REGIONAL PLANNING & DEVELOPMENT AGENCY
(KIPDA)**

NOVEMBER BOARD OF DIRECTORS' MEETING

**MEETING CONDUCTED THROUGH ZOOM
AND STREAMED ON THE AGENCY'S YOUTUBE PAGE**

TUESDAY, NOVEMBER 24, 2020 – 2:00 P.M.

The 552nd meeting of the Board of Directors of the Kentuckiana Regional Planning and Development Agency met at 2:00 p.m. on Tuesday, November 24, 2020 via Zoom video conference. Members in attendance were:

Honorable Byron Chapman, Chairman, Mayor of Middletown, Jefferson County, Kentucky

Mr. Kevin Baity, Vice Chairman, representing Honorable Ryan Ramsey, Town Board President, Clark County, Indiana

Honorable Rick Tonini, Mayor of St. Matthews, Jefferson County, Kentucky

Mr. Keith Griffiee, Chief Financial Officer, Bullitt County, Kentucky

Honorable Beverly Chester-Burton, Mayor of Shively, Jefferson County, Kentucky

Honorable Bill Dieruf, Mayor of Jeffersontown, Jefferson County, Kentucky

Mr. Jeff O'Brien, representing Honorable Greg Fischer, Mayor of Louisville, Jefferson County, Kentucky

Honorable David Eaton, Mayor of Shelbyville, Shelby County, Kentucky

Honorable Shawn Carruthers, President, Floyd County Commissioners, Floyd County, Indiana

Honorable Jack Coffman, President, Clark County Commissioners, Clark County, Indiana

Honorable Jon Park, representing Honorable Dan Ison, Shelby County Judge/Executive, Shelby County, Kentucky

Mr. Andy Crouch, representing Honorable Mike Moore, Mayor of Jeffersonville, Clark County, Indiana

Honorable Todd Pollock, Trimble County Judge/Executive, Trimble County, Kentucky

Honorable John Riley, Spencer County Judge/Executive, Spencer County, Kentucky

Honorable Joe Robinson, Mayor of Bedford, Trimble County, Kentucky

Honorable Jim Travis, District 3 Magistrate, Spencer County, Kentucky

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OTHERS IN ATTENDANCE

Mr. Jarrett Haley
Mr. Tom Pope
Ms. Kelly Tyra-Cecil
Ms. Rachael Miller
Ms. Jennifer Wahle
Mr. Paul Sangalli
Ms. Danielle Story
Mr. Justin Carter
Ms. Olivia Ranseen
Ms. Hayden Kandul
Ms. Amanda Spencer
Mr. Randall Embry
Mr. Adam Forseth
Mr. Andy Rush
Ms. Jessica Elkin
Ms. Beth Mathis
Ms. Mitzi Wyrick
Ms. Carrie Butler
Mr. John Hill
Mr. Ben Dennison

REPRESENTING

KIPDA
Wyatt, Tarrant, & Combs
TARC
MCM
MCM

ROLL CALL

Executive Director Haley called roll and stated a quorum was present.

WELCOME

Chairman Chapman welcomed and thanked everyone for attending the meeting.

MINUTES

Judge Pollock moved to approve the minutes of the Board of Directors' meeting held October 22, 2020. Mr. Baity seconded. Motion carried unanimously on a voice vote.

TRANSIT AUTHORITY OF RIVER CITY

Ms. Carrie Butler, Executive Director with the Transit Authority of River City (TARC) stated that TARC is an organization with historically close ties to the community, where 83% of trips taken are for work or school. Its mission is to explore and implement transportation opportunities that enhance the social, economic, and environmental well-being of the Greater Louisville community. TARC provides many fixed route services including 25 local and express routes and 5 downtown circulators. Most routes operate seven days a week from 5:30 a.m. to 1:00 a.m. TARC also provides Americans with Disabilities Act (ADA) compliant paratransit services that are operated by 102 paratransit vehicles and serves as a safety net to ensure access to mobility is available to everyone in the region. TARC also works closely with KIPDA through its Rideshare and Vanpool programs through Every Commute Counts.

There are many great reasons to ride TARC public transportation. Riding public transportation provides financial savings in several ways. Parking costs are high and can also be a hassle. TARC transportation provides individuals with increased independence, decreased stress, and it decreases the carbon footprint of individuals that use the service. Many TARC riders are students commuting to school or individuals commuting to work. Many riders either do not like to drive or are unable to drive. Elderly individuals and those with disabilities are also a large portion of TARC ridership.

TARC is continually working towards a more sustainable and efficient method of operations to improve air quality and minimize the negative environmental impact of the organization. Several initiatives have been implemented which assist in achieving the goal of reducing TARC's carbon footprint. TARC began to use ultra-low sulfur diesel fuel three years before it was mandated by the Environmental Protection Agency (EPA). TARC has also acquired one of the largest electric and electric-hybrid fleets in the country. TARC's maintenance building and training program are LEED Gold certified. The maintenance building features regionally sourced materials, solar panels, and a vegetable roof to improve efficiency and reduce storm water runoff.

In January 2019, TARC completed a major update to its Collection System, called MyTARC and unveiled a new website and a custom MyTARC app in May 2019. Also, work began in 2019 on a Comprehensive Operations Analysis to assess current service and develop options for increasing efficiency; increase ridership numbers; attract new passengers; and address system design for the next 5 – 20

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years. TARC launched its Dixie Rapid service and mobile ticketing platform in January 2020. This project will improve travel times for both transit riders and motorists.

The total operating budget in fiscal year 2021 is \$92 million and includes local, state, and federal sources. Federal funding sources include capital expenses and capital operating funds such as Fixing Americas Surface Transportation (FAST) Act. These funds require a non-federal match of state or local funds. Other federal funding sources include funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. State funds from Kentucky vary from year to year and are awarded from the general fund. Grant program funding is also available in Kentucky from state funds or pass-through federal funds. State funds from Indiana are programmatic but may decrease from year to year. Local funds provide revenue for advertising.

TARC is working towards completing its Comprehensive Operations Analysis and begin work on its Long-Range Plan Update. TARC will also work to build on its current technology platform for customer facing applications, update the Sustainability Program Plan, and begin a Mobility Services Study. TARC will remain very focused on its response to the COVID-19 pandemic, focus on improving service delivery and reliability, and conduct internal trainings and development work with the TARC team.

AGENCY FY 2020 AUDIT

Mr. Dennison with MCM stated that the current KIPDA audit is in draft form and still has to be reviewed by the Kentucky auditor of public accounts, but he does not anticipate that there will be any significant changes to the draft before it is finalized. There might be a few changes to the notes but no changes to the opinion or to the numbers in the report. The Independent Auditor's Report shows that MCM has audited the accompanying financial statements of KIPDA. These statements are management's responsibility, along with the footnotes. As of now, the opinion in these financials is a clean opinion; there were no modifications made to the standard auditor's opinion.

There was a change in the reporting model of the audit this year. KIPDA went from a business type reporting model to a governmental fund reporting model. This model is basically a modified cash basis reporting model, but it does not affect the outcome of the net position or the change in net position of the audit report.

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Mr. Dennison reported on some of the financial highlights of the audit. Overall, KIPDA trended comparably to last year. Cash was down a little bit and receivables were up a little bit, but that was mainly due to timing. There were really no major changes. The net OPEB liability and the pension liability were updated by the actuary and those will get paid many, many years down the road. Most of the deficit shown in the net position is related to the pension liability, not necessarily to the operations of KIPDA.

The Statement of Activities breaks down the program revenues and expenses by function. Overall, there was a negative change in net position of about \$460,000, which is mainly due to the pension expense. Since KIPDA receives so much federal funding, there is also a schedule of expenditures of federal awards that shows a breakdown of the Agency's federal expenses. There are two Independent Auditor's Reports at the back of the audit relating to the single audit, and they show clean and unmodified opinions. For the year 2020, the Highway Planning and Construction Program was audited as a major program at KIPDA and no negative findings were determined.

Mr. Hill with MCM gave a report on the Auditor's Communication. The Required Communications portion shows the responsibilities of MCM. Overall, the audit has gone very well. The planned timing and scope for the audit has gone according to plan. MCM will conduct its final independent review of the audit before it is sent to the Kentucky auditor of public accounts. There were really no material adjustments that had to be made during the course of the audit, and there were no uncorrected financial statement misstatements detected as a result of MCM's audit procedures.

During the conduct of KIPDA's 2020 audit engagement, MCM did not become aware of any material weaknesses or deficiencies in internal controls. MCM also did not become aware of any fraud or illegal acts during the course of KIPDA's 2020 audit. MCM is not aware of any opinion shopping by KIPDA.

Mr. Pope requested Board approval to receive the draft fiscal year 2020 audit report with the understanding that it will be subject to further review and approval by the Kentucky auditor's office. If there are no significant changes, staff requests approval to release the final audit to its funders before the next Board of Directors' meeting in January.

Mayor Chester-Burton moved to receive the draft fiscal year 2020 audit subject to approval by the Kentucky auditor's office with distribution of the

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approved audit to KIPDA funders. Judge Pollock seconded. Motion carried unanimously on a voice vote.

REGIONAL TRANSPORTATION COUNCIL

Mr. Embry reported that the Regional Transportation Council met on Tuesday, November 24, 2020 at 11:00 a.m. via Zoom video conference. At the meeting, the council approved the minutes from the May 28, 2020 meeting. There were no public comments made during the public comment period. Shelby, Spencer, and Trimble County representatives each gave an update on county activities. Mr. Embry presented the council with an update on the activities of Kentuckians for Better Transportation. The council heard a presentation on Rural Municipal Aid programs from Mr. Craig Caudill with the Kentucky Transportation Cabinet (KYTC). The council also heard a presentation from Elizabeth Farc on the Coordinated Human Services Transportation Plan and approved it.

Mayor Eaton moved to approve the report. Mayor Dieruf seconded. Motion carried unanimously on a voice vote.

REGIONAL TRANSPORTATION PLANNING PROGRAM FUNDING

Mr. Embry requested Board approval to accept the planning funds from the Kentucky Transportation Cabinet (KYTC) for project planning in Henry, Shelby, Spencer, and Trimble Counties to restore the funds back to their original fiscal 2021 amount.

Mayor Dieruf moved to approve the request. Judge Pollock seconded. Motion carried unanimously on a voice vote.

TRANSPORTATION POLICY COMMITTEE

Ms. Spencer reported that the Transportation Policy Committee met on Tuesday, November 24, 2020 at 12:30 p.m. via Zoom video conference. Ms. Carrie Butler gave a presentation on current initiatives and future plans at TARC. The committee approved Amendment 2 to the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) and 28 new or revised projects. There were 42 meaningful public comments on Amendment 2. The committee also approved two clarifications to its project management guidebook. This guidebook outlines all the rules around how funding from the Metropolitan Planning Organization dedicated funds are administered.

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The committee approved 62 phase shifts and 6 cost increases during the meeting. Mr. Nick Vail shared the fiscal year 2020 federal dedicated funds that were obligated, which were \$4.6 million in Indiana and \$9.3 million in Kentucky. The council also heard a presentation from Elizabeth Farc on the Coordinated Human Services Transportation Plan and approved it. KIPDA staff awarded the 2020 Kentuckiana Transportation Excellence award to TARC, Louisville Metro, and KYTC for their Dixie Highway project.

The committee was presented with the administrative modification 10, which are just the minor changes to the TIP. Also, Mayor Chapman put together a nominating committee which will nominate a vice-chairperson for next year for the Transportation Policy Committee.

Judge Pollock moved to approve the report. Mayor Dieruf seconded. Motion carried unanimously on a voice vote.

STREETLIGHT DATA OVERVIEW

Mr. Rush stated that the Streetlight Data platform provides transportation planners with state-of-the-art transportation data that is generated from anonymized GPS devices and location-based services. KIPDA has subscribed to Streetlight Data since December 2019. This data has allowed KIPDA staff to see the impact of COVID-19 on traffic levels in the KIPDA region. It has also aided in the development of a regional traffic model and provides synthetic traffic counts.

Data has also been utilized to conduct various project-level analyses including the I-65 Planning Study, I-64 Planning Study, Louisville Metro Corridor Studies, New Albany Corridor Study, and Oldham & Shelby County Intersections. This data has been an incredibly useful tool and allowed for significant cost savings for these traffic studies.

Next year, KIPDA Transportation staff plan to use Streetlight data to continue the project level analyses and use it to create a traffic count estimate resource. It will also be used for Metropolitan Transportation Planning development including regional level congestion analyses, bike and pedestrian studies, environmental justice, and enhancing work travel. The impact of the COVID-19 pandemic will continue to be tracked and additional travel model development will take place using the Streetlight data.

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Mr. Rush requested Board approval to renew the contract between KIPDA and Streetlight Data for another year in the amount of \$109,963.00.

Judge Pollock moved to approve the request. Judge Riley seconded. Motion carried unanimously on a voice vote.

CEDS 2021 UPDATE

Ms. Kandul stated that KIPDA is designated as the economic development district for the region which requires the agency to create a five-year Comprehensive Economic Development Strategy (CEDs). A yearly update of the strategy is also required. The CEDs document has recently been included on the KIPDA website. The CEDs document is comprised of four main parts. The summary background is a brief overview of the region. The SWOT analysis identifies the strengths, weaknesses, opportunities, regional service priorities, economic development strategies, and capital improvements. These are all identified by respondents of a public survey from all the counties in the KIPDA region. The action plan shows a breakdown of the five goals of the document. The final component is the evaluation framework, which is basically the same as last year, but a status column was added.

In addition to those four components, two new components were required this year. The first is a pandemic response section which outlines an action plan moving forward with assisting communities and local officials in the region with pandemic matters. The second new addition is the opportunity zones page which contains maps, population data, median household income, and the opportunity zone designation type. Ms. Kandul requested Board approval for the 2021 CEDs update.

Judge Pollock moved to approve the request. Mr. Travis seconded. Motion carried unanimously on a voice vote.

HAZARD MITIGATION PLAN UPDATE

Ms. Ranseen stated that KIPDA staff are in the midst of updating the 2021 Hazard Mitigation Plan. The following individuals have been designated as representatives from each county:

Bullitt: Kenny Hardin and Justin Warren

Henry: Unconfirmed

Oldham: Jerry Nauert and Jim Urban

Shelby: Chris Spaulding and Jon Park

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Spencer: Chris Limp and John Riley

Trimble: Andrew Stark and Todd Pollock

The next Hazard Mitigation Plan meeting will be held in March. Information about the plan and surveys can be accessed on the KIPDA website.

MEDICAID OPEN ENROLLMENT

Ms. Mathis reported that Medicaid open enrollment is currently ongoing. The protest that had been filed by Anthem for not receiving the award for the request for proposal (RFP) was ruled in their favor on October 31, 2020. Medicaid open enrollment began as scheduled on November 2, 2020 and will end on December 15, 2020. Due to the Anthem ruling, there are now six managed care organizations (MCOs) for Medicaid members for 2021, which are Aetna, Anthem, Humana, Passport by Molina, United Healthcare, and Wellcare.

As of November 1, 2020, the data shows that traditional Medicaid MCO enrollment in the KIPDA region is up about 10% from the same time last year. The fee for service Medicaid, which includes the pandemic presumptive eligibility coverage, is up 57% in the KIPDA region. This pandemic coverage will still be available as long as there is a state of emergency extended by the Department for Health and Human Services. Federal marketplace enrollment is also ongoing and will end on December 15, 2020. There has been a steady decrease in marketplace enrollment since the individual mandate was repealed in 2017 but presumptive eligibility is available.

In 2022, there will be a transition back to the state-based exchange for the federal plans and should be available in time for the open enrollment period next year. Kentucky will be taking part in the National Enrollment Day on December 10, 2020.

SHIP PROGRAM AND MEDICARE OPEN ENROLLMENT

Ms. Elkin stated that Medicare open enrollment is currently ongoing. KIPDA Social Services staff regularly shares information about open enrollment on its social media, so local officials should be sure to share this information with their constituents. There is some concern that many citizens are not being reached with this information this year. Open enrollment ends on December 7, 2020, and it is important that staff begin processing evaluations at least a few days before then so it can be completed on time.

NOVEMBER PERSONNEL REPORT

Ms. Tyra-Cecil presented the November Personnel Report to the Board.

New Hires:

- Carla DeLong has been hired as the part-time Case Manager for the Michelle P Waiver in the Division of Social Services effective November 2, 2020. Carla has a Bachelor's Degree in Criminal Justice with minors in Psychology and Sociology from Indiana University Southeast. Carla came to KIPDA from My Care Family Community Supports where she worked as a Residential Coordinator.

Transfers and Promotions:

- None

Resignations:

- None

Permanent Position Vacancies:

- **Economic Resiliency Planner** (full-time) – Division of Community and Economic Development
- A job descriptions and salary information for the above position can be found at www.kipda.org/Careers

Staff Count:

- 81 Full-time Permanent
- 3 Part-time Permanent
- 5 Full-time Temporary

Mayor Dieruf moved to approve the report. Mayor Tonini seconded. Motion carried unanimously on a voice vote.

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STAFF LONGEVITY RECOGNITION

Ms. Tyra-Cecil recognized the following staff members for their years of service working at KIPDA:

Ginny Lee, Financial Officer – 5 years
Brittney Baines, ADRC Specialist III – 5 years
Justin Carter, Senior Regional Planner – 5 years
Nick Vail, Transportation Planner III – 5 years
Shantrece Belmar, ADRC Specialist III – 5 years
Cathy Kilgore, Social Services Support Staff – 10 years
Jennifer Martinez, Accountant – 10 years
Rita Wells, Case Manager – 10 years
Jessica Elkin – Director of Social Services – 10 years
Jarrett Haley, Executive Director – 15 years
Susan Travis, Social Services Administrative Assistant – 15 years
Stacey Burton, Every Commute Counts Program Manager – 20 years
Randall Embry, Rural Transportation Planner II – 20 years
Olivia Crossland, Case Manager – 20 years
Carla Alvis, Case Manager – 30 years
Colleen Curran, Case Manager – 30 years

OCTOBER FINANCIAL STATEMENTS

Mr. Pope presented the October financial statements to the Board. The agency is 33% through the fiscal year and these budgets, as mentioned before, are just a continuation of the fiscal year 2020 budget. The agency is optimistic that a more concise budget for this current fiscal year should be finalized in early 2021. There should not be any significant cuts in funding from the state. At this point in time, spending has been kept in check and there is nothing that would create any concerns.

The first page of the report shows the summary of work elements grouped by division. Following that is the agency-wide line-item revenues and expenses, and the last part of the report is the balance sheet which shows that the agency is in a sound financial position.

Judge Riley moved to approve the report. Mr. Travis seconded. Motion carried unanimously on a voice vote.

INTERGOVERNMENTAL REVIEWS

**A. Bullitt County, Kentucky, Clearview Acres Sanitary Sewer Extension
(KIPDA File No. K27-2020)**

The applicant, City of Mt. Washington, is requesting \$1,853,900.00 in Clean Water State Revolving Fund loans to install new interceptor sewers in the Clearview Acres area which will allow two lift stations to be decommissioned. The flow from these two stations will be handled by an upgraded Stone Meadows lift station.

**B. Bullitt County, Snapp Street Improvements
(KIPDA File No. K23-2020)**

The applicant, City of Mt. Washington, is requesting \$1,793,095.00 in Clean Water State Revolving Fund loans to replace the sanitary sewer line, storm sewer, and sidewalks along Snapp Street in Mt. Washington in Bullitt County.

Judge Pollock moved to approve the above intergovernmental reviews. Mr. Griffee seconded. Motion carried unanimously on a voice vote.

NOMINATING COMMITTEE

Mr. Haley stated that the Chairperson for the 2021 KIPDA Board of Directors will be Mr. Kevin Baity. Judge David Voegele will serve as the Vice-chairperson and Judge Dan Ison will serve as the Secretary/Treasurer.

Judge Pollock moved to approve the 2021 Board Officers. Mayor Chester-Burton seconded. Motion carried unanimously on a voice vote.

BANK RESOLUTIONS

Mr. Pope requested Board approval for new authorized signers for KIPDA agency checks, which will be the 2021 members of the Executive Committee and Mr. Jarrett Haley and Mr. Thomas Pope. Two signatures are required for each live check for regular KIPDA operations. Also, Ms. Ginny Lee and Ms. Gina Hasner would be authorized to complete any stop-payments on checks.

Mayor Dieruf moved to approve the request. Mr. Baity seconded. Motion carried unanimously on a voice vote.

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EXECUTIVE DIRECTOR'S ACTIONS

Mr. Haley requested Board approval to allow the Executive Director to make decisions regarding the Agency and bring those decisions back to the Board at the January Board of Directors' meeting for ratification, if necessary. Anything significant or out of the ordinary would be brought before the Executive Committee for their approval, then brought to the Board in January for ratification.

Mayor Dieruf moved to approve the request. Mayor Tonini seconded. Motion carried unanimously on a voice vote.

EXECUTIVE DIRECTOR'S REPORT

Mr. Haley thanked the Board members for their participation in Board meetings with the current situation requiring that these meetings be conducted virtually and a special thanks to Mayor Chapman for coming into the office every month to participate in both the Board meetings and Transportation Policy Committee meetings. Mr. Haley thanked the remaining members of the executive committee, Mr. Baity, Judge Voegelé, and Judge Riley, for being quick to respond to any questions or issues that have come up. Mr. Haley also thanked KIPDA staff for their flexibility, hard work, and dedication during this difficult and challenging year.

The Regional Planning Council (RPC) will meet on January 12, 2021 at 11:00 a.m. The Regional Water Management Council (RWMC) will meet on January 12, 2021 at 1:30 p.m. On January 13, 2021, the Transportation Technical Coordinating Committee (TTCC) will meet at 1:00 p.m. On January 28, 2021, the Transportation Policy Committee (TPC) will meet at 12:30 p.m., the Regional Transportation Council (RTC) will meet at 1:00 pm., and the Board of Directors' meeting will be held at 2:00 p.m. Meeting notices will out be sent in advance.

OTHER BUSINESS

Mr. Haley stated there was no other business to discuss.

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ADJOURNMENT

Mayor Eaton moved that the meeting be adjourned. Judge Riley seconded. Motion carried unanimously on a voice vote.



Mr. Kevin Baity
Clarksville Town Manager

1/28/21

Date

Chairman, KIPDA Board of Directors
Office – KIPDA Board of Directors