

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
June 20, 2019**

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. Andy Mueller, MoDOT (a)
Mr. Steve Bodenhamer, City of Strafford (a)	Mr. Jim O'Neal, Citizen at Large
Mr. Jerry Compton, Citizen-at-Large	Commissioner Ralph Phillips, Christian County
Mr. Travis Cossey, City of Nixa (a)	Mr. Frank Schoneboon, City of Battlefield
Commissioner Bob Dixon, Greene County	Mr. Dan Smith, City of Springfield (a)
Mr. Brad Gray, City of Willard (a)	Mr. Garrett Tyson, City of Republic (a)
Mr. Skip Jansen, City Utilities	Mr. Richard Walker, Citizen-at-Large
Mr. Frank Miller, MoDOT	

(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. Michael Latuszek, FHWA (a)
Mr. Chuck Branch, Citizen-at-Large	Ms. Laurel McKean, MoDOT (a)
Mr. David Cameron, City of Republic (a)	Mr. Bradley McMahon, FHWA
Mr. Steve Childers, City of Ozark (a)	Mr. Daniel Nguyen, FTA
Mr. Chris Coulter, Greene County (a)	Mr. Mark Schenkelberg, FAA
Mr. John Elkins, Citizen-at-Large (a)	Mr. Cathy Monroe, FTA (a)
Ms. Jan Fisk, City of Springfield	Mayor Brian Steele, City of Nixa
Mayor Ashley French, City of Strafford	Mayor Jeff Ussery, City of Republic
Mayor Rick Gardner, City of Ozark	Mr. Brian Weiler, Airport Board (a)
Mayor Corey Hendrickson, City of Willard	

Others Present: Mr. Jeremy Pruitt, Congressman Billy Long's Office; Ms. Kimberly Cooper, Mr. Dave Faucett, Ms. Sara Fields, Ms. Markee Hebden, Mr. Andy Thomason, and Mr. Brad Williams, Ozarks Transportation Organization.

Chair Dixon called the meeting to order at approximately 12:05 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. O'Neal moved to approve the June 20, 2019 agenda. Mr. Bodenhamer seconded the motion and it was unanimously approved.

C. Approval of the April 18, 2019 Meeting Minutes

Mr. Cossey moved to approve the April 18, 2019 meeting minutes. Mr. Bengsch seconded the motion and it was unanimously approved.

D. Public Comment Period for All Agenda Items

No public comment was received.

E. Executive Director's Report

Sara Fields stated the State Legislature adopted a budget which contained \$300 million for the Governor's bridge bond program, but only if the State was successful with receiving a federal grant to repair the Rocheport bridge on I-70. She encouraged the members to ask the federal legislators for their support in obtaining this grant.

Ms. Fields added that the budget also contained \$50 million for bridges for MoDOT and also \$50 million in cost-share money. She noted that the leadership of MoDOT is working with Economic Development to determine the parameters for the projects that this money would be used to fund.

Ms. Fields stated staff had been meeting with the seven member entities to determine the needs of each entity. She noted staff is in the process of developing a list of projects for the upcoming STIP.

Ms. Fields introduced the new Communications Clerk, Markee Hebden. Ms. Fields noted Ms. Hebden's qualifications and experience and outlined some of her duties.

Ms. Fields noted the new website will go live later in the afternoon of June 20, 2019, and provided a brief demonstration. She thanked the Board for their support in allotting the funds for this project.

F. MoDOT Update

Andy Mueller stated that the selection process for replacing Travis Koestner, Southwest District Engineer, is still taking place. He noted that Scott Bachman is acting in this capacity until the replacement is hired. He added Mr. Bachman will be meeting with the Southwest District next week to provide an update on the process.

Mr. Mueller noted a MoDOT public meeting is being held on June 20, 2019, at 4:30 pm, at the Fire Station on Blackman Road. He stated this is for the next phase of the Hwy 65 rebuild.

G. Legislative Reports

Jeremy Pruitt, Congressman Billy Long's Office, noted the House and Senate are dealing with spending budgets at this time of the year. He noted there have been several amendments

that have been offered. He noted that at this time there is nothing happening with infrastructure.

Chair Dixon expressed the appreciation of the Board of Directors with the assistance Congressman Long's office provided related to the Kansas Expressway extension. Mr. Pruitt stated he would be sure and pass this along to Congressman Long.

II. New Business

A. MoDOT Draft FY 2020-2024 STIP

Frank Miller stated the Statewide Transportation Improvement Program (STIP) has been distributed in the packet. He said this shows the projects in the Springfield area that will be submitted for reimbursement from the Department of Transportation. Mr. Miller briefly reviewed the projects included in the STIP. Mr. Miller noted the public comment period is from June 6th to July 5th. The Commission will vote on the STIP following the close of the public comment.

Mr. Compton moved the Board of Directors endorse the Draft FY 2020-2024 STIP, and directed Ms. Fields to write a letter notifying the Highway Commission of the OTO's endorsement. Mr. Bodenhamer seconded the motion and it was unanimously approved.

B. MoDOT Future Funding Scenarios

Frank Miller stated that MoDOT frequently discusses unfunded needs, however, this year MoDOT determined they wanted to take a closer look and see what those needs are. He noted MoDOT developed two funding scenarios that would be utilized should they receive additional funding from the federal government. Mr. Miller stated MoDOT had utilized the funding distribution formula and then worked with their partners to compile a list of projects that could be completed if additional funding was available. Mr. Miller noted that OTO staff worked with the Technical Planning Committee to develop the list of projects that is included in this packet.

Ms. Fields briefly discussed how the list of projects had been developed and asked that the Board support the proposed list.

Mr. Smith moved the Board of Directors recommend the proposed funding scenario list of projects. Mr. Jansen seconded the motion and it was unanimously approved.

C. Amendment Number Six to the FY 2019-2022 TIP

Sara Fields stated the proposed amendment is requested by Missouri State University and will be fully funded by earmark funds previously received. The University did not use all of the funds and are asking to use it at this time to make transit and pedestrian improvements.

Mr. Bodenhamer moved the Board of Directors approve FY 2019-2022 TIP Amendment Number Six. Mr. Smith seconded the motion and it was approved with Mr. Compton abstaining.

D. Federal Funds Balance Report

Sara Fields stated the OTO issues a federal funds balance report twice a year to update the jurisdictions on the status of the funds that have been allocated and those that have been obligated. MoDOT allows three years of allocated funds to be accrued, however, if they are not obligated at that time, the funds lapse. The OTO monitors the jurisdiction balances and Ms. Fields noted that they are barely within the required perimeters for ensuring the funds do not lapse.

Ms. Fields briefly reviewed the federal funds balance report and requested each jurisdiction review their balances to ensure their accuracy.

This item is for informational purposes only; no action by the Board is required.

E. Federal Functional Classification Map Change Request

Andy Thomason stated that MoDOT had contacted him noting while updating their records, they had noticed several classifications that needed to be updated or changed. For the benefit of the new members, he briefly reviewed the functional classification map and how it is used.

Mr. Thomason outlined the changes that are being requested. The proposed change will show Central Street as a local street and Pythian Street as a major collector.

Mr. Bengsch moved the Board of Directors approve the proposed federal functional classification map changes. Mr. Compton seconded the motion and it was unanimously approved.

F. Third Quarter Financial Statements

Kimberly Cooper reviewed the third quarter financial statements, which goes from January 1 through March 31. She briefly highlighted some of the expenditures for this quarter, which included ride share signs and the new website. The fund balance for the end of the third quarter is in keeping with the OTO policy of having 3 to 6 months of expenses in the fund.

Mr. Compton moved the Board of Directors accept the third quarter financial statements. Mr. Jansen seconded the motion and it was unanimously approved.

G. FY 2020 Unified Planning Work Program

Kimberly Cooper noted she would review the Unified Planning Work Program (UPWP) and the Operational Budget together, and then ask the Board to vote on them separately. Ms. Cooper stated the UPWP is required by federal law and is used for reimbursement of expenditures from both the Department of Transportation (OneDOT) and from MoDOT. She noted this program is approved by the Board of Directors but is not part of the audit that is

conducted each year. She noted some of the UPWP items that are not in the budget are items like in kind expenses, which is MoDOT's salaries and the time Board and Committee members spend in meetings. She noted that while the MoDOT salaries have been greatly reduced this year, there is an increase in the reimbursement for members' time. Ms. Cooper reviewed the proposed UPWP budget, highlighting the categories that have been increased and the reasons for these increases.

With no questions from the Board of Directors, Mr. Smith moved the Board of Directors approve the FY 2020 Unified Planning Work Program. Mr. Compton seconded the motion and it was unanimously approved.

H. FY 2020 Operational Budget

Kimberly Cooper stated the operational budget contains all expenses of the OTO, including non-reimbursable expenses. These non-reimbursable expenses include such items as advertising, promotional items, and bank fees to name a few. This budget is approved by the Board of Directors and is audited annually. Ms. Cooper reviewed the proposed budget indicating the increases and the reasons for such.

With no questions from the Board of Directors, Mr. Bengsch moved the Board of Directors approve the FY 2020 OTO Operational Budget. Mr. Tyson seconded the motion and it was unanimously approved.

I. Public Participation Plan Annual Evaluation

David Faucett stated the OTO is required to have a public participation plan and it is to be reviewed annually to determine how the OTO is reaching out to the public. Mr. Faucett briefly reviewed the 2018 goals and the performance measures that indicate how the OTO is accomplishing those goals. Mr. Faucett noted that public participation through "Give Us Your Input" has increased. He briefly reviewed the action items for 2019.

This item was presented for informational purposes only; no action is required.

J. Transportation Impact Study Guidelines

Andy Thomason stated the item before the Board of Directors is a technical memo that outlines a best practice for how communities could require transportation impact studies be developed. He said that if adopted, communities do not have to change their policies, but that this is a best practices guideline.

Mr. Thomason reviewed the history of the process of how these guidelines were developed. He discussed the entities that reviewed these guidelines and some of the input the OTO had received from these groups.

Mr. Thomason explained the guidelines and highlighted a few of the items that need to be included in a Transportation Impact Study.

Following a brief discussion on the proposed guidelines, Mr. Compton moved the Board of Directors approve the transportation impact study. Mr. Jansen seconded the motion and it

was unanimously approved.

K. BUILD Grant TIP Certifications

Sara Fields stated that the BUILD grant program is a revamp of the former TIGER grant program. She said the grants are usually issued annually and are due July 15. She indicated the award amounts are a minimum of \$5 million and a maximum of \$25 million. She noted there is a requirement of a local match of 20 percent.

Ms. Fields stated she believed the Board should formally approve the grant certifications. She reviewed the two projects that had been submitted, which are a pedestrian overpass on Highway 60 in the vicinity of Hines Street from the City of Republic and the Grant Avenue Connect Parkway from the City of Springfield.

With no questions from the members, Mr. Cossey moved the Board of Directors approve the BUILD Grant Certifications. Mr. Walker seconded the motion and it was unanimously approved.

III. Other Business

A. Board of Directors Member Announcements

There were no announcements.

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 Dixon noted there were articles of interest included in the packet for the members to review as time allows.

IV. Adjourn meeting.

With no additional business to come before the Board, Mr. Compton moved the meeting be adjourned. Mr. Walker seconded the motion and it was unanimously approved. The meeting was adjourned at approximately 1:05 p.m.



Steve Childers
OTO Secretary