

**OZARKS TRANSPORTATION ORGANIZATION  
BOARD OF DIRECTORS MEETING MINUTES  
August 18, 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. Warren Griffith, City of Battlefield
Ms. Becky Baltz, MoDOT	Dr. Elise Crain, Citizen-at-Large
Commissioner Harold Bengsch, Greene County	Mr. Ken McClure, City of Springfield
Mr. Brian Bingle, City of Nixa (a)	Mr. Andy Mueller, MoDOT (a)
Mr. Steve Bodenhamer, City of Strafford (a)	Mr. James O’Neal, Citizen-at-Large
Mr. Randy Brown, City of Willard (a)	Mr. Dean Young, City Utilities
Mr. David Cameron, City of Republic (a)	Mr. Richard Walker, Citizen-at-Large
Mr. Steve Childers, City of Ozark (a)	Mr. Brian Weiler, Airport Board (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	Mayor Susan Krieger, City of Strafford
Mr. Jerry Compton, Citizen-at-Large	Mr. Bradley McMahan, FHWA
Mr. Chris Coulter, Greene County (a)	Mr. Steve Meyer, City of Springfield (a)
Mr. John Elkins, Citizen-at-Large (a)	Mr. Mark Schenkelberg, FAA
Mr. Craig Fishel, City of Springfield	Mr. Dan Smith, City of Springfield
Mayor Rick Gardner, City of Ozark	Mayor Brian Steele, City of Nixa
Mayor Corey Hendrickson, City of Willard	Mayor Bob Stephens, City of Springfield
Mayor Debra Hickey, City of Battlefield (a)	Commissioner, Ray Weter, Christian County

Others Present: Mr. Russ Kisling, Citizen; Mr. Justin Orf, City of Nixa; Mr. Jeremy Pruett, Congressman Long’s Office; Mr. Frank Miller, MoDOT; Mr. Joshua Boley, Ms. Sara Fields, Ms. Natasha Longpine, Ms. Debbie Parks, Mr. Mark Scott, and Mr. Andy Thomason, Ozarks Transportation Organization; Ms. Joelle Cannon, Senator Roy Blunt’s Office; Mr. David Stokely, Senator McCaskill’s Office.

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 August 18, 2016 Board of Directors Agenda. Mr. McClure seconded and the motion was carried unanimously.

**C. Approval of the June 16, 2016 Meeting**

Mr. McClure asked if it should be the June 16, 2016 meeting minutes. Ms. Parks stated that was correct.

Mr. Bengsch made the motion to approve the June 16, 2016 Meeting Minutes. Mr. Griffith seconded and the motion carried unanimously.

**D. Moment of Silence**

A moment of silence was observed to commemorate the life of James Everett “Mitch” Mitchell. Mitch was the City Administrator of Willard and a member of the OTO Board of Directors.

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

None.

**F. Executive Director’s Report**

Ms. Fields stated that Andy Thomason was new to the OTO staff. He started in June and was working on the Congestion Management Report that monitors congestion. It is an exciting report and had been done a couple times in the past. This time it will use the OTO Travel Wi-Fi units that are producing travel times automatically. The units were purchased in conjunction with MoDOT and the City of Springfield, so it is exciting to have data coming in. That data will be reflected in this report and will come out hopefully by the end of the year. He has also been working on the Traffic Incident Management Plan and Subcommittee. The subcommittee is trying to find some easily implemented action items. There are currently fifty options here and the committee is trying to narrow those down and come up with ways to clear incidents from the roadways a little bit faster. Partnering together can make it more efficient to clear accidents. He has obtained a Masters in Planning from Kansas State. He worked for a year at the Lake of the Ozarks Council of Governments. In addition, Dave Faucett from the Southwest Missouri Council of Governments will be starting in a month. He will be replacing the GIS Specialist who left in May.

The Missouri Highway and Transportation Committee was back in Springfield on August 3. Matt Morrow represented the region and gave a presentation. He highlighted some of the freight improvements. He also highlighted the regions partnerships and how much money had been contributed locally and brought to Southwest Missouri from the State. It was a good presentation. The MoDOT Director, Patrick McKeena also gave a presentation. He will be at the October Board of Directors meeting.

The Transportation Alternatives Program has replaced the Federal Enhancement Program. The funds primarily fund Bicycle and Pedestrian improvements for the OTO area. The OTO is allocated a certain amount of funds, which has gone down significantly. It is now less than \$500,000 a year. The Transportation Alternative Program Subcommittee (which is made of representatives from all the member jurisdictions) is proposing that the OTO try and fill in the Regional Trail Network in lieu of doing a lot of small projects. The Bicycle and Pedestrian Committee has been working on outlining the Regional Trail Network to see how connections can be made. The committee put two Trail Projects on the Priority Projects of Regional Significance. The committee is proposing to take the next year and hire a

consultant to scope and give cost estimates of those projects. Then these would be placed in priority order and take a couple years of funding at a time, and fund a section at a time. It will be really beneficial and impactful to the whole OTO region to say there is a complete trail network. The idea is to put \$150,000 in the budget and see how it comes out. There will be a Unified Planning Work Program amendment at the next Board of Directors meeting. The \$150,000 would come out of the OTO operating funds and the OTO bank account for match. There would not be additional funding asked for. It would put the region in a good position for future grant funds. TIGER Grant is one of the grants, which has a \$5 million minimum. If some big projects were put together maybe the OTO could get some additional federal investment. The thought is that it would go through the Bicycle and Pedestrian Committee and then the Technical Planning Committee before coming to the Board of Directors.

Mr. Childers asked if Ms. Fields had said the projects were already chosen to put in the plan. Ms. Fields stated that right now the projects are just cost estimates and are going to evaluate, prioritize what projects are put in. The idea is to use the plan that is in the Long Range Transportation Plan, to use the trails that are already in place. There is a map of Bicycle and Pedestrian projects and the maps have sidewalks, bike lanes, and trails. The City of Ozarks is in there. There are a lot of trails in Ozark so that might have to be honed a little.

Ms. Fields also mentioned that the OTO was going to begin the prioritization of projects for next year's Statewide Transportation Program. One of the items to look at, is to use some of the Congestion Management Process criteria in the prioritization process. It comes up really quick at the first of the year.

#### **G. MoDOT Update**

Ms. Baltz was pleased to announce that MoDOT won an award for the Battlefield/U.S. 65 project at the Mid-American Association of Highway Transportation Officials Conference that was held last week. The category was innovations and Battlefield/U.S. 65 is a diverging diamond. The project used the diverging diamond configuration while it was under construction. That had not been done before. The other diamonds involved building the whole thing, keeping the old configuration and changing it over when construction was complete. Using the configuration really helped in the construction process and helped move the traffic through more efficiently. All of the middle part of the country was competing. There is a great history of collaboration and this project is no exception to that. She presented OTO, the City of Springfield, and Greene County with a certificate that talks about the award and all the partners that were included. She stated that we are the envy of the state with how we work together to collaborate in this community.

Ms. Baltz stated that MoDOT's Director is really working to put together information that simplifies how transportation funding works. It can be a little complex for all the communities who deal with the funding, to understand that it is not always a simple process. He really wants to Missourians to understand where the funding comes from and how it is spent. She went through a handout that showed the process.

#### **H. Legislative Reports**

Ms. Cannon stated that the Senate session would start back up in September.

Mr. Stokely stated that Senator McCaskill and the other Representatives and Senators were very busy throughout their districts in the entire state. The Senator is currently working on many issues.

Mr. Pruettt stated that the Congressman is looking forward to getting back to Congress next month. The House had passed a bill called 21 Century Cures and it passed overwhelmingly. It came out of Committee with a 52 to 0 vote. It is over in the Senate where the hope is it will pass. It is to open doors for research and development on new cures. The tagline is that there are 10,000 diseases and 500 cures.

## **II. New Business**

### **A. Transportation Plan 2040 Final Draft**

Ms. Longpine stated that the Transportation Plan 2040 had been a multiyear process. It started with the revision of the Travel Demand Model in 2013 and that showed what to expect with changes to traveling cars through 2040. Then changes were made to the Major Thoroughfare Plan, which shows how to plan for roads to accommodate uses by 2040. A lot of public input was done to develop the draft, then it went back out for public input for the final draft. It was put together and brought to the Board today. She presented the Transportation Plan 2040 Draft.

Mr. Griffith made the motion to approve the Transportation Plan 2040 Draft. Mr. O'Neal seconded and the motion was carried unanimously.

### **B. Draft FY 2017-2020 Transportation Improvement Program**

Ms. Longpine presented the Draft FY 2017-2020 Transportation Improvement Program. She stated that something exciting this year is that there is additional funding to do major projects. This has gone through the Board before and that prioritization was included in the MoDOT STIP and programmed into the TIP.

There are a couple of changes included in the agenda. There are comments from USDOT on items that were caught or recommendations to communicate information to the TIP better. It is included, as well as how the OTO addressed the comments. There was an adjustment made. It is for \$2,000 on the East Kearny ADA Improvement project. This is for engineering match going into the STIP. When the motion is made please incorporate the public comment that has been received since the Technical Planning Committee and that will be included in the TIP and sent up for approval from USDOT.

Mr. O'Neal clarified that the comments that are shown here are from both the U.S. Department of Transportation and MoDOT. What are reflected here are comments that are incorporated into this. Staff has made responses or included what was suggested. Ms. Longpine replied that was correct and that there is additional public comment and copies of that would be included in the TIP as well.

Ms. Longpine stated that the TIP motion should incorporate the public comment received since the draft was published and it would be included in the TIP.

Mr. O’Neal made the motion to approve the FY 2017-2020 TIP. Mr. Weiler seconded and the motion was carried unanimously.

**C. Planning Process and Financial Capacity Certification**

Ms. Longpine stated that when the Transportation Improvement Program is approved, the OTO is also asked to certify that the planning process addresses how to incorporate certain requirements at the federal level. She outlined the Planning Process and Financial Capacity Certification.

Dr. Crain made the motion to approve the planning process and financial capacity certification. Mr. McClure seconded and the motion was carried unanimously.

**D. Reasonable Progress Extension**

Ms. Longpine stated that the latest round of Transportation Alternative Program or Enhancement Funding enacted a Reasonable Progress Policy. Certain milestones are expected by certain dates. There is one chance to request an extension if the deadline is not met. Previously a request was brought forward from the Willard School District. The school district is now ahead of schedule, it is moving forward and is ready to construct. The two projects that are being presented today are from the City of Republic and City of Springfield. The City of Republic’s request is for the Route 174 multi-use trail project. It was behind due to the right-of-way process. The City is going through the process with the school district. There were some additional meetings and signatures that were required. That has put the project about five months behind the initial schedule.

The City of Springfield is requesting an extension for the Grant Avenue and College sidewalks. There were some right-of-way issues related to design changes and construction easements. That put the project about eleven months behind schedule. The OTO is still on track to have the additional money spent. The program requires that the entity gets through the money and obligate every three years of the initial obligation, so it is safe on that front at this point in time.

Mr. McClure made the motion to approve the reasonable progress extension. Mr. Griffith seconded and the motion was carried unanimously.

**E. Discussion of Intersection Cost Share Projects**

Ms. Fields stated that she met with the members and asked for the priorities last fall. At the time, there was no known funding. Over and over the response indicated that the bottlenecks at intersections were the biggest issue for traffic congestion. Later it was discovered that there would be a little bit of funding for MoDOT and the State Transportation Program. OTO asked for an Intersection Cost Share Program. MoDOT graciously agreed and the Highway Commission approved it on July 7. There is a list of proposed intersections, emails went out and had a lot of discussion on what that list should look be. That list is included in the agenda. MoDOT staff worked through the cost estimates and \$10 million was programmed over the fiscal years of 2018 and 2020. It looks like the OTO can afford all the intersection improvements that were proposed after the cost estimates came in. A competitive application is not being proposed. There will be an application that will need to be approved by the council or board and approved for the member to agree to pay for half the cost of the intersection and to submit the application by

August 29. The plan is to have two rounds of TIP/STIP amendments. The first set would be at the next meeting for scoping. That would give MoDOT staff the money to further investigate the cost of the improvement. That would be brought again in November and December with a TIP amendment to program actual cost. It is hard to prepare a list until all the costs and details are known. MoDOT staff has been working hard to iron that all out. The costs are not expected to be final costs, but are getting closer all the time. The earliest construction would start fall 2017 for the 2018 projects.

**F. Missouri Moves Cost Share Applications**

Ms. Fields stated that MoDOT had begun soliciting applications for the Missouri Moves Program. It was a program from the General Assembly that had given \$20 million out of the General Revenue fund for a Cost Share Program for the current fiscal year. \$7 million had been set aside for multimodal. \$13 million remained for roadway projects. The applications are limited to \$5 million. There were 14 actual applications from the Southwest MoDOT District. The total requests were a little over \$13 million. OTO's applications totaled \$3.7 million. There were six applications and all were multimodal. She went through the list of projects. The projects were presented at the July Technical Planning Committee for a consensus that the projects were good. The OTO wrote support letters for all the projects. The Southwest District also wrote support letters as part of the requirement. In addition, MoDOT staff worked hard to get sidewalk plans. The sidewalk plans are 30 percent complete which will give the applications additional points. She went over the scoring system.

Ms. Baltz stated that there had been 101 applications received statewide for \$70 million. That speaks for the transportation improvement needs. It is a maximum of \$5 million which means the area could get less than \$5 million. MoDOT is still in the process of looking at the scores for all the projects. The projects are scored at the central headquarters and also at the district level. The Southwest District has been asked to score and prioritize the projects and a final decision will be made rapidly. Mr. Weiler inquired what the total value of the multimodal projects that had been received. Ms. Baltz asked Mr. Miller if \$140 million was correct. Mr. Miller stated it sounded right.

Mr. Bengsch asked Mr. Weiler what a Transient Hanger was that the airport has requested. Mr. Weiler stated that airports have a lot of large hangers for base aircraft. A lot of companies fly in and do business and park the airplanes on the ramps. The airport had an arrangement with an individual, but that individual sold his hanger to a base tenant. It is to protect planes like a garage from storms and ice. It really is an economic issue.

Mr. McClure stated that the OTO had not prioritized the projects before the submission. Ms. Fields stated that MoDOT had asked for the priorities, but staff was not willing to prioritize since the projects were all high priorities. Ms. Baltz stated that MoDOT was ranking the projects.

**G. Year-End Financial Statements**

Ms. Parks stated that the OTO Treasurer, Jerry Compton was not able to attend the meeting. He had reviewed the financial statements. This is the Fiscal Year 2016, which ended June 30. It is under the Item G and has been divided into two sections either Operational or UPWP. She summarized the major projects and expenses during the fiscal year.

She stated on the OTO revenue, the OTO received \$616,000 in Consolidated Planning Grant. The Local Jurisdiction Dues are used to match the grant money as well as in-kind. The OTO office received \$741,609. The UPWP revenue includes the in-kind match so it was \$822,360. The OTO operates off of a reimbursable grant so the expenses are paid upfront. The turnaround is typically 30 to 45 days for reimbursement. The revenues never match the expenses in the fiscal year because of this.

Ms. Parks thanked everyone for their time at meetings and for MoDOT donating the Direct Salary Match to the OTO. The OTO utilized \$70,750. The OTO ended the year strong with an operating fund balance of \$417,093. That is unreserved general fund balance. The OTO UPWP Report is at the back of the section. It outlines the items that were completed with salary time and expenses that went into producing the items.

The OTO will have an audit the week of August 29. The auditor will be here with staff for about four days. The OTO came in at 88 percent of the total budget. Part of that was coming in under budget on the Travel Time Units and a vacant staff position for the past couple months.

Dr. Crain made the motion to accept the FY 2016 Year-end Financial Statements. Mr. Young seconded and the motion was carried unanimously.

**III. Other Business**

**A. Board of Directors Member Announcements**

None.

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

None.

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

**IV. Adjourn meeting.**

Mr. Griffith made the motion to adjourn and Mr. Young seconded at 12:59 p.m.