OZARKS TRANSPORTATION ORGANIZATION

BOARD OF DIRECTORS MEETING MINUTES

APRIL 21, 2011

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. in the Busch Municipal Building, 4th Floor Conference Room, in Springfield, Missouri.

The following members were present:

Mr. Harold Bengsch, Greene County (a) Mr. Tom Keltner, City of Willard

Mr. Phil Broyles, City of Springfield Mr. Aaron Kruse, City of Battlefield

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

Mr. Jerry Compton, City of Springfield Ms. Lisa Officer, City Utilities

Mr. John Elkins, Citizen-at-Large (a) Mr. Bob Scheid, Airport Board

Mr. J. Howard Fisk, Citizen-at-Large Mr. Tom Vicat, City of Strafford

Ms. Teri Hacker, Citizen-at-Large Mr. Jim Viebrock, Greene County

Mr. Jim Huntsinger, City of Republic

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. Mark Schenkelberg, FAA

Mr. Bradley McMahon, FHWA Mr. Tim Smith, Greene County

Mr. Jim O’Neal, City of Springfield Mr. John Vicat, City of Strafford

Mr. John Rush, City of Springfield

Others Present: Senator Roy Blunt; Stacy Burks and Dan Wadlington, Senator Roy Blunt’s Office; Dan Smith, Greene County Highway Department; Matt Baker, Congressman Billy Long’s Office; Frank Miller and Kirk Juranas, MoDOT; Carl Carlson, Olsson & Associates; Sara Edwards, Sharon Davis, and Natasha Longpine, OTO; Shawn Schroeder, Springfield-Branson National Airport

Mr. Lapaglia began the meeting at 12:01 p.m.

1. **Administration**
2. **Introductions**

Mr. Lapaglia asked for member introductions.

1. **Approval of Board of Directors Meeting Agenda**

Mr. Lapaglia asked if any amendments were necessary to the agenda before making a motion. Ms. Officer made a motion to accept the agenda as presented and was seconded by Mr. Broyles. The motion carried unanimously.

1. **Approval of the February 17, 2011 Meeting Minutes**

Mr. Lapaglia asked for a motion to accept the February 17, 2011 meeting minutes as presented. Mr. Broyles made a motion and was seconded by Mr. Kruse. The motion carried unanimously.

1. **Public Comment Period**

None.

1. **Executive Director’s Report**

Ms. Edwards stated OTO is working on the Transit Route Study using federal planning funds to evaluate current local transit routes as well as extending to surrounding jurisdictions outside of Springfield, with members matching the federal funds. OTO has attended several events promoting transportation. Staff worked with the City of Ozark providing Livable Streets Advocacy Training. The training taught citizens how to get involved in bicycling and pedestrian decision making within their community. Staff promoted various programs such as the Rideshare Program, Safe Routes to School and the Greenways Bicycling System by setting up booths at the Discovery Center and St. John’s Energy Fair. OTO hosted a two-day Transportation Conformity Training explaining how the potential new EPA regulations will affect transportation projects and explained how to do modeling to meet regional emission goals. Staff attended the National APA Conference in Boston, MA.

Staff continues to serve on the Plug-In Readiness Task Force with CU discussing ways to have infrastructure in place for electric vehicle charging stations. Staff has been working with Springfield and Greene County on a Community Report reviewing transportation issues. Staff serves on the Missouri Coalition for Roadway Safety reviewing ways to reduce the fatality rates in Missouri.

Ms. Edwards stated Ms. Longpine was promoted to Principal Planner leaving the planner position open. Staff has been conducting interviews to fill the position. All candidates have Metropolitan or Regional Planning experience.

In updating, the Long Range Transportation Plan, staff identified $1.2 billion in regional project needs with only $600 million in funding between now and 2035.

Staff is currently working on the 2012 Missouri Census data evaluating the transportation analysis zones for the area.

1. **Legislative Reports**

Mr. Lapaglia introduced Senator Roy Blunt who will update the Board on current items of interest. Senator Blunt stated Ray LaHood, Secretary of Transportation, reported to the appropriation committee the same issues as Ms. Edwards discussed in her report. Mr. LaHood identified in his proposed transportation-funding bill, $5.5 billion in project goals with only $350 billion in funding available. From those discussions, Senator Blunt stated a Long Range Transportation Bill might not materialize in the near future. He suggested working with extensions on a state and local level. Senator Blunt stated the Nation is facing the same issues because expectations are beyond what the government is willing to fund or what people are able to pay for. Senator Blunt stated that the U.S. Government needs to define what classifies an earmark and what does not. Senator Blunt and Bond have been effective in the past fighting for communities. Senator Blunt felt it would beneficial to plan for a different future not funded by gas tax. Senator Blunt stated transportation is a friend to Missouri because of the transportation routes used throughout Missouri. He is very optimistic of Missouri’s future staying strong.

Mr. Childers asked Senator Blunt because of utilizing the same infrastructure at a higher cost if rail would be an option over highways as the main transportation source for moving goods in the future. Senator Blunt responded by saying it would depend on if the public would be open to expanding the rail infrastructure through a tax structure. Senator Blunt stated the Donald Danforth Plant Science Center predicts in 2050 that the world will consume as much food in that one year, equal to as much as consumed to date. Senator Blunt feels Missouri will be in a position to meet the world demand by planning to strengthen the current infrastructure in place.

Mr. Fisk asked Senator Blunt if he felt the China hub in St. Louis would be successful. Senator Blunt stated that St. Louis has been in negotiations with China for approximately 6 years to use their hub rather than one on the coast or Chicago. Senator Blunt stated the main concern is what freight would be going back to China. St. Louis has a strong advantage due to the fact it is a two-shift drive from 80 percent of the population in the country.

Mr. Juranas asked Senator Blunt, with the continuing resolutions and the issues with trust fund, did he see these revenues stabilizing? Senator Blunt felt there would be a lot of hesitation to using general revenues for this purpose. For the first time in history, the federal revenues did not meet all the entitlement programs. Senator Blunt does not anticipate the government using general revenues for infrastructure.

Ms. Officer asked Senator Blunt his concerns on the EPA regulations of the greenhouse gases. Senator Blunt replied there was a Senate vote last week to clarify that the Clean Air Act does not include Carbon. He said that 50 Senators voted for it.

Mr. Lapaglia introduced Mr. Matt Baker, Congressman Billy Long’s Representative, to provide updates to the Board. Mr. Baker stated that Paul Ryan’s budget was passed in the House on Friday, April 15th. Mr. Ryan’s budget reflected a reduction of spending by 19.7% by 2018. Mr. Baker stated the House voted to approve the FAA Reauthorization Bill that would reauthorize the FAA’s operations and programs for four years, covering Fiscal Years 2011–2014, at an overall funding level of $59.7 Billion. Mr. Baker stated the Senate is currently working on a Highway Reauthorization Bill and a Pipeline Safety Bill that is in the early stages.

**New Business**

1. **Amendment Number Three to the FY 2011-2014 Transportation Improvement**

**Program**

MoDOT and the City of Springfield requested a modification to include additional funding received by MoDOT for the sidewalk project on Kearney Street/Route 744 to include pedestrian improvements from Kansas Expressway to Glenstone Avenue. MoDOT was awarded statewide transportation enhancement funds to address ADA and pedestrian issues along Kearney Street, which was already slated for pavement improvements in FY 2012. The Technical Committee unanimously recommended approval of this amendment. Ms. Officer made a motion to approve Amendment Number Three to the FY 2011-2014 Transportation Improvement Program and was seconded by Mr. Fisk. The motion carried unanimously.

1. Administrative Modification Number Four to the FY 2011-2014 Transportation Improvement Program

Staff made two administrative changes to the FY 2011-2014 Transportation Improvement Program. The first modification was to change the funding source between the funding categories from STP to include STP and Enhancement Funding on the Chestnut Expressway Pavement Improvement. The second modification was for ATMS Deployment Phase II, adding $29,000 in local funds.

1. OTO Long Range Transportation Plan (LRTP) Update

Ms. Longpine updated the Board on the Long Range Transportation Plan. Staff has finalized a list of roadway projects for the LRTP Committee to review for scoring. The scoring will be prioritized by High, Medium and Vision. The Bicycle and Pedestrian Committee has been working to establish goals, prioritize policies and regional projects for the Bike/Ped to be included in the Long Range Transportation Plan. BPAC is developing a database of local projects to use in conjunction with road projects, maximizing the use of funding available. Staff is working to develop performance measures, tracking how well the funding is being used. Staff continued public involvement by promoting the Rideshare program at Earth Day and getting more comments from the public. Staff is continuing to work on the LRTP draft chapters. Staff plans to have a final draft by the end of June with approval in August.

1. Office Relocation Discussion

Ms. Edwards explained the inadequate meeting room space at the current OTO office. She explained the hardships in currently finding meeting space, often with rental cost. OTO has had some safety concerns at their current location. Ms. Edwards stated that having a larger office space would allow easier access for Board Members and allow for a central meeting location. Ms. Edwards explained the additional costs associated with moving the OTO office, such as increased rent, utility cost, etc. Ms. Edwards stated, if approved, a budget amendment would be submitted to FHWA for approval prior to making any financial commitment. Ms. Officer suggested finding a location with better parking. Ms. Edwards asked the Board to refer review to the Executive Committee for a recommendation to the Board. Mr. Huntsinger suggested creating a smaller group to evaluate sites available rather than getting the Executive Committee together as a whole. Ms. Edwards stated that five of the eight-committee members have agreed to review the suggested sites on May 10th. Mr. Compton asked if a funding source has been identified to cover the additional cost associated with the move. Ms. Edwards stated OTO receives approximately $472,000 in federal funding with local jurisdiction at a 20% match. Ms. Edwards stated no additional local funding would be necessary to cover the cost. Mr. Fisk made a motion to refer the Office Relocation discussion to the Executive Committee for recommendation to the Board of Directors and was seconded by Mr. Kruse. The motion carried unanimously.

1. 2012 Insurance Allowance Increase

Ms. Edwards stated the OTO staff is requesting an annual $500 employee insurance allowance increase for 2012 explaining the current allowance is $4,500 per year. Mr. Broyles asked if OTO staff could attach to another organization associated with OTO. Ms. Edwards replied she has requested to have City Utilities possibly add the OTO Staff to their insurance plan. Mr. Compton asked if it would be possible to change the effective date to July 2011 rather than January 2012. Ms. Officer made a motion to approve a $5,000 insurance allowance for OTO Employees effective July 1, 2011 and was seconded by Mr. Fisk. The motion carried unanimously.

1. FY 2012 Unified Planning Work Program

Ms. Edwards explained the OTO is required to prepare a Unified Planning Work Program annually that included plans and programs the MPO will undertake during the fiscal year. The UPWP is broken down into seven tasks. The budget is divided between 80% federal funding and 20% local contributions. OTO developed a financial plan to utilize In-Kind match, direct cost, and donated City Utility match funding. Because of this funding, OTO is able to maintain an operating fund balance. The UPWP Subcommittee voted via email to recommend the draft FY2012 UPWP to the Technical Planning Committee. During the last Technical Planning Committee meeting, the FHWA informed staff that the Rideshare program, which includes [OzarksCommute.com](Sharon), was not eligible for Consolidated Planning Grant funding. FHWA suggested the program could be funded through STP-Urban funds in lieu of the ONEDOT Planning Funds. This would require $32,800 to be subtracted from the STP-Urban allocation prior to the distribution to OTO member jurisdictions. Ms. Edwards has requested a one-year reprieve from the FHWA on this ruling and is awaiting a response from FHWA. Ms. Edwards advised the Board that St. John’s and Drury both have a portal on OzarksCommute.com and feels it is a very useful tool for citizens of Springfield. Mr. Juranas questioned how many people are using this program. Ms. Longpine suggested approximately 250 people are registered at this time, but felt more will register in the future because of rising gas prices.

Ms. Officer questioned some budget amounts. In researching the actual cost versus the budget amount, she questioned if some of the costs were going to be used later or if costs would be incurred at all. Ms. Edwards explained some budgeted items would be used later in this fiscal year. Ms. Edwards clarified if the budget was cut to reflect true actual cost spending; it would take approximately 60 days for approval if additional funding were needed. Mr. Childers asked if one divided the cost of the Rideshare program among the users or if it was a fixed cost. Ms. Edwards explained it was a fixed cost and not based on the number of users. Ms. Hacker felt the cost associated with the Rideshare was not beneficial. She asked if it would be possible for the main entities using this program fund the cost of the program.

Ms. Officer stated that all local jurisdictions are paying 20% on the full budget. Ms. Edwards responded by saying the additional funding is allowing OTO to build a reserve in funds. Ms. Edwards would like to have a fund reserve of 3-6 months. She also explained that OTO has to spend the funds in order to be reimbursed for them. Mr. Childers asked if OTO has a line item in the budget for the reserve funds. Ms. Edwards responded that OTO currently does not separate those funds. Mr. Childers explained that he has had several discussions on this issue on a local level. He asked if it would be better over budget or set up a reserve fund line item. Ms. Officer agreed with Mr. Childers it would appropriate to have a policy for OTO have a reserve of funds. Mr. Lapaglia asked for a motion to either place a continuance on the discussion having Ms. Edwards come back after further review or vote to accept as is. Ms. Officer asked if there was a deadline to submit the UPWP. Ms. Edwards replied OTO has to have a contract in place by July 1 and she tries to submit the UPWP 60 days prior to give adequate time for review. Ms. Officer made a motion to approve the UPWP as presented and requested to revisit the budget issues once the amendment for the office space is requested and was seconded by Mr. Fisk. The motion carried unanimously.

1. Federal Functional Classification Change Application

The Federal Highway Administration has a federal functional classification system that determines the eligibility of federal funding criterion. OTO is required to have a process to request amendments to the federal functional classification. The FHWA requested that the OTO take ownership for developing and updating a statewide highway functional classification in rural and urban areas. OTO is proposing the federal functional classification change application to serve as the process by which changes are requested having the OTO Board review and approve all suggested changes. Mr. Broyles made a motion to approve this process and was seconded by Mr. Childers. The motion carried unanimously.

1. Federal Functional Classification Change for Farm Road 103/Hunt Road

The City of Willard is requesting to change the Federal classification of Farm Road 103/Hunt Road from local to collector from Division Street (EE) to US 160. The reason for the request results from an increase in traffic due to the new airport terminal access. Mr. Keltner stated this area is being used as a shortcut to the new airport terminal. Mr. Childers made a motion to approve the federal functional classification map change and was seconded by Mr. Bengsch. The motion carried unanimously.

1. Safe Routes To School Applications

Ms. Edwards informed the Board of four (4) Safe Routes To School Applications submitted. The grant cycle went from February 1, 2011 through April 15, 2011. Funding was for infrastructure projects. The infrastructure projects would include the planning, design, and construction of the infrastructure related projects such as sidewalk improvements, bicycle and pedestrian crossing improvements, and traffic diversion improvements near schools. Greene County submitted two applications. One was a Harrison Elementary School trail connection creating two bicycle and pedestrian trail connections to neighborhoods located on the East side of Harrison School. The second was Carver Middle School trail connection creating three connections to the South Creek Trail. The City of Ozark submitted two applications. One was the Ozark Junior High Underpass. This project consists of an ADA compliant, concrete sidewalk that will cross underneath State Highway 14 on the East side of the bridge over the Finley River in Downtown Ozark, which would connect, to an existing sidewalk along the South side of Highway 14. The second was South Elementary School Sidewalk extending an existing sidewalk approximately 300 feet to nearby Oak Hill Subdivision. This project will consist of striping for two pedestrian street crossings and five pedestrian driveway crossings.

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

Mr. Juranas advised the Board that the application for CC was approved for a diverging diamond interchange to begin FY 2015.

1. **Transportation Issues For Board of Directors Member Review**

None.

1. Articles for Board of Directors Member Information

Members were given informational transportation related articles.

1. **Adjournment**

Mr. Lapaglia advised everyone that the next Board of Directors regular meeting is scheduled for Thursday, June 16, 2011 at 12:00 P.M. in the Busch Municipal Building Fourth Floor Conference Room.

Mr. Fisk made a motion to adjourn and was seconded by Mr. Scheid. The motion carried unanimously.

The meeting adjourned at 1:12 p.m.