

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
August 17, 2017**

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. in the Ozarks Transportation Organization Large Conference Room in Springfield, Missouri.

The following members were present:

Commissioner Harold Bengsch, Greene County	Mr. Brad Gray, City of Willard (a)
Mr. Steve Bodenhamer, City of Strafford (a)	Alderman Warren Griffith, City of Battlefield
Mr. David Cameron, City of Republic (a)	Mr. Skip Jansen, City Utilities
Commissioner Bob Cirtin, Greene County	Mr. Travis Koestner, MoDOT
Mr. Jerry Compton, Citizen-at-Large	Mr. Andy Mueller, MoDOT (a)
Mr. Travis Cossey, City of Nixa (a)	Mr. Dan Smith, City of Springfield (a)
Dr. Elise Crain, Citizen-at-Large	Mr. Brian Weiler, Airport Board (a)
Councilman Craig Fishel, City of Springfield	Commissioner, Ray Weter, Christian County

(a) Denotes alternate given voting privileges as a substitute for voting member not present

The following members were not present:

Mr. Mokhtee Ahmad, FTA	Mr. Bradley McMahon, FHWA
Mr. Randy Brown, City of Willard (a)	Mr. Steve Meyer, City of Springfield (a)
Mr. Steve Childers, City of Ozark (a)	Mr. Daniel Nguyen, FTA (a)
Mr. Chris Coulter, Greene County (a)	Mr. Jim O’Neal, Citizen at Large
Mr. John Elkins, Citizen-at-Large (a)	Mr. Mark Schenkelberg, FAA
Mayor Rick Gardner, City of Ozark	Mr. Jeremiah Shuler, FTA (a)
Mayor Corey Hendrickson, City of Willard	Mayor Brian Steele, City of Nixa
Mayor Debra Hickey, City of Battlefield (a)	Mayor Jeff Ussery, City of Republic
Mayor Ken McClure, City of Springfield	Mr. Richard Walker, Citizen-at-Large
Ms. Laurel McKean, MoDOT (a)	

Others Present: Mr. Frank Miller, Mr. Andrew Seiler, Mr. Freddy Vasquez, and Ms. Eva Voss, MoDOT; Mr. Chuck Brands, Ozark; Mr. Dan Waddlington, Senator Roy Blunt’s Office; Mr. Jeremy Pruett, Representative Billy Long’s Office; Ms. Kimberly Cooper, Mr. Dave Faucett, Ms. Sara Fields, Mr. Scott Godbey, Ms. Natasha Longpine, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chair Weter called the meeting to order at approximately 12:00 p.m.

I. Administration

A. Introductions

Those in attendance made self-introductions stating their name and the organization they represent.

B. Approval of Board of Directors Meeting Agenda

Mr. Gray moved to approve the August 17, 2017 agenda. Mr. Weiler seconded the motion and it was unanimously approved.

C. Approval of the June 15, 2017 Meeting Minutes

Dr. Crain moved to approve the June 15, 2017 minutes. Mr. Weiler seconded the motion and it was unanimously approved.

D. Public Comment Period for All Agenda Items

Sara Fields noted the public comments that had been received since the last meeting were included in the packet. No one was present to speak to any item on the agenda.

E. Executive Director's Report

Sara Fields stated the Missouri Highway Commission had been at the Library Center on August 4, and expressed her appreciation to those members who had been able to attend the meeting. She stated she believed it was a successful presentation on the many ways this area partners with one another in both planning and operations.

Ms. Fields stated the Governor's Transportation Task Force will be in Springfield on August 23, beginning at 1:00 pm, at the Springfield Area Chamber of Commerce. She stated she would be sending out talking points to the Board and what she would be addressing. She stated the Task Force's focus would be transportation as it relates to Economic Development. Mr. Koestner will be giving the Southwest District report and then the public will be allowed to address the Task Force. She added one of the principal areas to address is the shortfall in transportation funding.

Ms. Fields indicated the OTO had their certification review in June, but as of yet, had not received the final results. She said they are expected in October.

Ms. Fields noted a subcommittee of the Technical Planning Committee has been working on the priorities for the Statewide Transportation Improvement Program (STIP), for FY 2019 – 2023, which will begin in July 2018. She stated one of the issues being raised by the Subcommittee is a desire to better understand the issues with I-44, James River Freeway, and US 60 to Rogersville. She added she is going to propose an idea where the OTO assists MoDOT in expediting a study. She said if the OTO can utilize some funds for this study, she believes it can be expedited and hopefully accomplished this year.

She stated the trail study is at the prioritization stage, which can be somewhat difficult when trying to determine which trails should be done first. She said it should be finalized in the next couple of months.

Ms. Fields introduced Kimberly Cooper, noting she is the Operations Manager and has been with the OTO since the end of June.

F. MoDOT Update

Andy Mueller stated the Hwy 65 closure is going extremely well. He said this project is on schedule and is even ahead of the timeframes the public expected. He suggested that

MoDOT put on the message boards “Thank you, Springfield Regional Community” because of the great understanding and support this project has received. He noted that a portion of Highway 65, north of Kearney, has been added to the project and will necessitate the closing of both North-bound Kearney ramps. He stated the total project completion is slated for November.

Mr. Mueller stated that Route H over Sac River Bridge on North Glenstone would be opened to traffic the week of August 21, 2017. He stated that on the Chestnut Overpass project, traffic should be able to use the new bridge in mid-September.

Mr. Mueller said the Hwy 65 project, lane extensions south of Evans Road, is still slated for a November completion. He noted MoDOT will be hosting a pre-construction conference on August 17, 2017, for the ramp extensions on I-44. He said the construction will be performed at night to minimize the impact on traffic.

Travis Koestner stated MoDOT plans on replacing the Highway 65 bridge over I-44 sometime in 2018.

Ms. Fields asked for the status of the Highway 160 to Willard project. Mr. Mueller responded a consultant has been selected and they are in the process of finalizing the paperwork to get this project underway.

G. Legislative Reports

Dan Waddington, Senator Roy Blunt’s Office, stated the conversation in Washington, DC regarding infrastructure has been side-tracked and he is not sure when it will be brought back up. He added September is going to be very busy for Congress, as there are only twelve work (floor) days. He stated the current Federal budget ends on September 30, and the new fiscal year begins on October 1, if a new budget has been adopted. He briefly addressed the overall mood of Washington.

Jeremy Pruett, Representative Billy Long’s Office, stated there is a Committee that is working on Transportation, but nothing has come forward. He stated Mr. Long has been advocating for an infrastructure proposal as he believes this will be much easier to pass through Congress than changes to health care or tax reform.

II. New Business

A. Administrative Modification Number Three to the FY 2017-2020 TIP

Natasha Longpine stated this Administrative Modification is for the FY 2017-2020 TIP. She added this modification allows two of OTO members to use their Surface Transportation Block Grant – Urban (STBG-Urban) funds on projects that have closed out. She said the OTO is swapping out some National Highway Performance Program (NHPP) monies for the STBG-Urban funds, which results in Christian County paying back the funds much earlier than otherwise possible, and the City of Springfield able to pay for cost overruns on a partnership project with MoDOT.

This item was for informational purposes only and no action was required.

B. Draft FY 2018-2021 Transportation Improvement Program

Natasha Longpine reviewed for the Board the process for developing the FY 2018-2021 Transportation Improvement Program (TIP). The draft of the document had been uploaded to the Kindles, so the Board was able to review it while she discussed the process. She outlined the procedure for obtaining public comment, and how this draft document was made available to the public. She highlighted the changes that had been made, both in format and organization.

She noted this plan included both capital and non-capital projects. She added this reflects much of the same information contained in the Long Range Transportation Plan (LRTP), which was recently updated. She stated this plan includes performance targets, including some of the Federal targets.

Ms. Longpine reminded the Board that the OTO is required to include any projects that receive Federal funding, as well as projects that have regional significance. In addition, she discussed that the TIP needs to be fiscally constrained.

Following a review of some of the specific projects included in the TIP, Mr. Cossey moved the Board of Directors approve the FY 2018-2021 Transportation Improvement Program. Mr. Jansen seconded the motion and it was unanimously approved.

C. Planning Process and Financial Capacity Certifications

Natasha Longpine stated that the TIP requires two certifications. One is on the OTO's planning process and ensuring compliance with such federal programs as Title VI, DBE, Equal Employment Opportunity, and the Americans with Disabilities Act to name a few. The second certification indicates that the OTO has the financial capacity to match the federal funding that comes from the Federal Transportation Administration Section 5307, 5309, and 5339.

Mr. Cameron moved to certify the Ozarks Transportation Organization's compliance with the metropolitan transportation planning process and to certify the financial capacity of City Utilities. Dr. Crain seconded the motion and it was unanimously approved.

D. Performance Measures Report

Natasha Longpine stated that an infographic that was a snapshot of the complete report, had been placed at each member's seat. She noted that staff reviews the performance measures annually to determine how the region is progressing in meeting targets. She reminded the Board that the Performance Measures were first adopted in 2011 and have continued to date, including the most recent LRTP, *Transportation 2040*.

Ms. Longpine reviewed the Performance Measures for the Board, indicating that the downward arrow indicates a decrease in improvement, not a decrease in the trend.

Mr. Koestner stated that MoDOT is working to try to decrease the total disabling injury and fatal crashes target. He mentioned some of the programs MoDOT is implementing and some of the public relations campaigns they are currently using, such as "Buckle up; Phones down." Mr. Koestner asked if fatality and crash information, broken down by County, would be of

interest to the County Commissions. Following a brief discussion, it was determined that both numbers and rates would be of benefit.

Ms. Longpine stated that due to feedback from the Technical Planning Committee, OTO staff has revised the Transit On-Time Performance. Ms. Longpine continued reviewing the report noting the improvement in the AM Peak travel times and the Ozone levels.

As there were no questions, it was noted this item was for informational purposes only and no action was required.

E. Title VI/ADA Plan Update

Andy Thomason stated Title VI of the Civil Rights Act prohibits discrimination and the Americans with Disabilities Act (ADA) mandates the OTO provides the same opportunities to those with disabilities that we do for everyone else. This program outlines the policies and practices employed by the OTO to ensure non-discrimination in its planning activities. Mr. Thomason briefly reviewed the contents of the Plan, highlighting how public input is received and the ways the OTO is ensuring it meets FHWA and FTA requirements.

Mr. Thomason stated the program indicates that the OTO will do some specific things, but staff was not sure these things were being done. He said these items were highlighted and timeframes for accomplishing each one was added. He added he had made some changes to both the OTO's electronic presence and physical spaces. He stated staff is not only asking for approval of this update, but also support in executing the non-discrimination policy and DOT standard assurances, and making minor changes to the Title VI/ADA program.

Mr. Bengsch moved to adopt the resolution (1) approving the Title VI/ADA program, (2) the execution of the Standard DOT Assurances and Non-Discrimination Policy, and (3) the making of minor changes to the program to maintain compliance and updated information. Dr. Crain seconded the motion and it was unanimously approved.

F. Limited English Proficiency Plan Update

Andy Thomason stated the OTO is subject to Presidential Executive Order 13166 that requires staff to identify groups in the OTO planning area that have limited English Proficiency and identify ways to assist them in accessing the OTO's reports and public meetings. He said staff looked at what languages are in our planning area and what populations we need to be serving. He briefly updated the Board on the history of the OTO's interactions with citizens with limited English proficiency. He briefly reviewed the steps in the plan to identify LEP individuals, the assistance measures that are available, and how staff will be trained to use the Plan.

Mr. Cirtin moved the Board of Directors approve the Limited English Proficiency Plan. Mr. Cameron seconded the motion and it was unanimously approved.

G. Year-End Financial Statements

David Cameron reviewed for the Board of Directors the fiscal year-end financial statements for the 2016-2017 budget year. He noted the OTO staff only spent about 78% of the budget, due largely because some of the projects were not completed and were carried over to the current 2017-2018 fiscal year.

He noted that in year-to-date revenue, expenses exceeded revenue due to some payments that have not been received. He noted the reserve is still very healthy and will increase as revenues continue to increase.

Mr. Cameron recommended the Board of Directors accept the report as presented.

Mr. Weiler moved the Board of Directors accept the OTO Operational and UPWP Year-End Financial Statements for the 2016-2017 Budget Year. Mr. Childers seconded the motion and it was unanimously approved.

H. 2018 State of Missouri Legislative Priorities

Sara Fields stated she had put together a draft of State legislative priorities with the expectation that whatever recommendations the Board may wish to add, will be reviewed with the Executive Committee in September, for final approval at the October Board meeting.

Ms. Fields reviewed for the Board the process she used in developing this list of priorities. After briefly reviewing the listed priorities, she asked the members to review the list and let her know any recommendations they have for changes, additions, or corrections.

III. Other Business

A. Board of Directors Member Announcements

Dr. Elise Crain announced that Senator McCaskill will be in Ozark on Tuesday, August 22, for a Town Hall meeting. The meeting will be at 1:00 pm at the Ozarks Community Center.

Billy Long will be conducting his annual Agriculture tour on October 6, 2017.

Steve Childers expressed his appreciation to MoDOT for their cooperation in some major projects that are occurring in Ozark. He thanked them for including them in the process.

Mr. Waddington stated the Riverside Bridge project has passed the Senate and is being sent to the House of Representatives.

B. Transportation Issues for Board of Directors Member Review

None.

C. Articles for Board of Directors Member Information

Chair Weter stated staff had included several articles of interest in the Board packet. He encouraged the members to read them as they had time.

IV. Closed Meeting.

Mr. Bodenhamer moved In accordance with RSMo 610.021(13), the Board of Directors shall hold a closed meeting to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment; and this meeting, record, and

vote shall be closed and the Board of Directors shall stand adjourned at the end of the closed meeting.

Mr. Cameron seconded the motion and it was approved by the following roll call vote:

Aye: Bengsch, Bodenhamer, Cameron, Childers, Compton, Cossey, Crain, Gray, Jansen, Smith, Weiler, and Weter.

Nays: None.

Abstain: None

Absent: Cirtin, Fishel, Griffith, McClure, O'Neal, and Walker.

The purpose of the Closed Session was to conduct the annual performance review of the Executive Director. Following a brief discussion of the material provided, David Cameron moved to accept the Executive Director's Strategic Planning Status Report as presented. Skip Jansen seconded the motion and it was approved by the following roll call vote:

Ayes: Bengsch, Bodenhamer, Cameron, Childers, Cossey, Crain, Gray, Jansen, Smith, Weiler, and Weter.

Nays: None.

Absent: Cirtin, Compton, Fishel, Griffith, McClure, O'Neal, and Walker.

David Cameron moved to accept the July 2017-June 2018 Executive Director Performance Objectives as presented. Steve Childers seconded the motion and it was approved by the following roll call vote:

Ayes: Bengsch, Bodenhamer, Cameron, Childers, Cossey, Crain, Gray, Jansen, Smith, Weiler, and Weter.

Nays: None.

Absent: Cirtin, Compton, Fishel, Griffith, McClure, O'Neal, and Walker.

David Cameron moved to approve a 4% merit increase for the Executive Director. Skip Jansen seconded the motion and it was approved by the following roll call vote:

Ayes: Bengsch, Bodenhamer, Cameron, Childers, Cossey, Crain, Gray, Jansen, Smith, Weiler, and Weter.

Nays: None.

Absent: Cirtin, Compton, Fishel, Griffith, McClure, O'Neal, and Walker.

With no additional business to come before the Board of Directors, the meeting adjourned at approximately 1:45 p.m.