

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
August 20, 2015**

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. J. Everett Mitchell, City of Willard (a)
Mr. Harold Bengsch, Greene County	Mr. James O'Neal, Citizen-at-Large
Mr. Steve Bodenhamer, City of Strafford (a)	Mr. Dan Smith, City of Springfield
Mr. Steve Childers, City of Ozark (a)	Mr. Steve Stewart, City Utilities
Mr. Bob Cirtin, Greene County	Mr. Richard Walker, Citizen-at-Large
Mr. J. Howard Fisk, Citizen-at-Large	Mr. Brian Weiler, Airport Board (a)
Mr. Warren Griffith, City of Battlefield	Mr. Ray Weter, Christian County
Ms. Debra Hickey, City of Battlefield (a)	

(a) Denotes alternate given voting privileges as a substitute for voting member not present

The following members were not present:

Mr. Mokhtee Ahmad, FTA	Mr. Jim Krischke, City of Republic (a)
Mr. Mark Bechtel, FTA (a)	Mr. Ken McClure, City of Springfield (Chair)
Mr. Brian Bingle, City of Nixa (a)	Mr. Bradley McMahon, FHWA
Mr. Brian Buckner, City of Republic	Mr. Steve Meyer, City of Springfield (a)
Mr. Chris Coulter, Greene County (a)	Mr. Andy Mueller, MoDOT (a)
Mr. John Elkins, Citizen-at-Large (a)	Mr. Shane Nelson, City of Ozark
Mr. Craig Fishel, City of Springfield	Mr. Dan Salisbury, MoDOT (a)
Mr. Wendell Forshee, City of Willard	Mr. Mark Schenkelberg, FAA
Mr. Rick Gardner, City of Ozark	Mr. Brian Steele, City of Nixa
Mr. Corey Hendrickson, City of Willard	Mr. Bob Stephens, City of Springfield
Ms. Susan Krieger, City of Strafford	

Others Present: Mr. Joshua Boley, Ms. Sara Fields, Mr. Jacob Guthrie, Ms. Natasha Longpine, and Ms. Debbie Parks, Ozarks Transportation Organization; Mr. Truman Isbell, City of Ozark Police Department; Mr. Rick Artman, Greene County; Mr. Marc Lewis and Mr. Bruce Pettus, MoDOT; Mr. Matt Hough, Congressman Long's Office.

Mr. Cirtin called the meeting to order at 12:00 p.m.

I. Administration

A. Introductions

B. Approval of Board of Directors Meeting Agenda

Mr. Bengsch made the motion to approve the August 20, 2015 Meeting Agenda. Mr. Fisk seconded and the motion was seconded.

Mr. Bruce Pettus made a correction that Lieutenant Truman Isbell was attending in place of Sargent Appleton. Ms. Fields had a correction, at the last minute Item H was added to the agenda and had been distributed. The motion carried unanimously.

C. Approval of the June 18, 2015 Meeting Minutes

Mr. Weiler made the motion to approve the June 18, 2015 Meeting Minutes. Mr. Bengsch seconded and the motion carried unanimously.

D. Public Comment Period

Ms. Fields stated that there was a public comment received via Twitter about the signage of the Diverging Diamond on National Avenue and James River Freeway. The public comment has been referred to the City of Springfield.

E. Executive Director's Report

Ms. Fields stated that work is centered on the Long Range Transportation Plan update at the moment. The update is required by federal law every 5 years. The Long Range Transportation Plan Subcommittee is meeting next week to look at goals and actions and to prioritize the projects in the plan. The subcommittee worked hard on the Major Thoroughfare Plan and those changes are in the agenda. The Aerial Photography flight is planned for next spring. The OTO participates and contributes \$40,000 which is used to offset member cities and counties cost, as seen on their invoices.

The traffic sensing units are under contract and hopefully will be installed later this year. The OTO share is 11 units, 9 fixed and 2 mobile units, which come in a little under \$80,000. Ewing Signal of Nixa, MO was awarded the contract and is using a secondary contractor for the software.

The OTO has been doing media outreach. Ms. Fields stated she, along with Dan Smith and Becky Baltz, was on Ozarks Public Television, for Sense of Community. There were a lot of questions about transportation in the area. There was a lot of positive feedback from people who saw the program. Ms. Fields stated she also was interviewed by KSMU and the League of Women's Voters. KOLR 10 and the News-Leader both ran stories last month on the Long Range Transportation Plan Survey. The OTO's Multimedia Coordinator, Mr. Joshua Boley has been working to correspond with the media.

Ms. Fields mentioned that the auditor has been in auditing the OTO's financial statements. That is done every year. There has been no findings so far and staff is expecting a clean audit in September or October.

F. MoDOT Update

Ms. Baltz stated that MoDOT's funding came in over the projections. It covers the concern about not matching federal funds in 2017, which will help the State through one more year. The Commission will be discussing the additional funds and how to program the funds. The entire State saw an increase of revenue this year overall of 9%. MoDOT saw a 4% growth.

The biggest increase was in vehicle sales tax. That is a good indication that the economy is improving.

Ms. Baltz also mentioned that the Chestnut Railroad Overpass Project has been delayed. It was supposed to be let this summer, but MoDOT was not able to acquire all the property for the project. It will be delayed until the Spring. That decision to delay the start of construction was made so the area would not be torn up over the winter.

G. Legislative Reports

Mr. Hough stated that the Highway funding issue has been kicked further down the road. The funding was tied to a Veteran's bill that would provide some funding in the beginning of October for Veterans to receive medical care at non-Veteran Administration facilities. The Highway funding is secure until the end of October. The hope is for a long term solution.

II. New Business

A. Traffic Incident Management Presentation

Mr. Bruce Pettus, the Incident Management Coordinator from the MoDOT Southwest District, introduced himself. He gave a presentation on the Traffic Incident Management Training that is nationwide training. Prior to 2006, traffic incident management was done really at the local level, and as agencies saw fit. So Federal Highway under the SHRP Strategic Highway Research Program 2, worked to put together one traffic incident management program for all agencies. MoDOT began doing the training in Missouri. In Springfield the first Train the Trainer Intersession for Trainers which was made up of all disciplines, towing, EMS, fire, municipalities, city utilities had 20 trainers from our region that scheduled training throughout the last year. There has been 900 responders trained in the southwest region last year. The goal is 31,000 responders trained in the State of Missouri. He introduced Lieutenant Truman Isbell from the City of Ozark Police Department.

Mr. Isbell gave an update on the City of Ozarks Police Department implementation of the Traffic Incident Management. He stated that every officer in the Ozarks Police Department, Christian County Dispatch, and the Ozark Fire Department have all received the training. The local tow truck operations have also been trained as well. He gave examples where the training had worked and the results.

Ms. Fields asked him to talk about the requirements placed on the tow truck drivers on clearing and arrival times. Mr. Isbell stated that the City of Ozark has a 20 minute response time. If a tow truck driver is unable to make it in 20 minutes the driver is skipped and the next driver is called. Most drivers are good to provide actual estimates. There is also the enforcement of the law, on all tow truck drivers, to wear reflective vests. The drivers now understand that there might be a wait time before the accident can be cleared. But the drivers are there and ready to go.

Mr. Pettus stated that the training conducted was multidisciplinary so the wrecker operators were trained at the same time as the other responders. He elaborated on the training aspect and passed out a flyer on the Traffic Incident Management Training. He stated that the district administers a traffic incident management self-assessment. This is typically done in cities with over a million people. However the district decided to do the

assessment, which consists of 51 questions put together by the Federal Highway Administration. The assessment is sent out to response agencies and then there is a meeting to score the assessments. The area scored 131 out of 204 and is serving as a template for goals in the upcoming year. One of the key goals is to have a Traffic Incident Management Committee in force. The OTO will be forming a Traffic Incident Management Committee to help the cities, municipalities and agencies have an active role.

Mr. Fisk asked on the scores, what was the highest and lowest scores. Mr. Pettus stated that the Traffic Incident Training was the highest and the Traffic Incident Management Committee was the lowest, since one had not been established yet. Ms. Baltz mentioned that Mr. Pettus works out of the Transportation Management Center that is shared with the City of Springfield. Mr. O'Neal asked if the scope of the training included all the regions and political subdivisions. Mr. Pettus stated that it has been opened up to all the counties in southwest Missouri. There has been Training for the Trainers from all counties. There is a task force made up of multidiscipline leaders that continue to make sure that all the agencies are captured. The majority have been very receptive and supportive. There are a few that are not.

B. Amendment Number Six to the FY 2015-2018 TIP

Ms. Longpine stated that there are four parts to the TIP Amendment Six. The projects were recommended from the Local Coordinating Board for Transit's 5310 funding process. The projects enhance elderly and disabled transportation. The projects are added categorically to the TIP. \$267,000 New Freedom type projects are being programmed in the TIP. This includes funding for City Utilities projects that go above and beyond ADA. There are also vehicle purchases for local nonprofits who provide transportation for the elderly and disabled. MoDOT helps administer the funds. There is about \$420,000 being programmed for vehicle purchases.

Mr. Fisk made the motion to approve TIP Amendment Number Six to the FY 2015-2018 TIP. Mr. Smith seconded and the motion was carried unanimously.

C. 5310 Program of Projects

Ms. Longpine stated that the Program of Projects gives the detail for the individual categories that contain the funding and relates to the actual applications received. This updated the Program of Projects that was approved in December, which includes funding from FY 2013 and FY 2014. This Program of Projects also adds in FY 2015 funding. 6 vehicles have been awarded. City Utilities was awarded a project for side walk and bus shelter improvements. In addition there was administration funding. She gave details on the projects. She stated that since the Technical Planning Committee meeting there were some changes made to reflect all of the projects that were awarded in December to make it a complete Program of Projects. There was also an additional project from another funding source that is going to be maintained as part of the POP.

Mr. Fisk mentioned that these are pass through funds and for some of the projects there are matching funds. These are not projects that are funded with the Local Jurisdiction Dues, but from federal dollars. Ms. Longpine stated it is the same kind of detail that is included in the TIP, with a competitive process. The Local Coordinating Board for Transit approves the

applications and the final approval is by the Board of Directors. Today's action will approve the awarding of funding to the local nonprofits, City Utilities, and MoDOT.

Mr. Weiler asked if more applications were received for vehicles then funding available. Ms. Longpine stated that it was really close but there were additional funds left that will be carried over. Mr. Weiler inquired if the funds will be lost or if the funding carries over to next year. Ms. Longpine stated that it had carried on and would have to be spent within 3 years. The old money gets spent first each time funding is awarded. Mr. Weiler stated that the issue was probably operating funds not necessarily capital funds. Ms. Longpine stated that the agencies try to request additional operational funds with the vehicles but only vehicles can be awarded with the projects.

Mr. Weiler made the motion to approve the FTA 5310 Program of Projects. Mr. Griffith seconded and the motion carried unanimously.

D. Public Participation Plan Evaluation

Mr. Boley stated that periodically the OTO examines what it is doing with the public participation. He outlined what the OTO had done with the last evaluation. The OTO had a new logo, public comment address (comment@ozarkstransportation.org), 2 Facebook and Twitter campaigns, posters on City Utilities buses and terminals, and the Transportation Input Initiative Committee. The Transportation Input Initiative Committee conducted surveys, which resulted in 916 participants. The results will be used in the Long Range Transportation Plan.

There were some performance measures established for this evaluation. He outlined the performance measures, such as monitoring social media, enhanced media communication, and redesigning the website. In addition there would be a transit system promotion. Staff will work with City Utilities Transit to get information to commuters about regional transit providers.

Major Thoroughfare Plan Amendment

Ms. Fields stated that the Major Thoroughfare Plan was being examined as part of the Long Range Transportation Plan update. The City of Springfield requested a quicker revision for the section of road for South Kansas Expressway between James River Freeway and Republic Road. The request is to reclassify it from an expressway to a primary arterial, about 1,000 feet long. The purpose is so that another driveway can be added from the Price Cutter property that would enter near the dual turn lanes that are part of Kansas Expressway right now. The main difference between the primary arterial and the expressway is reduced right-of-way, from 180 ft. to 110 ft. The directional median breaks are 660 ft. and full intersections are permitted closer together. Driveways are allowed at 330 ft. instead of 660 ft. The City of Springfield does enforce the Major Thoroughfare Plan, which is great when jurisdictions do that. However, the City of Springfield's standards do not line up with the OTO standards exactly, being only 300 ft.

Ms. Fields mentioned that in addition, that across Kansas there are businesses such as Subway and Arbys who might want the same accommodation for a driveway. She stated that there was history on this project since the Board of Directors had denied this request in 2011. The Federal Functional Classification was changed, because that is how the road is

currently functioning. The volumes are just under 20,000, so it is functioning as a primary arterial. Once Kansas Expressway is extended those levels will increase. By 2035, it could be 8,000 to 10,000 higher. The OTO is recommending denial of the request. It is functioning at a pretty high volume. It is designed and developed as an expressway. There are no driveways there now. The less traffic conflicts in the area the better. The added propensity for accidents goes up with the addition of a driveway. The Technical Planning Committee also voted to deny this request.

Mr. Weter inquired about the street north of Price Cutter. Ms. Fields stated it was Kingsley. Mr. Weter stated it appears that there are actually two access points off Kansas Expressway. Mr. Fisk stated that he did not want to be negative, but there was no reason to change because the volumes are going to increase in the future. It would be different if it was an existing development and the access was being taken away. Mr. Cirtin asked about the vote from the Technical Planning Committee. Ms. Fields stated it was unanimous. Mr. Smith stated that he was not at the Technical Planning Committee, but from the Public Works standpoint, there was a request for a driveway access that has been forwarded from the developer. The City of Springfield Public Works is not taking a position on it. Looking at the pros and cons, the pro is that when Kansas Expressway is extended south it will be a primary arterial. This would match the extension with James River Freeway being the breaking point. On the negative side, a driveway access this close to Republic Road would be a significant change.

Mr. Bengsch inquired about what has changed since it was turned down in 2011 to make it desirable. Mr. O'Neal asked if there were any requests from the opposite side of Kansas Expressway from the other businesses. Ms. Fields stated not that staff was aware of. Mr. O'Neal inquired if the median in the middle would be eliminated. It appeared that this was simply the ability to make a right turn only into the developer's project. Ms. Fields stated that it was a right turn out as well through two turn lanes, a through lane and possibly through a left turn lane. Mr. Smith said that the most significant movement is the right out. Mr. O'Neal asked for an update on the Kansas Expressway extension status. Mr. Artman gave an update on Greene County's progress.

Ms. Hickey stated that she drove the area every day and was not in support of the reclassification. She stated that there was already congestion and had had numerous near misses in the dual right turns already. She could not imagine another drive way there, it would create a lot of traffic congestion.

Mr. Fisk made the motion to approve the proposed Major Thoroughfare Plan Amendment. Mr. Weiler seconded and the motion was denied unanimously.

Mr. Cirtin stated that the OTO should send a letter to the developer informing of the denial of the reclassification.

E. Major Thoroughfare Plan

Ms. Longpine stated that the Long Range Transportation Plan Subcommittee had been reviewing the Major Thoroughfare Plan. This spring staff went to meet with each jurisdiction and had multiple meetings as a full committee, to review the potential changes to the Major Thoroughfare Plan. This is the goal for the transportation system in the future.

In this case the year 2040. There were nearly 300 changes recommended. She outlined the changes. In addition there was an addition of rural collector to the design standards. The rural collector gives a 50 foot right-of-way and would be open ditch instead of having the curb and gutter requirement. This has been restricted to outside the tier two planning boundary in Christian County. There is also the area's first boulevard at ZZ by the Wilson Creek National Battlefield. It is slightly larger than a principal arterial, with some additional median and landscaping.

The Technical Planning Committee gave concurrence to these change. The OTO is looking for Board of Directors concurrence as well. The list will then go out to all the jurisdictions for approval by each community. Once the communities approve the Major Thoroughfare Plan and any recommended changes will be brought back to the Technical Planning Committee and Board of Directors for final approval.

Mr. Fisk made the motion to concur with the Proposed Major Thoroughfare Plan Changes. Mr. Childers seconded and the motion was carried unanimously.

F. Year-End Financial Statements for 2014-2015 Budget Year

Ms. Fields stated that that Mr. Jim Krischke was not able to attend the meeting, but had reviewed the financials. The OTO auditor was in the OTO's offices auditing these financials. No adjusting entries had been requested. She gave a summary of the OTO financial statements. The OTO was under budget at 78.4% of projected budget. The Travel Sensing Units were not purchased in the FY 2015. In addition a new FY 2016-2019 TIP was not produced. The OTO Operating Fund Balance is healthy at \$397,000. There is still the possible shutdown of the FTA Team payment system and OTO needs to be able to cash flow operations in that event or other situations.

The OTO received it's IRS Tax Status Determination as a designated Section 115. The OTO received a refund on part of the fee paid to the IRS for this designation. The refund was in the amount of \$5,000. In addition, the OTO completed the close out of the OTO Great Southern Bank account and is now banking solely at US Bank.

Mr. Bengsch made the motion to accept the Year-end Financial Report. Mr. Weter seconded and the motion was carried unanimously.

Mr. Cirtin added a note to the previous item on the Major Thoroughfare Plan Amendment. When the OTO writes the letter he wanted to make sure it was known it was an unanimous vote.

G. Purchasing Manual Amendment

Ms. Parks stated that when the manual was revised in April 2014 to match the FTA Purchasing Code, it stated that with leases under \$100,000 it would be excluded from the formal bidding procedures. However, as the OTO starts to look into a possible relocation when the OTO's lease expires, it was realized that leases over \$100,000 were not excluded. It is hard to do a RFP for property listings, because it typically takes eight weeks to go through a RFP process. Listings will have changed during the eight weeks. The change to the purchasing manual would allow for open competition, but not require a formal bidding process.

Mr. Smith made the motion to approve the Purchasing Manual Amendment. Mr. Fisk seconded and the motion was carried unanimously.

Mr. Fisk inquired if the change was three properties or three different agents. He was not sure if one agent was competitive. Ms. Fields stated that there are real estate multi listings, and most agents have access to those lists. It would not preclude other agents, since the OTO has actually used several in this case. But at a minimum the OTO needs to look at three properties. The agents are commissioned based and do a lot of work. The use of more than one agent would not be mandated but not ruled out. The OTO could use as many agents as the Executive Committee and Board of Directors would like.

III. Other Business

A. Board of Directors Member Announcements

Mr. Cirtin announced that Mr. Harold Bengsch had decided to run for reelection next year. Mr. Weiler announced the Springfield Branson National Airport had announced new Charlotte service on American Airlines beginning in November. There will be now 5 hubs, with about 25 flights out daily, for a total of 11 destinations. The airport is having a record year, with close to 900,000 projected to be in and out of the facility.

Mr. Weiler also thanked Ms. Fields and the OTO for the help in obtaining a MoDOT grant in the amount of \$500,000. The grant will help with the federally mandated upgrade at the US Customs office at the Springfield Branson National Airport. The US Customs office assists with the foreign trade zone that is made up of 23 counties. All bonded freight in the area via truck and rail also comes through the U.S. Customs office. The project is set to go to City of Springfield Council next Monday and hopefully the project will begin first part of next year.

Ms. Smith handed out a survey from the City of Springfield. He announced that the City of Springfield had the one-eight cent tax and the quarter cent capital improvement tax up for renewal in 2016. The survey was for the public to give input on projects and programs that would be considered in the renewal. The survey was not open to just residents but anyone who used the City of Springfield transportation system. There were 750 people who had taken the survey with a goal of over a 1,000.

Mr. Weter stated that there is a willing candidate for the Christian County Citizen at Large position. It will be voted on at an upcoming Commission meeting.

Mr. Cirtin asked if it was the first time the two taxes appeared on the same ballot. Mr. Smith stated it was.

B. Transportation Issues For Board of Directors Member Review

None.

C. Articles for Board of Directors Member Information

Ms. Fields mentioned that one of the articles graphics did not print. The article is discussing the return on the federal sales tax. For every \$1.00, Missouri gets \$1.06 back. That is still a good deal.

Mr. Weter mentioned that the Riverside Bride is now closed. It could be a permanent closure, it is still unknown.

IV. Adjourn meeting.

Mr. Fisk made the motion to adjourn at 1:09. Mr. Weiler seconded and the meeting was adjourned.



J. Howard Fisk
OTO 2015 Secretary