

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 18, 2021**

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

The following members were present:

Mr. David Cameron, City of Republic (a)	Mr. Rusty MacLachlan, Greene County
Mr. Steve Childers, City of Ozark (a)	Mr. James O’Neal, Citizen-at-Large
Mr. Travis Cossey, City of Nixa (a)	Ms. Stacy Reese, MoDOT (a)
Mr. Brad Gray, City of Willard (a)	Mr. John Russell, Greene County (Vice-Chair)
Ms. Debra Hickey, City of Battlefield	Mr. Dan Smith, City of Springfield (a)
Mr. Skip Jansen, City Utilities Transit	Ms. Martha Smartt, City of Strafford (a)
Mr. Andrew Lear, City of Springfield	Mr. Richard Walker, Springfield Citizen-at-Large

(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 McMahan, FHWA
Mr. Chuck Branch, Citizen-at-Large	Mr. Lynn Morris, Christian County
Mr. Steve Campbell, MoDOT	Mr. Mike Schilling, City of Springfield
Mr. Jerry Compton, Citizen-at-Large	Mr. Brian Weiler, Springfield-Branson Airport (a)

Others Present: Ms. Mary Kromrey, Ozark Greenways; Mr. Frank Miller, MoDOT; Mr. Dan Wadlington, Senator Roy Blunt’s Office; Mr. Neil Brady and Mr. Derrick Estell, Bartlett & West; Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, Ms. Debbie Parks, Mr. JD Stevenson, Ms. Nicole Stokes, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chairman Lear called the meeting to order at approximately 12:02 p.m.

I. Administration

A. Welcome and Roll Call

Member	Vote	Member	Vote
Mr. Chuck Branch	Absent	Mr. Rusty MacLachlan via Zoom	Present
Mr. David Cameron	Present	Mr. Lynn Morris	Absent
Mr. Steve Childers	Present	Mr. James O’Neal	Present
Mr. Jerry Compton	Absent	Mr. John Russell via Zoom	Present
Mr. Travis Cossey	Present	Mr. Mike Schilling	Absent
Mr. Brad Gray via Zoom	Present	Ms. Martha Smartt	Present
Ms. Debra Hickey	Present	Mr. Dan Smith	Present
Mr. Skip Jansen	Present	Mr. Richard Walker	Present
Mr. Andrew Lear via Zoom	Present	Mr. Brian Weiler	Absent

A quorum was present.

B. Approval of Board of Directors Meeting Agenda

Mr. Cameron moved to approve the November 18, 2021 agenda. Ms. Hickey seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

C. Public Comment Period for All Agenda Items

Chairman Lear advised there were public comments included in the packet. Chairman Lear asked for comments or questions.

D. Adoption of the Consent Agenda

Mr. Childers moved to adopt the Consent Agenda which included the September 16, 2021 minutes, 1st Quarter Financial Statements for FY 2021-2022 budget year, FY 2022-2025 TIP Amendment Two and the Safety Targets. Mr. Cameron seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

E. Informational Items

OTO staff highlighted the following for the Board of Directors:

- FY 2021-2022 UPWP Administrative Modification One
- FY 2022-2025 TIP Administrative Modification One
- Board of Directors 2022 Meeting Schedule

This was informational only. No action was required.

F. Executive Director's Report

Ms. Fields reported that OTO is fully staffed with 7 staff members. Mr. Stevenson, Project Manager, introduced himself. Mr. Stevenson has been working on developing an RFQ for engineering for the Chadwick Flyer Trail Project at the James River Power Plant, City Utilities property. The RFQ should

go out in the next couple of months. Project construction will hopefully start the end of 2022 or early 2023. This project was funded by the CRRSAA funds (COVID Relief funds) that were allocated to the OTO MPO region.

Staff has been working on the North Kansas/Highway 13 study. Mr. Thomason is serving as the Project Manager for this study. Mr. Thomason, along with CMT, has been focused on public input. A Public Official meeting and a public open house has been held. A website has been developed for this study, North13Study.com. This website includes a survey and a comment card along with information regarding the study. OTO has requested 5 concepts for the project from CMT to help decide what the final project would be.

Staff has also been working to get the Chadwick Flyer Overpass Study under contract as well as the FF Corridor Study.

The Infrastructure Bill passed. Only general numbers of a 30% increase in funding have been shared. OTO staff are paying close attention to the discretionary grants with current areas of focus being I-44 and MM. Ms. Fields shared she is currently serving on the AMPO Policy Committee. They are looking at working with the USDOT on implementation of a lot of these programs, hoping to provide advice as they work to write implementation guidance.

The Legislative Breakfast was held earlier in November. It went well. This will be followed up with a mailing of the 2022 Legislative Priorities to the local delegates.

The audit was completed with a final report of no findings. The auditor will present a report to the Executive Committee in December.

G. MoDOT Update

Ms. Reese stated MoDOT held the Unfunded Needs meetings this week, one in Joplin and one in Springfield. Director McKenna covered the current and potential funding scenarios, highlighting the increase from the gas tax and the federal Infrastructure Bill. Mr. Miller then went over MoDOT's prioritization and planning process in the development of the Unfunded Needs List. A copy of the presentation and the list can be found on MoDOT's website and is open to comments.

The Southwest District is currently updating their estimates for the development of the FY 2023-2027 STIP. MoDOT has a new system that they are transitioning to. One change that may be noticed is how the projects are numbered. There will be a new system for numbering.

MoDOT is getting ready to go through the Statewide Asset Management Review.

MoDOT's November bid opening is approximately \$256 million.

MoDOT continues to see a high trend in turnovers. They are working on recruitment and monitoring the FY 2023 budget request as it progresses through the legislature to assist in adjusting the salary structure to be more competitive with the private sector.

H. Legislative Reports

Mr. Wadlington with Senator Blunt's Office shared that the Infrastructure Bill was approved and signed. This included a reauthorization of the Highway Bill which means 5 more years of guaranteed

funding. Congress will now be focusing on keeping the government open, extending the debt ceiling, and complete the National Defense Authorization Bill.

I. **Ozark Greenways Update**

Ms. Kromrey, Executive Director of Ozark Greenways, presented an update.

III. **New Business**

A. **2023-2027 STIP Priorities**

Ms. Field shared in early 2022, MoDOT is expected to develop funding estimates for use in the 2023-2027 Statewide Transportation Improvement Program. Once those estimates are developed, there is a very short window to add projects to the program. Therefore, MoDOT has asked for a list of prioritized projects to begin estimating project costs. Projects will only be considered after the funding of the asset management plan ensuring that pavement and bridges are kept in good condition.

Once adopted by the Board, the list will be forwarded to MoDOT for consideration. The projects will be considered in order. If a top project cannot be ready, costs more than the funding available, or is being impacted by a planned construction project, the next project would be considered. MoDOT also has the flexibility to decide that a project doesn't meet the warrants for improvement or that the proposed improvement does not meet a benefit cost analysis or will not meet the identified need. This list serves as OTO's request, not a final expected listing of projects.

Mr. O'Neal made a motion to approve the proposed 2023-2027 STIP Project Priorities. Mr. Jansen seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

B. **Unfunded Needs**

MoDOT has requested a list of unfunded needs that can be used in planning for different scenarios. The request proposed specific funding for three tiers of projects. Projects should not be removed from the list until the project is programmed in the STIP. It was noted that the cost estimates provided were educated estimates and, in some cases, once a final project is determined, the estimate would be revised. The list includes the OTO priority list through the Top 12. Projects were added to the list that communities were planning to cost share. Projects were also added for some regional distribution. Mr. Miller reviewed the Southwest Unfunded Needs List for the Board.

Mr. Smith made a motion to approve the MoDOT Unfunded Needs List. Mr. Walker seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

C. Unfunded Multimodal Needs

Mr. Thomason stated a multimodal unfunded needs list has been developed and shared with MoDOT. This list has been incorporated into a statewide list identifying \$1 billion in unfunded multimodal needs. The Bicycle and Pedestrian Advisory Committee and the STIP Priorities Subcommittee participated in the creation of the OTO's list.

The OTO was asked to identify \$52.98 million in unfunded multimodal needs. MoDOT did not stipulate what modes needed to be included or how the funds should be allocated. The OTO chose to include the following modes. (Each mode was allocated a relatively equal amount of funding.)

- Aviation \$10,400*
- Transit \$10,000*
- Railroad \$9,580*
- Regional Trails \$12,600*
- Local Sidewalks and Trails \$10,379*

*Values in Thousands

Mr. Jansen made a motion to approve the MoDOT Multimodal Unfunded Needs List. Mr. Childers seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

D. 2020 State of Transportation Report

Ms. Longpine reported that as another step to inform the public of transportation concerns in the region, OTO has produced a State of Transportation Report, which includes achievements and statistics from 2020. This report is produced annually and made available at public events and on the OTO website. Over the next year, OTO will be developing a new set of performance measures based on *Destination 2045*. Ms. Longpine highlighted the 2020 State of Transportation Report.

This was informational only. No action was required.

E. FY 2022 Operational Budget Amendment Two

Ms. Parks shared that the OTO maintains a separate operational budget from the approved Unified Planning Work Program (UPWP) Budget. An amendment is proposed to the OTO Operational Budget for FY 2022. There are two additional projects proposed in the amended budget and one proposed funding increase. The operational budget includes only revenues that are deposited in the OTO's bank accounts and expenditures that are paid by OTO.

Discretionary Grant Application Assistance

The OTO has been presented with the possibility to assist with an Infrastructure for Rebuilding America (INFRA) Discretionary Grant for I-44. The OTO would like to increase the Operational Budget to include the expense up to \$85,000 for this grant assistance.

Chadwick Flyer Crossing Study

The OTO is amending the Chadwick Flyer/US 65 Study contract with the City of Ozark for additional scope in the amount of \$23,750. The scope will now include some preliminary scoping to site the Longview Interchange. This is included to ensure the pedestrian facility proposal will not conflict with the future interchange.

OTO would like to utilize an additional \$80,000 in Surface Transportation Block Grant (STBG) funding:

- \$61,000 additional will be allocated to OTO in STBG funding. This is an increase in funds taken off the top prior to suballocating to members. The total STBG funding to OTO for FY 2022 is proposed to be \$236,800. This includes \$156,800 after this proposed amendment plus \$80,000 for the North 13 Corridor Study.
- \$19,000 additional will come from the City of Ozark's STBG funds.

There was an Administrative Modification to the FY 2022 UPWP to show the reallocation of the \$80,000 STBG funds to the discretionary grant assistance and Chadwick Flyer study. There will also be a TIP amendment for the additional federal funds.

Chadwick Flyer Phase III

The OTO Board of Directors approved federal funds for three trail projects. OTO staff is proposing that OTO manage the construction of the Chadwick Flyer Phase III on City Utilities property at James River Power Station. The FHWA CRRSAA funds that are programmed in the FY 2022-2025 TIP are proposed to be added to the OTO Operational Budget in the amount of \$1,132,750. Local match will be provided by Ozarks Greenways in the amount of \$67,250.

Revenue

- Increasing the Surface Trans Block Grant Revenue line by \$80,000 to \$156,800.
- Adding CRRSAA Funds in the amount of \$1,132,750 for the trail construction of the Chadwick Flyer Phase III.
- Increasing the Local Jurisdiction Match Funds by \$72,000, \$67,250 for the CRRSAA Match requirement, and \$4,750 for the Chadwick Flyer Crossing Study.

Expense

- Increasing the Trans Consult/Model Services Expense line by \$100,000 for a total of \$496,000.
- Adding an expense line for Trail Construction in the amount of \$1,200,000.

Mr. Cameron made a motion to approve the OTO FY 2022 Operational Budget Amendment Two. Mr. Smith seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

F. OTO Bylaw Amendment

Ms. Fields stated that OTO staff is proposing a change to the OTO bylaws to reflect additional staffing capacity and the ability to better segregate duties to relieve the burden placed on the Treasurer position in terms of time. The proposal will still allow for general oversight while not requiring oversight of day to day expenditures.

The intent is to remove the treasurer from the requirements to review purchases made by check or purchasing card. Instead, the treasurer will be provided any records upon request. At a minimum, the treasurer will be provided monthly bank reconciliations and financial reports.

The proposed bylaw amendment:

Section 5.03: Contracts, Checks, Deposits and Funds

- B. All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Organization, shall be signed by such officer or officers, agent or agents of the Organization or managing employee or employees and in such manner from time to time be determined by resolution of the Board of Directors. In the absence of such determination of the Board of Directors, the Treasurer shall sign such documents.

Section 6.5: Officers

- ~~C. The Board of Directors shall elect a Treasurer. The Treasurer shall be in charge of funds in the Organization and approve payments and expenses as authorized by the Board of Directors. The Treasurer shall be responsible to coordinate with the audit committee for financial reporting as may be desired.~~

TO BE REPLACED WITH:

- C. The Board of Directors shall elect a Treasurer. The Treasurer shall be charged with the general Financial oversight of the OTO. The Treasurer will be an authorized signer on the OTO bank account and will be provided monthly bank reconciliations. All financial records of the organization will be made available to the OTO Treasurer upon request. The Treasurer, or treasurer designee, will present financial records to the Board. The Treasurer will coordinate with the audit committee.

Mr. Cameron made a motion to approve the Bylaw Amendment as outlined. Mr. Cossey seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

G. OTO Resolution #2021-1

Ms. Fields shared OTO staff is requesting the OTO Board of Directors approve OTO Resolution #2021-1 to authorize payment of expenses of the organization. The resolution would authorize the Executive Director, Sara Fields, to approve all checks, drafts and orders for the payment of money, notes, or other evidences of indebtedness on behalf of the OTO. In the event the Executive Director is unavailable, any officer of the organization is authorized to approve all checks, drafts and orders for the payment of money, notes, or other evidences of indebtedness on behalf of the OTO. The resolution shall be in effect from and after passage.

Mr. Jansen made a motion to approve Resolution #2021-1 as outlined. Mr. Cameron seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

H. Appointment of 2022 OTO Officers

Mr. Jansen stated pursuant to OTO By-Laws, the OTO Board of Directors is required to appoint the Chairman, Vice-Chairman, Secretary, and Treasurer for the 2022 OTO Board of Directors and to appoint the remaining members of the Executive Committee.

The 2021 Nominating Committee was made up of the following three OTO Board Members:

- Travis Cossey, Assistant Director of Nixa Utilities and Public Works, City of Nixa
- Skip Jansen, City Utilities Transit Representative
- Dan Smith, Public Works Director, City of Springfield

The Nominating Committee presented the following slate of officers. The Chair and Vice-Chair is prescribed in the bylaws as a rotation between Greene County, Christian County, Nixa, Ozark and the City of Springfield. Nominations from the floor may also be made prior to the vote.

2022 Slate of Officers/Executive Committee

Chairman – John Russell, Greene County
 Vice-Chairman – Steve Childers, City of Ozark
 Secretary – David Cameron, City of Republic
 Treasurer – Travis Cossey, City of Nixa
 Past Chairman – Andrew Lear, City of Springfield
 Executive Committee – Brian Weiler, Springfield-Branson National Airport
 Executive Committee – Brady Gray, City of Willard

Mr. O’Neal made a motion to appoint the 2022 OTO Officers and Executive Committee as presented. Mr. Walker seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Andrew Lear	Aye
Mr. Rusty MacLachlan	Aye
Mr. John Russell	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

III. Other Business

A. Board of Directors Member Announcements

Mr. Cameron shared that the City of Republic was granted a \$6 million Cost Share Award from the Governor’s Cost Share Program. They are also partnering with Greene County on \$1.5 million of that work and the City of Republic is picking up the remainder of that cost to widen MM to 5-lanes. Mr. Cameron thanked Ms. Fields, MoDOT, the Missouri Highway Commission, and everyone that participated in helping the City of Republic with that application. This allowed the project to be taken out of the STIP which freed up more funding for the region.

B. Transportation Issues for Board of Directors Member Review

Mr. O’Neal stated he was asked to mention the need of a pedestrian crossing across Chestnut Expressway between Chestnut and West Bypass, all the way west to the new truck stops near I-44 for future consideration. Bus stops are along only one side of the street opposite of the Revive 66 Campground and motels. There have been 2 pedestrian accidents along that corridor. Ms. Fields shared she received an email as well and forwarded it to MoDOT. Ms. Reese shared MoDOT has been looking at that area. One of the last conversations MoDOT had with the campground, the campground mentioned putting in some sidewalks themselves along their property which could be completed quicker than getting a project funded and scheduled. There are some opportunities in projects scheduled for FY 2024 or FY 2025 that MoDOT is looking at ADA along Chestnut Expressway. Their traffic department is completing a study as well to determine where a good location for a crossing could be. More conversations need to be held with the City of Springfield and City Utilities.

Additional signage has been installed to alert drivers there is a heavier pedestrian crossing area present. As of now, switching the bus stop to the other side of the street would not be a simple change.

C. Articles for Board of Directors Member Information


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

IV. Adjourn meeting

With no further business to come before the Board, Mr. Smith made a motion to adjourn the meeting. Mr. Walker seconded the motion. Chairman Lear called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. David Cameron	Aye
Mr. Brad Gray	Aye
Mr. Tommy VanHorn	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously. The meeting adjourned at 1:06 p.m.

DocuSigned by:

1373B9A8BA27487...

David Cameron
OTO Secretary