

**OZARKS TRANSPORTATION ORGANIZATION  
BOARD OF DIRECTORS MEETING MINUTES  
April 21, 2016**

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 Bob Cirtin, Greene County (Chair)	Mr. Jared Keeling, City of Republic (a)
Ms. Becky Baltz, MoDOT	Mr. Ken McClure, City of Springfield
Commissioner Harold Bengsch, Greene County	Mr. J. Everett Mitchell, City of Willard (a)
Mr. Brian Bingle, City of Nixa (a)	Mr. Dan Smith, City of Springfield
Mr. Steve Bodenhamer, City of Strafford (a)	Mr. Steve Stewart, City Utilities
Mr. Steve Childers, City of Ozark (a)	Mr. Richard Walker, Citizen-at-Large
Dr. Elise Crain, Citizen-at-Large	Mr. Brian Weiler, Airport Board (a)
Mr. Jerry Compton, Citizen-at-Large	Commissioner, Ray Weter, Christian County
Mayor Debra Hickey, City of Battlefield (a)	

*(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. Brian Buckner, City of Republic	Mr. Steve Meyer, City of Springfield (a)
Mr. Chris Coulter, Greene County (a)	Mr. Andy Mueller, MoDOT (a)
Mr. John Elkins, Citizen-at-Large (a)	Mr. James O'Neal, Citizen-at-Large
Mr. Craig Fishel, City of Springfield	Mr. Dan Salisbury, MoDOT (a)
Mayor Rick Gardner, City of Ozark	Mr. Mark Schenkelberg, FAA
Mr. Warren Griffith, City of Battlefield	Mayor Brian Steele, City of Nixa
Mayor Corey Hendrickson, City of Willard	Mayor Bob Stephens, City of Springfield
Mayor Susan Krieger, City of Strafford	

Others Present: Mr. Joshua Boley, Ms. Sara Fields, Mr. Jacob Guthrie, Ms. Natasha Longpine, and Ms. Debbie Parks, Ozarks Transportation Organization; Mr. Jeremy Pruett, Congressman Long's Office; Mr. David Stokely, Senator Claire McCaskill's Office; Ms. Joelle Cannon, Senator Roy Blunt's Office; Ms. Teresa Turner, MoDOT.

Commissioner Cirtin called the meeting to order at 12:00 p.m.

**I. Administration**

**A. Introductions**

**B. Approval of Board of Directors Meeting Agenda**

Dr. Crain made the motion to approve the April 21, 2016 Board of Directors agenda. Mr. McClure seconded and the agenda was approved unanimously.

**C. Approval of the February 18, 2016 Meeting Minutes**

Mr. McClure made the motion to approve the February 19, 2016 Meeting Minutes. Mr. Bingle seconded and the motion carried unanimously.

**D. Public Comment Period for All Agenda Items**

None. Ms. Fields stated that there were a couple of letters in the agenda. Staff also distributed the public comment that had been received. All of that is included for review.

**E. Executive Director's Report**

Ms. Fields stated that staff had been working on the Long Range Transportation Plan. The draft plan was taken to several business expos and final comment has been received. The Long Range Transportation Plan Subcommittee has selected the project list and it has been divided into funded and non-funded. It should be on the May Technical Planning Committee agenda then the June Board of Directors agenda. This will be the list of projects funded between now and 2040.

The OTO had requested that the Jurisdictions adopt the Major Thoroughfare, which outlines the right-of-way requirements, access requirements, and the bicycle and pedestrian requirements for all the area roads. There are also some Design Standards for lane width and different suggestions. The City of Willard, City of Republic, and Greene County have adopted it. The City of Nixa is looking at it this week. It is being reviewed at different jurisdictions. It has been adopted without changes so far. The Board of Directors endorsed it a couple of months ago to go out to the jurisdictions for review.

The draft Statewide Transportation Improvement Program is expected next month and should be on the June Board meeting agenda. The Board endorses the STIP after review.

Ms. Fields stated that last month there was a Kansas Extension Public Meeting. The consultants came in and met with the interested parties. The consultants are developing the environmental document for the Kansas Extension project. There is not a draft available yet, but it should be available in May. The draft will go out for public comment to identify areas of concern. One of the issues being looked at is sound. There should be some interesting findings on what the impacts of sound are for the corridor, as well as talk about any endangered species. The draft will be sent out by email when it comes out.

The Traffic Incident Management Subcommittee has been meeting quarterly. The subcommittee is educating and implementing methods to more effectively clear incidents off the road and mitigate congestion and secondary incidents. The people on the

committee are largely police, fire, and some ambulance drivers who meet to discuss how incidents can be cleared more quickly.

Ms. Fields stated she had been working with the Springfield Impacting Poverty Task Force. There is a transportation task force to look at how to effect the poverty positively with transportation in Northwest Springfield. Some of the recommendations look to center around all different modes of transportation. One is a bike gifting program and a scholarship program where the rules of the road are taught as well as how to repair bikes. There might be a program where people can donate cars and those could be given to people in need. There is also a national program where there is a loan company that loans money to people who do not typically qualify for a loan. There are a lot of ideas out there and there should be a report in the next two months. The transit system is also being examined. It has a higher price tag and is probably a longer term solution.

#### **F. MoDOT Update**

Ms. Baltz stated that it was Work Zone Awareness month for MoDOT. There were media events over the last week. Unfortunately, MoDOT lost an employee in the St. Louis District two weeks ago in the work zone. It is a harsh reminder of how important it is to encourage people to pay attention as they are traveling through work zones. This year, MoDOT is emphasizing the zipper merge, which is what everyone is being encouraged to do, especially on the four lane roadways. People have been in the past, used to lining up in one lane and going through the work zone in one lane. Now MoDOT is encouraging everyone to line up in both lanes and be polite letting each other in as they go through the work zone. This will help traffic to flow through a little more quickly, encourage people to put their phones down, and slow down.

MoDOT has ongoing projects on U.S. 60/NN & J in the City of Rogersville that are coming along very well. There is also an intersection project on Kearney and Packer Road. The six-laning of U.S. 65 down to Evans Road has been started. The bids have been received on the first phase of the Chestnut Railroad overpass project last week. That should be approved by the Highway Commission at the upcoming May meeting.

Commissioner Curtin asked if there was a decision on what caused the St. Louis work zone accident. Ms. Baltz stated that there was not. The driver was eighty years old and did not see the work zones.

Mr. Weiler stated that he was surprised, but that the new zipper merge focus was supposed to be about 30 to 40 percent more effective. Ms. Baltz stated yes, it is contrary to what has been done in the past.

#### **G. Legislative Reports**

Ms. Cannon stated that there were a few things going on right now. The Senate is looking at Appropriations Bills ahead of the vote. Right now Energy and Water Appropriation Bills were being discussed. Regarding any transportation grants, the Senator's Office is happy to write letters of support or help. The Senate recently passed a Bill that Senator Blunt sponsored called the Fallen Hero's Flag Act. It would provide a flag to be flown over the Capitol for any first responder that dies in the line of duty.

Mr. Pruett stated that there were issues in Congress on getting the Appropriations Bill through. Hopefully, there will be progress in the next couple of weeks. Congressman Long has been working on several issues including broadband internet to facilitate the service providers to bring broadband out to the rural areas.

Mr. Stokely stated that in spite of all the appearances to the contrary there is actual work being done in Congress. Senator McCaskill was at the SMCOG meeting where she addressed the group a few weeks ago. She has returned back to work from her cancer treatments in St. Louis. She has been on a college affordability tour through the state and focusing on that. She continues her focus on opioid adictions as well as other issues. Senator McCaskill's Office would be glad to help in any way.

## **II. New Business**

### **A. Major Thoroughfare Plan Amendment**

Ms. Longpine stated that the City of Republic is requesting several changes to the Major Thoroughfare Plan. This was precipitated by a request for a right-in, right-out access on U.S. 60 and the construction of a local road. MoDOT, OTO staff, and the City of Republic wanted to see the connectivity for that local road as well as the approval of the access. In revising the Major Thoroughfare Plan, the local road is shown as number 9 on the map. There was a long parallel to U.S. 60, but it did not make the intersects well with the roads in the area. The proposed Local Road was lengthened. Some changes were in addition to the number 9 on the map. It made sense to adopt all the changes with this because of the connectivity.

There was one public comment received. The public comment has been passed out. It is related to the extension of the local road, which is shown as number 8 on the map, then the realignment of number one on the map. Number 8 has been added to provide connectivity to the proposed road. Number 1 the alignment has been changed to match right-of-way that Greene County already has. Previously, the line was right next to a mobile home development, but Greene County negotiated with the landowner to get right-of-way through there. The person commenting lives south of that road, and is concerned with that connectivity and connecting across multiple properties, additional speeds, and providing more intersections along Farm Road 174 out there. Staff explained that the easement for that road was scooted over to the mobile home park and about connectivity. She also spoke to the City of Republic.

Mr. Keeling stated that her name was Mrs. Mary Brown. City of Republic staff had reached out to her and talked to her to address some of her concerns. The redirected/resigned/realigned number 1 that is on the plan has no immediate plans for being built. This aligns with the newly platted Westwood Phase III. Ms. Longpine stated that staff explained that these are planning lines. A lot of work would go into the design of the roadway and where that would fit in. It is to create connectivity and better alignment.

Mr. McClure made the motion to approve the proposed Major Thoroughfare Plan Amendment. Commissioner Weter seconded and the motion was carried unanimously.

**B. Reasonable Progress Extension**

Ms. Longpine stated that with the latest round of Transportation Alternatives Program Funding, the OTO enacted a policy that was already in place. An enforcement policy was enacted to go along with the Reasonable Progress Policy. The Willard School District received funding for sidewalks along Kine Street near one of the schools. There was a delay getting it under contract for engineering services, that put the whole project a little behind. The OTO policy allows for one extension. A little extra time has been built into the schedule. If for some reason the project is not ahead of schedule the end date was pushed out so that it would not be under construction in the middle of winter. This will allow the Willard School District to stay within the Reasonable Progress Policy. Mr. Mitchell stated that he had discussed the project with the Willard School District Superintendent and it is a very doable project and will be finished on schedule.

Mr. Bingle made the motion to approve the Reasonable Progress Extension. Commissioner Bengsch seconded and the motion was carried unanimously.

**C. OTO Growth Trends Report**

Mr. Guthrie presented the OTO Growth Trend Report that is found on the OTO website.

**D. FY 2017 Unified Planning Work Program**

Ms. Parks stated that the OTO operates off of a Consolidated Planning Grant. Every year the OTO writes the grant document that shows the work that will be done in exchange for the grant funds. She highlighted a few of the projects in the FY 2017 Unified Planning Work Program. She also mentioned that the next item on the agenda is the Operational Budget. The Operational Budget is basically the same, but the differences will be addressed with the next agenda item.

Ms. Fields stated that this budget also included an salary increase. The OTO had undergone a lay off last year because of the funding situation. That situation has turned around and it is being proposed to fill that position again with this budget.

Mr. Childers made the motion to approve the FY 2017 Unified Planning Work Program. Commissioner Weter seconded and the motion was carried unanimously.

**E. FY 2017 OTO Operational Budget**

Ms. Parks stated that the OTO Operational Budget is the audited budget. The budget that the Ozarks Transportation Organization has its actual audit over. The reason for the different budget is that the UPWP budget includes In-Kind and also shows the City Utilities Planning funds. The OTO auditor made the recommendation that the OTO Operational Budget show the actual OTO expenses without the In-Kind and City Utilities planning funds that do not come to the OTO. There are two items that are not included in the UPWP Budget. These are non-grant eligible expenses. There is \$7,000 in advertising for the OTO. The OTO is going to advertise, so that when staff goes out for public comment the public will know what the organization is and why it is important to provide input. The second item is for promotional items that can be taken along on the promotional campaign.

The budget also includes the total amount of Local Jurisdiction Dues that are received. At the end of the fiscal year the Operating Reserve Balance should increase by \$50,000. The

OTO needs an Operating Reserve Balance because the grant is 100 percent reimbursable. It is important to have a balance to fund everything up front. There is normally a 30 to 40-day reimbursement delay. This budget also includes the employee position that was added back in that was discussed with the approval of the UPWP budget.

Mr. Compton inquired if the term reserve is the same as the estimated remaining fund balance carryover. Ms. Parks stated that was correct, it is not obligated funds just general revenue.

Dr. Crain made the motion to approve the FY 2017 OTO Operational Budget. Mr. Smith seconded and the motion was carried unanimously.

**F. Amendment 10 to the FY 2015-2018 Transportation Improvement Program**

Ms. Longpine stated that the OTO area receives Urbanized Area Formula Funding. That is allocated based on the population size and is a direct allocation from the Federal Transit Administration. The funding requires a competitive process. The OTO put out applications and only received applications from City Utilities. City Utilities proposed five different projects. The total request was for \$2.5 million. Operating Assistance in the amount of \$1.7 million for the Fixed Route System. \$400,000 for Preventative Maintenance. ADA Paratransit maintenance for the operations of the Paratransit Service. In addition, the Transit Planning that is included in the OTO UPWP. Security funds in the amount of \$25,000 that will go towards cameras and other equipment. City Utilities is required to spend at least one percent of that grant amount towards security. There has been no public comment received on Amendment 10.

Commissioner Weter made the motion to approve TIP Amendment Number 10. Mr. Stewart seconded and the motion carried unanimously.

**G. Support for CU Bus Grant Application**

Ms. Fields stated that City Utilities is applying for a Bus and Bus Facilities Grant. This was an improvement to the FAST Act, about \$25 million was put aside to fund buses. City Utilities is asking for eleven replacement buses at \$430,000 per bus. The total project cost is \$4.73 million with a \$3.87 federal share. The buses that are being replaced are well past the useful life with over 700,000 miles. The grant application is due at the beginning of May. City Utilities has requested a letter of support. The letter details how the OTO supports transit in the area and the effort to maintain the system. There is also a request for a Certificate of Inclusion that the federal funds would be included in the Transportation Improvement Program if City Utilities receives the funds. The Transportation Improvement Program reflects identified funding, so the funds are not added until they are guaranteed. It is using federal money and City Utilities is matching with 20 percent. It would bring extra money to the region. Mr. Stewart stated it was presented well.

Mr. Weiler inquired what the chances were, since it was assumed to be highly competitive. Ms. Fields stated that City Utilities was very prepared to meet the short turnaround time. The best hope is that the others were not as prepared and could not apply. Otherwise, there is a lot of competition for the funds.

Mr. McClure made the motion to approve a letter of support and Certification of Inclusion in the TIP for the City Utilities Grant Application. Mr. Weiler seconded and the motion carried unanimously.

**III. Other Business**

**A. Board of Directors Member Announcements**

Mr. Stewart stated that the City Utilities New Transfer Station Grand will open on May 9, 2016.

**B. Transportation Issues for Board of Directors Member Review**

**C. Articles for Board of Directors Member Information**

**IV. Adjourn meeting.**

The meeting was adjourned at 12:47 p.m.