NORTHEAST OHIO SUSTAINABLE COMMUNITIES CONSORTIUM BOARD MEETING

Tuesday, July 23, 2013 1:00 PM Akron Urban League

- 1. Welcome and Introductions
 - a. Welcome to Local Officials
 - b. Introduction of Consortium Members
- 2. Public Comment
- 3. For Action
 - a. Approval of Meeting Minutes June 27, 2013 (attachment)
- 4. For Discussion
 - a. Regional AI/FHEA Report (WES Consulting)
 - b. Alternative Scenarios Open Houses Content, Format and Outreach (Sasaki Team/Anderle)
 - c. Progress and Status of Products (S. Maier)
 - d. Objectives for August (H. Morrison)
 - e. Executive Committee Update (Gallucci)
 - i. Future Committee
 - ii. Policy for Endorsement/Presentations of Other Regional Initiatives
 - iii. Consortium Membership
- 5. For Information
 - a. Standing Committee Reports
 - i. Executive Committee Report
 - ii. Technical Steering Committee (attachment)
 - iii. Finance Committee Report (no business conducted)
 - iv. Communications and Engagement Committee Report (attachment)
 - v. Nominating Committee Report (no business conducted)
 - vi. Personnel Committee Report (no business conducted)
 - b. Organization
 - i. Month End Financial Report (attachment)
 - ii. Open and Pending Contract Update (attachment)
 - iii. Leveraged Match Report (attachment)
- 6. Old Business
- 7. New Business
- 8. August Watch List (H. Morrison)

Adjourn
NEXT MEETING: Tuesday, August 27 –
Allard Lodge, Medina County

Board Meeting Thursday, June 27, 2013 1:00 PM Akron Urban League

Board Members: David Beach, Mike Challender, Ron Chordas, Jeff Dutton, Grace Gallucci, John Getchey, Joe Hadley, Pam Hawkins, Ed Jerse, Mike Lyons, Bill Miller, Bob Nau, Gene Nixon, Jason Segedy, Fred Wright

Board Alternates: Bethia Burke, Angie Byington, Nancy Cook, Shara Davis, Anna DeAscentis, Maribeth Feke, Kelly Low, Rachel McCartney, Don Romancak, Erin Siebel, Donna Skoda, Janice Switzer

Staff: Jeff Anderle, Emma Petrie Barcelona, Kelley Britt, Zach Brown, Antoine Buie, Kelly D Harris, Anthony Kobak, Joe MacDonald, Sara Maier, Hunter Morrison, Mike Nichols, Grant Taylor, Julie Whyte

Welcome and Introductions

Chairwoman Grace Gallucci began the meeting at 1:10 p.m. with a welcome and introductions. The members of the Board introduced themselves.

Public Comment

Beverly Goldstein, a resident of Beachwood, made a public comment stating she disagreed with the scenario planning process along with several people seated at her table. She stated that she had previously discussed with Ms. Gallucci her opposition to the words "play" and "game" used to describe ImagineMyNEO on the VibrantNEO website. She requested that "play" and "game" be removed from anything that NEOSCC does in the future.

For Action

There was a *motion* to approve the minutes from the May 28, 2013 Board Meeting by *Mike Challender* that was seconded by *Gene Nixon*. The motion was approved.

For Discussion

Board Retreat

Ms. Gallucci thanked the Board for attending the Board Retreat. She gave an overview of the presentation along with the consultants/facilitators. David Fitz of Strategy Design Partners, the Board Retreat facilitator, gave a presentation of the findings from the retreat. He discussed the issues identified and presented the next steps needed to continue the process. The goals for the next steps are to review the organizational foundation, frame future opportunities and create a plan for action.

Mr. Fitz noted that some of the challenges brought up during the retreat included: agreement on mission/focus, necessities, complexity of the work, communications, process, and governance structures. He also outlined the successes of the organization: network formation, ideas, products, positive, and the process. Opportunities identified were: securing new funding, pushing public awareness, creating partnerships, maintaining the network, and championing the work.

A handout was distributed that outlined the following issues and provided options to handle them, such as:

- 1. Opportunities/Work: Advocate, assist, assemble, and act;
- 2. The Board: decrease the number of trustees to a nominal amount to represent each county, let the Executive Committee maintain the order; create a regional council or a congressional structure of the three large metro districts;
- 3. Decide how much staff is needed and also pursue funding;
- 4. Collaborate with others and share resources. Save by sharing office space and dollars; and
- 5. Determine and discuss possible membership fees and dues. Add a grant writer and evaluate continued in-kind services.

The next step moving forward was identified as the formation of a working group of about 5-7 people to address the issues and bring results to the Board of Directors. This group will evaluate internal issues that address the mission, work, staff and the Board and external issues (collaboration, partnerships and foundation). The group will meet bi-weekly for the next 60 days to develop a recommendation and present it to the Executive Committee followed by the full Board by no later than September.

Objectives for July and August

Hunter Morrison spoke about the upcoming Scenario Planning open houses. He gave details about the events and referred the members to the green sheet in the Board packet that had information about upcoming events in July and August. He also gave details about each of the products and their upcoming meetings. There was also a request for Board participation through staff volunteers to help run the open houses. Training will be provided.

Progress of the alternative scenarios development

Chris Horne of Sasaki Associates gave a presentation by phone/web. He presented a comparison of the Business As Usual (BAU) and the developing Alternative Scenarios. Mr. Horne gave details about the BAU vs. Alternative 1 control total comparison that he displayed on a chart. The chart compared the BAU and Alternative 1 by jobs and population. He then displayed the current land use maps and the land use maps for 2040. Mr. Horne then displayed another graph that represented new development comparisons: BAU vs. Alternative Scenario 1. He continued the discussion by displaying a cartogram map that represented each county's sizes proportional to its regional population in 2013. This was compared to a cartogram of the counties' proportional population in 2040 and went back and forth to show the difference of the two maps. Mr. Horne showed maps of abandonment, displayed a map of Alternative Scenario 1 abandonment, 2013 abandonment, and BAU abandonment. He continued with a map of revenue to cost ratio by county and gave details about what the map displayed. He also displayed a chart of the average annual property tax and new publically funded road lane miles constructed and per capita road operating & maintenance costs.

There were questions from several Board members pertaining to funded lane mills constructed and the data that was shown for Cuyahoga County. There were also comments about the cost ratio in Cuyahoga County.

Mr. Horne then presented an overview of the Alternative Scenario 2. He displayed a map of the urbanized and urbanizing areas. He also displayed an intersection density map that showed the density for entire region. This was followed by an intersection density map that focused on the City of Canton. He continued by showing a map of employment density in the region as well as a map of rail and express bus in Alternative Scenarios 2 and 3. He then gave details about the conservation and open space and the hydrological constraints maps that he showed. Mr. Horne continued the discussion and began showing charts of development mix.

Mr. Horne then explained the timeline and gave details of the Alternative Scenarios 2 and 3, indicators and open house content. He also gave a timeline and details for ImagineMyNEO.

Phase II Open Houses

Patti Choby of the Cobalt Group gave an overview of the Phase 2 outreach strategy and the focus of the upcoming open houses. She then displayed the outreach schedule and timeline, targeted stakeholder outreach sessions and a chart that gave details and dates about outreach goals. She continued with the Phase 2 open house objectives and content. Displayed were several slides about what will be occurring at the workshops as well as the series of events that will be occurring at the open house. She then presented a layout of how the open houses will look. Questions were asked about topics that will be addressed at the open houses.

Communication and Engagement

Jeff Anderle gave a quick overview of communication and engagement activities such as ImagineMyNEO. The results of the public opinion poll were not discussed at the meeting, but were included in Board packets. Results will be covered in an upcoming webinar.

Progress and Status of products

Sara Maier gave an overview of the status of products. Julie Whyte gave a brief overview of the pilots program. Joe MacDonald then gave a brief overview of the HUD Flagship Sustainability Indicators Report for Northeast Ohio. He gave details about what the report entails

New Business

Under new business Mike Challender asked if a presentation could be made to the Board about offshore wind development in Lake Erie. He identified the Lake Erie Energy Development Corporation (LEEDCo) and described their effort to develop an American offshore wind industry in Northeast Ohio – an industry that could revitalize the economy and protect the environment. Ms. Gallucci responded and explained how the discussion can be brought up at a later time. This introduced a discussion on using the Public Comment time for presentations.

July Watch List

Mr. Morrison went over the July watch list which was attached to the Board packet. There was a **motion** to adjourn the meeting by **Mike Challender** that was seconded by Mike Lyons. The motion was approved.



Northeast Ohio Sustainable Communities Consortium

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NEOSCC Technical Steering Committee Meeting Summary

Tuesday, July 9, 2013

Akron CitiCenter Building Basement Conference Room & GoTo Meeting Webinar

- Minutes from June 11, 2013 meeting were approved.
- Alternative Scenarios Development: Mr. Chris Horne (Sasaki Associates) summarized Alternative Scenario 2 and Alternative Scenarios matrix. Mr. Horne explained that there were not explicit policies that undergird the scenarios, but that they were more of "what ifs" based on feedback from the BAU and other outreach, such as what if there was more public transportation in the region. From the scenario, one would need to work backwards to determine what public policies would need to be developed, strengthened, or eliminated to achieve that scenario. Ms. Grace Gallucci stated that the region should not limit its options to just alternative scenarios 1, 2, and 3 and the BAU. Mr. Horne agreed that the preferred vision would likely include aspects of a number of scenarios that would then point to policy changes that would be needed. Mr. Horne displayed additional mapping and the group discussed what was being conveyed by each. Modifications to the cartography were also discussed.
- Phase 2 Outreach & Engagement: Mr. Horne described the Open House schedule, format, and objectives. He ran the group through proposed tools for gathering feedback, like the ImagineMyNEO station, blank brown paper to capture additional thoughts, a visual preference survey, overall feedback cards, and dial-like gauges. The group discussed at length the tools and how they would be utilized at the stations.
 - Mr. Horne then discussed the scenario planning indicators and what would or could be shown in regards to them at the Open Houses. Ms. Patti Choby (Cobalt Group) asked about the similarities between the scenario planning indicators and the regional Dashboard indicators. It was noted that the Dashboard indicators being worked on through that Working Group, staffed by Mr. Joe MacDonald, have to be measurable over defined periods of time and that they have to be able to show movement to encourage action. The scenario planning indicators are tied to land use and spatial patterns, and may change little over time. There are some similarities, though, and Mr. MacDonald is working with Ms. Kelley Britt, Program Manager for the Policy Working Group, to make sure there is alignment between the policies product area and the Dashboard.
- Products Update: Ms. Sara Maier gave a brief products overview, noting that place types, developed out of the work of the Quality Connected Places Workstream, is being used in the scenario planning process and will be used in the products as one way to organize information. In this manner, the types of tools, practices, policies, and pilots that may be relevant to a certain type of community, like a first-ring suburb or township, could be bundled together to make them more accessible and useful.



Mr. Anthony Kobak gave an overview of the tools and the best practices product and how the data will be structured, and covered two examples.

Mr. McDonald gave an overview of the Dashboard product and the buckets that the proposed indicators fall into. He asked the committee to review the dashboard and give him a feedback by Friday, July 12, 2013.

- There was not a Communications Update and there was no old or new business, nor or any public comment. The meeting was adjourned at 1:00 pm. The meeting was adjourned at 12:50 pm.
- The next regularly scheduled meeting will be held on August 13, 2013, from 10am-12pm, location tbd.



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Memo

To: Board of Directors

From: Fred Wright and Michael Lyons, Co-Chairs of the Communications and Engagement

Workstream

cc: PMO

Date: 07/17/13

Re: Communications and Engagement Work Stream Update

The Communications and Engagement Work Stream met on July10 and discussed the following:

Major Milestone Schedule

Late June/Early July – Stakeholder Outreach Sessions with Under-Represented Populations

Early July – Invitations sent to Alternative Scenarios Open Houses

End of July/Early August – Alternative Scenarios Open Houses

Engagement Plan – Phase Two

Patti Choby/Hope Stege

Stakeholder Outreach Sessions

Alternative Scenarios Workshops Goals/Design

Open House Material Review Patti Choby/Hope Stege

Communications Plan – Phase Two Jon Benedict

Workshop Communications

Earned and Paid Media Materials/Timeline

Update on Legislator Outreach

Leveraged Match Outreach Sara Maier

- Based on the meeting discussion, edits will be made by the Consultant Team to the Open House Materials.
- Members of the work stream also volunteered to assist with follow-up on leveraged match related to Open House Staffing
- Work Stream members will forward any further comments on outreach or the Phase
 Two Open House strategy to the PMO.

The Work Stream's next meeting will take place on August 21, 2013 at 9:30 am in the Conference Room at the Akron Urban League.



JUNE 2013 - FINANCIAL INFORMATION

	TOTAL PROGRAM BUDGET (A)		EXPENDED THROUGH 06/30/13 (B)		BUDGET REMAINING (A-B)		C TARGET PROGRAM BUDGET A/35)*29 mo.	PERCENTAGE OF TARGET PROGRAM _(B/C)_	PERCENTAGE OF TARGET (83%) PROGRAM _(B/A)_	
SALARIES & FRINGES										
SALARIES FRINGE BENEFITS	\$ 1,590,552 351,738	\$	1,030,855 140,987	\$	559,697 210,751	\$	1,281,278 283,345	80% 50%	65% 40%	
TRANSPORTATION	\$ 1,942,290	\$	1,171,842	\$	770,448	\$	1,564,623	75%	60%	
LOCAL PRIVATE VEHICLE AIRFARE * WASHINGTON DC TRANSPORTATION	\$ 35,598 7,200 600	\$	16,610 3,574 5,241	\$	18,988 3,626 (4,641)	\$	28,676 5,800 483	58% 62% 1084%	47% 50% 874%	
* WASHINGTON DC PERDIEM	4,200		4,214	_	(14)	-	3,383	125%	100%	
	\$ 47,598	\$	29,639	\$	17,959	\$	38,343	77%	62%	
SUPPLIES AND MATERIALS										
OFFICE SUPPLIES	28,300	\$	17,267		11,033		22,797	76%	61%	
COPIER LEASE/USAGE MEETING ACCOMODATIONS	8,640 6,000		6,784		1,856 6,000		6,960 4,833	97% 0%	79% 0%	
* LAPTOPS/WORKSTATIONS	17,400		21,971		(4,571)		14,017	157%	126%	
OFFICE EQUIPMENT	4,250				4,250		3,424	0%	0%	
CELLPHONES/IT TELECOMM	19,839	_	23,087	_	(3,248)	_	15,981	144%	116%	
	84,429	\$	69,109		15,320		68,012	102%	82%	
CONSULTANTS										
ECONOMIC BASE ANALYSIS	\$ 150,000	\$	31,750	\$	118,250	\$	120,833	26%	21%	
BUILT & NATURAL ENVIRON	150,000		444.040		150,000		120,833	0%	0%	
COMMUNITIES TRANSPORTATION & IT CONNECTIONS	200,000 150,000		144,312 1,750		55,688 148,250		161,111 120,833	90% 1%	72% 1%	
PLACE BASED REGIONAL PLAN	200,000		34,207		165,793		161,111	21%	17%	
COLLABORATION & GOVERN SUPP	250,000		166,604		83,396		201,389	83%	67%	
GIS & DATA INTEGRATION	225,000		31,985		193,015		181,250	18%	14%	
GOVERNANCE & PMO SUPPORT	250,000		77,803		172,197		201,389	39%	31%	
RESIDENTIAL ENGAGEMENT	250,000		2,000		248,000		201,389	1%	1%	
PUBLIC & PRIVATE SECTOR ENGAGE	250,000		156,880		93,120		201,389	78%	63%	
SASAKI CONSULTING WEB-BASED MANAGEMENT	0 150,000		500,750 127,366		(500,750) 22,634		0 120,833	#DIV/0! 105%	#DIV/0! 85%	
	\$ 2,225,000	\$	1,275,407	\$	949,593	\$	1,792,361	71%	57%	
CONSORTIUM MEMBER CONTRIBUTION	1,822,903		1,615,396		207,507		1,063,360	152%	89%	
BUDGETS TBD										
DATA & RESEARCH EVALUATION FISCAL AGENT FEE		\$	585 72 961		(585) (72.861)		0			
LEGAL			72,861 38,659		(72,861) (38,659)		0			
AUDIT/TAX RETURNS/ACCTG/HR			9,257		(9,257)		0			
FURNITURE MOVING			1,400		(1,400)		0_			
		\$	122,762	_	(122,762)	_	0			
OTHER DIRECT EXPENSES										
MONTHLY MEETING/INTRA AGENCY	\$ 90,000	\$	17,343	\$	72,657	\$	72,500	24%	19%	
SMARTPHONE/CELLPHONE PLANS	17,280		7,425		9,855		13,920	53% 34%	43%	
INSURANCE MISCELLANEOUS	18,000 0		3,103 8,781		14,897 (8,781)		14,500 0	21%	17%	
MICCELLANEOUS	\$ 125,280	\$	36,652	 \$	88,628	\$	100,920	36%	29%	
TOTAL HUD BUDGET	\$ 6,247,500	\$	4,320,807	· <u> </u>	1,926,693	\$	4,627,619	93%	69% **	
TOTAL HOD BODGET	Ψ 0,241,300	φ	7,020,001	Ψ=	1,320,033	Ψ=	7,021,013	33 /0	0370	

Total Contributions To Date:
Members 37.39%
HUD 62.61%

^{*} These line items will be within budget as the program progresses toward completion.

** The Consortium has expended approximately sixty-nine percent of the Sustainable Communities budget.

CASH POSITION AS OF JUNE 30, 2013

<u>DESCRIPTION</u>		<u>RECEIPTS</u>	DIS	BURSEMENTS		BALANCE
BEGINNING BALANCE					\$	400,869.51
HUD LOCCS REIMBURSEMENT	\$	157,578.00				
FFOEF CONTRIBUTIONS		0.00				
MEMBER CONTRIBUTIONS		0.00				
MISCELLANEOUS		0.00				
VENDORS			\$	142,769.15		
PAYROLL				48,599.05		
ENDING BALANCE					\$	367,079.31
TOTAL	9	157,578.00	\$	191,368.20		

RECEIPTED FUNDS:

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FUND FOR OUR ECONMOIC FUTURE (FFOEF) CITY OF ELYRIA \$ 3,090,959.00 139,120.38 10,000.00 TOTAL \$ 3,240,079.38

ADDITIONAL CASH RESOURCES:

NOACA LINE OF CREDIT

NEOSCC Consortium Membership & Leveraged Match Tracking - as of July 18, 2013

			mitted			
		Matc	•		Percentage of	
			ortium	Cummulative	Reported to	
# Consortium Board Member	Notes	Agreement		Reported Match	Committed Match	
1 Akron, City of	received through 2Q13	\$	69,000	\$ 114,271.18	165.69	
2 Akron Metropolitan Area Transportation Study (AMATS)	received through 1Q13	\$	127,812	\$ 117,194.79	91.79	
3 Akron Metropolitan Housing Authority	nothing received	\$	77,642	\$ -	0.09	
4 Akron Urban League	received through 4Q12	\$	69,000	\$ 8,877.56	12.99	
5 Ashtabula County	received through 2Q12	\$	69,000	\$ 3,645.32	5.39	
6 Catholic Charities, Diocese of Youngstown	received through 4Q12	\$	30,000	\$ 6,396.86	21.39	
7 Center for Community Solutions	received through 4Q12	\$	42,900	\$ 6,639.90	15.59	
8 Cleveland, City of	received partial through 1Q13	\$	69,000	\$ 12,741.23	18.59	
9 Cleveland Metroparks	nothing received	\$	69,000	\$ -	0.09	
10 Cleveland Museum of Natural History	received through 1Q13	\$	71,022	\$ 29,681.22	41.89	
11 Cleveland State University	received through 2Q12	\$	79,188	\$ 81,073.75	102.49	
12 Cuyahoga County	received through 1Q13	\$	69,000	\$ 41,463.50	60.19	
13 Cuyahoga Metropolitan Housing Authority	received through 4Q12	\$	69,000	\$ 7,427.47	10.89	
14 Eastgate Regional Council of Governments (Eastgate)	received through 1Q13	\$	69,000	\$ 87,708.04	127.19	
15 Elyria, City of*	received through 4Q12	\$	69,000	\$ 28,923.79	41.99	
16 Fund for Our Economic Future**	received through 2Q12	\$	850,000	\$ 393,454.50	46.39	
17 Greater Cleveland Regional Transit Authority	received through 1Q13	\$	69,000	\$ 34,688.94	50.39	
18 Lorain County (Lorain County Growth Partnership)	received through 4Q12	\$	83,897	\$ 20,751.81	24.79	
19 Lorain County Community College	received through 2Q13	\$	49,000	\$ 8,748.56	17.99	
20 Mahoning County	received through 4Q12	\$	69,000	\$ 19,933.63	28.99	
21 Northeast Ohio Areawide Coordinating Agency (NOACA) (Fiscal Agent)	received through 2Q13	\$	179,415	\$ 315,019.67	175.69	
22 Northeast Ohio Community Development Alliance	nothing received	\$	28,771	\$ -	0.09	
		_				
23 Northeast Ohio Four County Regional Planning & Development Organization (NEFCO)	received through 2Q13 (partial)	\$	69,000		61.19	
24 Policy Bridge	received through 4Q12	\$	45,000	· · · · · · · · · · · · · · · · · · ·	55.49	
25 Regional Prosperity Initiative	received through 4Q12	\$	15,000	\$ 89,731.74	598.29	
	1Q13 (began tracking 2Q12 when					
26 Stark County	SCATS hit \$69,000)	\$	69,000	\$ 49,104.51	71.29	
Stark County Regional Planning Commission/Stark County Area Transportation Study						
27 (RPC/SCATS)	received through 2Q12 - completed	\$	69,000		100.09	
28 Stark Metropolitan Housing Authority	received through 2Q13	\$	69,018		9.99	
29 Summit County	received through 2Q13	\$	97,728	· · · · · · · · · · · · · · · · · · ·	18.09	
30 Summit County Combined Health District	received through 2Q13	\$	69,000	\$ 50,888.97	73.8	
31 Trumbull County	received through 4Q11	\$	38,034	\$ 21,036.67	55.3	
32 Youngstown, City of	received through 2Q13	\$	69,000	\$ 43,009.60	62.3	
33 Youngstown State University	completed match 2Q11	\$	60,000	\$ 60,000.00	100.0	
Total		\$	3,048,427	\$ 1,812,914.21	59.59	

^{*}Includes \$10,000 cash match

^{**}Includes \$500,000 cash match, of which \$167,000 has been released and \$50,000 is pending



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Memo

To: Board of Directors **From:** Sara Byrnes Maier

Date: 7/18/13

RE: Products Update

A general update on products will be provided at the July Board of Directors meeting. Additionally, for those seeking more detailed information on the Dashboard and Pilots products, the following items are available to Board members:

Dashboard:

A webinar will be held on Thursday, July 25 from 1:00-1:45pm. Joe MacDonald will provide an update on the proposed Dashboard indicators, measures, and visuals. This 20-30 minute presentation will be followed by Q&A.

Pre-registration at the following link is required to receive an access code for this GoToWebinar. Registration URL: https://attendee.gotowebinar.com/register/8822575111493117184
Webinar ID: 139-152-803

The proposed Dashboard indicators, measures, and visuals document is available on Glasscubes in both the "NEOSCC Overall Information" and "Dashboard Working Group" workspaces.

Pilots:

The draft Pilots list is also available on Glasscubes in the "NEOSCC Overall Information" and "Pilots Working Group" workspaces. This list includes over 250 existing pilots, more than 20 proposed pilots, and potential funding sources.

Glasscubes Access:

Access and forgotten passwords may be obtained by navigating to http://neoscc.glasscubes.com.

