

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
August 15, 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. Chuck Branch, Citizen-at-Large
Mr. David Cameron, City of Republic (a)
Mr. Steve Childers, City of Ozark (a)
Mr. Jerry Compton, Citizen-at-Large
Mr. Travis Cossey, City of Nixa (a)
Commissioner Bob Dixon, Greene County

Ms. Debra Hickey, City of Battlefield
Mr. Skip Jansen, City Utilities
Mr. Andy Mueller, MoDOT (a)
Commissioner Ralph Phillips, Christian County
Ms. Martha Smartt, City of Strafford (a)
Mr. Dan Smith, City of Springfield (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
Mr. Chris Coulter, Greene County (a)
Mr. John Elkins, Citizen-at-Large (a)
Ms. Jan Fisk, City of Springfield
Mayor Ashley French, City of Strafford
Mayor Rick Gardner, City of Ozark
Mr. Brad Gray, City of Willard (a)
Mayor Corey Hendrickson, City of Willard
Mr. Michael Latuszek, FHWA (a)

Ms. Laurel McKean, MoDOT (a)
Mr. Bradley McMahon, FHWA
Mr. Daniel Nguyen, FTA (a)
Mr. Jim O'Neal, Citizen at Large
Mr. Mark Schenkelberg, FAA
Mr. Jeremiah Shuler, FTA (a)
Mayor Brian Steele, City of Nixa
Mayor Jeff Ussery, City of Republic
Mr. Richard Walker, Citizen-at-Large

Others Present: Mr. Steve Bodenhamer, City of Strafford; Mr. Chris Tabor, City of Republic; Mr. Dan Waddlington, Senator Roy Blunt's Office; Ms. Kimberly Cooper, Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, Andy Thomason, and Mr. Brad Williams, Ozarks Transportation Organization.

Chair Dixon called the meeting to order at approximately 12:02 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. Weiler moved to approve the August 15, 2019 agenda. Mr. Cameron seconded the motion and it was unanimously approved.

C. Approval of the June 20, 2019 Meeting Minutes

Mr. Cossey moved to approve the June 20, 2019 meeting minutes. Mr. Jansen seconded the motion and it was unanimously approved.

D. Recognition of Service – Steve Bodenhamer, City of Strattord

Chair Dixon presented Steve Bodenhamer with a plaque for his service on the Board of Directors. Ms. Fields thanked Mr. Bodenhamer for his participation on the board for seven years; he had served from 2012 to 2019.

E. Public Comment Period for All Agenda Items

The correspondence that had been received since distributing the packets for the meeting were laid at the places of the members. No one was present to speak to any item on the agenda. Ms. Fields made special note of a letter from MATA that had been received by Ozarks Greenways that was shared with both the Technical Planning Committee and the Board. The letter is in support of providing designated funding for trails. She also stated there had been a great deal of activity on the OTO Facebook page regarding the Highway 65 Rebuild.

F. Executive Director's Report

Sara Fields stated City Utilities had received a grant from the Federal Transit Administration in the amount of \$1.5 million for the low/no emissions or electric buses.

Ms. Fields stated the VRO rescission is still occurring, with a date of July 1, 2020. She said it is looking as though \$1 million will be lost between Greene and Christian Counties. She added the MoDOT District office is looking at finding a project that could be programmed quickly to use these funds.

Ms. Fields stated the Senate Environmental Public Works Committee came out with a bill, the American Investment Infrastructure Act. She noted the draft bill repeals the rescission, so the funds could be rescinded in July and then returned in October. She noted the bill is not funded, which has always been the problem with transportation. She said it would be up to the Finance Committee to determine how it will be funded. Ms. Fields briefly outlined other provisions of the bill, noting specific deadlines that were included.

Ms. Fields announced the Missouri Highway and Transportation Commission is meeting in Bolivar at SBU on September 6, 2019.

Ms. Fields stated the Missouri budget contained \$50 million for the cost-share program, \$50 million to MoDOT and \$321 million to the Governor's Bridge Bonding program. She added this \$321 million was contingent upon the State getting a federal grant, which they received. However, the federal grant was not for the total amount, so she is not sure where they will come up with the shortfall.

She added the Commission voted to allow MoDOT to compete in the Governor's cost-share program with the Rocheport Bridge. So that is going to be on the table coming forward. She outlined the timetable for the request for projects and the presentation of those to the Committee that will make the decision. She discussed the requirements for the projects, who would be making the decision, and the criteria that would be used in scoring the projects.

Ms. Fields suggested that since no member entity had a project they wanted to submit, the OTO support MoDOT using their cost-share monies for the Rocheport Bridge repair.

Following a brief discussion, Mr. Cossey moved Ms. Fields write a letter of support on behalf of the Board for MoDOT to use the cost-share monies for the Rocheport Bridge repair. Mr. Childers seconded the motion and it was unanimously approved.

G. MoDOT Update

Andy Mueller discussed the rebuild project for Highway 65 and the reasons it is being done now when it doesn't appear to need major repair. He noted the contractor is 3 to 4 days ahead of schedule and may be able to open the lanes early. He noted the six-laning of 65 to Highway CC, is going well. He noted that contractors have been delayed in various other parts of the State due to weather and MoDOT was trying to give them some flexibility. He stated that as long as they can get the roadway open, if there is still construction that is happening, as long as it doesn't impact the flow of traffic, he believes the public understands.

Mr. Mueller stated that with the appointment of Steve Campbell as the Southwest District Engineer, there was a vacancy in the District Construction Materials Engineer. Mr. Mueller stated Greg Chapman has been appointed to fill this position.

H. Legislative Reports

Dan Waddlington, Senator Roy Blunt's Office, stated he had received a copy of a proposed Highway Bill. He stated it did not have a number on it, yet, and it was \$297 million and 27% increase in spending, and no funding source. He noted he had not had an opportunity to discuss this bill with Senator Blunt. He added he anticipates there will be extensions of the existing bill.

II. New Business

A. City of Ozark Presentation

Sara Fields stated the Board thought it would be nice to hear from the members regarding transportation issues and what is happening in their jurisdictions. She said staff believed this would give some context to the prioritization that is used in planning projects.

Steve Childers thanked MoDOT for their assistance in helping the City to pass a ¾ cent tax in 2017. He stated they have a lot of big projects pending and have been able to get a lot done through cost-sharing. Mr. Childers explained to the Board how the citizens can use the City of Ozark's Website to find the projects that Ozark is planning. He briefly reviewed for the Board the key projects that are on their website. He stated that he believed that through the OTO, the jurisdictions have refined the process of working together to accomplish projects.

Mr. Childers briefly discussed the grants they had received and how they were used to complete projects that impacted several local streets, stormwater improvements, etc.

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

B. Amendment Number Ten to *Transportation Plan 2040*

Natasha Longpine stated the proposed was a number of amendments to the Major Thoroughfare Plan for the City of Ozark and then one additional item for the City of Springfield. Ms. Longpine highlighted a few of the proposed amendments and explained what these amendments would accomplish.

Mr. Compton moved the Board of Directors approve Amendment Number 10 to the *Transportation Plan 2040*, pending additional public comments received through August 16, 2019. Mr. Jansen seconded the motion and it was unanimously approved.

C. Administrative Modifications 2, 3, and 4 to FY 2019-2022 TIP

Natasha Longpine stated the OTO policies allow minor modifications to the TIP to be made by staff without formal action of the Board. However, staff does provide the information to the Board so they are aware of what modifications are made. Ms. Longpine briefly reviewed the changes that were made via Modifications 2, 3, and 4.

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

D. Amendment Number Seven to FY 2019-2022 TIP

Natasha Longpine stated that Amendment Number 7 is related to Administrative Modification 4, which had been requested by MoDOT, and was discussed previously. She

added that as it was greater than a 15% change in cost, the Board was required to approve this amendment.

Mr. Cameron moved the Board of Directors approve Amendment Number Seven to the FY 2019-2022 TIP, pending additional public comment received through August 16, 2019. Mr. Compton seconded the motion and it was unanimously approved.

E. Draft FY 2020-2023 Transportation Improvement Program

Natasha Longpine briefly explained the process of how the Transportation Improvement Program (TIP) is completed. It is a four-year program that provides details on proposed transportation improvements, including anticipated costs, funding sources, and expected project phasing over each of the four years of the TIP.

Ms. Longpine briefly reviewed the projects that are included in the proposed FY 2020-2023 TIP. She noted that this document was available online and had been open for public comment since July 14, 2019. She noted that the Technical Planning Committee had recommended approval with changes as recommended by USDOT, MoDOT, and the Board of Directors.

Mr. Camereon moved the Board of Directors approve the FY 2020-2023 Transportation Improvement Program, with changes made since the Technical Planning Committee's recommendation, and with the elimination of the closing of the railroad crossing at Farm Road 93. Mr. Bengsch seconded the motion and it was unanimously approved.

F. Planning Process and Financial Capacity Certifications

Natasha Longpine stated this was the final step in the TIP adoption. She added the OTO must certify annually to the FHWA and the FTA, their compliance with federal, state, environmental, and civil rights regulations and that the transportation planning process is addressing the major transportation management issues facing the planning area.

In addition, this certifies that applicants for FTA Section 5307, 5309, and 5339 funding have the financial capacity to undertake their programmed projects. This applies to City Utilities only.

Mr. Cameron moved the Board of Directors approve the planning process and financial capacity certification. Mr. Cossey seconded the motion and it was unanimously approved.

G. STIP Prioritization Criteria

Sara Fields noted that for the past year the OTO staff have been working with different committees to rewrite the prioritization criteria for recommending projects for the STIP. She briefly reviewed for the Board the criteria and the changes that are being proposed. She noted the Technical Planning Committee has recommended approval of these criteria.

Mr. Bengsch moved the Board of Directors approve the proposed STIP Prioritization Criteria. Mr. Jansen seconded the motion and it was unanimously approved.

H. Additional Federal Funding

Sara Fields stated that as part of the 2019 Omnibus budget bill, Congress authorized an additional \$1.6 million in federal funding for the OTO area. She added that staff is recommending that this be used for Transportation Alternates and fund only trails and trail planning services. She reminded the Board that last year there was \$2.34 million that was used for sidewalks improvements and \$219,000 was used for trails. She stated they are recommending this be sent to the Transportation Alternatives Program (TAP) Committee and they will make recommendations for the Board's consideration. Ms. Fields stated the Technical Planning Committee discussed this issue for two meetings and is recommending this money be used for funding trails and trail planning.

Mr. Childers asked if this money could be spent on acquiring of right-of-way and easements. He asked if there would be any relevancy to dedicate this money for acquiring right-of-way or easements. Ms. Fields stated that yes the money can be used for these issues, however, the OTO has always preferred to spend the money on the construction of trails.

Following a brief discussion, Mr. Cameron moved the additional \$1,625,285 in available funding be awarded through the Transportation Alternatives Program grant process for trails and trail planning. Mr. Jansen seconded the motion and it was unanimously approved.

I. Fourth Quarter/Year End Financial Statements

Mr. Cameron stated the fourth quarter and year-end financial statement had been included in the packet. He briefly reviewed the information provided to the Board of Directors regarding expenses and revenue. He noted that there is the required amount in the reserves account. This amount is established by the bylaws and is three to six months of expenses. He stated he recommend the Board of Directors accept the fourth quarter/year-end report and the UPWP financial statements.

Mr. Cameron moved the Board of Directors accept the fourth quarter/year-end report and the UPWP financial statements as presented. Mr. Jansen seconded the motion and it was unanimously approved.

J. OTO Sunshine Law Custodian of Records

Kimberly Cooper stated the OTO has adopted a policy stating that it will comply with the Sunshine Law and Records Retention as set by the Statutes of the State of Missouri. She noted one of the requirements is that the policy designate someone to serve as the Custodian of Records. In the past, the Administrative Assistant position has been designated as the

Custodian of Records. Recently, this title was changed to Communications Clerk. Therefore, staff is asking for the Board to update the policy to reflect this change.

Mr. Cossey moved the Board of Directors adopt the OTO Sunshine Law Resolution naming the Communications Clerk as the OTO Custodian of Records. Mr. Weiler seconded the motion and it was unanimously approved.

III. Other Business

A. Board of Directors Member Announcements

Mr. Mueller noted the next public meeting for Highway 60 and Route 125 will be held at the Logan Rogersville High School on Tuesday, August 20, 2019, from 4:30 pm to 6:00 pm. MoDOT will be presenting two options for public input.

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. Closed Meeting

Mr. Weiler moved the Board of Directors 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:

Ayes: Harold Bengsch, Chuck Branch, David Cameron, Steve Childers, Jerry Compton, Steve Cossey, Bob Dixon, Debra Hickey, Skip Jansen, Ralph Phillips, Martha Smartt, Dan Smith, and Brian Weiler.

Nays: None.

Mr. Cameron moved the Board of Directors approve the Performance Evaluation as presented. Mr. Cossey seconded the motion and it was approved by the following roll call vote:

Ayes: Harold Bengsch, Chuck Branch, David Cameron, Steve Childers, Jerry Compton, Steve Cossey, Bob Dixon, Debra Hickey, Skip Jansen, Ralph Phillips, Martha Smartt, Dan Smith, and Brian Weiler.

Nays: None.

Mr. Cameron moved to accept the Performance Objectives for 2019-2020 as amended by the Executive Committee. Mr. Cossey seconded the motion and it was approved by the following roll call vote:

Ayes: Harold Bengsch, Chuck Branch, David Cameron, Steve Childers, Jerry Compton, Steve Cossey, Bob Dixon, Debra Hickey, Skip Jansen, Ralph Phillips, Martha Smartt, Dan Smith, and Brian Weiler.

Nays: None.

Mr. Gray moved the Board of Directors approve a merit increase not to exceed 4% for the Executive Director. Mr. Cossey seconded the motion and it was approved by the following roll call vote:

Aye: Cameron, Childers, Cossey, and Gray.

Nay: None.

Absent: Dixon, Smith, and Weiler.

With no additional business to come before the Executive Committee, Mr. Cameron moved the meeting be adjourned. Mr. Childers seconded the motion and it was approved by the following roll call vote:

Aye: Cameron, Childers, Cossey, and Gray.

Nay: None.

Absent: Dixon, Smith, and Weiler.



Steve Childers
OTO Secretary