OZARKS TRANSPORTATION ORGANIZATION

BOARD OF DIRECTORS MEETING MINUTES

JUNE 16, 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:

Ms. Becky Baltz, MoDOT Mr. Tom Finnie, Citizen-at-Large

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

Mr. Phil Broyles, City of Springfield (a) Mr. Lou Lapaglia, Christian County (Chair)

Mr. Steve Childers, City of Ozark (a) Ms. Lisa Officer, City Utilities

Mr. Jerry Compton, City of Springfield Mr. Bob Scheid, Airport Board

Mr. J. Howard Fisk, Citizen-at-Large Mr. Jim Viebrock, Greene County

1. *Denotes alternate given voting privileges as a substitute for voting member not present*

The following members were not present:

Mr. Mokhtee Ahmad, FTA Ms. Roseann Bentley, Greene County (a)

Mr. Sam Clifton, City of Nixa Mr. Thomas Bieker, City of Springfield (a)

Mr. Tom Keltner, City of Willard Mr. Shawn Billings, City of Battlefield (a)

Mr. Aaron Kruse, City of Battlefield Mr. Brian Bingle, City of Nixa (a)

Mr. Jim Huntsinger, City of Republic Mr. Jim Bresee, Christian County (a)

Mr. Bradley McMahon, FHWA Mr. John Elkins, Citizen-at-Large (a)

Mr. Shane Nelson, City of Ozark Mr. Larry Highfill, City of Strafford (a)

Mr. Jim O’Neal, City of Springfield Mr. Jim Krischke, City of Republic (a)

Mr. John Rush, City of Springfield Mr. Steve Meyer, City of Springfield (a)

Mr. Mark Schenkelberg, FAA Mr. Mr. Tom Rankin, City Utilities (a)

Mr. John Vicat, City of Strafford Mr. Tim Smith, Greene County (a)

Mr. Brian Weiler, Springfield-Branson National Airport (a)

Others Present: Mr. Ray Weter, State Representative, 142 District; Mr. Dan Wadlington, Senator Roy Blunt’s Office; Mr. Dan Smith, Greene County Highway Department; Mr. Matt Baker, Congressman Billy Long’s Office; Mr. Frank Miller and Mr. Kirk Juranas, MoDOT; Ms. Sara Edwards, Ms. Natasha Longpine, Mr. Curtis Owens, Mr. Chris Stueve and Mr. Michael Sparlin, Ozarks Transportation Organization; Ms. Ann Razer and Mr. Ralph Rognstad Jr., City of Springfield Planning & Development; Ms. Megan Hammer, Senator Claire McCaskill.

Mr. Lapaglia called the meeting to order at 12:02 p.m.

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

Mr. Lapaglia asked for member introductions. Mr. Juranas was awarded a plaque thanking him for his time with the OTO. Mr. Juranas welcomed Ms. Baltz and thanked the group for their recognition.

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

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

1. **Approval of the April 21, 2011 Meeting Minutes**

Mr. Lapaglia asked for a motion to accept the April 21, 2011 meeting minutes as presented. Mr. Broyles made a motion and was seconded by Mr. Compton. The motion carried unanimously.

1. **Public Comment Period**

None.

1. **Executive Director’s Report**

Ms. Edwards stated that there were staff changes at OTO. Mr. Curtis Owens was hired as the transportation planner, from Mid-Missouri Regional Planning Commission. Mr. Michael Sparlin was hired as OTO’s intern. Ms. Sharon Davis moved back to Tennessee to be near family. Ms. Debbie Parks, former Office Coordinator is returning to the OTO on June 28.

She stated that the OTO’s new fiscal year starts on July 1, 2011. There will be an audit in the new fiscal year. The OTO is also in the process of selecting a consultant for the Transit Study. The Transit Study will look at existing routes and at the possibility of extending routes. It has been narrowed down to two consultants and should start within 30 days.

There will be an E-Meeting of the Board of Directors on June 23rd for a TIP amendment for the City of Strafford OO and 125 project. The City of Strafford received statewide cost share funding. Per federal law, there is a fourteen day public comment period that had to be met, so it could not be put on this Board agenda.

The Transportation Improvement Program will be on the next Board of Directors Agenda listing all the improvements for the next fiscal year.

The 5310 applications have been mailed out and the OTO conducted training on the application process. These applications are due soon.

Staff is attending the MPO roundtable in St. Louis where there will be discussions on what the various MPOs are doing. There are seven MPOs altogether: Kansas City and St. Louis take turns sponsoring the event and MoDOT participates, as well.

1. **Legislative Reports**

Mr. Baker stated that Chairman Micah of the Transportation Infrastructure Committee came out with a report looking at the Northeast corridor for transportation and a high speed rail plan. This plan would allow private business to come into the rail business as a pilot program and release Amtrak from being in charge of the rails. It is unclear how the change would affect St. Louis. There is no word on the Highway reauthorization bill; the House is working on it, but the Senate has slowed down.

Mr. Wadlington stated there was decisive indecision in the Senate’s position, nothing has changed since Senator’s visit, and there will be no movement until the debt issue is settled. The President still wants $522 billion with high speed rail, but there is only $260 billion in revenue. A higher gas is tax not supported, and neither is a mileage usage tax. The Senate is looking at the debt reduction plan, and then will see what comes out of committees.

Ms. Hammer stated that locally, David Rauch has left for a two and half week vacation so the office will be closed. She stated she could be reached at the DC office and the local number will forward to elsewhere in the state. She apologized for any inconvenience.

Mr. Fisk asked about Chairman Micah’s TSA Screener issue, and trying to take control of the process. He inquired if there was anything new. Mr. Baker stated he would look into the issue.

**New Business**

1. **Draft Operating Reserve Policy**

Ms. Edwards stated that there was a need for an OTO Operating Reserve Policy and that it had been discussed at the previous Board of Directors Meeting. The Executive Committee met to discuss the issue and voted to move it to the Board for approval. The policy proposes a minimum of three months of expenses so that the OTO can maintain an adequate operating balance. MoDOT can take up to sixty days to reimburse the OTO for expenses. The OTO is reimbursed at 80 percent by MoDOT, so there is a need for the 20 percent match to be on hand.

The policy also asks that a report of the operational fund balance be included with the quarterly report. Three months worth of expenses equals roughly $142,000.

Mr. Finnie questioned the process for waiving the maximum. Ms. Edwards stated that it would trigger a discussion if it goes over. Mr. Finnie recommended changing “shall” to “may” if it reaches the six month maximum expense. Mr. Fisk had the same concern about a future situation. A waiver is good, but the OTO needs to be able to deal with it. Mr. Lapaglia stated leeway is good if needed.

Ms. Officer made the motion to approve the amendment. Ms. Hacker seconded and the amendment to the draft operating reserve policy passed unanimously. Mr. Fisk made the motion to approve the draft operating reserve policy. Ms. Hacker seconded and the motion carried unanimously.

1. Financial Statements for 3rd Quarter FY 2011

Ms. Officer stated that there is $154,005 in the OTO checking account. The Profit and Loss Budget comparison shows that the OTO is under budget for the revenues and expenses for the third quarter. The OTO is at 46 percent of the budget for total revenue. Revenues are driven by expenses since the grant is reimbursable. The expenses are also significantly below budget due to items not being completed or carried into the next year budget. Net income for the fiscal year to date is $82,006.

Mr. Broyles made the motion to accept the third quarter financial report. Mr. Finnie seconded and the motion was carried unanimously.

1. OTO Office Relocation Discussion

Ms. Edwards stated that the OTO had conducted several meetings of the Executive Committee to look at possibilities for future office space. Another meeting will be scheduled to continue discussing options for future office space.

1. FY 2012-2016 Statewide Transportation Improvement Program

Mr. Miller stated that a summary of the Statewide Transportation Improvement Program was in the Board packet. These projects will also be moving into the Transportation Improvement Program next month. There have been some cost savings that will allow some additional projects to be added to the STIP and then to the TIP.

Funding has declined, so MoDOT is not able to accomplish the big projects. Instead, the emphasis will be on cost sharing projects with improvements to safety or projects with a safety aspect to them. There are some projects that will make a difference in the STIP. The summary in the packet includes all of the former District 8. These include turn lanes in Nixa on 160 to Reed Springs. In addition, there is a cost share on Ozark Hwy 14. The Weaver and Campbell Intersection is currently under contract. There are minor turn lane improvements at Glenstone and Peele to help improve operations there. MoDOT is not able to redo everything there, but they are trying to make it better. The same situation is at Kansas Expressway and the James River Freeway. MoDOT is working on turn lanes to make the traffic flow through the interchange better.

There are turn lanes at 125 and Washington Street in Strafford. The Strafford project will complement the economic development project at 125 and OO with John Deere. There is a cost share with the City of Republic to signalize Oakwood Avenue and Route 160 at Republic Ford. MoDOT is adding a signal at Route 160 and Hunt Road in Willard. There are also minor improvements to the ramps at the James River Freeway to give people more time to merge on and off the freeway.

A few high profile projects are in Christian County. There are the intersection improvements at Hwy 14 and Cheyenne and CC, in addition to Cheyenne and realigning CC to the Fremont Hills area. There have been public meetings on this as well as crash data to support the safety concern there. There is a project in Republic to install Adaptive Signal Technology. This is a good place to test the technology because there is a series of signals without signalized cross-streets. The technology gives real time traffic signalization. It was also implemented on Range Line Road in Joplin. There may be more of this technology in the future. The remainder of the projects was not new to the Board of Directors.

Ms. Officer made the motion to approve the proposed Statewide Transportation Improvement Plan. Mr. Scheid seconded and the motion was carried unanimously.

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

Ms. Edwards stated that one project needed to be added to the current year TIP.

Missouri State University received an earmark for improvements to the Kansas Expressway and Broadmoor intersection. The University had money left over from a previous project at the location and was proposing to use the leftover earmark to add an acceleration lane. The total cost is $268,048.

Mr. Compton mentioned that there had been a few accidents at that intersection; he assumed that the State was monitoring that particular situation. Mr. Miller stated there was a list of places that need signals, and that location was not on the list, however, he stated that MoDOT was monitoring the intersection.

Mr. Fisk made the motion to approve Amendment Number Four to the FY 2011-2014 Transportation Improvement Program. Ms. Officer seconded and the motion carried unanimously.

1. OTO FY 2012 Enhancement Funding Handbook and Application

Ms. Longpine stated that the last time the Enhancements were awarded, there were changes requested by the committee and applying jurisdictions. The request was to update the Enhancement Application process and make it easier to follow and complete as a jurisdiction, in addition to changing the scoring process. The scoring criteria would be changed from a general range of 1 to 3 points to specific requirements for 1, 2, or 3 points. The goal is to have the Enhancement Funding Handbook updated before any additional funding comes through. The schedule shows TBD (to be determined), but that will be set once the funding is available and the funding timelines are known.

Mr. Broyles made the motion to approve the 2012 OTO Enhancement application. Mr. Fisk seconded and the motion was carried unanimously.

1. OTO Long Range Transportation Plan (LRTP) Update

Ms. Longpine stated that the Long Range Transportation Plan was still being updated. The information in the agenda is an update on the prioritization process of the plan. Bicycle and Pedestrian goals that have been set are the broad direction on how to move forward with Bicycle and Pedestrian activities. There are also policy priorities that are being set, for broader things like sidewalks surrounding the schools. The plan now clearly states that those types of priorities are supported. Also added to the plan are specific projects that the region would like to see move forward. Those projects are mostly trails that have a regional impact, like connecting each community. There is also a list that is to be maintained annually of all the potential bike and pedestrian projects. The OTO can then quickly look at the project and see how to incorporate another project that is already happening.

There is a constrained priority list and an unconstrained priority list for roadway projects. These lists are based on the amount of funding that is projected until 2025, just over $600 million dollars. The LRTP Committee used a prioritization process to decide what projects added up to the $600 million dollars.

The remaining billion dollars worth of projects are on the unconstrained list. The projects are documented in the plan if future funding becomes available. The last Long Range Transportation Plan included high/medium priorities, but this plan update uses constrained and unconstrained. The LRTP Committee is currently working on performance measures and pulling the end product together.

1. Title VI Complaint Procedure Update

Ms. Longpine stated that the Title VI Complaint Procedure was being updated to ensure compliance with federal regulations. The prior transportation authorization bill that the OTO is working under requires the OTO to include low English proficiency populations in all of the planning activities and to make sure that they are included in the procedures. The current Title VI Complaint Procedure did not have that wording, so it has been added among the list of people whom the OTO does not discriminate against.

Mr. Fisk made the motion to approve the OTO Title VI Policy and Complaint Procedure. Mr. Finnie seconded and the motion carried unanimously.

1. MoDOT’s Bolder Five-Year Direction

Mr. Lapaglia welcomed Ms. Baltz. She briefly introduced herself.

She stated that MoDOT had discussions about funding dropping of the cliff for several years. There have been changes that have recently come about. MoDOT knows that the changes will not solve all the funding problems but feels it is the responsibility and duty to put as much funding as possible into the road and bridge system and keep it in the best condition possible. Mr. Miller talked about some of the MoDOT projects coming up due to the savings over the past years. There will be a lot of resurfacing, a few bridge replacements and an occasional spot safety improvement. The huge projects that MoDOT completely funds will not happen until the funding situation changes.

The MoDOT Commission passed the “Bolder Plan” on June 8 after looking at the available resources and what could be done differently. The handouts passed out during the Board Meeting are from the June 8 meeting and replace the information in the Board agenda packet. This had already been updated on the online agenda. MoDOT has changed the Districts and the Southwest District now consists of 21 counties. There is a map included in the handout that shows the outline of the new area.

Across the state there are now seven district offices. The Joplin District office is one that will be closed. The MoDOT building in Joplin will be offered to the Joplin School System since the Tornado damaged their facilities. MoDOT staff in Joplin will be relocated to other parts of the MoDOT complex. There will still be a strong regional presence in the three districts that closed offices. The communities of Joplin, Macon, and Willow Springs were concerned with the closures of the offices. There will still be a strong presence with design, construction, and maintenance staff around the state. It is a misconception that there will be no MoDOT resources there anymore.

Dan Salisbury will be the Assistant District Engineer working out of the Joplin Office. Andy Mueller is the Assistant District Engineer for the Springfield Southwest office. Mr. Mueller had previously been working statewide on local programs. There will also be another assistant to the district engineer since there are over 750 employees. It is the largest number of employees in the state so management will be a little different.

In addition to the office closures, there will also be a reduction in the number of facilities from 281 to 174. The number of construction offices will be reduced from 46 to 29. MoDOT’s equipment will be reduced by about 740 pieces of equipment. There will be significant reductions in all areas. The largest portion of total savings comes from the reduction of employees by 1,200. This reduction was approved by the Commission and should be complete by March 2013. So far, the work force has been reduced by 450 employees.

MoDOT has implemented Practical Operations, which is a follow up to Practical Design. Practical Design allowed more efficiency in snow removal processes and road striping. MoDOT is also installing fewer signs. MoDOT is looking at every area to become completely efficient. MoDOT will provide quarterly reports to the Commission on the process and will update the Board of Directors.

Mr. Fisk asked what impacts the storms in Joplin had. He inquired if the full resources from the rest of the Southwest District would be diverted to Joplin to complete the cleanup and rebuilding. Ms. Baltz stated that MoDOT had the state roads cleared before the next morning, with the exception of I-44, but that only took 24 hours. MoDOT started cleaning the city streets and ignored boundaries to get the job done. FEMA stated that MoDOT accomplished this four days quicker than any other disaster area. MoDOT had a quick sign plan by writing street names on pavement with paint, and officers directed traffic while they put up signals. MoDOT used sign resources from all over the state. The Army Corp of Engineers is removing debris. Materials are coming from all over the state so it is not a resource drain on the remainder of the Southwest District. Mr. Weter thanked MoDOT for the quick action of painting street names and numbers on the street.

Ms. Baltz stated Mr. Matt Seiler had moved to become the new Southeast District Engineer in Sikeston, MO. She stated that the transitions have been very rapid.

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

Mr. Fisk had an announcement on the upcoming public meeting on the Airport Master Plan on June 28th at the Library Station. Mr. Scheid announced that there was an art exhibition, Flights of Fancy, the previous week. There were 350-400 attendees, contributing almost $800 to the arts program. This is one of several events to be scheduled at the main Springfield-Branson Terminal.

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

Mr. Broyles stated that hopefully by the August meeting, there will be a starting list for 1/8-cent Transportation Projects. This will be up for vote August 2012. The city will start with an introductory list, and then go to the public. In September, this will be sent out and then go to Council during the first of next year.

1. Articles for Board of Directors Member Information

Articles were attached for Board Member review.

1. **Adjournment**

Mr. Lapaglia advised everyone that the next Board of Directors regular meeting is scheduled for Thursday, August 18, 2011 at 12:00 P.M. in the Busch Municipal Building Fourth Floor Conference Room.

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

The meeting adjourned at 12:53 p.m.

