

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
June 18, 2020**

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. using the ZOOM video conferencing platform. The meeting was also livestreamed on Facebook for public participation.

The following members were present:

Mr. Chuck Branch, Citizen-at-Large	Mr. Brad Gray, City of Willard (a)
Mr. Steve Campbell, MoDOT	Mr. Andrew Lear, City of Springfield
Mr. Steve Childers, City of Ozark (a)	Mr. Cathy Monroe, FTA (a)
Mr. Jerry Compton, Citizen-at-Large	Mr. James O'Neal, Citizen-at-Large
Mr. Travis Cossey, City of Nixa (a)	Ms. Stacy Reese, MoDOT (a)
Mr. Bob Dixon, Greene County	Mr. Dan Smith, City of Springfield (a)
Ms. Jan Fisk, City of Springfield	Mr. Richard Walker, Citizen-at-Large
Ms. Debra Hickey, City of Battlefield	Mr. Brian Weiler, Airport Board (a)
Mr. Skip Jansen, City Utilities	

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

The following members were not present:

Mr. Mokhtee Ahmad, FTA	Ms. Laurel McKean, MoDOT (a)
Mr. Harold Bengsch, Greene County	Mr. Bradley McMahon, FHWA
Mr. David Cameron, City of Republic (a)	Mr. Ralph Phillips, Christian County
Mr. Chris Coulter, Greene County (a)	Mr. Mark Schenkelberg, FAA
Mr. John Elkins, Citizen-at-Large (a)	Mr. Frank Schoneboom, City of Battlefield(a)
Ms. Ashley French, City of Strafford	Mr. Mike Schilling, City of Springfield
Mr. Rick Gardner, City of Ozark	Mr. Matthew Simpson, City of Springfield (a)
Mr. Corey Hendrickson, City of Willard	Ms. Martha Smartt, City of Strafford (a)
Mr. Michael Latuszek, FHWA (a)	Mr. Brian Steele, City of Nixa
Mr. Ken McClure, City of Springfield (a)	Mr. Jeff Ussery, City of Republic

Others Present: Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chair Cossey called the meeting to order at approximately 12:05p.m.

I. Administration

A. Introductions

Self-introductions were not made due to the challenges associated with video conferencing. Roll was called.

Member	Vote	Member	Vote
Mr. Harold Bengsch	Absent	Ms. Debra Hickey	Present
Mr. Chuck Branch	Present	Mr. Skip Jansen	Present
Mr. David Cameron	Absent	Mr. Andrew Lear	Present
Mr. Steve Childers	Present	Mr. James O'Neal	Present
Mr. Jerry Compton	Present	Mr. Ralph Phillips	Absent
Mr. Travis Cossey	Present	Ms. Martha Smartt	Absent
Mr. Bob Dixon	Present	Mr. Dan Smith	Present
Ms. Jan Fisk	Present	Mr. Richard Walker	Present
Mr. Brad Gray	Present	Mr. Brian Weiler	Present

A quorum was present.

B. Approval of Board of Directors Meeting Agenda

Mr. Jansen moved to approve the June 18, 2020 agenda. Mr. Branch seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

C. Approval of April 16, 2020 Meeting Minutes

Mr. Branch moved to approve the minutes from the April 16, 2020 meeting. Mr. Childers seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

D. Public Comment Period for All Agenda Items

Chair Cossey asked if there was any public comment. Mr. Cossey asked Ms. Longpine if there were any comments on Facebook. Ms. Longpine said no. She also said some comments were included in the agenda packet. The public comment period was closed.

E. Executive Director's Report

Ms. Fields reported on some recent operational changes. She said Linn Hagerman was hired as an HR consultant and together they are working to hire a new executive assistant. Ms. Fields also reported Councilman Lear assisted her in an interview with an accounting firm to take over OTO's bookkeeping needs.

Ms. Fields also reported the OTO's ongoing efforts to respond to COVID-19. The OTO's offices are open by appointment only. Staff is more than happy to meet with someone, but for everyone's safety, the offices are generally closed to the public. Social distancing is easily achieved given everyone has a private office. Additionally, the OTO's committees are meeting via Zoom. The BPAC, LCBT, and TIM subcommittee have all met during this period of social distancing.

Ms. Fields also shared a letter with the region's federal legislators encouraging them provide more transportation funding and more time to complete tasks. These are issues facing MPOs and states across the country. The Executive Committee had requested this letter be sent.

F. MoDOT Update

Mr. Campbell reported on the major projects currently under construction. COVID-19 has impacted the delivery of these projects, but these impacts have been limited. Projects on US 160 and I-44 are moving forward. Some lane shifts will be occurring on I-44, as work shifts to a new set of bridges. MoDOT has announced the new US 60/MO 125 interchange will be built to the east of the existing intersection.

Internally, MoDOT is focusing on mowing, striping, and surface maintenance. Striping activities will be moving towards lower order routes in the region. COVID-19 will prevent MoDOT from completing all the normal mowing, striping and surface maintenance.

MoDOT has implemented several policies for protecting its workers from COVID-19. Employees are required to wear masks in MoDOT's buildings, except in private offices. Employees are no longer allowed to attend in-person meetings and can't be assigned tasks that would require them to be within six feet of another person for more than 10 minutes. Mr. Campbell expects additional conversations will be had concerning CDL training and preparing for winter operations.

MoDOT has required employees to either take a reduced salary or reduced working hours. If they reduce hours, they would qualify for some unemployment payments. These shifts may impact some responses during weekends for a short period of time.

MoDOT is also working to better understand the financial impact of COVID-19. Project lettings have been delayed. To date, revenues are down \$45 million. The lagging nature of tax revenues means MoDOT has not yet seen the biggest financial impacts.

Ms. Reese reported that MoDOT is actively looking at August, September, and October lettings to see what projects they can afford to let. The expansion of James River between National and US 65 is still expected to be let in November. Staff is also working to complete environmental work related to the expansion of James River, west of National.

G. Legislative Reports

No legislative representatives were present, but Ms. Fields gave a brief update. Transportation funding is included some COVID-19 related bills and in a new infrastructure bill. However, these bills do not have support of both Democrats and Republicans, so they are not expected to pass.

II. New Business

Transportation Funding Changes

A. FY 2020-2023 Tip Administrative Modification Four

Ms. Longpine discussed minor changes to funding sources and timing for the Grant Avenue Parkway Project included as part of this administrative modification.

Chair Cossey said this agenda item was informational only.

B. FY 2020-2023 TIP Amendment Four

Ms. Longpine presented information on nine proposed changes requested by MoDOT. The projects are primarily resurfacing and pavement projects along lettered routes and I-44 outer roads. There is one project for ADA improvements along Norton Road and one project for scoping along Kansas Expressway. These projects are being added based on MoDOT's short term funding expectations.

Mr. Branch made a motion to approve Amendment Four to the FY 2020-2023 TIP. Mr. Childers seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

C. Additional Federal Funding

Ms. Fields discussed the OTO's history of receiving transportation funds as part of the annual omnibus budget bills in FY 2018, 2019, and now FY 2020. She reported the FY 18 and 19 funds had been allocated for bicycle and pedestrian projects by the Board of Directors. She then reviewed the options for the \$471,885 in FY 2020 funds, including awarding the funds to the City of Republic to complete the Shuyler Creek Trail extension. This project was the only project to receive partial funding in the most recent trail related call-for-projects. She said the Executive Committee had reviewed the options and had voted to recommend the funds be used to complete the Shuyler Creek project.

Mr. Cossey said Mr. Cameron, with the City of Republic, had communicated the city's interest in these funds and the city's ability to supply the required match.

Mr. Dixon made a motion to award the additional \$471,885 in available funding be awarded for construction of the City of Republic Shuyler Creek Trails. Mr. Jansen seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Abstain	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

Plans and Reports**D. Federal Funds Balance Report**

Ms. Longpine gave a brief overview of the Funds Balance Report, dated March 31, 2020. She highlighted the high STBG-U and TAP balances. Ms. Longpine and Ms. Fields stressed the importance of obligating funds before the end of the fiscal year. Ms. Fields also said it was hard to advocate for additional federal funds when the OTO was carrying such large balances.

Chair Cossey said this agenda item was informational only.

E. OTO Growth Trends Report

Mr. Faucett presented the calendar year 2019 Growth Trends Report. The presentation included information on construction activity, population change, migration, and economic growth. He identified cyclical patterns to multifamily construction and discussed IRS migration data that had been unavailable for a few years. During his presentation, Mr.

Faucett also highlighted certain maps he would exclude from future iterations of the Growth Trends Report.

Mr. Cossey thanked Mr. Faucett for his hard work. He also said this agenda item was informational only.

F. Congestion Management Process

Mr. Thomason introduced the Congestion Management Process. Instead of a typical presentation, he showed a brief video highlighting the key features of the new CMP. Mr. Thomason asked if members had any questions when the video was completed. None were asked.

Mr. Branch made a motion to approve the *Congestion Management Process: Congestion Monitoring and Strategy Evaluation*. Mr. Compton seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

G. Ozarks Regional Bicycle Destination Plan

Mr. Thomason reported the BPAC had recommended the OTO Board of Directors endorse the Ozarks Regional Bicycle Destination Plan during its last meeting. He reported the plan is not a traditional transportation plan, rather it is a marketing plan for developing the Ozarks into a bicycle tourism destination. He discussed the evolution of the plan and BPAC's continued support for the plan's goals. He said the Destination Plan had existing for sometime, but the BPAC felt it would be beneficial for the Board to formally endorse the idea of bicycle tourism.

Mr. Cossey said he supported the idea of supporting bicycle tourism in the Ozarks, but he had strong reservations about installing wayfinding in Christian County without the addition of safer accommodations to the county roads. He also wondering if it was even safe to highlight these county routes as bicycle routes. Mr. Lear said frequently cycled in communities he visited. He said he utilized some of the same tools used to identify the Christian County route. He said it was generally safer to cycle on roads frequented by other cyclists than to randomly picking routes.

Mr. Cossey made a motion to endorse the Ozarks Regional Bicycle Destination Plan with the caveat that safe accommodations be added in Christian County before the addition of wayfinding signage. Mr. Compton seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

H. Public Participation Plan Annual Evaluation

Mr. Faucett went through the findings of the Public Participation Plan Annual Evaluation. He reported the OTO had accomplished all the tasks it had established for 2019. He also went through several participation related performance measures. Finally, he covered the tasks set for the upcoming year.

Chair Cossey said this agenda item was informational only.

OTO Operations

I. Third Quarter Financial Statements

Ms. Fields reported on the 3rd Quarter Financial Statements. She said the organization had an operating fund balance of about \$414,000 and budgeted expenses are approximately 64% of budgeted expenses. Income is about \$9,000 above actual expenses. She asked for questions and received none.

Mr. Branch made a motion to accept the Third Quarter Financial statements. Mr. Jenson seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

J. FY 2021 Operational Budget

Ms. Fields gave a brief overview of the Operation Budget. She explained the difference of

the Operational Budget and UPWP budgets. She also explained the reduced STBG-Urban request in the operational budget. Funding from MoDOT has unexpectedly increased over the last two years. She also touched on several changes to individual line items.

Mr. Dixon made a motion to approve the FY 2021 operational budget. Mr. Smith seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

K. FY 2021 Unified Planning Work Program

Ms. Field said this budget served as an attachment to the OTO's contract with MoDOT. It lists the major tasks the OTO completes each year plus special projects. The draft UPWP does include an updated TIP, but that task will be modified with a future amendment.

Mr. Dixon made a motion to approve the FY 2021 UPWP. Mr. Jenson seconded the motion. A roll call vote was taken.

Member	Vote	Member	Vote
Mr. Harold Bengsch	---	Ms. Debra Hickey	Aye
Mr. Chuck Branch	Aye	Mr. Skip Jansen	Aye
Mr. David Cameron	---	Mr. Andrew Lear	Aye
Mr. Steve Childers	Aye	Mr. James O'Neal	Aye
Mr. Jerry Compton	Aye	Mr. Ralph Phillips	---
Mr. Travis Cossey	Aye	Ms. Martha Smartt	---
Mr. Bob Dixon	Aye	Mr. Dan Smith	Aye
Ms. Jan Fisk	Aye	Mr. Richard Walker	Aye
Mr. Brad Gray	Aye	Mr. Brian Weiler	Aye

The motion passed.

III. Other Business

A. Board of Directors Member Announcements

No announcements were made.

B. Transportation Issues for Board of Directors Member Review

There were no transportation issues to be considered.

C. Articles for Board of Directors Member Information

Chair Cossey noted there were articles of interest included in the packet for the members to review as time allows. Ms. Fields noted a couple articles concerning federal funding and an executive order addressing environmental reviews.

IV. Adjourn meeting.

With no additional business to come before the Board, Chair Cossey adjourned the meeting at 1:40pm.

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Steve Childers
OTO Secretary