OZARKS TRANSPORTATION ORGANIZATION

BOARD OF DIRECTORS MEETING MINUTES

August 15, 2013

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:

Ms. Becky Baltz, MoDOT Mr. David Gardner, City of Willard (a)

Mr. Harold Bengsch, Greene County Ms. Teri Hacker, Citizen-at-Large

Mr. Brian Bingle, City of Nixa (a) Mr. Quinton Hamp, City of Battlefield

Mr. Phil Broyles, City of Springfield (a) Mr. Jim Krischke, City of Republic (a)

Mr. Steve Childers, City of Ozark (a) Mr. Lou Lapaglia, Christian County (Vice-Chair)

Mr. Craig Fishel, City of Springfield Ms. Robin Robeson, City Utilities

Mr. Tom Finnie, Citizen-at-Large Mr. Jim Viebrock, Greene County (Chair)

Mr. J. Howard Fisk, Citizen-at-Large Mr. Brian Weiler, Airport Board (a)

Mr. Wendell Forshee, City of Willard

1. *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 McMahon, FHWA

Mr. Shawn Billings, City of Battlefield (a) Mr. Steve Meyer, City of Springfield (a)

Mr. Steve Bodenhamer, City of Strafford (a) Mr. Andy Mueller, MoDOT (a)

Mr. Richard Bottorf, Airport Board Mr. Shane Nelson, City of Ozark

Mr. Brian Buckner, City of Republic Mr. John Rush, City of Springfield

Mr. Sam Clifton, City of Nixa Mr. Dan Salisbury, MoDOT (a)

Mr. Jerry Compton, City of Springfield Mr. Mark Schenkelberg, FAA

Mr. John Elkins, Citizen-at-Large (a) Mr. Tim Smith, Greene County (a)

Mr. Bill Kirkman, City Utilities (a) Mr. Bob Stephens, City of Springfield

Ms. Susan Krieger, City of Strafford

Others Present: Ms. Sara Fields, Ms. Natasha Longpine, Mr. Curtis Owens, Ms. Debbie Parks, and Ms. Melissa Richards, Ozarks Transportation Organization; Mr. Frank Miller, Mr. Ed Hassinger, Mr. Nathan Whipple, and Ms. Bethanie Kennicott, MoDOT; Mr. Ralph Rognstad, Jr., City of Springfield; Ms. Gail Melgren, Senator Claire McCaskill’s Office; Adam Humphrey, Greene County Highway Department; Mr. Carl Carlson, Olsson Associates; Dan Wadlington, Senator Roy Blunt’s Office.

Mr. Viebrock called the meeting to order at 12:01 p.m.

1. **Administration**
2. **Introductions**
3. **Approval of Board of Directors Meeting Agenda**

Mr. Finnie made the motion to approve the Board of Directors agenda. Mr. Lapaglia seconded and the motion was approved unanimously.

**BOARD OF DIRECTORS ACTION REQUESTED TO APPROVE THE AGENDA**

1. **Approval of the June 20, 2013 Meeting Minutes**

Mr. Lapaglia made the motion to approve the June 20, 2013 meeting minutes. Mr. Fisk seconded and the minutes were approved unanimously.

1. **Public Comment Period**

Ms. Fields mentioned that she handed out a couple of letters regarding the request for a bus stop over at the Salvation Army at West Chestnut and Kansas Expressway. These were sent to City Utilities to review. The OTO has established a policy to include in the agenda all public comment for the Board of Directors to review.

1. **Executive Director’s Report**

Ms. Fields stated that Federal Highway and Federal Transit came in June for the Federal Planning Certification Review. The Review covered not only OTO, but MoDOT and City Utilities for compliance with the federal planning requirements. The final report is not expected until the end of September. Federal Highway is planning on coming to the October Board of Directors Meeting to explain the recommendations. The report has findings in three areas. First, there are Corrective Actions. The reviewers did not find any. Second, there are recommendations for improvement. There are some of those and the OTO was given the preliminary findings. One recommendation is for the OTO to go through and update the OTO Memorandum of Understanding with the Member Jurisdictions. Staff will be working on that. There was also a request for additional information on the planning process, like the OTO work program.

Another recommendation was for the OTO Congestion Management Process to outline some goals so improvements can be clearly measured. There were some suggestions in regards to Title VI reporting and the request to have all public comment posted to the website. Staff is looking at that recommendation to see how practical it is and if it will work. Staff was expecting that recommendation, not the requirement but ideas for improvement.

The third area is for Commendations, some things that the OTO is doing well. Staff is expecting a number of Commendations. One Commendation has to do with performance measures. The reviewers really liked that the OTO was out in front of the MAP-21 Legislation. There was also a commendation on the Electronic TIP that just went online. The reviewers also gave a commendation for livability and sustainability planning in the area. Finally, there was a commendation for the Public Participation Plan, which is in this agenda. The final report is expected and will be presented in October.

Staff is working hard with MAP-21, the new federal transportation bill, and Transit. There is guidance coming out almost monthly on the different programs. Staff has attended some training. Natasha went to the Federal Highway Freight Partnership Meeting in Washington, D.C. Curtis attended the Midwest Transit Conference in Kansas City. There have been three important studies released in the last couple of months. The James River/Campbell/Republic Road Study is one. This went to the final public meeting last month. There are outlined alternatives for the interchange. After reviewing it, two or three options have been looked at for relocating Republic Road. There are exhibits and maps of these options, as well as adding capacity on Campbell on the interchange up North through Battlefield. These options can be found on the website, [www.springfieldjrfcampbell.com](http://www.springfieldjrfcampbell.com). There is also a survey about what the public likes about the different alternatives. There have been no decisions made, the study was commissioned to look at alternatives and get some preliminary information about what the best options are and the consultants have done that.

Mr. Broyles stated that there has been a lot of questions, especially from the Parkcrest neighborhood and shopping area. Their concern was that the City has selected an option and will be purchasing homes. Right now there is no funding for that. In addition there has been no selection of an option, just the presentation of all the options available.

Ms. Fields stated that MoDOT conducted a Foreign Trade Zone Study for the Springfield Foreign Trade Zone. OTO is going to get the link out for that study. There is some good information in it. Christian County, Nixa, and Ozark also conducted an Economic Development Strategic Plan to look at the best ways to strategically develop Christian County. Mr. Childers stated that the Strategic Plan is on the City of Ozark Website under Economic Development. Ms. Fields stated the plan has a lot of interesting demographics about how Christian County is growing.

The OTO’s Fiscal Year ended June 30. The annual audit will be starting next week. The plan is for the Audit to be on the October Board of Directors Agenda.

1. **Legislative Reports**

Ms. Melgren stated that it was quiet right now, since it is a break in D.C. and legislators are back home. Senator McCaskill will be spending time in the state. She gave an update on Senator McCaskill’s schedule and projects. She stated that she had attended the Christian County Strategic Planning for the Economic Development Committee Meeting. She acknowledged their effort into improving the area. There were also similar planning meetings in Waynesville and West Plains. There are good efforts going on in Southwest Missouri.

Mr. Wadlington stated that session is out for a couple of weeks. The Senator appreciated the City Administration of Ozark in helping get out the fuel price message. There are currently no appropriation bills that have gone through the House or the Senate and nothing is ready for signature. The Senator is a supporter of the Sequester. He will not vote to close down the federal government. The Senator is looking for ways to fund local projects but there are no earmarks. Historically earmarks were useful in solving community projects, building roads and moving infrastructure, but there are no earmarks through the end of at least next year.

1. **New Business**
2. **MoDOT “On The Move” Update**

Mr. Ed Hassinger thanked the Board for the time on the agenda. It is good to have a view from outside the community. He wanted to let the Board know that the OTO area is seen as one of the most cooperative regions in the State. Many staff members on the MoDOT team value that.

The primary purpose of the presentation is to reinforce to the Board that MoDOT values the planning process, values the MPOs and RPCs and how they work together. It is vital to have a good relationship with the MPO. It is of utmost importance for MoDOT to make the effort to develop a new Long Range Plan. MoDOT has not really had a comprehensive Long Range Plan for a while. There was a big back log of projects when MoDOT was working with Amendment 3. Then after Amendment 3 funds, ARRA funds, and Cost Share Partnerships there were suddenly many projects that the public wanted done. MoDOT has been working on the process of looking at a 20 year vision for transportation in Missouri, and a lot of jurisdictions have been involved with the “On the Move” discussion.

MoDOT has received feedback from thousands of Missourians over the last six months. After that part of the process is done, MoDOT is going to try and put that into a technical report and executive summary for the Commission in a draft format. The final product is not done. Ms. Baltz has shared the initial responses that MoDOT received. The responses are categorized into four areas. That is universal across the state. There are really big areas of interest. The Missouri public said to take care of what exists. That was across all modes of transportation. The existing transportation system needs to be maintained across the state. Safety is of upmost importance in all modes. Economic Development is also important. There are all these forums going on. Transportation drive economic development and vice versa. Economic development needs transportation to be successful.

Another thing heard is that people want all modes of the transportation system connected. It was heard across the state that it was important. MoDOT is going to take these four pillars of interest and put those into a document that can be shared with the public again. That will probably happen this fall, probably in October. The MoDOT Commission will give comments and then endorse the draft that will go out to the public.

The next step is going to be pretty critical. That is where MoDOT is going to rely on the planning partners across the state and a lot on the stakeholders to take those big issuestatements and to develop those into strategies. MoDOT cannot be involved in any funding initiative, but MoDOT cannot separate completely either. MoDOT is watching to make sure MoDOT’s actions do not jeopardize any of that. This is being mentioned so that the Board will be aware of the time line. The proposals that are being talked about actually include a project list. The project list cannot be completed until MoDOT gets to the strategies and moves through the process. At some point MoDOT has to be ready. Missourians, the Planning Organizations, MoDOT, all the other implementing agencies like the MPO and Transit agencies are all going to have to come together and figure out what this looks like. This is going to be a challenge. In the past funding initiatives have been compartmentalized, MoDOT spent the money on roads and bridges, transit spent the money on transit.

The initiatives discussed so far is that the funds are far game for any mode of transportation. The question is how to plan and prioritize for that and what does it look like regionally. “On the Move” is important for that reason. By next year at this time there needs to be a prioritized regionally significant project list in place. It is a great opportunity, working on a Long Range Plan is core to MoDOT’s business.

Mr. Bengsch inquired about the time frame Mr. Hassinger said it was still unclear. The Commission should look at a draft sometime this fall perhaps October. Then there will be another round of the public engagement process and try to narrow the strategies on the feedback to have something in place by the spring. The funding initiative will want the project list by August. That gives an ideal of the milestones, there is no guarantee that this will happen with the funding initiative. There is an opportunity here for a good process.

Ms. Melgren stated that there was an effort to gain more funding streams this year and it sounds like the process is being continued. Mr. Hassigner stated that MoDOT is not but some partners in Missouri are. Ms. Melgren inquired if the state was streamlining or changing the system process to save money. Mr. Hassinger stated that MAP-21 did some significant things on the streamlining side. MoDOT has always been an advocate and pusher of going fast. The MoDOT customers demand that.

Mr. Childers asked about the fourth component of MoDOT’s process. He thought it was bringing everything together or all modes of transportation. Mr. Hassinger stated that there is a pent up demand for spending money on other modes of transportation as well as the opportunity to connect modes, like the freight arena. A lot of people want to be able to fund the connections from the river to rail to roads. That is an area that has been lacking because the funding is committed to roads and bridges. Along the Mississippi and Missouri River there is a real big demand for ports. MoDOT has heard a lot of community development, people want to spend money on bicycle and pedestrian accommodations and transit. There are huge issues surrounding transit and how to fund those and operate those systems. This is not just an urban request, but in the rural parts of the state as well. It is how to connect the modes together to give the state a competitive advantage. That has been heard statewide.

Mr. Viebrock thanked Mr. Hassinger from attending. He mentioned that Mr. Hassinger had a great staff and team.

1. **Bicycle and Pedestrian Implementation Report**

Ms. Longpine stated that the Bicycle and Pedestrian Implementation Report is included in the agenda. The report reviews what has been set forth as Recommendations in the Long Range Transportation Plan, then it identifies the implementation status. In the first section of the report, the status of each goal in the plan is outlined. The status is ongoing. This is something that the Bicycle and Pedestrian Committee is continuously striving to improve, developing a comprehensive regional and pedestrian network among itself, then integrate that network with the rest of the transportation system, which is important statewide.

Under Enhancing and Promoting Bicycle and Pedestrian Safety, there have been a few incidents this past year. That is something the committee is focusing on. Staff is looking for additional funding to encourage people to get out there and be active. Also supporting the economic development and tourism side that bicycle and pedestrian infrastructure can offer. The accomplishments of 2013 are outlined in the report. Something that is key is additional funding. There were additional funds for the Transportation Enhancement Program as well as the newly coined Transportation Alternatives Program. That is something that probably will be funded again this year. The OTO also applied for the TIGER Grant. That is another avenue for funding in this region.

The committee has outlined the five E’s that is promoted by the Safe Routes to School Program and the League of American Bicyclists. Under Engineering there has been a lot of construction over the last year, including improvements on sidewalks and ADA accessibility, adding some bicycle facilities, a lot of paint on the roads, and some trail work as well. Evaluation-wise this report is produced annually. The Bicycle and Pedestrian Committee for the OTO has been looking at the priorities so there will be a better idea locally of what the highest priorities to implement as far as each individual project goes and the committee tries to review that annually. Springfield is updating their mobility plan as well. The committee submitted and update in July to the Bicycle Friendly Communities Application. That is renewed every four years. The region was awarded the Bronze Level in 2010. It is due again in 2014. Hopefully the area has improved the status, but at the very least, the region has shown it is a strong community for the Bicycle Friendly Program.

In the area of Enforcement, the committee wants to improve the relationship with law enforcement in the area. Making sure that everyone shares the road safely, that bicyclists know the rules of the road, and that motorists know how to treat bicyclists along the roadway. Under Education and Encouragement, Safe Routes to School, there were some additional funds in that program this past year. There are some mobile classrooms that MoDOT is going to be working with and the City of Ozark got some sidewalk funding through the program. The “Let’s Go Smart Springfield” launch keeps growing every day. Ozark Greenways is working on some public service announcements related to the website. There are events in the area that encourage additional activity and people getting out and experiencing the bicycle and pedestrian network.

1. **FTA 5339 Project Selection Criteria**

Mr. Owens stated that there is a new program for Bus and Bus Facilities FTA 5339 in MAP-21. This program takes into account the 5309 program under the SAFETEA-LU Program and incorporates all of that. Staff is trying to get ahead of the Circulars that are coming out in October. Staff set up some selection criteria for the program. There are 8 criteria that are going into this. That criteria has been approved through the Technical Planning Committee and it has been sent to the Board of Directors.

The funding for this program for FY 2014 is about $258,000. It is a formula based program, under MAP-21, which is a lot different than the discretionary program under the SAFETEA-LU Program. There is not a lot of money in this program. The OTO is trying to take a look and fund those programs already in place. The selection criteria is in the direction to continue those projects that have been started. Going through the 8 selection criteria staff looked at the old FTA Circular and looked at what the new circular would include. The new circular does not come out until October. The Long Range Transportation Plan was also looked at to bring in some of the ideas of the plan. Some of the points include, Level of Service, Travel Times, Parking, and different things including Safety. A third criterion was to preserve the existing transit systems. Staff took the Transit Provider Service Area within the OTO area and gave it points as well.

Mr. Bingle inquired how many agencies are competing for the appropriations. Mr. Owens stated that there were maybe two. Ms. Fields stated that as far as staff was aware, City Utilities was the only one that had shown interest in the program. MSU would be eligible since it operates a Transit System, but MSU was not interested in the funding because of regulatory issues. If another agency decided to run a Transit System, the agency would become eligible. Mr. Bingle inquired why the OTO was adopting measures for one application and if the measurements did not exist already. Ms. Fields stated there were no current measurements since it was a new federal program which is primarily to purchase buses.

Mr. Bingle made the motion to approve the proposed 5339 project selection criteria. Mr. Finnie seconded and the motion carried unanimously.

1. **TIGER Grant**

Ms. Longpine presented the TIGER Grant PowerPoint. The PowerPoint is on the OTO website.

Mr. Childers inquired if City Utilities, City of Springfield, and the OTO were using already scheduled projects to go toward the local match portion of the TIGER Grant. He wanted to know if there was money from the OTO going to meet the program. Ms. Longpine stated that the way the program works is that applicants have to be out ahead of the funding. The projects need to be already planned. The Grant is then the last piece of funding to make it happen. Everything else needs to be in place but the TIGER Grant is what is really going to make the project a great project. For example the Bus Transfer Multimodal Facility has a basic design concept, but the TIGER Grant, will provide a lot more amenities at the Bus Transfer site. There is some Enhancement funding identified here but if the region was to get the TIGER Grant the funding would be used elsewhere in the region. The College Street project would be sped up, otherwise the City would have to wait for additional Enhancement Funding for that to be completed. She thanked City Utilities and the City of Springfield who helped put together the application.

1. **OTO Growth Trends Report**

Mr. Owens presented the OTO Growth Trends PowerPoint. PowerPoint is on the OTO website.

1. **Performance Measures Report**

Ms. Longpine presented the OTO Performance Measures Report. The PowerPoint is on the OTO website.

Ms. Baltz wanted to add how Ms. Longpine had talked about how this relates to MAP-21. Ms. Baltz indicated the State is doing the same thing at the statewide level. MoDOT had the Tracker with the Performance Measures for years now, but some of the Measures do not quite align with the MAP-21 Performance Measures that are being discussed. The Measures are being reviewed to make sure there is alignment with MAP-21. Ms. Longpine stated that the State will know what it is required to track next spring. Then, the OTO will work with the State to establish a new set of Measures. It has not really helped to use measures established by the American Community Survey or the Census, because the information is so delayed. The FHWA is working on purchasing some data that can be shared with MPOs and States regarding travel times and that sort of thing. There should be a lot more of this type of information so that Performance Measures can be measured nationwide.

1. **Year-End Financial Statements 2012-2013 Budget Year**

Mr. Krischke presented the Year-End Financial Statement 2012-2013 which ended June 2013. The bottom line is that the expenses, which were budgeted for $829,064, came in at $624,596, which is reflective of the work that has been done at the OTO Organization. The Travel Model Consultant expense that had been calculated in the fiscal year was delayed due to the Census Reporting. It has been moved over to next fiscal year.

Revenues exceeded expenditures by $22,907.49. Some of the other expenses that were less than calculated were the training expenses. That was due to the educational reimbursement program that staff did not utilize as much as anticipated. The other item that was less than projected was the consultant services. Those are operational consultants such as legal and accounting. It was a good year and there was no need for outside consultation. Overall, it created a positive balance for the year and a good start for next year.

Mr. Broyles made the motion to accept the Year-End Financial Report. Mr. Fisk seconded and the motion was carried unanimously.

1. **FY 2014-2017 Transportation Improvement Program**

Ms. Longpine presented the FY 2014-2017 Transportation Improvement Program PowerPoint. The PowerPoint is on the Ozarks Transportation Organization’s website.

Mr. Childers inquired what the Route 65 Improvements are specifically, if the improvements are new or currently being made. Ms. Fields stated it goes down to Evans Road. Ms. Baltz stated the improvements are new. It is a segment between 60 and FF. It is not fully funded with the $10 million dollars but will have some progress made.

Ms. Longpine stated that the only changes from the rough draft will be including the public comment that comes in.

Mr. Fisk stated that there was a lot of information but staff did an excellent job with the summary and great slides.

Mr. Fisk made the motion to approve the FY 2014-2017 TIP. Mr. Weiler seconded and the motion was approved unanimously.

1. **Planning Process Certification**

Ms. Longpine stated that the Planning Process Certification is something that is included in the TIP. A separate approval is being requested of the Board of Directors. It outlines that the OTO is following the Planning Process as prescribed by federal regulations. It looks at if the OTO is following Title VI of the Civil Rights Act and making sure the OTO is prohibiting discrimination, is involving Disadvantaged Business, and is an Equal Opportunity Employer. It also checks if the OTO complies with American with Disabilities and Older American Acts, as well as prohibiting additional Gender Discrimination. The OTO certifies as staff that these things are being done and the Board is asked to affirm it.

Mr. Lapaglia made the motion to certify that OTO has complied. Mr. Broyles seconded and the motion carried unanimously.

1. **Public Participation Plan and Annual Evaluation Report**

Ms. Richards presented the Public Participation Plan and Annual Evaluation Report PowerPoint. The PowerPoint is on the OTO website.

Mr. Broyles made the motion to approve the Public Participation Plan. Mr. Bingle seconded and the motion was carried unanimously.

1. **Highway 160 Presentation**

Mr. Viebrock introduced the Mayor from Willard. He stated that there was a meeting with several people in attendance at the Board meeting as well as some of the Legislative Delegation last week to talk about improvements to HWY 160.

Mr. Forshee stated that the City of Willard is trying to get a four lane highway from I-44 junction west of Willard. It has been in the planning stage for 35 years. The City of Willard is doing a study of the traffic. The City thinks it is much needed. There are plans for another meeting with Senator McCaskill’s delegation, as well as Senator Blunt, to help accomplish something that should have been completed a long time ago.

Mr. Brown thanked the OTO for what has been done so far. The City has some available funds and a current sidewalk project on Farmers Street that is in progress. The people of Willard kind of feel left out. The City of Willard is the only surrounding community that does not have a four lane into Springfield. The present road was built about 36 years ago and at that time, the right-of-way was purchased for a four lane. The traffic has since increased. This road leads on to the communities of Willard, Walnut Grove, Everton, Greenfield, Lockwood, Carson, KS and then into Wichita, KS. There is lot of traffic. The cost is about $10 million and if the City were to cost share, their portion would be about $5 million. The City of Willared does not have $5 million, but recognizes this might be where they are headed. He thanked everyone who attended the previous meeting.

Ms. Baltz stated that at the meeting there was discussion on looking at, not only road improvements, but some other options. MoDOT committed to the community to look at all of the options and cost of each of the different option and get back to the community. That is under way.

Mr. Wendell stated that Jefferson City used a three lane with alternating passing lanes, but the problem is that this area has a lot of curvature and the railroad bridge. The City was hoping to get rid of the railroad bridge because it is a trail now. The railroad still has an agreement that the railroad can take it back at any time and use it for the railroad function.

Mr. Viebrock stated that he was looking forward to the next meeting and ideas that the region can come up with and step in that direction. He thanked the Mayor for coming.

1. **Other Business**
2. Board of Directors Member Announcements

Mr. Broyles stated that he had been discussing with Ms. Baltz the possibility of a second interstate in the region. What is being discussed is a loop within the City of Springfield which would be 65 and James River Freeway back out to I-44. It would be similar to Interstate 244 in Tulsa. The City has not committed funds, but is in discussions about cost sharing and what improvements would have to be made to make it up to interstate standards. Those improvements would have to be made beforethe Federal Highway Administration would consider it. The consensus is that it make sense in a city this size.

1. Transportation Issues For Board of Directors Member Review
2. Articles for Board of Directors Member Information
3. **Adjournment**Mr. Viebrock adjourned the meeting at 1:35 p.m.

