



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

# Technical Planning Committee

## MEETING AGENDA

APRIL 17, 2024  
1:30 - 3:00 PM

OTO CONFERENCE ROOM, SUITE 101  
2208 W. CHESTERFIELD BLVD., SPRINGFIELD



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

**Technical Planning Committee Meeting Agenda**

**Wednesday, April 17, 2024 1:30 p.m.**

**The TPC will convene in person –**

**OTO Offices Chesterfield Village**

2208 W Chesterfield Boulevard, Suite 101 Springfield, MO

**The public may view the meeting in-person or on Facebook:**

**<https://www.facebook.com/ozarkstransportationorganization>**

**Call to Order ..... 1:30 PM**

**I. Administration**

**A. Introductions**

**B. Approval of the Technical Planning Committee Meeting Agenda**

(1 minute/Nelson)

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO APPROVE THE AGENDA**

**C. Approval of February 21, 2024 Meeting Minutes ..... Tab 1**

(1 minute/Nelson)

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO APPROVE PRIOR MEETING MINUTES**

**D. Public Comment Period for All Agenda Items ..... Tab 2**

(5 minutes/Nelson)

Individuals requesting to speak are asked to state their name and organization (if any) they represent before making comments. Individuals and organizations have up to five minutes to address the Technical Planning Committee.

**E. Executive Director’s Report**

(5 minutes/Fields)

Sara Fields will provide a review of Ozarks Transportation Organization (OTO) staff activities since the last Technical Planning Committee meeting.

**F. Legislative Reports**

(5 minutes/Legislative Staff)

Representatives from the OTO area congressional delegation will have an opportunity to give updates on current items of interest.

**G. MoDOT Report**

(5 minutes/Miller)

Representatives from MoDOT will provide an update on activities in the District and State.

**H. Committee Reports and Grant Opportunities**

(2 minutes/Knaut, Parks)

Staff will provide an update on OTO Committee work activities and grant opportunities.

**II. New Business**

**A. FY 2025 Unified Planning Work Program..... Tab 3**  
(10 minutes/Parks)

The Unified Planning Work Program is the document that outlines the work that will be completed by OTO during the next fiscal year.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND APPROVAL OF THE FY 2025 UNIFIED PLANNING WORK PROGRAM TO THE BOARD OF DIRECTORS**

**B. MoDOT/OTO Sidewalk Cost Share Program Recommendation ..... Tab 4**  
(5 minutes/Knaut)

One project was recommended by the Bicycle and Pedestrian Advisory Committee to receive TAP/CRP funding as part of a cost share program with MoDOT.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND APPROVAL OF TAP/CRP FUNDING FOR SIDEWALK COST SHARE PROJECT TO THE BOARD OF DIRECTORS**

**C. Trail and Sidewalk Engineering Funding Recommendation ..... Tab 5**  
(5 minutes/Knaut)

Ten applications were submitted for trail and sidewalk engineering using TAP/CRP funding.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND APPROVAL OF TAP/CRP FUNDING FOR TRAIL AND SIDEWALK ENGINEERING PROJECTS TO THE BOARD OF DIRECTORS**

**D. FY 2024-2027 TIP Amendment Four ..... Tab 6**  
(5 minutes/Longpine)

Changes are proposed to the FY 2024-2027 Transportation Improvement Program.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND APPROVAL OF FY 2024-2027 TIP AMENDMENT FOUR TO THE BOARD OF DIRECTORS**

**E. FY 2024-2027 TIP Administrative Modification 5 ..... Tab 7**  
(2 minute/Longpine)

Revisions have been made to the FY 2024-2027 Transportation Improvement Program.

**NO ACTION REQUESTED – INFORMATIONAL ONLY**

**F. Unfunded Needs List..... Tab 8**  
(5 minutes/Fields)

A Subcommittee of the Technical Planning Committee has recommended additions to the MoDOT Unfunded Needs List, including Multimodal Unfunded Needs.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND UNFUNDED NEEDS TO THE BOARD OF DIRECTORS**

**G. March 31, 2024 Federal Funds Balance Report and Status Update ..... Tab 9**  
(5 minutes/Longpine)

OTO has updated the Federal Funds Balance Report, which will be sent under separate cover, for the time period ending March 31, 2024. Members are requested to review the report and advise staff of any discrepancies. Staff will also provide a status update of obligations progress for FY 2024.

**NO ACTION REQUESTED – INFORMATIONAL ONLY**

**H. Safe Streets and Roads for All Update**  
(5 minutes/Longpine)

Staff will provide an update on the Safe Streets and Roads for All Action Planning Grant.

**NO ACTION REQUESTED – INFORMATIONAL ONLY**

**I. Public Participation Plan Annual Evaluation ..... Tab 10**  
(15 minutes/Faucett)

An annual evaluation of the Public Participation Plan is completed to examine the efforts and outcomes to obtain public input. Staff will present the findings.

**NO ACTION REQUESTED – INFORMATIONAL ONLY**

**J. Title VI/ADA Program Update/Limited English Proficiency Plan ..... Tab 11**  
(8 minutes/Knaut)

The OTO Title VI/ADA Program has been updated as required every three years. The updated draft includes minor updates to ensure continued compliance. OTO has also updated the Limited English Proficiency Plan, which outlines how OTO interacts with individuals who are limited-English proficient.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED TO RECOMMEND APPROVAL OF THE TITLE VI/ADA PROGRAM UPDATE AS WELL AS THE LEP PLAN TO THE BOARD OF DIRECTORS**

**III. Other Business**

**A. Technical Planning Committee Member Announcements**  
(5 minutes/Technical Planning Committee Members)

Members are encouraged to announce transportation events being scheduled that may be of interest to OTO Technical Planning Committee members.

**B. Transportation Issues for Technical Planning Committee Member Review**  
(5 minutes/Technical Planning Committee Members)

Members are encouraged to raise transportation issues or concerns they have for future agenda items or later in-depth discussion by the OTO Technical Planning Committee.

**C. Articles for Technical Planning Committee Member Information ..... Tab 12**

**IV. Adjournment**

Targeted for 3:00 P.M. The next Technical Planning Committee meeting is scheduled for Wednesday, June 26, 2024 at 1:30 P.M. in person at the OTO Offices, 2208 W. Chesterfield Blvd,



Suite 101.

*Si usted necesita la ayuda de un traductor, por favor comuníquese con David Knaut al (417) 865-3042, al menos 48 horas antes de la reunión.*

*Persons who require special accommodations under the Americans with Disabilities Act or persons who require interpreter services (free of charge) should contact David Kanut at (417) 865-3042 at least 24 hours ahead of the meeting.*

*If you need relay services please call the following numbers: 711 - Nationwide relay service; 1-800-735-2966 - Missouri TTY service; 1-800-735-0135 - Missouri voice carry-over service.*

*OTO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, see [www.ozarkstransportation.org](http://www.ozarkstransportation.org) or call (417) 865-3042.*

**TAB 1**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM I.C.**

**Meeting Minutes**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

Attached for Committee member review are the minutes from the February 21, 2024 meeting. Please review these minutes prior to the meeting and note any changes that need to be made. The Chair will ask during the meeting if any member has any amendments to the attached minutes.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to approve the Technical Planning Committee meeting minutes for February 21, 2024.”

OR

“Move to approve the Technical Planning Committee meeting minutes with the following corrections...”

**OZARKS TRANSPORTATION ORGANIZATION  
TECHNICAL PLANNING COMMITTEE MEETING MINUTES  
FEBRUARY 21, 2024**

The Technical Planning Committee of the Ozarks Transportation Organization met at its scheduled time in person. A quorum was declared present. Chair Nelson began the meeting at approximately 1:31 p.m.

The following members were present:

Eric Claussen, City of Springfield	Frank Miller, MoDOT
Matt Crawford, City Utilities	Angela Nelson (a), Greene County (Chair)
Martin Gugel, City of Springfield	Jeremy Parsons, City of Ozark
Karen Haynes, City of Republic	Jeff Roussell, City of Nixa
Tristan Losh, City of Battlefield	Mike Ruesch, City of Willard
Joel Keller (a), Greene County	Beth Schaller, MoDOT
Mary Kromrey, Ozark Greenways	Mark Webb, Greene County

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

The following members were not present:

Keith Adams, Springfield Public Schools	Aishwarya Shrestha (non-voting), SMCOG
Steve Childers, City of Springfield	Jeremy Wegner, BNSF
John Matthews, Missouri State University	Daniel Weitkamp, FHWA
David Schaumburg, Springfield-Branson Airport	Todd Wiesehan, Christian County
Mark Schenkelberg, FAA	Vacant, FTA
Tim Schowe, City of Strafford	

Others present were: Erin Engelmeyer, Senator Hawley's Office; Tucker Jobes, Senator Schmitt's Office; Jered Taylor, Congressman Burlison's Office; Kimberly Ader, MoDOT; Corey Becker, City of Nixa; Adam Humphrey, Greene County; Cliff Spangler, City of Ozark; Dave Faucett, Sara Fields, David Knaut, Natasha Longpine, Debbie Parks, Nicole Stokes, and Jen Thomas, Ozarks Transportation Organization.

**I. Administration**

**A. Introductions**

Chair Nelson welcomed everyone.

**B. Approval of the Technical Planning Committee Meeting Agenda**

Jeff Roussell made a motion to approve the Technical Planning Committee Meeting Agenda for February 21, 2024. Martin Gugel seconded the motion. The motion passed.

**C. Approval of October 18, 2023 and January 16, 2024 Meeting Minutes**

Mary Kromrey made a motion to approve the minutes from the October 18, 2023 and January 16, 2024 Technical Planning Committee Meetings. Mike Ruesch seconded the motion. The motion passed.

**D. Public Comment Period for All Agenda Items**

Chair Nelson advised there were public comments included in the packet and asked for comments or questions.

**E. Executive Director's Report**

Sara Fields shared the December Technical Planning Committee meeting was cancelled due to a lack of agenda items. Staff thanked Jeff Roussell for being the TPC Chair for 2023 and welcomed Angela Nelson as the Chair for 2024.

Members were advised there was a packet of information to fill out that included contact information, a conflict of interest form, and a Title VI survey.

Meetings have been scheduled with each of the member jurisdictions to discuss priority projects on the MoDOT system and off of the MoDOT system. Discussion will also include the update to the Travel Demand Model and how staff are forecasting growth for the region and member jurisdictions. There will be current project updates and discussion regarding unfunded needs.

There will be a call for trail and sidewalk projects in July. Applications will be due August 1<sup>st</sup>. Applications will be taken for any phase of the project, including PE only. Funding will be awarded through FY 2027. They will be staged awards.

**F. Legislative Report**

Erin Engelmeyer, with Senator Hawley's Office, shared the Senate was on recess this week and the Senator was traveling around Missouri. When the Senate reconvenes, they will be taking up the Continuing Resolution which expires next month with the second portion expiring in April. Prior to leaving for break, they took up two pieces of legislation. One was regarding the border. When that did not pass, they took out a supplemental security portion that would provide aide to Ukraine, Israel, and Tawain. The Senator did not vote for either one due to the funding to Ukraine not having any oversight or accountability. The Senator continues to support Israel.

Tucker Jobs with Senator Schmitt's Office stated the FAA Reauthorization Bill passed the Senate Commerce Committee last week. Senator Schmitt supported the bill. The bill included a lot of changes including increased safety standards in the form of more FAA safety inspections. In addition, it will bring more air traffic controllers into the field. There is a shortage of approximately 3000 air traffic controllers nationwide. It boosts funding for the essential air service program and doubles funding for the small community air service program. The Springfield-Branson National Airport received a \$5.3 million grant for five new jet ways. The Senator formed the Senate Epilepsy Caucus. The caucus will focus on innovation, research, and data. The Senator filed a bipartisan bill, the AI and Critical Technology Workforce Framework Act. This will help train the workforce on AI to be competitive with others around the world.

**G. MoDOT Report**

Frank Miller reported MoDOT has been working on their construction program. There have been some significant estimate increases on existing projects. Statewide estimates are up approximately 13%. For the OTO area, they are up 28%

Beth Schaller shared work continues on James River Freeway. There will be some lane shifts on Campbell for the work being done on the James River Freeway bridge. There will also be traffic shifts at the Highway 60 and 125 project near Rogersville. Sidewalk and ADA work continues. Mowing will start up again soon. Trash pick-up is also a focus.

#### **H. Committee Reports and Grant Opportunities**

David Knaut stated there have been two Bicycle and Pedestrian Advisory Committee meetings. They discussed topics for 2024 and shovel-ready projects to UnGap the Map for trails. There were two meetings for the Local Coordinating Board for Transit. Their focus was on the call of projects that they had. They will have a meeting February 22<sup>nd</sup> to award projects. There was a Traffic Incident Management Subcommittee meeting in which they discussed tow truck permitting.

Debbie Parks shared staff is preparing a RAISE Grant application for Highway MM in Republic in cooperation with MoDOT and the City of Republic. It will be submitted on February 28<sup>th</sup>. Staff are supporting the City of Springfield with their RAISE Grant application, which is UnGap the Map, an urban trail project. MoDOT has a Cost-Share application process, the deadline is April 12, 2024. The Bridge Investment Program NOFO has been released, which is for bridges less than \$100 million. That will close on March 19<sup>th</sup>. There is a Buses and Bus Facility NOFO open and closes on April 25<sup>th</sup>. More NOFOs are expected to be announced in the Spring. Thriving Communities will open back up as well as the Consolidated Rail Infrastructure and Safety Improvements Grant Program. In June, MEGA and INFRA are expected to be announced. More grant opportunities include the Rural Surface Transportation Grant Program and the Reconnecting Communities pilot program. The Safe Streets and Roads for All NOFO was just released.

## **II. New Business**

### **A. Safe Streets and Roads for All Update**

Natasha Longpine shared that the OTO website includes updates for the Safe Streets and Roads for All action plan on the safety page. During the upcoming meeting with each member jurisdiction, staff will be discussing the different policies the communities have in place that may affect safety. There will be stakeholder meetings in the future. Staff will review the just released NOFO and update the member jurisdictions.

This was informational only. No action was required.

### **B. OTO Growth Trends Report**

Dave Faucett presented the 2023 Growth Trends report to the Board.

This was informational only. No action was required.

### **C. MoDOT/OTO Sidewalk Cost Share Program Recommendations**

Natasha Longpine highlighted the recommended projects:

- City of Republic – Route MM
- City of Springfield – Connection from Doling, across I-44 to Norton

Jeremy Parsons made a motion to recommend TAP/CRP funding for Republic in the amount of \$342,000 for a cost share with MoDOT along MM and for Springfield in the amount of \$302,006 to

create a pedestrian connection as part of the I-44 project. Mary Kromrey seconded the motion. The motion passed.

**D. FY 2024-2027 TIP Amendment Three**

Natasha Longpine shared there were multiple items included as part of Amendment Number Three to the FY 2024-2027 TIP Amendment.

- \*Revised\* Weaver Road Improvements (BA2402)
- \*Removed\* Jefferson Avenue Footbridge (EN1803)
- \*Removed\* Kali Springs Trail (EN2409)
- \*Removed\* Chadwick Flyer Trailhead (EN2404)
- \*Removed\* Garrison Springs Trailhead (EN2408)
- \*Revised\* Chadwick Flyer Spur to OHS (OK2302)
- \*Pending Revised\* RT MM Road Relocation, Railroad Grade Separation, and Corridor Scoping (RP1704)

Tristan Losh made a motion to recommend the Board of Directors approve Amendment 3 to the FY 2024-2027 Transportation Improvement Program. Karen Haynes seconded the motion. The motion passed.

**E. FY 2024-2027 TIP Administrative Modifications Two, Three, and Four**

Natasha Longpine detailed the items that were a part of Administrative Modifications 2, 3, and 4 to the FY 2024-2027 Transportation Improvement Program.

Administrative Modification 2 - Route MM Ramp Intersection Improvements at I-44 (RP2201, RP2401):

- RP2201-24AM2 – Original project less ROW and a portion of PE, for a new programmed amount of \$642,000
- RP2401-24AM2 – New project split from RP2201, with just ROW and some PE, for a new programmed amount of \$677,000

Administrative Modification 3 – Finley River Trail Extension (RP2407-24AM3):

- Moved \$32,669 in funds from construction in FY 2025 to preliminary engineering in FY 2024 to allow for finalization of design before construction

Administrative Modification 4:

- Job Order Contracting for Guard Cable and Guardrail Repair (MO2307)  
-- Moving funds from FY 2025 to FY 2024 with no other changes
- Melville Road Bridge Over I-44 (SP1911)  
-- Moved NHPP and MoDOT funding to STBG-U and Local funding, with no changes to the overall programmed amount.
- I-44 add lanes and replace bridges from Kansas to Glenstone in Springfield (SP2310)  
-- Adding City of Springfield STBG-U funding, adding Greene County local funding, and adding OTO TAP funding, all replacing MoDOT and NHPP funding, while also moving construction funds to right-of-way for land acquisition.

This was informational only. No action was required.

**F. Federal Funds Balance Report**

Natasha Longpine highlighted the September 30, 2023 Federal Funds Balance Report. A status tracker was shared which will be updated regularly on the OTO website.

This was informational only. No action was required.

**G. Technical Planning Committee Chair Rotation**

Sara Fields presented the Technical Planning Committee Chair rotation. Angela Nelson of Greene County will be serving as the Chair in 2024. Per the rotation, the City of Ozark would hold the Chair-Elect position. The representative from Ozark is Jeremy Parsons.

Mary Kromrey made a motion to elect the Chair-Elect position for 2024 for the Technical Planning Committee as recommended. Jeff Roussell seconded the motion. The motion passed.

**H. UPWP Subcommittee**

Sara Fields requested volunteers to serve on the UPWP Subcommittee. Mary Kromrey, Karen Haynes, Frank Miller, and Mike Reusch volunteered.

Adam Humphrey made a motion to appoint the volunteers to the UPWP Subcommittee. Jeremy Parsons seconded the motion. The motion passed.

**I. TIP Subcommittee**

Natasha Longpine requested volunteers to serve on the TIP Subcommittee. Angela Nelson, Kimberly Ader, Cliff Spangler, and Jeff Roussell volunteered.

Mike Reusch made a motion to appoint the volunteers to the TIP Subcommittee. Karen Haynes seconded the motion. The motion passed.

**III. Other Business**

**A. Technical Planning Committee Member Announcements**

Mary Kromrey shared the Ozark Greenways 2024 Annual Meeting will be February 29<sup>th</sup> from 4:00 pm – 6:00 pm at the Springfield Art Museum’s Community Room. It will be a drop-in open house style event. Immediately following the Annual Meeting, the Forward SGF speaker series will present The Economics of Community Design Part 2 with speaker Joe Minicozzi, AICP.

Beth Schaller stated there would be an I-44 Corridor Update public meeting March 19<sup>th</sup> at the Crossway Baptist Church from 4:30 pm – 6:00 pm.

**B. Transportation Issues for Technical Planning Committee Review**

There were no transportation issues for Committee review.

**C. Articles for Technical Planning Committee Member Information**

Chair Nelson noted there were articles of interest included in the Agenda Packet.

**IV. Adjournment**

Jeremy Parsons made a motion to adjourn the meeting. Jeff Roussell seconded the motion. The motion passed. The meeting was adjourned at approximately 2:35 p.m.



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Angela Nelson  
Technical Planning Committee Chair

**TAB 2**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM I.D.**

**Public Comment**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

Attached for Committee member review are Public Comments for the time frame between February 21 and April 10, 2024.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

This item is informational only, no action is required.



## PUBLIC COMMENT



**Area of concern:** Green Bridge

**City/County of concern:** Ozark/Christian County

**Date received:** 02/14/2024

**Received through:** Email

**Contact Name:** Kris [REDACTED]

**Contact Email/Ph #:** [REDACTED]

**Comment:**

See attachment showing an email from Miranda Beadles explaining the marketing of the bridge. At the County meeting I asked why it wasn't advertised for in January as it states and she said they are behind. I then asked if that will push the proposals due in March to a later date and she said it will not. So I understand your time is short but the proposals are due to the County next month.

I have heard that the City's proposal is to cut Green Bridge into pieces using some of the pieces on the Chadwick Flyer trail leading up to the Hwy 65 overpass, is this true? I am asking you to please not have that in the plans and to look instead at keeping Green Bridge completely in tact as it is and renovate it for pedestrian use, like what [REDACTED] did with our Riverside Bridge. Cutting Green Bridge into pieces is destroying the historic integrity of the bridge causing it to no longer be our historic Green Bridge and I'm completely against that! For the sake of our history please do renovate it as it is. Everyone loves the Riverside Bridge and we can have the same thing with Green Bridge in our beautiful historic town. These historic bridges are rare and we would be known as the place to come see historic bridges and that will bring in tourism and revenue to Ozark.

There are 2 places on the Ozark trails where the entire Green Bridge could be placed that would be a huge asset to our trail system. Every leader I r ever talked to in Ozark has wanted it next to the old cheese factory and I understand the Adams own that land but I believe it would be a great thing for them and everyone to have it there.

The second option is to put it where the new trail will be next to the fire station going to Garrison Springs. People would cross the Riverside Bridge, go through the tunnel, and as they go up to the trail they will walk through Green Bridge. I talked to [REDACTED] this morning who owns a portion of that land where that trail will be and she came up with

this idea and I think it's an awesome idea. She's been concerned about kids climbing up on her land so if there's a bridge there then it will help people to stay on the trail. That also means 3 historic local bridges will all be together in the same area: Riverside, Green, and Ozark Mill Bridge.

I am asking that you please let me be at every meeting you have about the bridge. I have almost 3000 supporters for the bridge on my Save Christian County MO bridges page, I have many examples on how to save a bridge, and I have the experience of Saving Riverside Bridge so I believe I would be of great help in this process. This is so important to our community and I would appreciate being kept in the loop.

I have included OTO in this email since the County told me they are working with the City on this.

Thank you,  
Kris [REDACTED]



**OTO Response:**

Thank you for this information. Public input is vital to the planning process. This will be shared with our Technical Planning Committee and Board of Directors.

Have a wonderful weekend!



## PUBLIC COMMENT



**Area of concern:** Bypass of the City of Republic and Billings

**City/County of concern:** Republic/Greene County

**Date received:** 02/29/2024

**Received through:** Email

**Contact Name:** Brian [REDACTED]

**Contact Email/Ph #:** [REDACTED]

**Comment:**

Hello John , I had a discussion with Beth Schaller Mo Dot southwest District. We discussed a bypass from James River bypass around the city of Republic and the city of Billings connecting somewhere West of the city of Billings on Hwy 60 , 60 Hwy from the city of Billings thru the City of Republic connecting to James River bypass has become a major Traffic Jam Daily!!! . Traffic going east and west on Hwy 60 going west from James River Hwy ( bypass has become horrible with more commuters and additional traffic lights being installed between James River bypass and the city of republic (Hwy 60 , around and in the city of republic Apartments and residential housing and retail buildings are going up so fast the traffic on Hwy 60 will overload Soon !!! A Bypass would help southwest Mo Grow by reducing commuting times from farther west Republic . The Window to accomplish this Bypass around the City Republic will soon close due to growth . All of these concerns were discussed with Beth schaller with Modot she agreed with me this should be built but it needed further thought by you and others , please consider this Bypass to help southwest Mo grow .

Thank you .

Brian [REDACTED]  
[REDACTED]  
[REDACTED]

**OTO Response:**

Thank you for this information. Public input is vital to the planning process. This information will be shared with our Technical Planning Committee and Board of Directors. Thank you, again.



## PUBLIC COMMENT



***Area of concern:*** Sidewalks and Public Transportation Access

***City/County of concern:*** OTO MPO Area

***Date received:*** 03/22/2024

***Received through:*** Email

***Contact Name:*** Savannah [REDACTED]

***Contact Email/Ph #:*** [REDACTED]

***Comment:***

The two biggest things you can do to make our streets safer is 1. add sidewalks to streets that don't have them and 2. expand public transportation access. Anything else is superfluous

***OTO Response:***

Thank you for this information. Public input is vital to the planning process. This information will be shared with our Technical Planning Committee and Board of Directors.

Have a wonderful weekend!



# PUBLIC COMMENT



**Area of concern:** Highway N & Farm Road 168

**City/County of concern:** Greene County

**Date received:** 04/02/2024

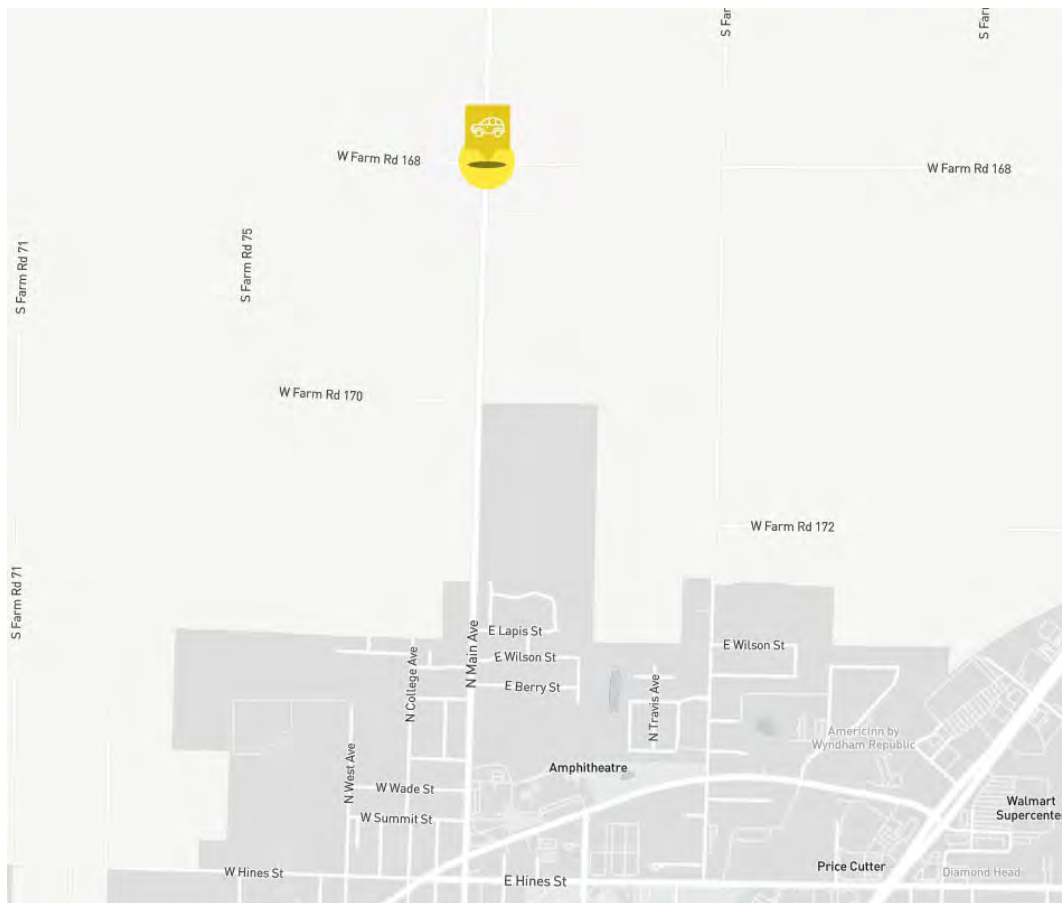
**Received through:** Map-A-Concern (OTO website)

**Contact Name:** Warren [REDACTED]

**Contact Email/Ph #:** N/A

**Comment:** The intersection of FR 168 and N highway north of Republic is extremely dangerous. Can this area be considered for a roundabout or something to make it safer? Plus N highway (FR 81) needs widen from this intersection to highway 174 to handle the traffic that is on it. Thank you for the work you do and for considering this request.

## Map



**OTO Response:** Unable to respond through the Map-A-Concern feature



**TAB 3**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.A.**

**FY 2025 Unified Planning Work Program (UPWP)**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

OTO is required on an annual basis to prepare a Unified Planning Work Program (UPWP), which includes plans and programs the MPO will undertake during the fiscal year. The UPWP is programmed into the following tasks:

Task 1 – UPWP Program Administration and Coordination

Task 2 – Planning Coordination and Outreach

Task 3 – Planning and Implementation

Task 4 – Project Selection and Programming

Task 5 – OTO Transit Planning

Task 6 – Operations and Demand Management

Task 7 – MoDOT Studies and Demand Management

Task 8 – Safe and Accessible Transportation Options

Task 9 – Studies and Project Administration

Task 10 – CU Transit Planning

Task 11 – Safe Streets and Roads for All Grant (shown in Appendix A, but not included in OTO UPWP Budget)

The UPWP contains the proposed budget for FY 2025 for inclusion in the contract with MoDOT for funding the OTO annual work program expenses. The budget is based on the federal funds available and the local 20 percent match. The OTO portion of the UPWP budget for FY 2024 and FY 2025 is shown below:

	<u>FY 2024</u>	<u>Proposed FY 2025</u>
OTO Consolidated FHWA/FTA PL Funds	\$1,037,729	\$993,235
Surface Transportation Block Funds	\$243,101	\$255,256
Local Jurisdiction Match/Project Fees Match	\$162,954	\$187,306
Local Jurisdiction Studies Match	\$19,969	\$15,000
In-Kind Match	\$36,000	\$30,000
<u>MoDOT "Direct Costs"</u>	<u>\$97,670</u>	<u>\$60,000</u>
Total OTO Revenue	\$1,597,423	\$1,540,797

The total budget amount for FY 2025 UPWP is \$1,540,797. The UPWP also includes FTA 5307 Transit Funds going directly to City Utilities in the amount of \$168,000. City Utilities is providing the local match in the amount of \$42,000.

OTO is utilizing In-Kind Match and Direct Cost Match Funds. These additional match sources allow OTO to build an operating fund balance. The budgeted federal reimbursement rate is 83.38%.

The primary tasks to be accomplished during the fiscal year include:

- Board of Directors, Technical Committee, Local Coordinating Board for Transit, Bicycle and Pedestrian Committee and Traffic Incident Management Subcommittee meetings
- Long Range Transportation Plan 2050 development
- FY 2026 Unified Planning Work Program development
- Continued maintenance of Ozarkstransportation.org and giveusyourinput.org
- Social Media updates
- Public Participation Plan Annual Evaluation
- Bicycle and Pedestrian Plan Implementation
- Mapping and graphic support
- Financial Audit
- Annual State of Transportation Report
- Annual Listing of Obligated Projects
- Award suballocated funding via competitive process
- Statewide Transportation Improvement Program (STIP) Prioritization Process
- Congestion Management Process Monitoring
- Special Transportation Studies
- Discretionary grant applications
- Travel Demand Model Scenarios as needed
- Growth Trends Reports
- Fund Balance Reporting
- FY 2026-2029 Transportation Improvement Program
- Online Transportation Improvement Program Tool Maintenance
- Online Transportation Improvement Program Tool Call for Projects Implementation
- Local Jurisdiction Project Administration as needed
- Data acquisition for grants, plans, and performance measures
- ITS Coordination

**UPWP SUBCOMMITTEE:**

The UPWP Subcommittee reviewed the draft FY 2025 UPWP at its April 2, 2024 electronic meeting. The subcommittee recommended the Technical Planning Committee review the FY 2025 draft.

**EXECUTIVE COMMITTEE ACTION RECOMMENDATION:**

At its regularly scheduled meeting on April 10, 2024, the Executive Committee recommended that the FY 2025 Unified Planning Work Program move forward through the approval process by the Technical Planning Committee and the Board of Directors.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend the FY 2025 Unified Planning Work Program be approved by the Board of Directors.”

OR

“Move to recommend the FY 2025 Unified Planning Work Program to the Board of Directors for approval with the following changes...”



Ozarks Transportation Organization

# UNIFIED PLANNING WORK PROGRAM

## Fiscal Year 2025

(July 1, 2024 - June 30, 2025)



# OUR MISSION

To provide a forum for cooperative decision-making in support of an excellent regional transportation system.



## Contact Us

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Ozarks Transportation Organization





## POLICY STATEMENTS

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The Metropolitan Planning Organization (MPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The MPO does not discriminate based on race, color, national origin, English proficiency, religious creed, disability, age, or sex. Any person who believes they or any specific class of persons has been subjected to discrimination prohibited by Title VI or related statutes or regulations may, they or via a representative, file a written complaint with the MPO. A complaint must be filed no later than 180 calendar days after the date on which the person believes the discrimination occurred. A complaint form and additional information can be obtained by contacting the Ozarks Transportation Organization (see below) or at [www.ozarkstransportation.org](http://www.ozarkstransportation.org).

This report was prepared in cooperation with the USDOT, including FHWA and FTA, as well as the Missouri Department of Transportation. The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of the Missouri Highways and Transportation Commission, the Federal Highway Administration, or the Federal Transit Administration.

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**Ozarks Transportation Organization**

A decorative graphic at the bottom of the page showing a silhouette of a mountain range with several peaks of varying heights.

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## Introduction

The Ozarks Transportation Organization (OTO) is the federally designated metropolitan planning organization (MPO) that serves as a forum for cooperative transportation decision-making by state and local governments, as well as regional transportation and planning agencies for the Springfield urbanized area. MPOs are charged under Section 134 of Title 23, United States Code, with maintaining and conducting a “continuing, cooperative, and comprehensive” regional transportation planning and project programming process for the MPO’s planning area. The planning area is defined as the area projected to become urbanized within the next 20 years.

The MPO includes local elected and appointed officials from Christian and Greene Counties, as well as the Cities of Battlefield, Nixa, Ozark, Republic, Springfield, Strafford, and Willard. It also includes technical staffs from the Missouri Department of Transportation, Federal Highway Administration, Federal Transit Administration, and the Federal Aviation Administration. Staff members from local governments and area transportation agencies serve on OTO’s Technical Planning Committee which provides technical review, comments, and recommendations on draft plans, programs, studies, and issues.

The Unified Planning Work Program (UPWP) is a description of the proposed activities of the Ozarks Transportation Organization during Fiscal Year 2025 (July 2024 - June 2025). The program is prepared annually and serves as a basis for requesting federal planning funds from the U.S. Department of Transportation through the Missouri Department of Transportation.

It also serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document was prepared by staff from the Ozarks Transportation Organization (OTO), the Springfield Area Metropolitan Planning Organization (MPO), with assistance from various agencies, including the Missouri Department of Transportation (MoDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), City Utilities (CU) Transit, and members of the OTO Technical Planning Committee consisting of representatives from each of the nine OTO jurisdictions. Federal funding is received through a federal transportation grant from the Federal Highway Administration and the Federal Transit Administration, known as a Consolidated Planning Grant (CPG).

The implementation of this document is a cooperative process of the OTO, Missouri Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, City Utilities Transit, and members of the OTO Technical Planning Committee and OTO Board of Directors.

The OTO is interested in public input on this document and all planning products and transportation projects. The Ozarks Transportation Organization’s Public Participation Plan may be found on the OTO website: <https://media.ozarkstransportation.org/documents/OTO-2020-Public-Participation-Plan.pdf>

CFR §450.306 identifies the scope of the metropolitan planning process, which shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety and security of the transportation system for motorized and non-motorized users;
3. Increase accessibility and mobility of people and freight;



4. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
6. Promote efficient system management and operation;
7. Emphasize the preservation of the existing transportation system;
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
9. Enhance travel and tourism.

The infrastructure Investment and Jobs Act (IIJA) is the most recent law establishing federal transportation policy and funding authorizations. Federal regulations implementing transportation policy (23 CFR §450.308) require that:

"(b) Metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 shall be documented in a unified planning work program (UPWP)... (c) ...each MPO, in cooperation with the State(s) and public transportation operator(s) shall develop a UPWP that includes a discussion of the planning priorities facing the MPA [metropolitan planning area]. The UPWP shall identify work proposed for the next one- or two-year period by major activity and task (including activities that address the planning factors in §450.306(a)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

UPWP Tasks	Planning Factors									
	1. Economic Vitality	2. Safety	3. Security	4. Accessibility & Mobility	5. Environment	6. Connectivity	7. Management & Operations	8. System Preservation	9. Resiliency & Reliability	10. Travel & Tourism
Task 1 – UPWP Program Administration and Coordination										
Task 2 – Planning Coordination & Outreach										
Task 3 – Planning & Implementation										
Task 4 – Project Selection & Programming										
Task 5 OTO Transit Planning										
Task 6 – Operations & Demand Management										
Task 7 – MoDOT Studies & Data Collection										
Task 8 – Complete Streets and 2.5% Set Aside										
Task 9 – Studies & Project Administration										
Task 10 – CU Transit Planning										
Task 11 – Safe Streets and Roads for All										

The tasks of the Unified Planning Work Program support these identified planning factors. The prior table demonstrates the intersectionality between OTO’s work program and the planning process as prescribed in federal law.

In addition, the planning process shall include developing the long-range transportation plan and transportation improvement program (TIP) through a performance-driven, outcome-based approach to planning for the metropolitan area. All work in the Unified Planning Work Program will be performed by OTO staff unless specifically specified in this document.

The OTO also considered the Planning Emphasis Areas (PEAs) in the development of the FY 2025 UPWP. The PEAs’ alignment with the UPWP work program is shown below.

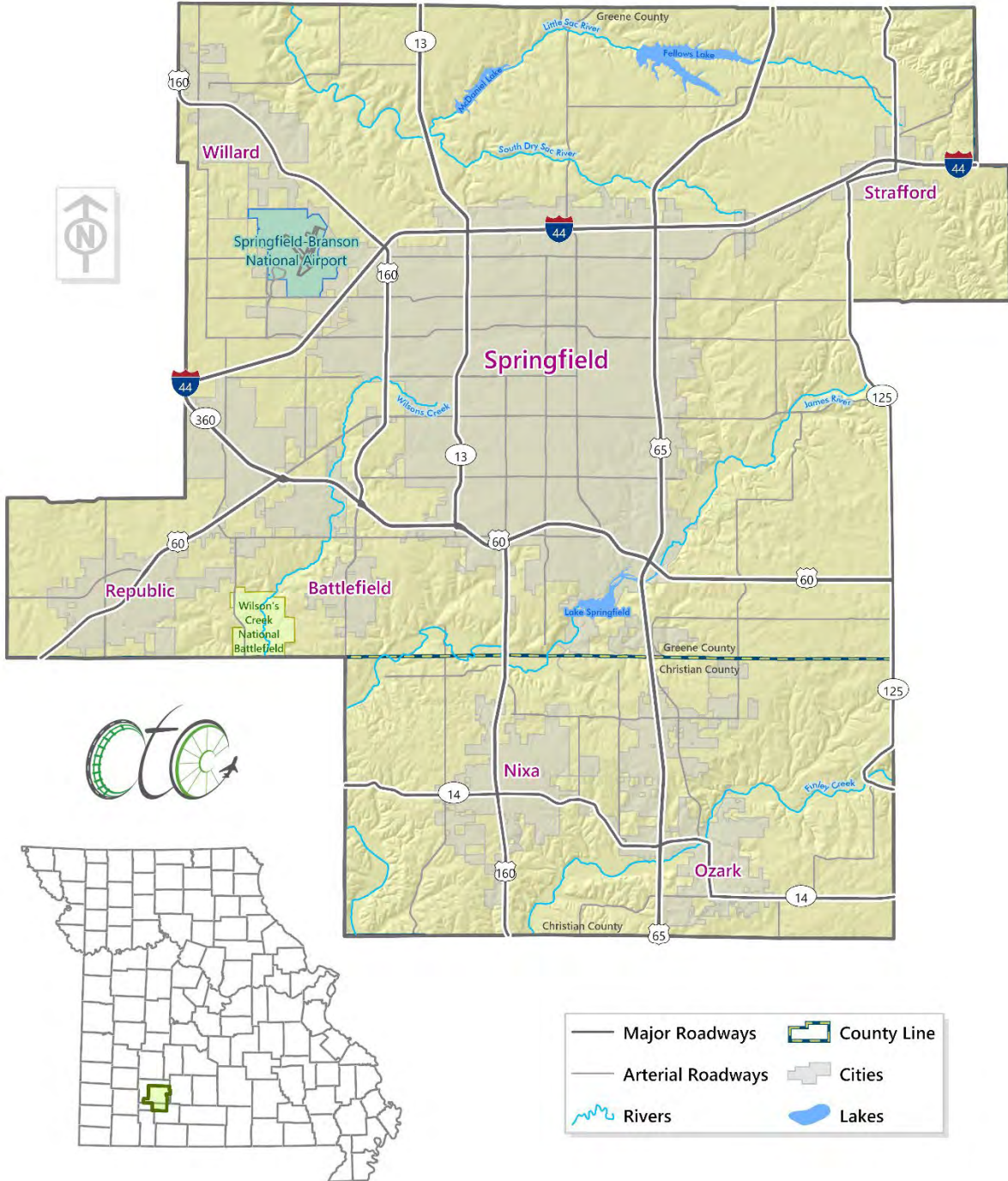
UPWP Tasks	Planning Emphasis Areas							
	1. Transition to a Clean Energy, Resilient Future	2. Equity and Justice <sup>40</sup> in Transportation Planning	3. Complete Streets	4. Public Involvement	5. STRAHNET/DOD Coordination	6. FLMA Coordination	7. Planning and Environment Linkages	8. Data in Transportation Planning
Task 1 – UPWP Program Administration and Coordination								
Task 2 – Planning Coordination & Outreach								
Task 3 – Planning & Implementation								
Task 4 – Project Selection & Programming								
Task 5 – OTO Transit Planning								
Task 6 – Operations & Demand Management								
Task 7 – MoDOT Studies & Data Collection								
Task 8 – Complete Streets & 2.5% Set Aside Safe and Accessible Transportation Options								
Task 9 – Studies and Project Administration								
Task 10 – CU Transit Planning								
Task 11 – Safe Streets and Roads for All								

OTO integrates Planning and Environmental Linkages (PEL) throughout the planning process to include data on natural, cultural, and community resources as well as environmental justice. PEL is considered through the following:

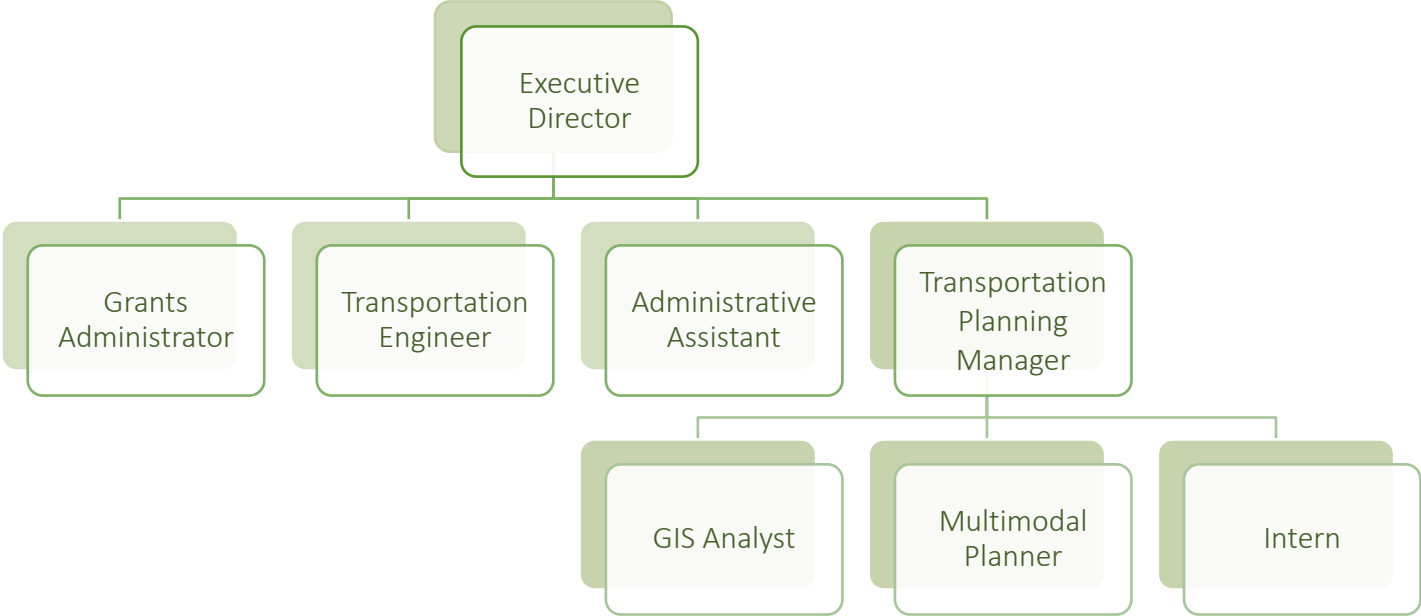
- Transportation planning process
- Participation by Federal and state resource agencies
- Multidisciplinary consideration of needs and effects
- Opportunity for public review and comments
- Use reliable and reasonably current data and reasonable, scientifically acceptable methodologies
- FHWA and FTA review as appropriate
- Documentation of the planning process

# Ozarks Transportation Organization MPO Study Area

Approved by the Governor of Missouri 2/8/2002



# Ozarks Transportation Organization Planning Staff



## Important Issues Facing the Ozarks Transportation Organization

The region is continuing its work toward a more multi-modal, aesthetically pleasing transportation system, but it continues to struggle with funding challenges. The OTO planning partners remain focused on ways to fund the transportation system with the continued threat of increased inflation in the upcoming transportation improvement program and statewide transportation improvement program. OTO staff and planning partners continue to seek additional US DOT grant assistance to bridge the funding gap. In addition, OTO and planning partners have been working together to get projects through the environmental and design phases to construction to meet obligation deadlines. The region, through the planning process, is identifying projects that are ready to go and can be easily completed. Looking forward, the OTO and partners are working to identify projects that would benefit from planning studies or federal grant applications to prepare them for future year funding.

Much of OTO's work is recurring, often annually, however, staff strives to improve upon past iterations, putting forth work exemplifying best practices and the region's needs. Recurring work includes:

- Transportation Improvement Program
- STIP Prioritization
- Performance Monitoring
- Committees such as Local Coordinating Board for Transit, Bicycle Pedestrian Advisory Committee, and Traffic Incident Management
- Technical Planning Committee
- Board of Directors/Executive Committee
- Public Involvement

The Unified Planning Work Program for FY 2025 will also continue to implement the recommendations contained within *Destination 2045 (adopted in 2021 and amended in 2023)*, as well as the *Regional Bicycle and Pedestrian Trail Investment Study*. Work products include studies and the ongoing effort to pursue discretionary funding for the region.

The OTO continues to implement Planning and Environmental Linkages (PEL) into the planning processes. PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process.

OTO will also continue to embrace the new tools that have more recently become available and necessary. The region stands ready to utilize additional transportation investment as it becomes available to the region.

## Major Activities and Tasks

The Unified Planning Work Program is divided into tasks and work elements identifying how OTO's time and expenses will be allocated over the fiscal year. Appendix A outlines planning activities in the region that are outside the OTO's Unified Planning Work Program. The following pages outline each major activity and task, responsible agencies, schedule, resulting products, and proposed funding. Funding is summarized by source and federal share, with matching funds identified. Additional details on prior accomplishments can be found in the FY 2024 UPWP Year-End Report, which will be incorporated upon completion in July 2025.

## OTO UPWP Work Program (CPG)

### Task 1 – UPWP Program Administration and Coordination

#### Purpose

Activities required to manage the transportation planning process and all UPWP work products on a continual basis by offering professional staff services, administering the work program and budget, executing agreements with partner agencies, and administrative/operational activities required to function as an independent MPO.

#### Work Elements

##### 1.1 Direct Program Management

Purpose: Effective administration of the OTO transportation planning process, including management of OTO planning staff and financial/reporting administration of grants.

###### 1.1.1 Financial and Contract Management

*Timeframe – July 2024 to June 2025*

- Preparation and submission of quarterly financial reports, regular payment requests, and year-end financial reports per existing agreements
- Maintenance of OTO accounts and budget, with reporting to Board of Directors
- Annual dues administration
- Coordinate contract development, management, and addendums
- Procurement in accordance with the OTO Purchasing manual and applicable guidance

###### 1.1.2 Financial Audit

*Timeframe – August 2024 to December 2024*

- Conduct an annual, and if necessary single, audit of FY 2024 and report to Board of Directors
- Implement measures as suggested by audit

###### 1.1.3 General Administration and Personnel

*Timeframe – July 2024 to June 2025*

- Manage the day-to-day activities of the structurally independent MPO
- Update memorandums of understanding, as necessary
- Provide administrative services and management (including legal) review of all work products identified in the UPWP
- Legal services
- Policy and bylaws amendments, as necessary
- Develop and improve the internal operations of the MPO
- Personnel management including recruitment, evaluations, and transitions to maintain a professional staff with necessary talent skills, and capacity
- Payroll and benefits administration

#### **1.1.4 Electronic Support for OTO Operations**

*Timeframe – July 2024 to June 2025*

- Ensure technical resources are available to implement the UPWP
- Maintain and update OTO hosted websites and associated services
- Maintain and update social media
- Software and associated updates
- Information Technology Managed Services, including data backup and cybersecurity

### **1.2 Unified Planning Work Program**

*Timeframe – July 2024 to June 2025*

*Purpose: Develop and maintain the Unified Planning Work Program in compliance with federal laws*

- Amendments to the FY 2025 UPWP as necessary
- Development of the FY 2026 UPWP, including subcommittee meetings and public participation in accordance with the OTO Public Participation Plan, as well as approval through the OTO Board of Directors, MoDOT, FHWA Missouri Division, and FTA Region VII
- UPWP Quarterly Progress Reports
- Invoicing and Year-End Report

### **1.3 OTO Staff Travel and Training**

*Timeframe – July 2024 to June 2025*

*Purpose: Provide MPO Staff with the necessary training and development to perform their jobs efficiently and effectively. To stay current on changing regulations and certification requirements.*

- Travel to meetings and trainings regionally, statewide, and nationally
  - MoDOT Planning Partner Meetings
  - Missouri Highways and Transportation Commission meetings
  - Missouri Public Transit Association Board Meetings
  - Springfield Traffic Advisory Board
  - Ozarks Section of Institute of Transportation Engineers
  - Southwest Missouri Council of Governments
- Training and development of OTO staff and members through relevant educational programs, which could potentially include:
  - Association of MPOs Conferences and Webinars
  - GIS industry-related conferences and training, such as MAGIC or ESRI
  - Institute for Transportation Engineers Conferences and Webinars
  - Transportation Research Board Conferences and Webinars
  - American Planning Association Conferences and Webinars
  - Missouri Public Transportation Association Conferences and Webinars
  - Other relevant training for planning and non-planning staff
  - OTO hosted training for members
  - Employee Educational Assistance
  - Industry memberships as appropriate



## 1.4 MPO Compliance and Certification

*Timeframe – July 2024 to June 2025*

*Purpose: Conduct the metropolitan transportation planning process in compliance with applicable federal and state laws*

- Continue to address items contained in 2021 joint FHWA and FTA federal certification review of the MPO Planning Process
- Monitor guidance from state and federal agencies on the regional transportation process and provide feedback as necessary through the federal register or other engagement process

### Anticipated Outcomes

- Implementation of the FY 2025 UPWP
- Regular reimbursement requests and quarterly progress reports
- FY 2024 Year-End Report
- Adoption of the FY 2026 UPWP and execution of associated agreements
- Financial reporting to the Board of Directors
- FY 2024 Audit
- Legal services and contracts
- Grant Administration
- Attendance of OTO staff and members at relevant meetings and trainings
- Relevant policy and bylaws updates and necessary legal services
- Revisions to inter-local agreements and contracts as needed
- Continued grant administration of multiple DOT grants
- Contract services performed by HR, Legal, and Auditing professionals

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- Quarterly progress reports, payment requests and year-end report for FY 2024
- Quarterly financial reporting to the Board of Directors
- Final dues collection from prior year and preparation of dues for next fiscal year
- FY 2023 Single Audit
- FY 2024 UPWP amendments and administrative modifications as needed through June 2024
- FY 2025 UPWP development and approval
- Conferences and training for staff
- Employment management
- Legal services and contracts
- Grant Administration
- Conflict of Interest Policy and Certifications
- Updated Continuity of Operations Plan
- Contract services performed by HR, Legal and Auditing professionals



## Task 2 – Planning Coordination and Outreach

### Purpose

Support various committees of the OTO and participate in various community committees directly relating to regional transportation planning activities. Inform and engage the public, media, and other stakeholders in the OTO planning process. Provide the community an opportunity for meaningful participation in planning process and plan development. Facilitate the planning and implementation of transportation projects and services, while strengthening working relationships among MPO members, MoDOT, and partner agencies.

### Work Elements

#### 2.1 OTO Committee Support

*Timeframe – July 2024 to June 2025*

- Conduct and staff all Bicycle and Pedestrian Advisory Committee, Board of Directors, Executive Committee, Local Coordinating Board for Transit, Technical Planning Committee and Traffic Incident Management meetings
- Respond to individual committee requests
- Facilitate and administer any OTO subcommittees formed during the Fiscal Year

##### 2.1.1 Member Attendance at OTO Meetings

*Timeframe – July 2024 to June 2025*

- OTO member jurisdiction member's time spent at OTO meetings documented for In-Kind match on UPWP Program Agreement

#### 2.2 Local Government and Stakeholder Education and Outreach

*Timeframe – July 2024 to June 2025*

*Purpose: Provide education, outreach, and support to local governments and other stakeholders.*

- Participate in and encourage collaboration among various community committees directly related to transportation and planning
- Educate local governments and other community stakeholder groups about the OTO transportation planning process, federal regulations, and associated documents
- Meet with local governments about their transportation and growth and development planning issues and needs and provide support and technical assistance as necessary
- Continued coordination through the planning process with the Federal Land Management Agency representatives in the MPO area
- Coordination with MoDOT staff at District and Statewide levels

#### 2.3 Public Involvement

*Timeframe – July 2024 to June 2025*

- Maintain OTO website and public comment tools
- Facilitate public comment periods associated with the Public Participation Plan
- Comply with Missouri Sunshine Law requirements, including record retention
- Annual Public Participation Plan (PPP) Evaluation
- Continue to utilize social media for public education and input
- Publish public comments in agenda to ensure Board and Committees are informed
- Continue integration of Virtual Public Involvement tools into the public involvement process

- Give Presentations as requested

## 2.4 Civil Rights Compliance

*Timeframe – July 2024 to June 2025*

- Meet federal and state reporting requirements for Title VI and Americans with Disabilities Act (ADA)
- Accept and process complaint forms for Title VI/ADA compliance
- Continue to include Environmental Justice and Limited English Proficiency requirements in planning process

### Anticipated Outcomes

- Conduct meetings, prepare agendas and meeting minutes for OTO Committees, Subcommittees, and Board of Directors
- Attendance of OTO staff and OTO members at various community committees
- Document meeting attendance for in-kind reporting
- Public input tracked and published
- Implementation of PPP through website and press release
- Continuously updated websites
- Social media engagement
- Annual PPP Evaluation
- Semiannual DBE reporting submitted to MoDOT
- Title VI/ADA semiannual reporting and complaint tracking submitted to MoDOT
- Public Input for Ad Hoc Studies and Administered Projects
- Continued integration of Virtual Public Involvement Tools
- Coordination with MoDOT and FLMA

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- Meetings, agendas, and minutes for OTO Board of Directors, Committees, and Subcommittees
- Document meeting attendance for in-kind reporting
- Community committee participation
- Annual PPP Evaluation
- Management of public input
- Social media engagement
- DBE and Title VI reports submitted to MoDOT
- Monthly website maintenance and associated updates
- Public Input Website for 2024 Highway MM Corridor RAISE Discretionary Grant Application
- Integration of Virtual Public Involvement Tools
- Updated Title VI Plan

## Task 3 – Planning and Implementation

### Purpose

Short-and long-range planning activities supporting a multimodal transportation system, supported with best practices, latest available data. Providing for a performance-driven and outcome-based planning process.

### Work Elements

#### 3.1 Long Range Transportation Plan

*Timeframe – July 2024 to June 2025*

- Incorporate *Destination 2045* guidance in the planning process
- Process amendments to the long range transportation plan and the Major Thoroughfare Plan
- Continue to integrate Planning and Environmental Linkages (PEL) into the planning process to include data on natural, cultural, and community resources as well as environmental justice demographics
- Implementation of action items and status summary
- Development of long range transportation plan update for 2050

#### 3.2 Performance Measures

*Timeframe – July 2024 to June 2025*

- Continue to set and monitor performance targets, in coordination with MoDOT and City Utilities
- Annual State of Transportation report, incorporating federally required performance measures and those set in the long range transportation plan

#### 3.3 Congestion Management Process Implementation

*Timeframe – July 2024 to June 2025*

- Coordinate system performance monitoring, including data collection and analysis
- Review goals and implementation strategies to ensure effective system evaluation
- Conduct before and after analysis of completed projects and their effects on the system
- Continue to integrate Planning and Environmental Linkages (PEL) into the CMP Process

#### 3.4 Federal Function Classification Maintenance and Updates

*Timeframe – July 2024 to June 2025*

- Annual call for updates
- Facilitate change requests as necessary

#### 3.5 Freight Planning

*Timeframe – July 2024 to June 2025*

- Participate in MoDOT freight planning efforts, including the implementation of statewide freight and rail plan
- Continue to identify and review essential freight corridors throughout the region
- Annual review of the STRAHNET system to identify routes in the OTO boundary

### 3.6 Alternative Fuel and Air Quality Planning

*Timeframe – July 2024 to June 2025*

- Review Alternative Fuel Corridor status and support electric vehicle charging implementation efforts
- Work with MoDOT and planning partners to identify the barriers to and opportunities for deployment of fueling and charging infrastructure
- Continued planning process incorporation of alternative modes of transportation
- Monitor air quality and its impact on transportation conformity
- Support the Ozarks Clean Air Alliance and its participation in the EPA Ozone and PM Advance Programs through the Clean Air Action Plan

### 3.7 Demographic and Geographic Data Management

*Timeframe – July 2024 to June 2025*

- Continue to develop and maintain the Geographic Information System (GIS) and curate data for transportation planning
- Develop and maintain mapping and graphics for OTO activities and reports, including, but not limited to, the OTO website, OTO publications, and other printed or digital materials
- Continued maintenance of equity data and mapping to incorporate into the planning process
- Support transportation decision-making by collecting and compiling demographics, area development data, and migration statistics into a report on growth trends
- Use hazard environmental assessment database to identify endangered species and flood-vulnerable facilities as associated with potential transportation improvements
- Data acquisition for grants, plans, and performance measures
- GIS license maintenance

### 3.8 Support for Jurisdictions' Plans

*Timeframe – July 2024 to June 2025*

- Provide support for member jurisdictions as they develop and implement plans and studies through activities such as consultant scope of service review, committee participation, regional data, and ensuring OTO plan consistency
- Host trainings as requested
- Work with member jurisdictions to identify project elements to increase safe and accessible options for multiple travel modes for people of all ages and abilities

### Anticipated Outcomes

- Amendments to the LRTP as necessary
- Performance target updates
- Annual call for updates to the Federal Functional Classification System and other updates as requested
- CMP monitoring
- Participation in statewide freight planning efforts
- Continued air quality attainment status monitoring
- Report on growth trends and other relevant demographics
- GIS maintenance and mapping, including transportation data
- Travel demand model updates as needed and associated model runs
- Annual review of STRAHNET system

- LRTP Implementation Report
- Annual Bicycle/Pedestrian Implementation Report
- Resources for active transportation best practices and any associated trainings
- Continued development of trail projects for eventual construction
- Bicycle and Pedestrian Safety Analysis
- Trail Dashboard Maintenance and Maps
- Other projects as needed

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- *Amended Destination 2045*
- Performance target updates adopted
- Annual State of Transportation Report
- Annual Federal Functional Classification call for projects
- Federal Functional Classification update requests
- Participation in Ozarks Clean Air Alliance
- GIS maintenance and mapping
- Bike/Ped Implementation Report
- Trail dashboard update
- CMP Update Finalized
- Regional Electric Vehicle Plan Finalized

## Task 4 – Project Selection and Programming

### Purpose

Identify and implement priorities within the OTO through the development and maintenance of the Transportation Improvement Program.

### Work Elements

#### 4.1 Project Programming

*Timeframe – July 2024 to June 2025*

- Develop, and revise as necessary, policies and processes for project solicitation and award
- Award funding and program projects into relevant Transportation Improvement Program
- All public involvement activities relating to gathering input for and comments on the Transportation Improvement Program and its amendments
- Complete and publish FY 2025-2028 Transportation Improvement Program
- Develop and draft FY 2026-2029 Transportation Improvement Program
- Process all TIP Amendments and Modifications, including the coordination, advertising, public comment, Board approval, and submissions for MoDOT STIP incorporation
- Maintain and update the OTO TIP project database and web map
- Expand OTO TIP project database to include application process

#### 4.2 Federal Funds Tracking

*Timeframe – July 2024 to June 2025*

- Gather obligation information and develop the Annual Listing of Obligated Projects and publish to website within 90 days of the end of the program year
- Monitor OTO suballocated funding balances and publish a semi-annual report
- Track area cost-share projects
- Track reasonable progress on project implementation following programming

#### 4.3 STIP Prioritization and Scenarios

*Timeframe – July 2024 to June 2025*

- Meet with member jurisdictions and agencies about their transportation planning issues, needs, and planned growth
- Review prioritization criteria and update as necessary, supporting the regional vision and goals
- Develop final recommendations to MoDOT, including unfunded needs, using a subcommittee of the Technical Planning Committee to prioritize projects

### Anticipated Outcomes

- Adoption and approval of the FY 2025-2028 Transportation Improvement Program
- Development of the draft FY 2026-2029 Transportation Improvement Program
- TIP Amendments and Administrative Modifications as necessary
- Maintain online TIP database
- Semiannual Federal Funds Balance Report
- Annual Listing of Obligated Projects
- Develop and prioritize potential projects for use of MoDOT system improvement funds
- Award suballocated funding

- Online TIP Tool Call for Projects module implementation

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- Amendments and Administrative Modifications to the FY 2024-2027 Transportation Improvement Program
- Draft FY 2025-2028 Transportation Improvement Program
- Semiannual Federal Funds Balance Reports
- Annual Listing of Obligated Projects
- MoDOT STIP Prioritization
- Developed and solicited applications for Transportation Alternatives Program (TAP), Carbon Reduction Program (CRP) and FTA 5310 projects

## Task 5 – OTO Transit Planning

### Purpose

Prepare plans to provide efficient and cost-effective transit service for transit users. City Utilities (CU) is the primary fixed-route transit operator in the OTO region. Fixed route service is provided within the City of Springfield seven days a week. City Utilities also offers paratransit service for those who cannot ride the fixed-route bus due to a disability or health condition.

### Work Elements

#### 5.1 Operational Planning

*Timeframe – July 2024 to June 2025*

- OTO staff shall support operational planning functions with available data
- Occasionally OTO staff, upon the request of City Utilities (CU), provides information toward the National Transit Database Report, such as the data from the National Transit Database bus survey
- Attend the CU Advisory Committee

#### 5.2 Transit Coordination Plan and Implementation

*Timeframe – July 2024 to June 2025*

- Transit Coordination Plan Implementation with one-page report on status of action items
- OTO staffing of the Local Coordinating Board for Transit
- OTO staff to maintain a list of operators developed in the transit coordination plan for use by City Utilities (CU) and other transit providers in the development of transit plans
- Research additional funding for senior centers and human service agencies

#### 5.3 Program Management Plan Implementation

*Timeframe – July 2024 to June 2025*

- Continue to implement the Program Management Plan
- Conduct call for projects for Section 5310 funding
- As part of the TIP process, a competitive selection process will be conducted for selection of projects utilizing relevant federal funds
- Finalize and approve update of Program Management Plan for OTO Section 5310 Human Services Vehicle program administration

#### 5.4 Data Collection and Analysis

*Timeframe – July 2024 to June 2025*

- OTO will assist CU in providing necessary demographic analysis for proposed route and/or fare changes
- OTO's staff assistance in collecting ridership data for use in transit planning and other OTO planning efforts
- Explore barriers to transit use

#### 5.5 Community Support

*Timeframe – July 2024 to June 2025*

- OTO will assist the City of Springfield in transit planning for the Impacting Poverty Commission support initiatives through the Let's Go Smart Transportation Collaborative
- Assist City of Springfield in exploring high frequency transit



- Attend Missouri Public Transit Association Board meetings

## 5.6 ADA/Title VI Appeal Process

*Timeframe – July 2024 to June 2025*

- OTO staff assistance on CU Transit ADA/Title VI Appeal Process

## Anticipated Outcomes

- Transit agency coordination
- Continued Transit Coordination Plan implementation
- Special studies
- Committee meetings, agendas, and minutes
- CU Transit ADA/Title VI Appeals as requested
- Data collection
- Monitor FTA 5310 vehicle delivery and OTO balance
- Regional paratransit coordination
- Let's Go Smart Transportation Collaborative participation
- CU Transit Fixed Route Analysis assistance
- Conduct Call for Projects and award funding

## Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- LCBT meetings, agendas, and minutes
- Transit agency coordination
- Let's Go Smart Transportation Collaborative participation
- Call for Projects and Award of FTA 5310 Funding
- Monitored FTA 5310 vehicle delivery and OTO balance
- Regional paratransit coordination

## Task 6 – Operations and Demand Management

### Purpose

Planning activities to support the efficiency and to manage demand of the transportation system.

### Work Elements

#### 6.1 Traffic Incident Management Planning

*Timeframe – July 2024 to June 2025*

- Coordinate meetings of Traffic Incident Management Committee

#### 6.2 Intelligent Transportation Systems Coordination

*Timeframe – July 2024 to June 2025*

- Coordination with the Traffic Management Center in Springfield and with City Utilities Transit as needed

#### 6.3 Intelligent Transportation Systems Architecture

*Timeframe – July 2024 to June 2025*

- Continue to coordinate with MoDOT and members to implement and develop ITS solutions

#### 6.4 Travel Sensing and Travel Time Services

*Timeframe – July 2024 to June 2025*

- Ongoing maintenance of OTO Wi-Fi travel time units

#### 6.5 Coordinate Employer Outreach Activities

*Timeframe – July 2024 to June 2025*

- Work with the City of Springfield to identify and coordinate with major employers to develop employer-based programs that promote ridesharing and other transportation demand management (TDM) techniques within employer groups
- Rideshare Program outreach

#### 6.6 Collect and Analyze Data to Determine Potential Rideshare Demand

*Timeframe – July 2024 to June 2025*

- Gather and analyze data to determine the best location in terms of demand to target ridesharing activities

#### 6.7 Van Pool Program

*Timeframe – July 2024 to June 2025*

- Research potential for van pool program in area
- Work with possible major employers to see feasibility at employer locations

### Anticipated Outcomes

- ITS coordination
- Travel time unit maintenance
- Annual report of TDM activities
- Van Pool Program Development (multi-year process)
- Recommendations for ITS solutions

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- TIM Implementation Report
- ITS coordination
- Annual report of TDM activities
- Maintenance of OTO travel time collection units
- TIM committee meetings including self-assessment

## Task 7 – MoDOT Studies and Data Collection

### Purpose

MoDOT, in coordination with OTO and using non-federal funding, performs several activities to improve the overall efficiency of the metropolitan transportation system.

### Work Elements

#### 7.1 MoDOT Transportation Studies and Data Collection

*Timeframe – July 2024 to June 2025*

- Traffic Count Program to provide hourly and daily volumes for use in the Congestion Management Process, Long Range Transportation Plan, and Travel Demand Model
- Transportation studies conducted to provide accident data for use in the Congestion Management Process
- Speed studies conducted to analyze signal progression to meet requirements of the Congestion Management Process
- Miscellaneous studies to analyze congestion along essential corridors may also be conducted
- Maintenance of the MoDOT travel time collection units

MoDOT POSITION	Annual Salary	COLA 3.2%	82.34% Annual Fringe	10.31% Annual Additive	Total	% Time	Eligible
Traffic Center Manager	112,730	116,337	95,792.18	11,994.38	220,516.56	5%	11,026
Senior Traffic Study Specialist	73,844	76,207	62,748.85	7,856.94	144,449.79	30%	43,335
Traffic Study Specialist	63,310	65,335	53,797.24	6,736.09	123,842.91	20%	24,769
Traffic Study Specialist	63,310	65,336	53,797.24	6,736.09	123,842.93	5%	6,192
Senior Information Systems Technologist	59,350	61,249	50,432.59	6,314.79	116,097.38	10%	11,610
<b>TOTAL</b>							<b>96,931</b>

### Anticipated Outcomes

- Annual traffic counts within the OTO area for MoDOT roadways
- Annual crash data
- Speed studies
- Maintenance of the MoDOT travel time collection units

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- Annual traffic counts within the OTO area for MoDOT roadways
- Annual crash data
- Speed studies
- Signal timing

## 2.5% Set Aside Work Program and Complete Streets

### Task 8 - Safe and Accessible Transportation Options

#### Purpose

MoDOT, in coordination with OTO and using non-federal funding, performs several activities to improve the overall efficiency of the metropolitan transportation system.

This section contains tasks for developing safe and accessible transportation options and work for complete streets. This task is utilizing the 2.5% (\$14,458) set aside of Safe and Accessible Transportation Options Planning funds for the OTO and \$64,811 in additional eligible activities in anticipation of 100% funding for eligible Complete Streets projects through FHWA. This task incorporates planning processes that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. The OTO currently works towards safe and accessible transportation options as demonstrated by work tasks throughout the UPWP.

#### Work Elements

##### 8.1 Transportation Options Best Practices

- Research best practices around active transportation, complete streets, and mobility options, as well as provide support as needed to member jurisdictions on these topics.

##### 8.2 Complete Streets

- Maintain complete streets toolbox

##### 8.3 Bicycle and Pedestrian Transportation

- Maintain OTO Trail dashboard and work to fill in gaps
- Completion of a safety analysis of bicycle and pedestrian crashes throughout the OTO area
- Develop and maintain pedestrian crash maps and relevant non-motorist safety data
- Work with member jurisdictions to identify funding and timelines for potential trail projects, especially projects that address gaps in connectivity

##### 8.4 Active Transportation Planning and Implementation

*Timeframe – July 2024 to June 2025*

- Implement strategies for active transportation as identified in OTO bicycle and pedestrian plans, including *Towards A Regional Trail System*, *Statement of Priorities for Sidewalks and On-Street Bicycle and Pedestrian Infrastructure*, and *Regional Bicycle and Pedestrian Trail Investment Study*.
- Coordinate and monitor regional activities through the Bicycle and Pedestrian Advisory Committee
- Research best practices around active transportation, complete streets, and mobility options, as well as provide support as needed to member jurisdictions on these topics

##### 8.5 OTO Staff Meetings Attendance

*Timeframe – July 2024 to June 2025*

*Purpose: MPO Staff to travel to meetings and training regionally and statewide related to active transportation options*

- Missouri Trails Advisory Board
- Ozark Greenways Technical Committee
- Let's Go Smart Collaborative

## **8.6 OTO Bicycle and Pedestrian Advisory Committee Support**

*Timeframe – July 2024 to June 2025*

- Conduct and staff the Bicycle and Pedestrian Advisory Committee
- Respond to individual committee requests

### **Anticipated Outcomes**

- Bicycle and Pedestrian Crash Maps
- Implementation of best practices for active transportation
- Work with Bicycle and Pedestrian Transportation Committee
- Identify trail projects and potential funding to ungap the regional trail map through project prioritization
- Attendance of OTO staff and members at relevant meetings
- Conduct meetings, prepare agendas and meeting minutes for Bicycle and Pedestrian Advisory Committee

### **Prior Year Accomplishments**

- Pedestrian Safety Analysis
- Complete Streets Toolbox
- Best practices for active transportation

## Surface Transportation Block Grant Work Program & CPG

### Task 9 – Studies and Project Administration

#### Purpose

Conduct special transportation studies as requested by the OTO Board of Directors, subject to funding availability. Priority for these studies shall be given to those projects that address recommendations and implementation strategies for the long range transportation plan. These are studies and projects utilizing Surface Transportation Block Grant funding. OTO will utilize \$255,256 in Surface Transportation Block Grant (STBG) towards Task 9 in addition to CPG funds.

#### Work Elements

##### 9.1 Other Transportation Studies

*Timeframe – July 2024 to June 2025*

- Studies requested by member jurisdictions to examine trail or road alignments, traffic, parking, safety, walkability or land use
- Manage and fund studies to assist jurisdictions with the Planning and Environmental Linkages (PEL) process

##### 9.2 Administration of Local Jurisdiction Projects

- Oversee the project administration of local jurisdiction projects as needed
- OTO Transportation Engineer assistance for local jurisdictions with project administration on OTO allocated projects.
- OTO Transportation Engineer assistance for local jurisdictions with project administration on MoDOT system projects.

##### 9.3 Grant Applications

*Timeframe – July 2024 to June 2025*

- Develop and assist OTO members with developing applications for discretionary funding
- Review notices of funding availability to determine alignment of OTO planning documents with funding requirements and focal areas
- Maintain grant website page and newsletter with grant resources for local jurisdictions
- Working on partnerships with DOT, HUD, EPA, and USDA through developing applications for discretionary funding programs for livability and sustainability planning

##### 9.4 Transportation Consultant/Modeling Services

*Timeframe – July 2024 to June 2025*

- Travel demand model scenarios to assist with long range transportation plan development and implementation
- Contracted data collection efforts to support OTO planning projects, signal timing, and transportation decision-making
- Benefit cost analysis and grant data services
- Manage consultant contracts for studies for scoping and design of future transportation projects
- Manage consultant contracts for scoping, design and possible construction of trail projects

## Anticipated Outcomes

- Project administration
- Other studies completed as needed
- Grant applications and support letters as requested
- Travel demand model scenarios as requested
- Consultant contracts for studies and grant agreements

## Prior Year

- Oversaw multi-year construction contract of Chadwick Flyer Trail Phase III resulting in project completion
- Assisted local jurisdictions with project administration on 27 OTO allocated projects
- Continued support for area comprehensive plan updates
- Grant application review and support letters
- Reviewed RAISE Grant/INFRA Grant opportunities
- 2024 Highway MM RAISE Discretionary Grant submitted
- Route 66 Trail Alignment Study



## Funding Tables

The work contained in the FY 2025 Unified Planning Work Program (UPWP) is supported by financial grants and in-kind resources from federal, state, and local government sources, as well as OTO surplus funding. The total estimated costs for the FY 2025 UPWP is \$1,545,797; with \$1,250,491 in federal dollars and \$295,306 in state, local, and in-kind dollars. The use of in-kind dollars allows the OTO to utilize an 83.38% federal reimbursement rate. Funding details are found in seven tables, described below.

- Table 1 – Task Budget Summary
- Table 2 – Funding Totals – this table presents the funding from all sources for all of the work elements of the UPWP
- Table 3 – Anticipated Contracts by Cost & Equipment Over \$5,000
- Table 4 – Consolidated Planning Grant (CPG)/Surface Transportation Block Grant (STBG) Funding FY 2024
- Table 5 – Budgeted Revenue for Actual Costs FY 2025
- Table 6 – Total Available Revenue for FY 2025 UPWP Work Activities
- Table 7 – FY 2025 UPWP Budget

**Table 1**  
Task Budget Summary

Consolidated Planning Grant PL

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
<b>Task 1 – UPWP Program Administration and Coordination</b>	<b>\$267,663</b>		
<i>1.1 Direct Program Management</i>			
<i>1.1.1 Financial and Contract Management</i>		OTO	Yes
<i>1.1.2 Financial Audit</i>		OTO	Yes
<i>1.1.3 General Administration and Personnel</i>		OTO	Yes
<i>1.1.4 Electronic Support for OTO Operations</i>		OTO	Yes
<i>1.2 Unified Planning Work Program</i>		OTO	No
<i>1.3 OTO Staff Travel and Training</i>		OTO	No
<i>1.4 MPO Compliance and Certification</i>		OTO	No
<b>Task 2 – Planning Coordination and Outreach</b>	<b>\$293,767</b>		
<i>2.1 OTO Committee Support</i>		OTO	No
<i>2.1.1 Member Attendance at OTO Meetings</i>		OTO	No
<i>2.2 Local Government and Stakeholder Education and Outreach</i>		OTO	No
<i>2.3 Public Involvement</i>		OTO	No
<i>2.4 Civil Rights Compliance</i>		OTO	No
<b>Task 3 – Planning and Implementation</b>	<b>\$192,840</b>		
<i>3.1 Long Range Transportation Plan</i>		OTO	Yes
<i>3.2 Performance Measures</i>		OTO	No
<i>3.3 Congestion Management Process Implementation</i>		OTO	No
<i>3.4 Federal Functional Classification Maintenance and Updates</i>		OTO	No
<i>3.5 Freight Planning</i>		OTO	No
<i>3.6 Alternative Fuel and Air Quality Planning</i>		OTO	No
<i>3.7 Demographic and Geographic Data Management</i>		OTO	Yes
<i>3.8 Support for Jurisdictions’ Plans</i>		OTO	No
<b>Task 4 – Project Selection and Programming</b>	<b>\$112,848</b>		
<i>4.1 Project Programming</i>		OTO	Yes
<i>4.2 Federal Funds Tracking</i>		OTO	No
<i>4.3 STIP Prioritization and Scenarios</i>		OTO	No
<b>Task 5 – OTO Transit Planning</b>	<b>\$33,869</b>		
<i>5.1 Operational Planning</i>		OTO	No
<i>5.2 Transit Coordination Plan and Implementation</i>		OTO	No
<i>5.3 Program Management Plan Implementation</i>		OTO	No
<i>5.4 Data Collection and Analysis</i>		OTO	No
<i>5.5 Community Support</i>		OTO	No
<i>5.6 ADA/Title VI Appeal Process</i>		OTO	No

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
<b>Task 6 – Operations and Demand Management</b>	<b>\$28,526</b>		
6.1 Traffic Incident Management Planning		OTO	No
6.2 Intelligent Transportation Systems Coordination		OTO	No
6.3 Intelligent Transportation Systems Architecture		OTO	No
6.4 Travel Sensing and Travel Time Services		OTO Springfield MoDOT	Yes
6.5 Coordinate Employer Outreach Activities		OTO Springfield	No
6.6 Collect & Analyze Data to Determine Potential Demand		OTO	No
6.7 Van Pool Program		OTO	No
<b>Task 7 – MoDOT Studies and Data Collection</b>	<b>\$60,000</b>		
7.1 MoDOT Transportation Studies and Data Collection		MoDOT SW	No
<b>TOTAL</b>	<b>\$989,513</b>		

### 2.5% Set Aside/Complete Streets

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
<b>Task 8 – Complete Streets and 2.5 % Set Aside Safe and Accessible Transportation Options - \$79,269 – 100% Reimbursement</b>	<b>\$79,269</b>	OTO	
8.1 Transportation Options Best Practices		OTO	No
8.2 Complete Streets		OTO	No
8.3 Bicycle & Pedestrian Transportation		OTO	No
8.4 Active Transportation Planning and Implementation		OTO	No
8.5 OTO Staff Meeting Attendance		OTO	No
8.6 OTO Bicycle and Pedestrian Advisory Committee Support		OTO	No
<b>TOTAL</b>	<b>\$79,269</b>		

### STBG

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
<b>Task 9 – Studies and Project Administration</b>	<b>\$472,015</b>		
9.1 Other Transportation Studies		OTO	Potentially
9.2 Administration of Local Jurisdiction Projects		OTO	No
9.3 Grant Applications		OTO	Potentially
9.4 Transportation Consultant/Modeling Services		OTO	Yes
<b>TOTAL</b>	<b>\$472,015</b>		

FTA 5303 (City Utilities) – Appendix A

Tasks	Estimated Total Cost	Responsible Agency	Consultant Contract
<b>Task 10 – CU Transit Planning</b>	<b>\$210,000</b>		
10.1 Operational Planning		City Utilities	No
10.2 ADA Accessibility Planning		City Utilities	No
10.3 Transit Fixed Route/Regional Service Analysis Imp.		City Utilities	No
10.4 Service Planning		City Utilities	No
10.5 Financial Planning		City Utilities	No
10.6 Competitive Contract Planning		City Utilities	No
10.7 Safety, Security, and Drug/Alcohol Control Planning		City Utilities	No
10.8 Transit Coordination Plan Implementation		City Utilities	No
10.9 Program Management Plan Implementation		City Utilities	No
10.10 Data Collection and Analysis		City Utilities	No
<b>TOTAL</b>	<b>\$210,000</b>		

Safe Streets and Roads for All Grant – Appendix A

<b>Task 11– Safe Streets and Roads for All</b>	<b>\$201,765</b>		
11.1 Data Collection and Analysis		OTO	Yes
11.2 Public Input		OTO	Yes
11.3 Travel Model Updates		OTO	Yes
11.4 Safe Streets and Roads for All Subcommittee		OTO	No
11.5 Safety Plan Development		OTO	No
<b>TOTAL</b>	<b>\$201,765</b>		

Table 2

Funding Totals

Task	Local Funding			Federal Funding					Total	Percent (%)
	Local Match 16.6114%	City Utilities	In-Kind 2.0259%	CPG 65.2121%	STBG 18.2127%	Complete Streets and 2.5% Set Aside Safe & Access Trans	SS4A Discretionary Grant	5307		
1	\$ 44,463	\$ -	\$ -	\$ 223,200	\$ -	\$ -	\$ -	\$ -	\$ 267,663	18.08%
2	\$ 18,799	\$ -	\$ 30,000	\$ 244,968	\$ -	\$ -	\$ -	\$ -	\$ 293,767	10.90%
3	\$ 32,033	\$ -	\$ -	\$ 160,807	\$ -	\$ -	\$ -	\$ -	\$ 192,840	7.16%
4	\$ 18,746	\$ -	\$ -	\$ 94,102	\$ -	\$ -	\$ -	\$ -	\$ 112,848	4.19%
5	\$ 5,626	\$ -	\$ -	\$ 28,243	\$ -	\$ -	\$ -	\$ -	\$ 33,869	1.26%
6	\$ 4,739	\$ -	\$ -	\$ 23,787	\$ -	\$ -	\$ -	\$ -	\$ 28,526	1.06%
8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79,269	\$ -	\$ -	\$ 79,269	2.94%
9	\$ 77,901	\$ -	\$ -	\$ 138,858	\$ 255,256	\$ -	\$ -	\$ -	\$ 472,015	17.52%
<b>Total</b>	<b>\$ 202,306</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 913,966</b>	<b>\$ 255,256</b>	<b>\$ 79,269</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,480,797</b>	
Total of CPG/STBG Expenses									\$ 1,480,797	63.11%
7	Value of MoDOT "Direct Cost"								\$ 60,000	
Total of CPG/STBG Work Program									\$ 1,540,797	
10	\$ -	\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,000	\$ 210,000	
11	\$ 40,353	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 161,412	\$ -	\$ 201,765	
<b>Totals</b>	<b>\$ 40,353</b>	<b>\$ 42,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 161,412</b>	<b>\$ 168,000</b>		
Total of Transportation Planning Work									\$ 1,952,562	

Table 3

Anticipated Contracts by Cost & Equipment Over \$5,000 (Tasks 1-10)

CPG/STBG Anticipated Contracts by Cost & Equipment Over \$5,000		
Cost Category	Budgeted Amount FY 2025	Equipment Purchase
Building Lease	\$ 54,060.00	No
Cleaning Services	\$ 4,680.00	No
Data Acquisition	\$ 25,000.00	No
ESRI Licensing	\$ 7,000.00	No
Insurance (Directors & Officers, Errors & Omissions, Professional Liability, Workers Compensation, Network Defender)	\$ 11,336.00	No
IT Managed Services	\$ 12,500.00	No
Online TIP Tool	\$ 25,000.00	No
Payroll Services/Cafeteria Plan Administration	\$ 4,000.00	No
Professional Services for Operations (Accounting, Audit, HR, Legal)	\$ 45,000.00	No
Transportation Consultant/Modeling Services:		No
Grant Applications and Other Studies As Needed	\$ 150,000.00	No
Travel Demand Model Update	\$ 12,000.00	No
Webhosting	\$ 8,000.00	No

Table 4

CPG/STBG Eligible Funding FY 2025

Total Value of OTO/Springfield Metropolitan Transportation Planning Work Tasks 1-6 & 9	\$ 1,401,528
Plus Value of Task 7 MoDOT Direct Costs Credit	\$ 60,000
Total Value of OTO/Springfield Metropolitan Transportation Planning Work	\$ 1,461,528
Federal Pro-Rata Share	80%
<b>Federal CPG &amp; STBG Funding Eligible</b>	<b>\$ 1,169,222</b>
Federal CPG 2.5% Set Aside and Complete Streets	\$ 79,269
Federal Pro-Rata Share	100%
<b>Additional Federal 2.5% Set Aside CPG Funding Eligible</b>	<b>\$ 79,269.00</b>

\*The value of MoDOT Direct Costs (Traffic Studies) makes an additional \$48,000 (\$60,000 X .80) of Federal CPG funding available for budgeted actual cost. The total direct cost value amount of \$60,000 allows the actual cost of CPG funded transportation planning costs to be funded at 83.38% federal.

Table 5

Budgeted Revenue for Actual CPG/STBG Costs FY 2025

<b>Ozarks Transportation Organization Revenue</b>	<b>Total Amount Budgeted</b>
Federal CPG Funding Eligible	\$ 913,966
Federal CPG 2.5% Set Aside & Complete Streets (added in CPG revenue line)	\$ 79,269
<b>Total CPG Revenue</b>	<b>\$ 993,235</b>
Surface Transportation Block Grant	\$ 255,256
Local Match to be Provided	\$ 205,306
Value of In-Kind Match	\$ 30,000
MoDOT Direct Costs	\$ 60,000
<b>Total OTO Revenue</b>	<b>\$ 1,543,797</b>

## Table 6

### Consolidated Planning Grant Available Balance

OTO CPG Fund Balance as of 2/29/2024 (includes FY 2024 estimated allocation)*		\$1,388,630.02
Less Remaining Expenses to be Billed for FY 2024		(\$456,329.82)
PLUS FY 2025 CPG Expected Allocation		<u>\$813,834.00</u>
TOTAL Estimated CPG Funds Available for FY 2025 UPWP		\$1,746,134.20
<b>LESS CPG Funds Programmed for FY 2025</b>	<b>\$</b>	<b>(993,235)</b>
<b>Remaining Unprogrammed Balance</b>		<b>\$752,898.80</b>

\*Previously allocated, but unspent CPG Funds through 2/29/2024

#### Justification for Carryover Balance

The projected carryover balance of \$752,898.80 represents less than one year of federal planning funding allocations to OTO. OTO is funded by a combined Federal Highway and Federal Transit grant through the Missouri Department of Transportation.

Table 7

UPWP FY 2025 Budget

	<b>FY 2025</b>
	<b>Jul '24 - Jun '25</b>
<b>Ordinary Revenue/Expenditures</b>	
<b>Revenue</b>	
<b>Other Types of Income</b>	
In-Kind Match	\$ 90,000
<b>Total Other Types of Income</b>	<b>\$ 90,000</b>
<b>OTO Revenue</b>	
Consolidated Planning Grant (CPG) FHWA & FTA	\$ 993,235
Local Jurisdiction Dues/Project Fees Match	\$ 187,306
Local Jurisdiction Studies Match	\$ 15,000
Surface Transportation Block Grant	\$ 255,256
<b>Total Revenue</b>	<b>\$ 1,540,797</b>
<b>Expenditures</b>	
<b>Personnel</b>	
Mobile Data Plans	\$ 3,240
Payroll Services	\$ 3,500
Salaries and Fringe	\$ 956,931
Professional Services (Accounting, Audit, HR, Leg:	\$ 45,000
<b>Total Personnel</b>	<b>\$ 1,008,671</b>
<b>Operating</b>	
Dues/Memberships	\$ 8,000
Education/Training/Travel	\$ 29,000
Food/Meeting Expense	\$ 8,000
Legal/Bid Notices	\$ 1,200
Postage/Postal Services	\$ 500
Printing/Mapping Services	\$ 2,500
Staff Mileage Reimbursement	\$ 4,000
Telephone/Internet	\$ 7,000
<b>Total Operating</b>	<b>\$ 60,200</b>



<b>Commodities</b>	
Office Supplies/Furniture	\$ 6,365
Public Input Promotional Items	\$ 635
Publications	\$ 700
<b>Total Commodities</b>	<b>\$ 7,700</b>
<b>Information Technology</b>	
Computer Upgrades/Equipment Replacement	\$ 7,000
GIS Licenses	\$ 7,000
IT Maintenance Contract	\$ 12,500
Software	\$ 4,500
Webhosting	\$ 8,000
<b>Total Technology</b>	<b>\$ 39,000</b>
<b>Insurance</b>	
Directors and Officers	\$ 3,744
General Liability/Property	\$ 4,784
Workers Compensation	\$ 1,248
Network Defender	\$ 1,560
<b>Total Insurance</b>	<b>\$ 11,336</b>
<b>Service/Projects</b>	
Aerial Photography	\$ 25,000
Data Acquisition	\$ 30,000
Rideshare	\$ 250
TIP Tool Maintenance	\$ 20,000
Transportation Consulting Services	\$ 150,000
Travel Demand Model Update	\$ 12,000
<b>Total Service/Projects</b>	<b>\$ 237,250</b>
<b>Building</b>	
Building Lease	\$ 54,060
Common Area Maintenance Expense	\$ 23,000
Maintenance	\$ 1,500
Office Cleaning	\$ 4,680
Utilities	\$ 3,400
<b>Total Building</b>	<b>\$ 86,640</b>
<b>In-Kind Match Expense</b>	
Direct Cost - MoDOT Salaries	\$ 60,000
Membership Attendance at Meetings	\$ 30,000
<b>Total In-Kind Match Expense</b>	<b>\$ 90,000</b>
<b>Total Expenditures</b>	<b>\$ 1,540,797</b>
<b>Net Revenue Over Expenditures</b>	<b>\$ -</b>

## A – Related Planning Activities

### FTA 5303 - City Utilities Work Program

#### Task 10 – CU Transit Planning

##### Purpose

Activities by City Utilities (CU) Transit utilizing Transit Planning funds. CU is the primary fixed-route transit operator in the OTO region. Fixed route service is provided within the City of Springfield seven days a week. City Utilities also offers paratransit service for those who cannot ride the fixed-route bus due to a disability or health condition.

##### Work Elements

##### **10.1 Operational Planning**

*Timeframe – July 2024 to June 2025*

- Route analysis
- City Utilities Transit grant submittal and tracking.
- City Utilities Transit collection and analysis of data required for the National Transit Database Report, both monthly and annual.
- City Utilities Transit participation in Ozarks Transportation Organization committees and related public hearings.
- CU Transit collection of data required to implement the requirements of the Americans with Disabilities Act and non-discriminatory practices (FTA Line Item Code 44.24.00)

##### **10.2 ADA Accessibility Planning**

*Timeframe – July 2024 to June 2025*

- CU Transit plans ADA accessibility projects for non-traditional ADA projects funded by Section 5310 grants.

##### **10.3 Transit Fixed Route/Regional Service Analysis Implementation**

*Timeframe – July 2024 to June 2025*

- CU will implement recommendations of the ConnectSGF Transit Optimization Study.

##### **10.4 Service Planning**

*Timeframe – July 2024 to June 2024*

- Collection of data from paratransit operations as required.
- CU Transit development of route and schedule alternatives to make services more efficient and cost-effective within current hub and spoke system operating within the City of Springfield (FTA Line Item Code 44.23.01)
- Title VI service planning.

##### **10.5 Financial Planning**

*Timeframe – July 2024 to June 2024*

- CU Transit preparation and monitoring of long and short-range financial and capital plans and identification of potential revenue sources.

## 10.6 Competitive Contract Planning

*Timeframe – July 2024 to June 2025*

- CU Transit will study opportunities for transit cost reductions using third-party and private sector providers.

## 10.7 Safety, Security, and Drug/Alcohol Control Planning

*Timeframe – July 2024 to June 2025*

- Implementation of additional safety and security policies as required by federal legislation.

## 10.8 Transit Coordination Plan Implementation

*Timeframe – July 2024 to June 2025*

- Updating and implementation of the Transit Coordination Plan, due to Section 5310 grants and MAP-21 changes – to include annual training for applicants of 5310 funding and a focus on education, including media outreach.

## 10.9 Program Management Plan Implementation

*Timeframe – July 2024 to June 2025*

- Review the existing program management plan to ensure compliance with FAST Act and future reauthorization.

## 10.10 Data Collection and Analysis

*Timeframe – July 2023 to June 2025*

- Update demographics for CU's Title VI and LEP Plans as needed.
- CU will collect and analyze, ridership data for use in transit planning and other OTO planning efforts.
- TAM Plan – As an agency on MoDOT's TAM plan, CU gathers data, performs asset analysis and reporting activities to provide data to MODOT for inclusion in the MODOT TAM Plan.
- PTASP Plan – CU will be gathering safety risk data, establishing benchmarks and participating in reporting activities for the PTASP plan as required by FTA in 49 CFR Part 637.

### Anticipated Outcomes

- Operational Planning
- ADA Accessibility Planning
- Service Planning
- Financial Planning
- Competitive Contract Planning
- Safety, Security and Drug and Alcohol Planning
- Data Collection and Analysis

### Prior Year Accomplishments

Additional details on prior accomplishments can be found in the FY 2024 year-end report, which will be incorporated upon completion in July 2024.

- Operational Planning
- ADA Accessibility Planning
- Fixed Route Analysis
- Service Planning

- Financial Planning
- Competitive Contract Planning
- Safety, Security and Drug and Alcohol Planning
- Transit Coordination Plan
- Data Collection and Analysis

## FHWA Discretionary Grant

### Task 11 – Safe Streets and Roads for All Grant

#### Purpose

The OTO has been awarded a Safe Streets and Roads for All discretionary grant for the development of a regional safety action plan. This grant is directly with FHWA and is shown in the UPWP as a planning document.

#### Work Elements

##### 11.1 Data Collection and Analysis

*Timeframe – July 2024 to June 2025*

- Data Acquisition
- Consulting firm to analyze data
- Contracted data collection efforts to support safety plan prioritization

##### 11.2 Public Input

*Timeframe – July 2024 to June 2025*

- Public input consultant to ensure engagement and targeted materials for diverse population engagement

##### 11.3 Travel Model Updates

*Timeframe – July 2024 to June 2025*

- Travel demand model scenarios to assist with safety plan prioritization

##### 11.4 Safe Streets and Roads for All Advisory Committee

*Timeframe – July 2024 to June 2025*

- Stakeholder committee of various community groups, OTO member jurisdictions, safety advocates, and safety experts
- Guide analysis and priorities of the plan

##### 11.5 Safety Plan Development

*Timeframe – July 2024 to June 2025*

- Review of existing policies, programs, and engineering solutions
- Development of performance targets
- Identification of education programs and behavioral modifications that can accompany engineered improvements
- Development of engineering improvements
- Plan Document/Adoption Process

#### Anticipated Outcomes (New Task)

- Data acquisition
- Public Input
- Safe Streets and Roads for All Advisory Committee meetings
- Final Adopted/Approved Plan

## Location of Referenced Documents

FY 2024 UPWP – <https://www.ozarkstransportation.org/uploads/documents/11-FY-2024-UPWP-Revised.pdf>

Public Participation Plan - <https://media.ozarkstransportation.org/documents/OTO-2020-Public-Participation-Plan.pdf>

Public Participation Plan Annual Evaluation -  
<https://www.ozarkstransportation.org/uploads/media/PPPeval2022.pdf>

*Transportation Plan 2045* -  
[https://www.ozarkstransportation.org/uploads/documents/Amendment2\\_Destination2045\\_07212022.pdf](https://www.ozarkstransportation.org/uploads/documents/Amendment2_Destination2045_07212022.pdf)

Regional Bicycle and Pedestrian Trail Investment Study  
<https://media.ozarkstransportation.org/documents/Towards-A-Regional-Trail-System.pdf>  
[https://media.ozarkstransportation.org/documents/OTO\\_Trail\\_Investment\\_Study\\_Complete.pdf](https://media.ozarkstransportation.org/documents/OTO_Trail_Investment_Study_Complete.pdf)  
[https://media.ozarkstransportation.org/documents/OTO\\_TIS\\_Nixa\\_Addendum.pdf](https://media.ozarkstransportation.org/documents/OTO_TIS_Nixa_Addendum.pdf)

Bylaws - <https://www.ozarkstransportation.org/our-resources/policies>

Title VI Program - <https://www.ozarkstransportation.org/uploads/documents/Title-VI-ADA-Program-2021-Approved.pdf>

Limited English Proficiency Plan - <https://www.ozarkstransportation.org/uploads/documents/LEP-2021.pdf>

Congestion Management Process - <https://media.ozarkstransportation.org/documents/CMP-Monitoring-and-Strategy-Evaluation-2020-Approved-Reduced.pdf>

Bicycle and Pedestrian Report - [https://www.ozarkstransportation.org/uploads/documents/CY21Report-09132022\\_230324\\_190643.pdf](https://www.ozarkstransportation.org/uploads/documents/CY21Report-09132022_230324_190643.pdf)

State of Transportation Report – [https://www.ozarkstransportation.org/uploads/documents/SOT-2021-12\\_220916\\_184341.pdf](https://www.ozarkstransportation.org/uploads/documents/SOT-2021-12_220916_184341.pdf)

Clean Air Action Plan - <https://media.ozarkstransportation.org/documents/2020CAAP.pdf>

FY 2024-2025 Transportation Improvement Program and Amendments -  
<https://www.ozarkstransportation.org/what-we-do/transportation-improvement-program>

Annual Listing of Obligated Projects -  
[https://www.ozarkstransportation.org/uploads/documents/15\\_FY2023ALOPReport.pdf](https://www.ozarkstransportation.org/uploads/documents/15_FY2023ALOPReport.pdf)

Federal Funds Balance Report - <https://www.ozarkstransportation.org/what-we-do/transportation-improvement-program/federal-funds-status>

Transit Coordination Plan - <https://www.ozarkstransportation.org/uploads/documents/TCP-2022-Approved.pdf>

Program Management Plan - <https://media.ozarkstransportation.org/documents/Program-Management-Plan-2018.pdf>

Year End UPWP Progress Report – To be updated upon year end.

**TAB 4**



**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.B.**

**MoDOT/OTO Sidewalk Cost Share Program Recommendation**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

**Background**

At its meeting on September 15, 2022, the OTO Board of Directors voted to partner with MoDOT on a sidewalk cost share program to benefit the state system. The Board approved the use of \$3 million from OTO's 2022-2026 Transportation Alternatives and Carbon Reduction Program funding, that when matched by the local jurisdiction, would cover 50 percent of proposed sidewalk projects along state routes, with MoDOT covering the other 50 percent.

**Recommended Project**

City of Springfield - Sunshine

Upgrade pedestrian facilities to comply with the ADA Transition Plan on Sunshine Street from BU 65 (Glenstone Avenue) to Blackman Road in Springfield – this project is planned as part of MoDOT Job number J8S3153, and will be amended into SP1413.

Total Cost:	\$1,565,000
MoDOT Share:	\$782,500
TAP/CRP Share:	\$626,000
Springfield Share:	\$156,500

This will be the last project funded through this program and all remaining funds will be moved to the Summer Bicycle/Pedestrian Infrastructure Call for Projects.

**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE ACTION TAKEN:**

The OTO Bicycle and Pedestrian Advisory Committee recommended that the City of Springfield Sunshine Project receive \$626,000 in TAP/CRP funds.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend TAP/CRP funding for Springfield in the amount of \$626,000 for a cost share with MoDOT along Sunshine.”

OR

“Move to recommend the following...”

# OTO/MoDOT Sidewalk Cost-Share Program Application

Ozarks Transportation Organization

## Applicant Information

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Community: [City of Springfield](#)

Point of Contact: [Brett Foster](#)

Phone: [417-864-1937](#)

Email: [bfoster@springfieldmo.gov](mailto:bfoster@springfieldmo.gov)

## State System and Project Information

---

Which MoDOT Road will this project occur along?      [Sunshine \(Rt D\)](#)

Will this project fit within the existing MoDOT right-of-way?    Yes     No

Will this be a part of an existing MoDOT improvement project?  Yes     No

*If project is not part of an existing/planned MoDOT project, it is not eligible for this program.*

List Project and include TIP Number or MoDOT Job Number:

J8S3153 – Upgrade pedestrian facilities to comply with the ADA Transition Plan on Sunshine Street from BU 65 (Glenstone Avenue) to Blackman Road in Springfield.

## Funding Request

---

Expected Total Project Cost: \$ [1,565,000](#)

Expected OTO Cost Share Funding Request: \$[626,000](#)

Expected Local Match Percentage:  %

Please Provide Project Budget Information In The Table Below:

Category	Community Funds		MoDOT Funds	Other Funding Sources	Totals
	Local Match	Requested Cost Share Funds			
Engineering	<input type="text" value="53700"/>	<input type="text" value="214800"/>	<input type="text" value="268500"/>	<input type="text"/>	<input type="text" value="\$537,000"/>
ROW	<input type="text" value="8200"/>	<input type="text" value="32800"/>	<input type="text" value="41000"/>	<input type="text"/>	<input type="text" value="\$82,000"/>
Construction	<input type="text" value="94600"/>	<input type="text" value="378400"/>	<input type="text" value="473000"/>	<input type="text"/>	<input type="text" value="\$946,000"/>
Totals	<input type="text" value="156,500"/>	<input type="text" value="626000"/>	<input type="text" value="782500"/>	<input type="text"/>	<input type="text" value="\$1,565,000"/>

Please list other funding sources included in project budget: City Funding Match provided from 1/8 Cent Transportation Sales Tax and/or ¼ Cent Capital Improvement Sales Tax as to be determined.

Source of Budget Information:  Program Estimate  Engineer’s Estimate (w/quantities)  
Please include copies of estimates used in this application

## Project Details

Please provide the following project details and **provide a map** showing the location of each planned sidewalk segment.

Total Length of Proposed Sidewalk(s):

	Segment Length (ft)	Side of Road	Within Existing /Planned ROW?	Sidewalk Width (ft)	Distance off back of curb (ft)
Segment #1	<input type="text" value="2,400"/>	<input checked="" type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	<input type="text" value="6"/>	<input type="text" value="Varies"/>
Segment #2	<input type="text" value="1,700"/>	<input checked="" type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	<input type="text" value="6"/>	<input type="text" value="0"/>
Segment #3	<input type="text"/>	<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="text"/>	<input type="text"/>
Segment #4	<input type="text"/>	<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="text"/>	<input type="text"/>
Segment #5	<input type="text"/>	<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="text"/>	<input type="text"/>

*\*Provide a map that shows the location of each planned sidewalk segment, including proposed sidewalk connections and ROW lines if available.*

Source of Alignment Information:  Program Estimate  Engineer’s Estimate

Who is expected to administer and deliver this project?  Applicant  MoDOT  TBD

## Project Description

Please describe how this project will enhance your community’s overall sidewalk network, including any new connections made.

The City of Springfield is requesting funds to cost share the construction of approximately 4,100 lineal feet of ADA compliant sidewalks along the north side of Route D (Sunshine Street) from Glenstone Avenue to Meadowview Avenue in conjunction with the MoDOT Sunshine Street ADA project. This project will provide a much-needed ADA compliant pedestrian facility for the many residents in this area. Specifically, this project will connect sidewalks to the businesses on

Sunshine Street, providing a continuous pedestrian facility from Glenstone Avenue to Blackman Road. MoDOT's ADA project is scheduled for construction in 2025. See attached MoDOT Fact Sheet and Project Map.

**Please describe how this project meets a known community need, especially a safety need.**

*Feel free to attach images of worn paths, discuss known accident patterns, or existing engineering studies.*

The goal of this project is to encourage and provide walkable streets between numerous activity centers, neighborhoods, and businesses in the area. Sunshine Street is a very high-volume street and without off street, separated sidewalk it is nearly impassable by pedestrians and bicyclist needing access to the route for services. Improvements will also provide safe and accessibly passage for pedestrians and disabled users in the Sunshine Corridor who utilize needed amenities and public transit along the corridor.

**Please discuss if this project will create safer routes to school. Include distance to nearest school.**

Per the attached maps, having additional sidewalk will improve options for connections to Pittman Schools in the SPS district.

**Please describe the level of community support for this project.**

*Feel free to attach relevant public comments or community plans/surveys.*

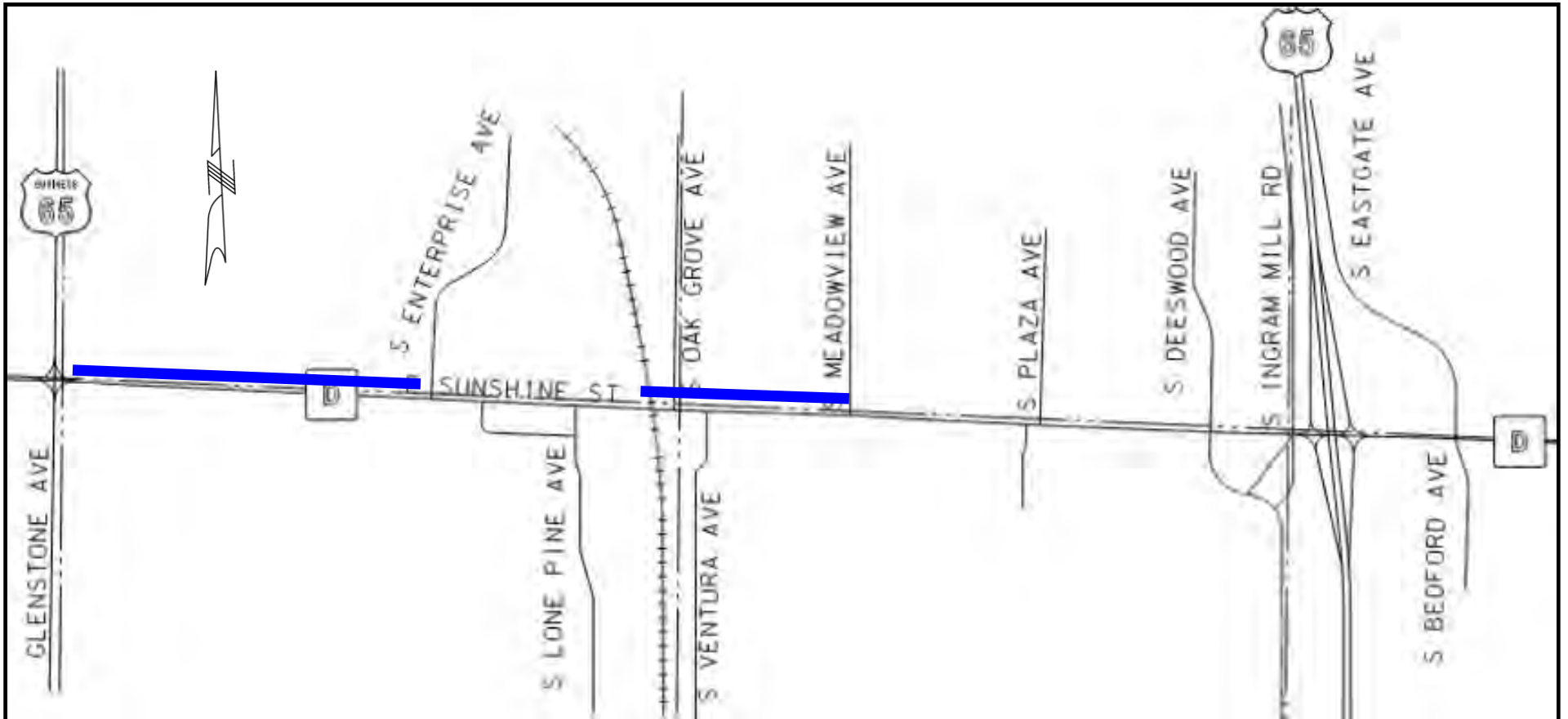
There is significant community support for this project as there are local citizens who do not drive an automobile and must obtain some of their daily needs by navigating on foot. The City of Springfield and MoDOT have an extensive history of receiving request for increased pedestrian connectivity in this much needed area. Recent public meetings show local businesses support the project to increase pedestrian traffic in this area.

**Please describe how this project will create connections to community facilities or social service agencies.**

Nearly 40 facilities have been identified on this corridor that provides social service, community, and health services to the public. The proposed sidewalks will provide additional modes of transportation to these facilities.

**Please describe how this project will create connections to shopping and essential services, such as grocery stores, convenience stores, restaurants, or medical clinics.**

There are over 200 businesses on Sunshine Street between Glenstone Avenue and Blackman Road. Numerous established residential neighborhoods exist along the corridor who have known residents without access to automobiles. These neighborhoods depend on alternated modes of transportation for access to services as noted above.



## LEGEND

 Proposed Cost-Share Sidewalk











MoDOT Job No. J8S3153  
Greene County  
Route D (Sunshine Street)

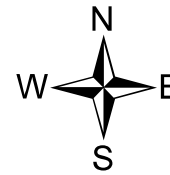
# PITTMAN ELEMENTARY

## WALKING ROUTE \*

SCHOOL YEAR 2022-2023

### Legend

- |  |                  |   |                           |
|--|------------------|---|---------------------------|
|  | CROSSING GUARD   |  | WALKING ROUTE W/SIDEWALK  |
|  | 1/2 MILE RADIUS  |  | WALKING ROUTE NO SIDEWALK |
|  | SCHOOL CROSSWALK |  | BARRIER STREET            |
|  | SCHOOL BOUNDARY  |  | SIGNAL                    |
|  | NON-RESIDENTIAL  |  | BUSING AVAILABLE          |



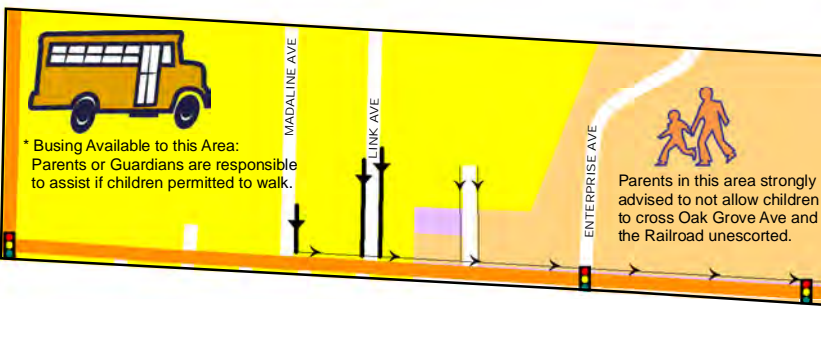
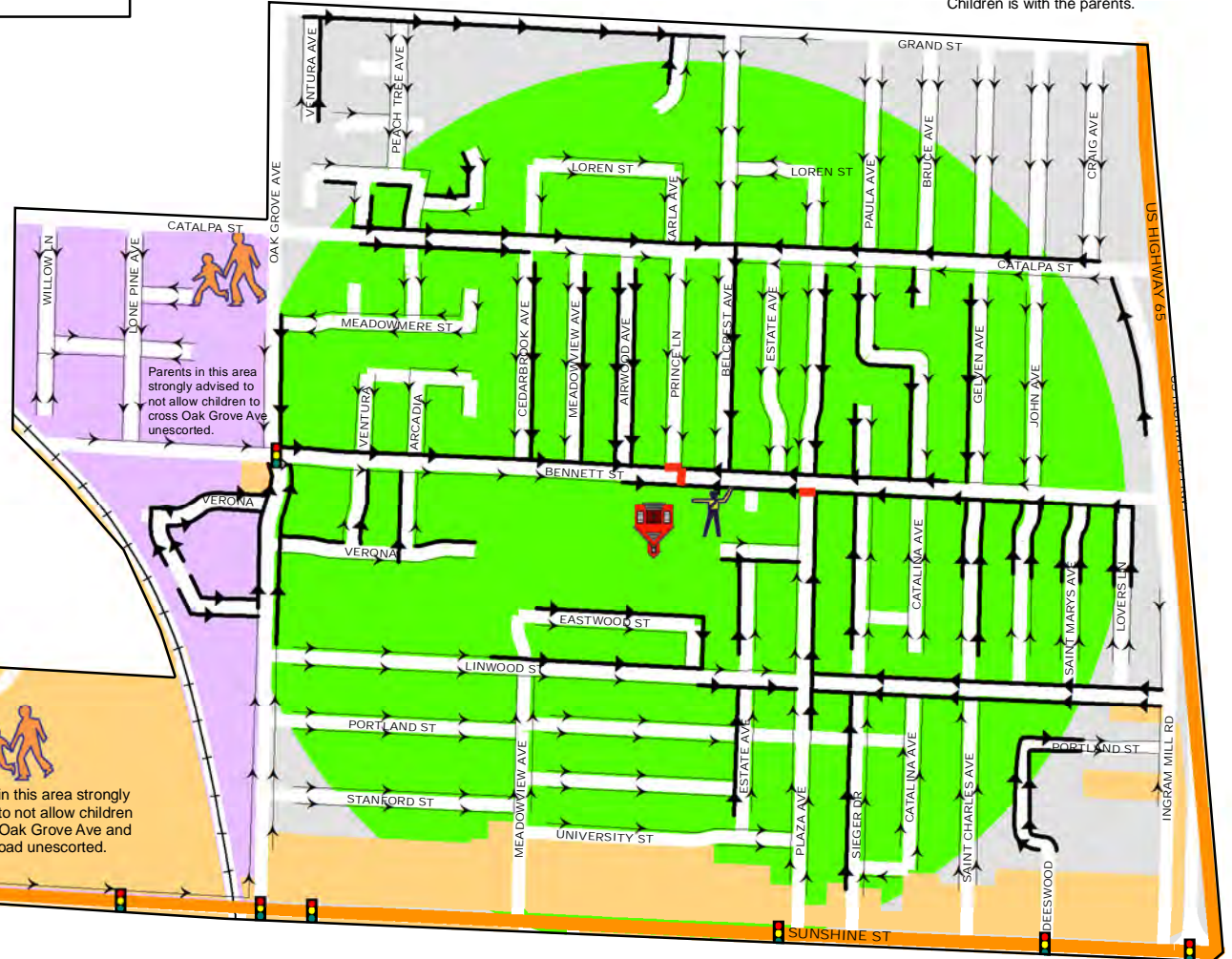
### School Times

Start 8:10 am  
Dismissal 3:10 pm

This map recommends a walking route based on sidewalk inventory and existing crossing features to assist parents who chose to have their child walk to school. The primary responsibility for the safety of their Children is with the parents.

### Crossing Guard

2934 E Bennett St  
Morning 7:20-8:15 am  
Afternoon 3:05-3:40 pm



**TAB 5**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.C.**

**Trail and Sidewalk Engineering Funding Recommendation**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

OTO made a call for projects in March, with applications due April 1, for trail and sidewalk engineering projects, with the purpose of awarding TAP/CRP funding. Ten projects were received and recommended for funding by the Bicycle and Pedestrian Advisory Committee.

1. Jordan Creek Greenway Trail - Mt. Vernon St. to College St.
2. South Creek Greenway Trail - Posenke Gap
3. Ward Branch Greenway Trail - National Avenue to Fremont Avenue
4. Wilson's Creek Greenway Trail - Ewing Park West to Rutledge-Wilson Park
5. Fasnigh Creek Greenway Trail - Skate Park to Fort
6. Jackson Street Connection/Chadwick Flyer Ph. 1
7. Kali Springs Trail Connector
8. Blue Stem-Phase I of North Ozark Greenway Trail
9. Finley River Trail - Western Expansion
10. Fasnigh Creek Greenway - Glenstone to Enterprise

<b>Funding Summary</b>	
Requested Federal Share	\$1,283,890.55
Total Local Share	\$320,973.15
<b>Total Costs</b>	<b>\$1,604,863.70</b>

**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE ACTION TAKEN:**

The OTO Bicycle and Pedestrian Advisory Committee recommended the submitted sidewalk and trail engineering projects be approved for TAP/CRP funding.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend TAP/CRP funding be approved for the ten submitted sidewalk and trail engineering projects.”

OR

“Move to recommend the following...”



Funding Summary	
Requested Federal Share	\$ 1,283,890.55
Total Local Share	\$ 320,973.15
Total Costs	\$ 1,604,863.70

Trail and Sidewalk Engineering Applications Scoring							
Points	5	5	5	5	5	5	30
Evaluation Criteria	All project information is provided	Project location description is provided	Project costs, including federal funding amount and local match, are provided	Proposed improvement description is provided	Project map is provided	Project located on OTO official trail map	Total Maximum Points
Project Name							
Jordan Creek Greenway Trail - Mt. Vernon St. to College St.	5	5	5	5	5	5	30
South Creek Greenway Trail - Posenke Gap	5	5	5	5	5	5	30
Ward Branch Greenway Trail - National Avenue to Fremont Avenue	5	5	5	5	5	5	30
Wilson's Creek Greenway Trail (Ewing Park West to Rutledge-Wilson Park)	5	5	5	5	5	5	30
Fassnight Creek Greenway Trail - Skate Park to Fort	5	5	5	5	5	5	30
Jackson Street Connection/ Chadwick Flyer Ph. 1	5	5	5	5	5	0	25
Kali Springs Trail Connector	5	5	5	5	5	0	25
Blue Stem-Phase I of North Ozark Greenway Trail	5	5	5	5	5	0	25
Finley River Trail - Western Expansion	5	5	5	5	5	5	30
Fassnight Creek Greenway-Glenstone to Enterprise	5	5	5	5	5	5	30



# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Jordan Creek Greenway Trail - Mt. Vernon St. to College St.
Project Sponsor	Ozark Greenways, Inc.
City/County	Springfield/Greene
Street/Route/Trail	Jordan Creek Greenway Trail
Project Sponsor Contact Person	Mary Kromrey

## Part 2: Location

Location
2,245 linear feet connecting the existing Jordan Creek Trail built to Mr. Vernon St. from Mt. Vernon St. to College Street

## Part 3: Budget

Total Project Cost Estimate	\$ 137,520.44
Federal Funding Amount	\$ 110,016.35
Source of Local Match and amount	<input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Other (Please select one) <b>27,504.09</b> Local fund amount: \$

## Part 4: Project Description

Description of proposed improvements, including length and proposed width <ul style="list-style-type: none"> <li>• 2,245 lf 10' wide concrete trail</li> <li>• 9,000 lf Retaining Wall</li> <li>• Sidewalk replacement and connection to MoDOT intersection improvements at Kansas Expressway</li> <li>• Elimination of three (3) at-grade road crossings providing dedicated separated route under Mount Vernon Street, Kansas Expressway (MoDOT Route), and Walnut Street</li> <li>• High Visibility Crosswalk Installations using features such as contrasting pavement markings, raised crossings, and/or rectangular rapid flashing beacons</li> </ul> Removal of improvements, Earthwork, Seeding & Mulching, Signage, Tree Protection, Erosion Control, Mobilization, Utilities (1%), and ROW acquisition.  This trail was identified and adopted as part of Vision 2020, 2017 OTO Regional Trail Study, Springfield-Greene County Parks & Recreation Master Plan, and OTO Destination 2045. It was also identified as a priority for the 2024 RAISE Grant. The City of Springfield is providing funds to OG via a council bill for OG to use as the local match. The first reading of the council bill is scheduled for April 8, 2024.
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# Jordan Creek Greenway Trail





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	South Creek Greenway Trail - Posenke Gap
Project Sponsor	Ozark Greenways, Inc.
City/County	Springfield/Greene
Street/Route/Trail	South Creek Greenway Trail
Project Sponsor Contact Person	Mary Kromrey

## Part 2: Location

Location
This .5-mile trail gap along the South Creek Greenway Trail provides for a direct trail connection to Wilson's Creek Greenway Trail. This is on the western end of the trail alignment.

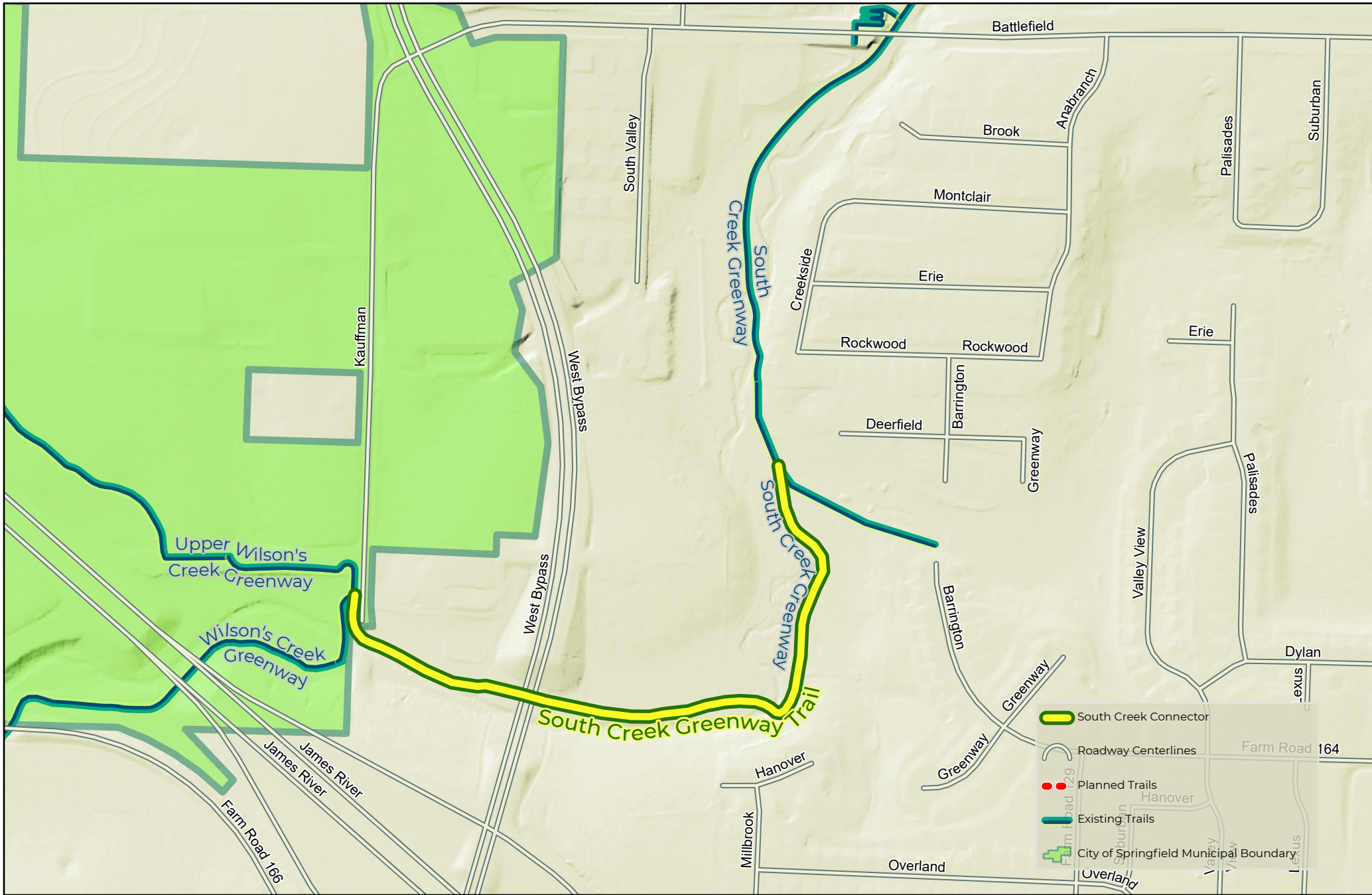
## Part 3: Budget

Total Project Cost Estimate	\$ 160,378.66
Federal Funding Amount	\$ 128,302.93
Source of Local Match and amount	<input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Other (Please select one) Local fund amount: \$ 32,075.73

## Part 4: Project Description

<p>Description of proposed improvements, including length and proposed width</p> <ul style="list-style-type: none"> <li>• 1,979 l/f 10' wide concrete trail</li> <li>• 372 l/f 10' boardwalk trail</li> <li>• One (1) pedestrian bridge</li> <li>• 1,979 l/f Equine Fencing</li> </ul> <p>Seeding &amp; Mulch, Signage, Tree Protection, Erosion Control, Contingency, and Utilities (1%).</p> <p>Ozark Greenways owns the land and the recreation trail easement. No land acquisition is anticipated. This trail was identified and adopted in 1991 as part of the South Creek- Wilson's Creek Greenway Trail Plan, Vision 2020, 2017 OTO Regional Trail Study, Springfield-Greene County Parks &amp; Recreation Master Plan, and OTO Destination 2045. The City of Springfield is providing funds to OG via a council bill for OG to use as the local match. The first reading of the council bill is scheduled for April 8, 2024.</p>
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# South Creek Greenway Trail







# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Ward Branch Greenway Trail - National Avenue to Fremont Avenue
Project Sponsor	Ozark Greenways, Inc.
City/County	Springfield/Greene
Street/Route/Trail	Ward Branch Greenway Trail
Project Sponsor Contact Person	Mary Kromrey

## Part 2: Location

Location
1,900 linear feet between E Bradford Parkway and E Independence Street, from S National Avenue to S Fremont Avenue in Springfield, MO. This project will extend the existing Ward Branch Greenway trail from its current terminus at the Cox Health Campus to the planned Fremont Avenue Multi-Use Sidepath.

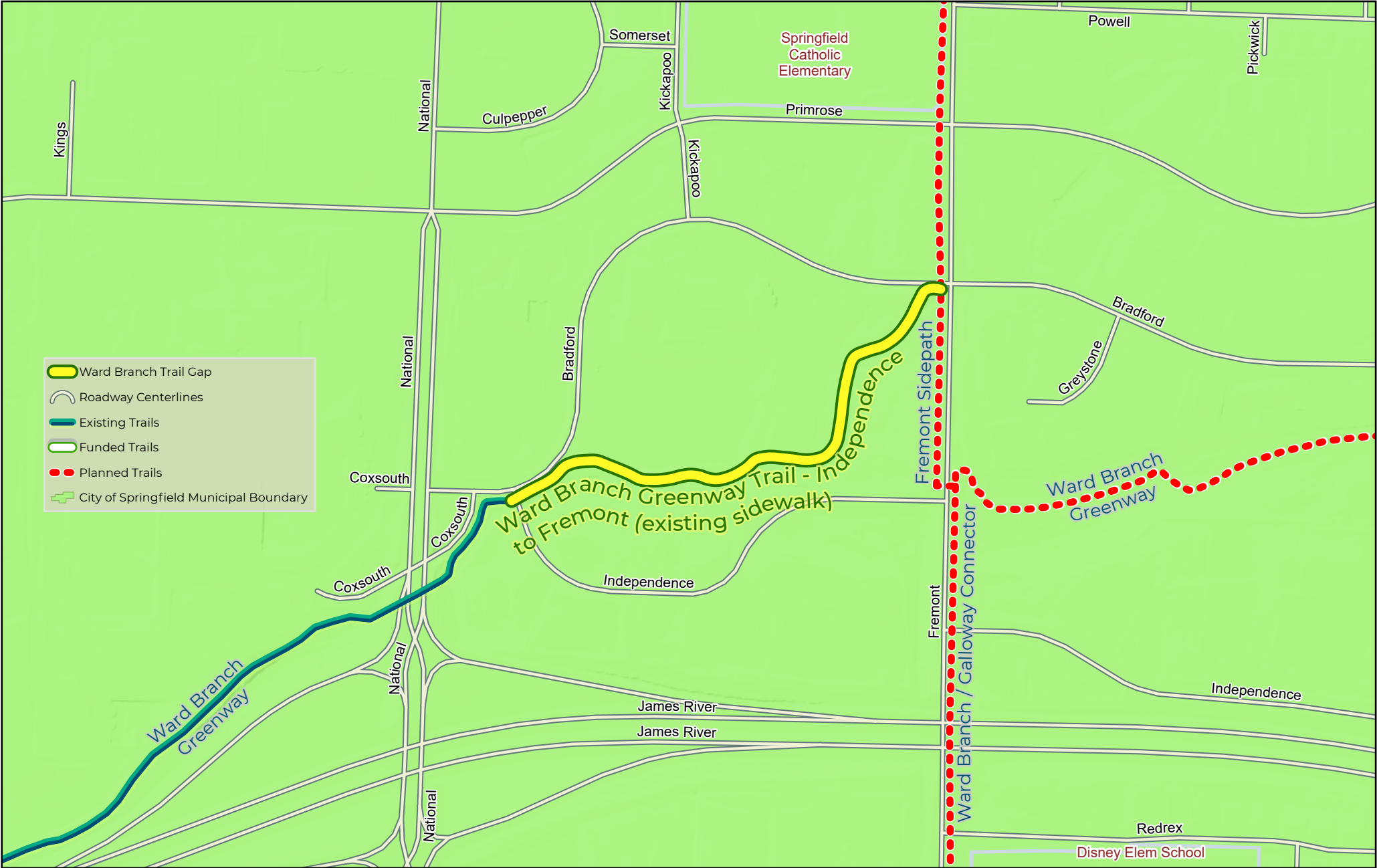
## Part 3: Budget

Total Project Cost Estimate	\$ 43,188.60
Federal Funding Amount	\$ 34,550.88
Source of Local Match and amount	<input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Other (Please select one) <b>8,637.72</b> Local fund amount: \$

## Part 4: Project Description

Description of proposed improvements, including length and proposed width
<ul style="list-style-type: none"> <li>• 1,740 l/f 10' wide concrete trail</li> </ul> Removal of improvements, Earthwork, Seeding & Mulch, Signage, Tree Protection, Erosion Control, Contingency, and Utilities (1%).  Land acquisition is anticipated as both Cox Health Systems and Burrell have expressed interest and are working with The City/Parks on the recreation trail easements. This trail was identified and adopted as part of Vision 2020, 2017 OTO Regional Trail Study, Springfield-Greene County Parks & Recreation Master Plan, and OTO Destination 2045. The City of Springfield is providing funds to OG via a council bill for OG to use as the local match. The first reading of the council bill is scheduled for April 8, 2024.

# Ward Branch Greenway Trail



-  Ward Branch Trail Gap
-  Roadway Centerlines
-  Existing Trails
-  Funded Trails
-  Planned Trails
-  City of Springfield Municipal Boundary





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Wilson's Creek Greenway Trail (Ewing Park West to Rutledge-Wilson Park)
Project Sponsor	Ozark Greenways, Inc.
City/County	Springfield/Greene
Street/Route/Trail	Wilson's Creek Greenway Trail
Project Sponsor Contact Person	Mary Kromrey

## Part 2: Location

Location
6,864 linear feet connection from James Ewing Park (Hillcrest Trailhead) to Rutledge Wilson Park. It will provide trail connections to Overhill Park, James Ewing Park, & Rutledge Wilson Farm Park

## Part 3: Budget

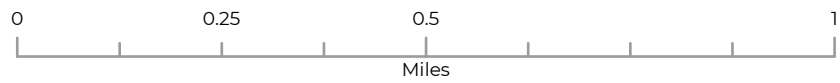
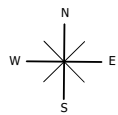
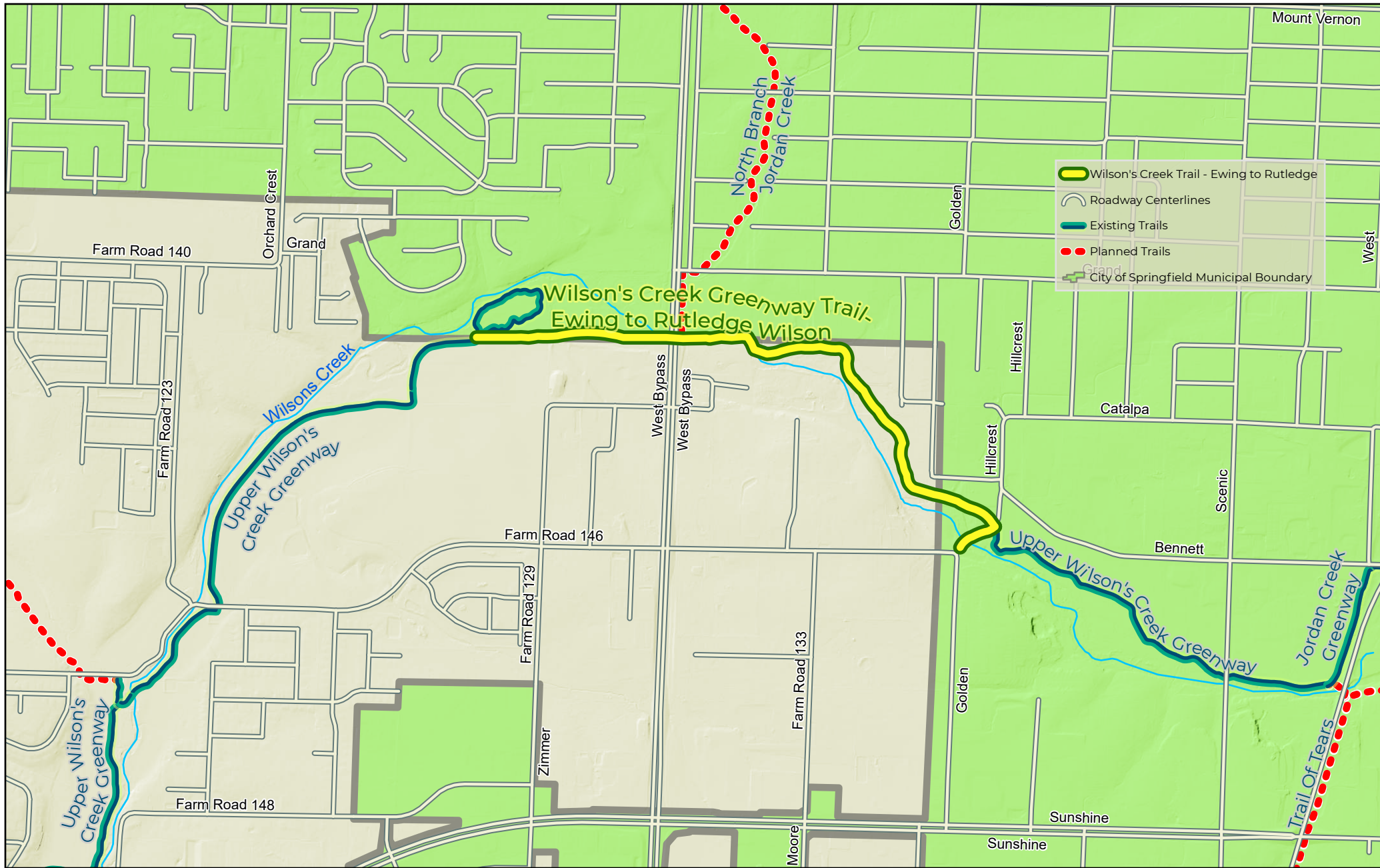
Total Project Cost Estimate	\$ 400,023.39
Federal Funding Amount	\$ 320,018.71
Source of Local Match and amount	<input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Other (Please select one) <b>80,004.68</b> Local fund amount: \$

## Part 4: Project Description

Description of proposed improvements, including length and proposed width <ul style="list-style-type: none"> <li>• 6,450 l/f 10' wide concrete trail</li> <li>• Two (2) Pedestrian bridges spanning Wilson's Creek and (1) pedestrian bridge spanning smaller drainage tributary</li> <li>• Elimination of at-grade road crossing with dedicated trail under West Bypass (MoDOT route)</li> <li>• 16'x10 Box Culvert</li> <li>• Includes parking lot ADA and safety improvements</li> </ul> Removal of improvements, Earthwork, Seeding & Mulch, Signage, Tree Protection, Erosion Control, Mobilization, Right of Way Acquisition, and Utilities (1%) Land acquisition is needed. Verbal conversations have been had with two of the landowners and they have been positive. This trail was identified and adopted in 1991 as part of the South Creek- Wilson's Creek Greenway Trail Plan, Vision 2020, 2017 OTO Regional Trail Study, Springfield-Greene County Parks & Recreation Master Plan, and OTO Destination 2045. It was also identified as a priority for the 2024 RAISE Grant. The City of Springfield is providing funds to OG via a council bill for OG to use as the local match. The first reading of the council bill is scheduled for April 8, 2024.
---



# Wilson's Creek Greenway Trail





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Fassnight Creek Greenway Trail - Skate Park to Fort
Project Sponsor	Ozark Greenways, Inc.
City/County	Springfield/Greene
Street/Route/Trail	Fassnight Creek Greenway Trail
Project Sponsor Contact Person	Mary Kromrey

## Part 2: Location

Location
2,120 linear feet along Fassnight Creek Greenway Trail Starting at current terminus west of Parkview High School on S Thelma Ave/W Meadowmere St. (Skate Park) to S Fort Ave.

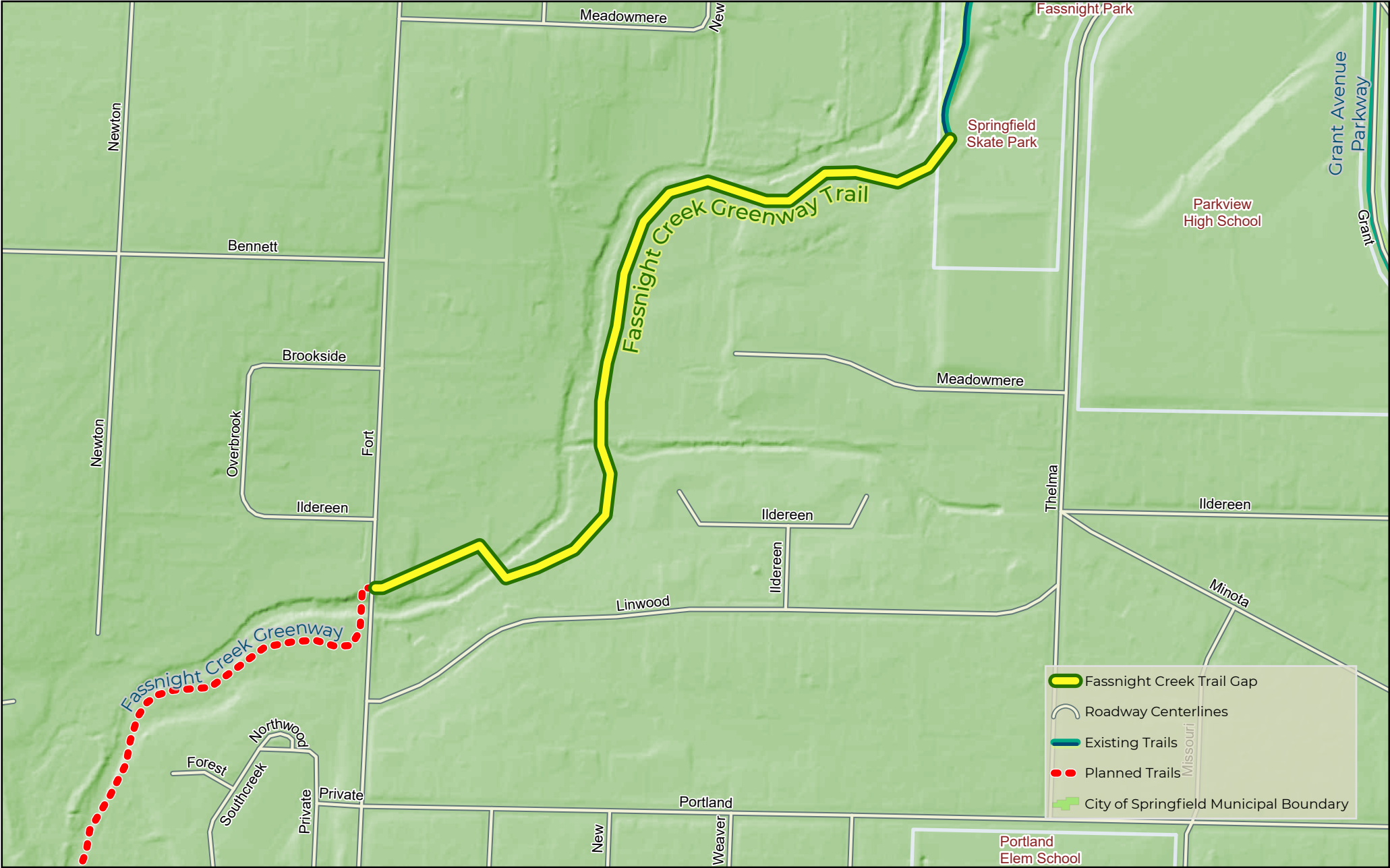
## Part 3: Budget

Total Project Cost Estimate	\$ 168,788.10
Federal Funding Amount	\$ 135,030.48
Source of Local Match and amount	<input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Other (Please select one) <b>33,757.62</b> Local fund amount: \$

## Part 4: Project Description

Description of proposed improvements, including length and proposed width
<ul style="list-style-type: none"> <li>• 2,120 l/f 10' wide concrete trail</li> <li>• One (1) pedestrian bridge crossing the Fassnight Creek</li> <li>• 2,500 l/f retaining wall</li> <li>• At-grade road crossing and Rapid Flash Beacon at terminus on S Fort Ave</li> </ul> <p>Removal of improvements, Earthwork, Seeding &amp; Mulch, Signage, Tree Protection, Erosion Control, Mobilization, Utilities (1%), and ROW acquisition.</p> <p>This trail was identified and adopted as part of Vision 2020, 2017 OTO Regional Trail Study, Springfield-Greene County Parks &amp; Recreation Master Plan, and OTO Destination 2045. The City of Springfield is providing funds to OG via a council bill for OG to use as the local match. The first reading of the council bill is scheduled for April 8, 2024.</p>

# Fassnacht Creek Greenway Trail





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Jackson Street Connection / Chadwick Flyer Ph. I
Project Sponsor	City of Ozark
City/County	City of Ozark/Christian County
Street/Route/Trail	Jackson Street/Hwy 14 to N 16th Street
Project Sponsor Contact Person	Valerie Carr, LPA

## Part 2: Location

Location
This proposed trail connector will begin on the Northeast side of the intersection at Jackson Street / HWY 14 and North 16th Street. The proposed alignment will utilize the existing Jackson Street / HWY 14 Right-of-Way and make a multi-modal connection to Phase I of the Chadwick Flyer. If approved, the connection would run parallel along the north side of Jackson Street / HWY 14 and ultimately provide safe access to several commercial businesses.

## Part 3: Budget

Total Project Cost Estimate	\$33,403.76
Federal Funding Amount	\$26,723.00
Source of Local Match and amount	<input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Other (Please select one) <b>6,680.76</b> Local fund amount: \$

## Part 4: Project Description

<p><b>Description of proposed improvements, including length and proposed width</b></p> <p>The project will consist of a 8-foot-wide concrete trail that will run within the approximately 150' of right-of-way located along the Jackson Street / HWY 14 corridor. This trail will be an estimated 550 feet in length. The connection will begin at the 1600 west block of Jackson Street / HWY 14 and run parallel to the westbound lane of this major arterial. The terminus for the connector will be located just north of the Ozark Community Center underpass located within Phase I of the Chadwick Flyer.</p> <p>Currently there are very limited pedestrian services in place along the north side of this main commercial corridor. This connection will also serve to fill the gap between the existing sidewalk located further west along the Highway and the newly constructed Chadwick Flyer Phase I. This addition will provide a much more pleasant pedestrian and cycling experience and ensure safe passage to several of the established commercial businesses via the newly constructed underpass. This proposed project also provides an alternative route for pedestrians and cyclists looking to avoid traversing an at-grade crossing along the Jackson Street / HWY 14 corridor which accommodates more than 18,000 vehicles per day. Ultimately, the Jackson Street Connection will serve as a significant improvement for our residents and students by providing a substantial pedestrian connector which has been identified within the Ozark Active Transportation Plan.</p>
--





EXHIBIT B





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Kali Springs Trail Connector
Project Sponsor	City of Ozark - Public Works
City/County	Ozark/Christian County
Street/Route/Trail	Kali Springs Common Area to 3000 Block N. 30th Street
Project Sponsor Contact Person	Valerie Carr, LPA

## Part 2: Location

<p>Location</p> <p>This project is located on the West side of Ozark and within the City limits. If approved the multi-modal trail would run parallel along Fremont Road and ultimately provide a portion of trail with future connectivity to the Chadwick Flyer, Ozark Technical College, and the City of Nixa. All of this being within the OTO jurisdiction.</p>
--

## Part 3: Budget

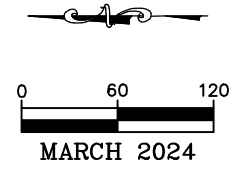
Total Project Cost Estimate	\$32,388.00											
Federal Funding Amount	\$25,910.40											
Source of Local Match and amount	<table border="0"> <tr> <td>County</td> <td><input type="checkbox"/></td> <td>Other</td> <td><input checked="" type="checkbox"/></td> <td>(Please select one)</td> <td rowspan="2" style="vertical-align: middle; font-size: 1.2em;"><b>6,477.60</b></td> </tr> <tr> <td colspan="5">Local fund amount: \$</td> </tr> </table>	County	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>	(Please select one)	<b>6,477.60</b>	Local fund amount: \$				
County	<input type="checkbox"/>	Other	<input checked="" type="checkbox"/>	(Please select one)	<b>6,477.60</b>							
Local fund amount: \$												

## Part 4: Project Description

<p><b>Description of proposed improvements, including length and proposed width</b></p> <p>This project will consist of a 10-foot wide concrete trail that will run within the 30-foot easement that is already acquired along the common area owned by the Kali Springs Subdivision Home Owners Association. This trail will be approximately 1,762 feet in length, and run along the Kali Springs wet weather stream and parallel with Fremont Road. To provide a logical terminus, the new alignment will provide a point of connection with the right-of-way in the North 3000 block of 30th Street.</p> <p>This project will help with subdivision interconnectivity and provide a neighborhood amenity that in the future provides access to the Chadwick Flyer. This trail will also serve as the first phase of a multi-modal connection with Ozarks Technical College to the South, provide interconnectivity to five (5) Ozark subdivisions developed along Fremont Road, link to the City of Nixa to the West, and tie-in to the proposed future Longview Overpass which could serve as a vital east-west corridor for Northern Christian County.</p>
--



# KALI SPRINGS TRAIL



DWG NAME: W:\SW-Projects\SW17-120 - City of Ozark - General Consulting\2024 Trails TAP Project\03 - KALI SPRINGS TRAILS\AUTOCAD DRAWINGS\EXHIBITS\EX-2 - KALI SPRINGS TRAIL.dwg LAYOUT TAB: LAYOUT1 PLOTTED ON: Mar 29, 2024 - 10:05am PLOTTED BY: tschow

417-595-4108 (tel.)  
417-595-4109 (fax)  
mailto:ochraneng.com  
malleochraneng.com

**COCHRAN**

- Civil Engineering
- Land Surveying
- Architecture
- Site Development
- General Consulting
- Master Planning

2804 North Biagio Street  
Ozark, Missouri 65721

Missouri State Certificate of Authority Numbers:  
Engineering : 2017032025

Three working days prior to the start of construction on this site, the contractor shall call 1-800-DIG-RIPE for utility location information.

All OSHA rules & regulations established for the type of construction required by these plans shall be strictly followed (ie. trenching, blasting, etc.)

## 2024 TAP PROJECT RECREATIONAL TRAILS CITY OF OZARK

KALI SPRINGS TRAIL EXHIBIT	
DATE:	DATE:
DWN. BY:	APPR. BY:
RJR	TES
DATE:	DATE:
MAR. 22, 2024	
SCALE:	
1" = 120'	
PROJ. NO.:	
SW17-120	
DWG. NO.:	
EX-2	





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Blue Stem-Phase I of North Ozark Greenway Trail
Project Sponsor	City of Ozark - Public Works
City/County	Ozark/Christian County
Street/Route/Trail	5600 N. Bluestem Road to 5500 N. 17th Street
Project Sponsor Contact Person	Valerie Carr, LPA

## Part 2: Location

<p><b>Location</b></p> <p>This major trail expansion will begin on the Northeast side of Ozark and continue west across land that is primarily owned by Property Owner' s Associations. The proposed alignment will utilize the existing drainage easement that conveys stormwater to a regional retention pond located on the northeast corner of the HWY 65 &amp; HWY CC Interchange . If approved, the multi-modal trail would run parallel along the shared drainage easement and ultimately provide connectivity to several commercial and residential subdivisions. Additionally, this substantial phase would provide future connectivity to the Chadwick Flyer, and the City of Nixa. This entire corridor is located within the OTO jurisdiction.</p>
--

## Part 3: Budget

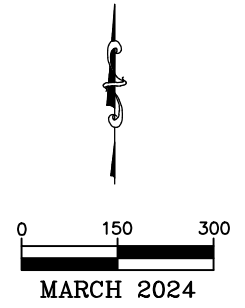
Total Project Cost Estimate	\$73,030.50											
Federal Funding Amount	\$58,424.00											
Source of Local Match and amount	<table border="1"> <tr> <td>County</td> <td><input checked="" type="checkbox"/></td> <td>Other</td> <td><input type="checkbox"/></td> <td>(Please select one)</td> <td rowspan="2">14,606.50</td> </tr> <tr> <td colspan="5">Local fund amount: \$</td> </tr> </table>	County	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>	(Please select one)	14,606.50	Local fund amount: \$				
County	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>	(Please select one)	14,606.50							
Local fund amount: \$												

## Part 4: Project Description

<p><b>Description of proposed improvements, including length and proposed width</b></p> <p>This first phase of the project will consist of a 10-foot-wide concrete trail that will run within a 30-foot easement located parallel to an open ditch corridor that currently serves as a large stormwater conveyance system. This trail will be approximately 4,329 feet in length. The first phase will begin at the 5600 block of North Bluestem and in order to provide a logical terminus, this greenway will provide a point of connection with the existing right-of-way in the 5500 block of North 17th Street.</p> <p>This linear park will also serve as a multi-modal greenway that provides a much more pleasant pedestrian and cycling experience for those looking to navigate from any of the eleven residential and/or commercial subdivisions located to the North of the HWY NN Corridor. The alignment also provides an alternative route for pedestrians and cyclists looking to avoid traversing along HWY NN. Currently there are very limited pedestrian services or infrastructure in place along this rapidly developing corridor. So, by making this connection to 17th Street you provide a pedestrian path to existing ADA compliant sidewalks and crosswalks that can then be utilized to safely cross HWY NN and continue to the south where U.S. Ballpark currently operates on a site where several additional entertainment opportunities are being proposed. Additionally, this trail will link up with the proposed greenway along the north side of HWY CC. Those roadway and pedestrian improvements have been identified within an executed MoDOT Cost Share which is currently projected to be completed by 2026. Ultimately, the Bluestem Trail will serve as Phase I of a North Ozark greenway network and provide a substantial future segment of a multi-modal trail which has been identified within the Ozark Active Transportation Plan.</p>
---



# 17TH ST TO BLUESTEM RD TRAIL



DWG NAME: W:\SW-Projects\SW17-120 - City of Ozark - General Consulting\2024 Trails TAP Project\02 - BLUE STEM RD TRAIL.dwg LAYOUT TAB: Layout1 PLOTTED ON: Mar 28, 2024 - 7:36am PLOTTED BY: rrringer

417-595-4108 (tel.)  
417-595-4109 (fax)  
mail@ochraneng.com

2804 North Biagio Street  
Ozark, Missouri 65721

**COCHRAN**

- Civil Engineering
- Land Surveying
- Architecture
- Site Development
- General Consulting
- Master Planning

Missouri State Certificate of Authority Numbers:  
Engineering : 2017032025

Three working days prior to the start of construction on this site, the contractor shall call 1-800-DIG-RIPE for utility location information.

All OSHA rules & regulations established for the type of construction required by these plans shall be strictly followed (ie. trenching, blasting, etc.)

**2024 TAP PROJECT**

**RECREATIONAL TRAILS**

**CITY OF OZARK**

17TH ST TO BLUE STEM RD TRAIL EXHIBIT	
DATE:	MAR. 22, 2024
SCALE:	1" = 300'
PROJ. NO.:	SW17-120
DWG. NO.:	EX-4
DRAWN BY:	RJR
APPROVED BY:	TES





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	FINLEY RIVER TRAIL-WESTERN EXPANSION
Project Sponsor	City of Ozark - Public Works
City/County	Ozark/Christian County
Street/Route/Trail	Ozark Community Center to South 22nd Street
Project Sponsor Contact Person	Valerie Carr, LPA

## Part 2: Location

<p><b>Location</b></p> <p>This major trail expansion will begin on the Southwest side of the Ozark Community Center and continue west across land that is primarily owned by the City of Ozark. If approved, the multi-modal trail would run parallel along Finley River and ultimately provide a significant extension to Ozark's most utilized linear park known as the Finley River Trail. Additionally, this substantial phase would provide future connectivity to the Ozark Technical College, and the City of Nixa. All of this area is located within the OTO jurisdiction.</p>
---

## Part 3: Budget

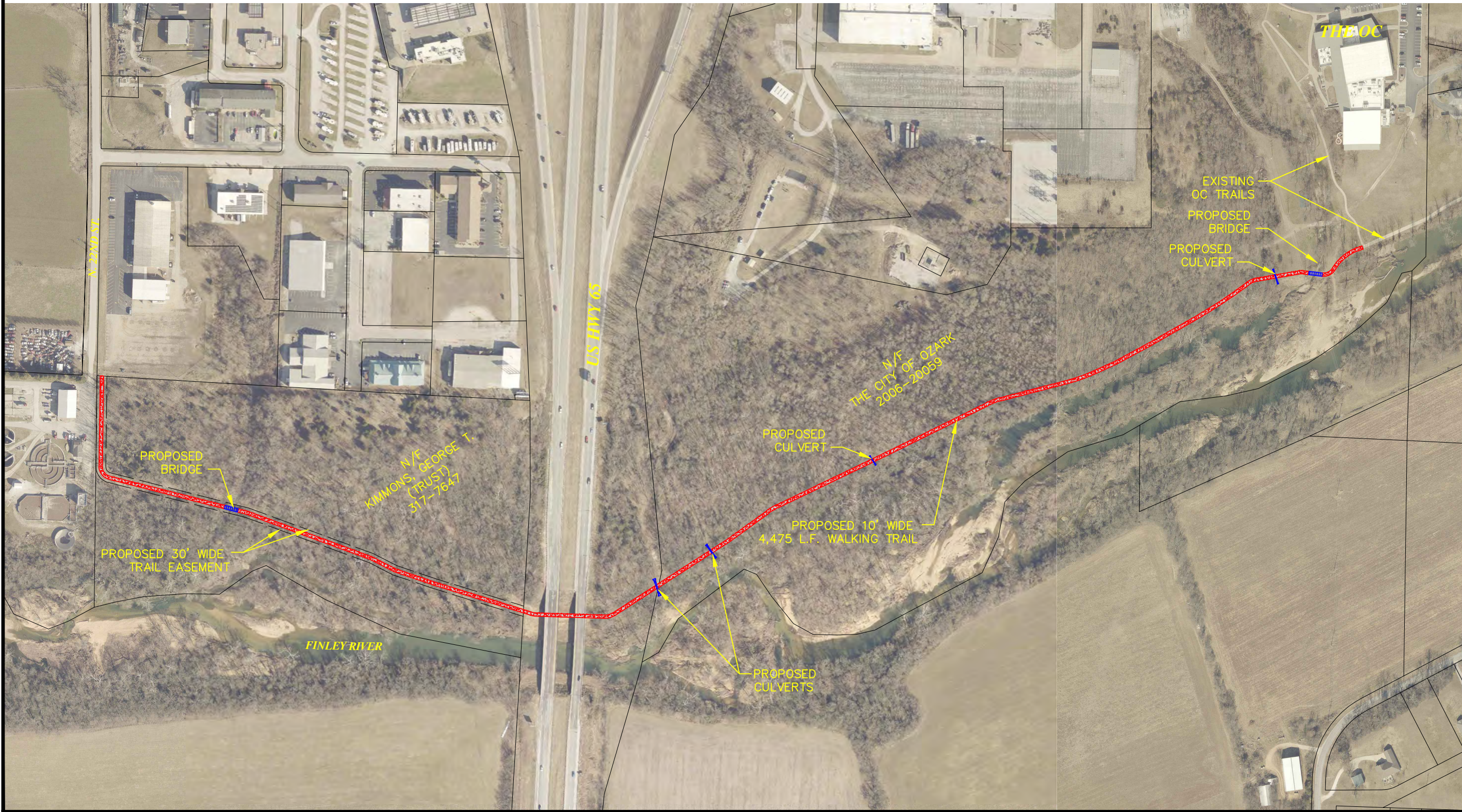
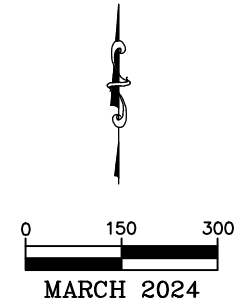
Total Project Cost Estimate	\$112,142.25
Federal Funding Amount	\$89,713.80
Source of Local Match and amount	<input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Other (Please select one) <b>22,428.45</b> Local fund amount: \$

## Part 4: Project Description

<p><b>Description of proposed improvements, including length and proposed width</b></p> <p>This project will consist of a 10-foot-wide concrete trail that will run within a 30-foot easement that is located on land and easements that are currently owned and maintained by the City of Ozark. This trail will be approximately 4,853 feet in length, and run along the beautiful Finley River. To provide a logical terminus, this greenway will provide a point of connection with existing right-of-way in the 300 block of South 22nd Street.</p> <p>This project will help with the continued expansion of the beloved and highly utilized Ozark Trail Network. This linear park will also serve as a grade-separated crossing running underneath HWY 65 and provide a much more pleasant pedestrian and cycling experience for those looking to cross one of Southwest Missouri's most well-traveled highways. The alignment also provides an alternative route for pedestrians and cyclists looking to avoid traversing the HWY 14 and HWY 65 interchange. Ultimately, the Finley River Trail Western Expansion will serve as Phase II of the Finley River Trail, and provide a substantial future segment of a multi-modal trail identified within the Regional Bike and Pedestrian Trail Investment Study (RBPTIS).</p>
---



# O.C. TO 22ND STREET TRAIL



417-595-4108 (tel.)  
417-595-4109 (fax)  
mal@ochran.com  
2804 North Biagio Street  
Ozark, Missouri 65721

**COCHRAN**

- Civil Engineering
- Land Surveying
- Architecture
- Site Development
- General Consulting
- Master Planning

Missouri State Certificate  
of Authority Numbers:  
Engineering : 2017032025

Three working days prior to the start of construction, the contractor shall call 1-800-DIG-RIPE for utility location information.  
All OSHA rules & regulations established for the type of construction required by these plans shall be strictly followed (ie. trenching, blasting, etc.)

**2024 TAP PROJECT  
RECREATIONAL TRAILS  
CITY OF OZARK**

O.C. TO N. 22ND ST TRAIL EXHIBIT	
DWN. BY:	APP'D. BY:
DATE:	DATE:
RJR	TES
MAR. 22, 2024	
SCALE:	
1" = 300'	
PROJ. NO.:	
SW17-120	
DWG. NO.:	
EX-3	





# Trail and Sidewalk Engineering Application Form

Please provide the following information, do not leave any part blank.

## Part 1: Applicant Information

Project Name	Fassnight Creek Greenway- Glenstone to Enterprise
Project Sponsor	City of Springfield
City/County	Springfield/ Greene
Street/Route/Trail	Bennett St./Fassnight Creek Greenway
Project Sponsor Contact Person	Grady Porter

## Part 2: Location

Location
This is a proposed trail along the planned alignment of the Fassnight Creek Greenway on Bennett St. from Glenstone Ave. to Enterprise Ave.

## Part 3: Budget

Total Project Cost Estimate	\$ 444,000.00
Federal Funding Amount	\$ 355,200.00
Source of Local Match and amount	<input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Other (Please select one) <b>88,800.00</b> Local fund amount: \$

## Part 4: Project Description

Description of proposed improvements, including length and proposed width
<p>Improvements will include a .75-mile trail section, enhanced pedestrian crossings, sidewalk, and traffic calming. This approximately 0.75-mile trail segment will link the future Chadwick Flier Trail to Glenstone Ave. Future projects will extend this trail to the Springfield Art Museum and Fassnight Creek Greenway trail. Identified as an area needing pedestrian and bicycle connectivity and safety improvements, the corridor was reviewed by CBB in 2023 as part of local STEP workshop (Safe Transportation for Every Pedestrian) reviewing needed pedestrian improvements in the community. In the area of the project there have been four pedestrian crashes and one bicycle crash since 2012 reported, resulting in two disabling injuries, two minor injuries, and one property damage only incident. The study revealed a necessity for an improved pedestrian crossing just east of Glenstone Ave. to accommodate high pedestrian volume accessing services to the north of Bennett St. In a mere two-hour observation window, 19 pedestrians were seen crossing Bennett in the segment from Glenstone Ave. to Wildan Ave. Queueing from the westbound lanes at Glenstone Ave., high speeds, a wide roadway, and absence of sidewalk on the north side of Bennett St. significantly challenge pedestrians attempting to cross. Also, grade and right of way restrictions have prevented construction of adequate pedestrian crossing on the east side of Glenstone Ave. at Bennett St.</p>

# Fassnacht Trail- Bennett



City of Springfield, Missouri GIS



**TAB 6**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.D.**

**Amendment Number Four to the FY 2024-2027 Transportation Improvement Program**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

There are multiple items included as part of Amendment Number Four to the FY 2024-2027 Transportation Improvement Program.

1. **\*New\*** Jordan Creek Trail – Mount Vernon to College (EN2414)  
Ozark Greenways is requesting funding for engineering and design on the Jordan Creek Trail for a total programmed amount of \$137,520.
2. **\*New\*** South Creek Greenway - Posenke (EN2415)  
Ozark Greenways is requesting funding for engineering and design on the South Creek Greenway for a total programmed amount of \$160,379.
3. **\*New\*** Ward Branch Greenway – National to Fremont (EN2416)  
Ozark Greenways is requesting funding for engineering and design on the Ward Branch Greenway for a total programmed amount of \$43,189.
4. **\*New\*** Wilson’s Creek Trail – Ewing to Rutledge-Wilson (EN2417)  
Ozark Greenways is requesting funding for engineering and design on the Wilson’s Creek Trail for a total programmed amount of \$400,024.
5. **\*New\*** Fassnight Trail from Skate Park to Fort (EN2418)  
Ozark Greenways is requesting funding for engineering and design on the Fassnight Trail for a total programmed amount of \$168,788.
6. **\*New\*** Chadwick Jackson Street Connector (EN2419)  
The City of Ozark is requesting funding for engineering and design for a connection to the Chadwick Trail for a total programmed amount of \$33,404.
7. **\*New\*** Kali Springs Trail Connector (EN2420)  
The City of Ozark is requesting funding for engineering and design on the Kali Springs Connector for a total programmed amount of \$32,388.
8. **\*New\*** Blue Stem Phase I North Ozark Greenway (EN2421)  
The City of Ozark is requesting funding for engineering and design on the Blue Stem Phase I trail for a total programmed amount of \$73,031.
9. **\*New\*** Finley River Trail Western Extension (EN2422)  
The City of Ozark is requesting funding for engineering and design on the Finley River Trail for a total programmed amount of \$112,142.
10. **\*New\*** Fassnight Greenway – Glenstone to Enterprise (EN2423)  
The City of Springfield is requesting funding for engineering and design on the Fassnight Trail for a total programmed amount of \$444,000.

11. **\*Revised\*** Downtown N. Main Street (NX2301)  
The City of Nixa is requesting to add STBG-U funding in FY 2025 for ROW, for a new total programmed amount of \$497,516.
12. **\*Revised\*** Project Development for Route CC Capital Improvements (OK2301)  
Engineering funding programmed for STBG-U in FY 2023 was not obligated and needs to be moved forward to FY 2024.
13. **\*New\*** Grant Avenue Viaduct (SP2502)  
The City of Springfield is requesting funding to perform rehabilitation and maintenance on the Grant Avenue Viaduct for a total programmed amount of \$2,226,000.
14. **\*New\*** Martin Luther King Jr. Bridge (Benton Ave.) (SP2503)  
The City of Springfield is requesting funding to perform rehabilitation and maintenance on the Martin Luther King Jr. Bridge for a total programmed amount of \$1,026,000.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend that the Board of Directors approve Amendment 4 to the FY 2024-2027 Transportation Improvement Program.”

OR

“Move to recommend the Board of Directors approve Amendment 4 to the FY 2024-2027 Transportation Improvement Program, with these changes...”



# Project Overview

## 14 Projects Listed

### EN2414-24A4 - JORDAN CREEK TRAIL MT. VERNON TO COLLEGE

Plan Revision 24A4	Section Sponsored by Local Public Agencies	Project Type Bicycle and Pedestrian	Lead Agency Ozark Greenways
-----------------------	---	--	--------------------------------

County Greene County	Municipality Springfield	Status Programmed	Total Cost \$137,520
-------------------------	-----------------------------	----------------------	-------------------------

MoDoT ID -	Federal ID -	Project From -	Project To -
---------------	-----------------	-------------------	-----------------

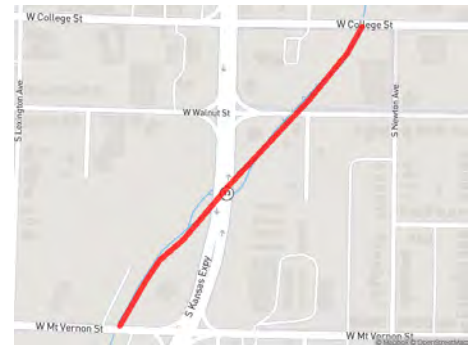
Project Considerations  
Bike/Ped Plan, Regional Trail Plan Priority

Project Description  
Engineering and design of the Jordan Creek Greenway Trail from Mt. Vernon Street to College Street.

Funding Source Notes  
Non-Federal Funding Source: Ozark Greenways

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	CRP (FHWA)	-	\$110,016	-	-	-	-	\$110,016
Engineering	Local	-	\$27,504	-	-	-	-	\$27,504
<b>Total Engineering</b>		-	\$137,520	-	-	-	-	\$137,520
<b>Total Programmed</b>		-	\$137,520	-	-	-	-	\$137,520

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$110,016
<b>TOTAL PROJECT COST</b>	Stays the same \$137,520



## EN2415-24A4 - SOUTH CREEK GREENWAY - POSENKE

Plan Revision  
24A4

Section  
Sponsored by Local Public Agencies

Project Type  
Bicycle and Pedestrian

Lead Agency  
Ozark Greenways

County  
Greene County

Municipality  
Unincorporated Greene County

Status  
Programmed

Total Cost  
\$160,379

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

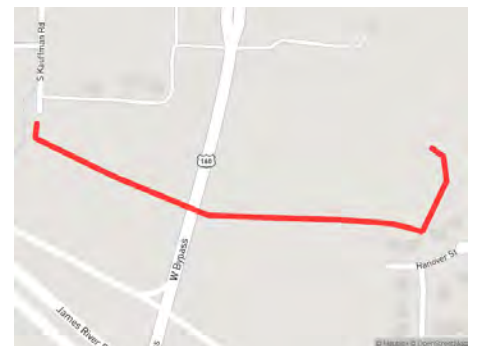
Project Considerations  
Bike/Ped Plan, Regional Trail  
Plan Priority

Project Description  
Engineering and design for a .5 mile trail gap along the South Creek Greenway and a direct connection to the Wilson's Creek Greenway.

Funding Source Notes  
Non-Federal Funding Source: Ozark Greenways

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$32,076	-	-	-	-	\$32,076
Engineering	CRP (FHWA)	-	\$128,303	-	-	-	-	\$128,303
Total Engineering		-	\$160,379	-	-	-	-	\$160,379
<b>Total Programmed</b>		-	<b>\$160,379</b>	-	-	-	-	<b>\$160,379</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$128,303
<b>TOTAL PROJECT COST</b>	Stays the same \$160,379



## EN2416-24A4 - WARD BRANCH GREENWAY - NATIONAL TO FREMONT

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**Ozark Greenways**

County  
**Greene County**

Municipality  
**Springfield**

Status  
**Programmed**

Total Cost  
**\$43,189**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

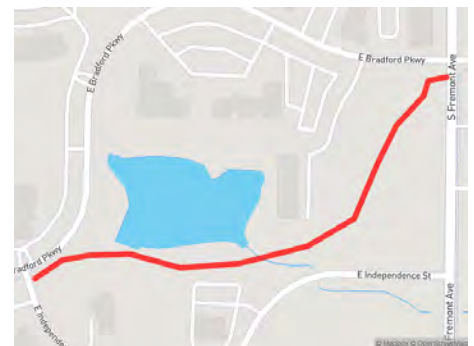
Project Considerations  
**Bike/Ped Plan, Regional Trail  
Plan Priority**

Project Description  
**Engineering and design of the Ward Branch Greenway trail between National Avenue and Fremont Avenue.**

Funding Source Notes  
**Non-Federal Funding Source: Ozark Greenways**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$8,638	-	-	-	-	\$8,638
Engineering	CRP (FHWA)	-	\$34,551	-	-	-	-	\$34,551
<b>Total Engineering</b>		-	<b>\$43,189</b>	-	-	-	-	<b>\$43,189</b>
<b>Total Programmed</b>		-	<b>\$43,189</b>	-	-	-	-	<b>\$43,189</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$34,551
<b>TOTAL PROJECT COST</b>	Stays the same \$43,189



## EN2417-24A4 - WILSON'S CREEK TRAIL - EWING TO RUTLEDGE-WILSON

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**Ozark Greenways**

County  
**Greene County**

Municipality  
**Springfield, Unincorporated Greene County**

Status  
**Programmed**

Total Cost  
**\$400,024**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

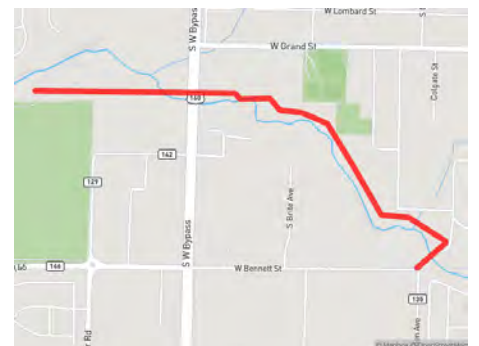
Project Considerations  
**Bike/Ped Plan, Regional Trail Plan Priority**

Project Description  
**Engineering and design of the Wilson's Creek Trail from Ewing Park West to Rutledge-Wilson Park.**

Funding Source Notes  
**Non-Federal Funding Source: Ozark Greenways**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$80,005	-	-	-	-	\$80,005
Engineering	CRP (FHWA)	-	\$320,019	-	-	-	-	\$320,019
<b>Total Engineering</b>		-	<b>\$400,024</b>	-	-	-	-	<b>\$400,024</b>
<b>Total Programmed</b>		-	<b>\$400,024</b>	-	-	-	-	<b>\$400,024</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$320,019
<b>TOTAL PROJECT COST</b>	Stays the same \$400,024



## EN2418-24A4 - FASSNIGHT TRAIL FROM SKATE PARK TO FORT

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**Ozark Greenways**

County  
**Greene County**

Municipality  
**Springfield**

Status  
**Programmed**

Total Cost  
**\$168,788**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

Project Considerations  
**Bike/Ped Plan, Regional Trail Plan Priority**

Project Description  
**Engineering and design of Fassnacht Creek Greenway Trail from west of Parkview High School on S. Thelma/W. Meadowmere (Skate Park) to S. Fort Ave.**

Funding Source Notes  
**Non-Federal Funding Source: Ozark Greenways**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$33,758	-	-	-	-	\$33,758
Engineering	CRP (FHWA)	-	\$135,030	-	-	-	-	\$135,030
<b>Total Engineering</b>		-	<b>\$168,788</b>	-	-	-	-	<b>\$168,788</b>
<b>Total Programmed</b>		-	<b>\$168,788</b>	-	-	-	-	<b>\$168,788</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$135,030
<b>TOTAL PROJECT COST</b>	Stays the same \$168,788



## EN2419-24A4 - CHADWICK JACKSON STREET CONNECTOR

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**City of Ozark**

County  
**Christian County**

Municipality  
**Ozark**

Status  
**Programmed**

Total Cost  
**\$33,404**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

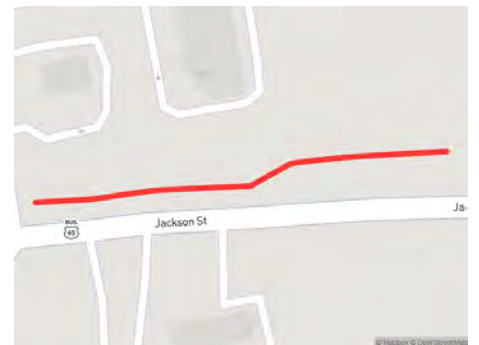
Project Considerations  
**Bike/Ped Plan**

Project Description  
Engineering and design for a proposed trail connector from the northeast side of the intersection at Jackson/Hwy 14 and North 16th Street.

Funding Source Notes  
Non-Federal Funding Source: City of Ozark

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$6,681	-	-	-	-	\$6,681
Engineering	CRP (FHWA)	-	\$26,723	-	-	-	-	\$26,723
<b>Total Engineering</b>		-	<b>\$33,404</b>	-	-	-	-	<b>\$33,404</b>
<b>Total Programmed</b>		-	<b>\$33,404</b>	-	-	-	-	<b>\$33,404</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$26,723
<b>TOTAL PROJECT COST</b>	Stays the same \$33,404



## EN2420-24A4 - KALI SPRINGS TRAIL CONNECTOR

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**City of Ozark**

County  
**Christian County**

Municipality  
**Ozark**

Status  
**Programmed**

Total Cost  
**\$32,388**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

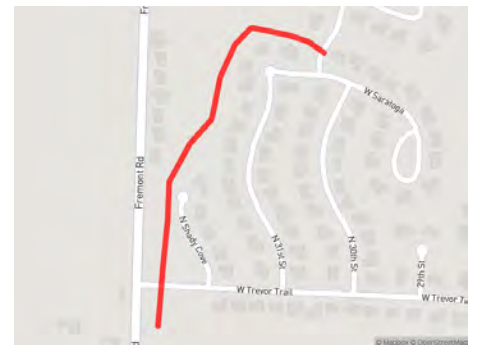
Project Considerations  
**Bike/Ped Plan**

Project Description  
Engineering and design of the Kali Springs trail connector near Fremont Road from just south of W. Trevor to N. 30th.

Funding Source Notes  
Non-Federal Funding Source: City of Ozark

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	CRP (FHWA)	-	\$25,910	-	-	-	-	\$25,910
Engineering	Local	-	\$6,478	-	-	-	-	\$6,478
<b>Total Engineering</b>		-	<b>\$32,388</b>	-	-	-	-	<b>\$32,388</b>
<b>Total Programmed</b>		-	<b>\$32,388</b>	-	-	-	-	<b>\$32,388</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$25,910
<b>TOTAL PROJECT COST</b>	Stays the same \$32,388



## EN2421-24A4 - BLUE STEM PHASE I NORTH OZARK GREENWAY

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**City of Ozark**

County  
**Christian County**

Municipality  
**Ozark**

Status  
**Programmed**

Total Cost  
**\$73,031**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

Project Considerations  
**Bike/Ped Plan**

Project Description  
**Engineering and design of the Blue Stem Phase I trail across north Ozark.**

Funding Source Notes  
**Non-Federal Funding Source: City of Ozark**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$14,607	-	-	-	-	\$14,607
Engineering	CRP (FHWA)	-	\$58,424	-	-	-	-	\$58,424
<b>Total Engineering</b>		-	<b>\$73,031</b>	-	-	-	-	<b>\$73,031</b>
<b>Total Programmed</b>		-	<b>\$73,031</b>	-	-	-	-	<b>\$73,031</b>

### CURRENT CHANGE REASON

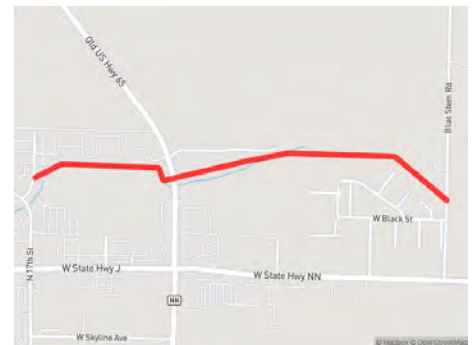
New Project

### FEDERAL PROJECT COST

Stays the same \$58,424

### TOTAL PROJECT COST

Stays the same \$73,031





## EN2422-24A4 - FINLEY RIVER TRAIL WESTERN EXPANSION

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**City of Ozark**

County  
**Christian County**

Municipality  
**Ozark**

Status  
**Programmed**

Total Cost  
**\$112,142**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

Project Considerations  
**Bike/Ped Plan, Regional Trail Plan Priority**

Project Description  
**Engineering and design of the western expansion of the Finley River Trail from the Ozark Community Center, west.**

Funding Source Notes  
**Non-Federal Funding Source: City of Ozark**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	CRP (FHWA)	-	\$89,714	-	-	-	-	\$89,714
Engineering	Local	-	\$22,428	-	-	-	-	\$22,428
<b>Total Engineering</b>		-	<b>\$112,142</b>	-	-	-	-	<b>\$112,142</b>
<b>Total Programmed</b>		-	<b>\$112,142</b>	-	-	-	-	<b>\$112,142</b>

### CURRENT CHANGE REASON

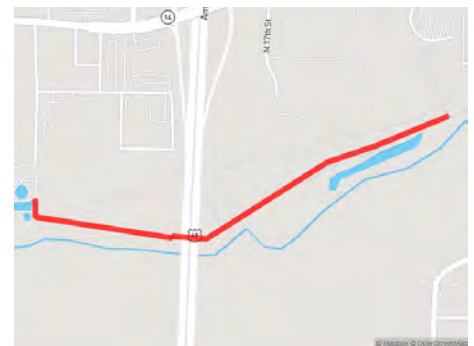
New Project

### FEDERAL PROJECT COST

Stays the same \$89,714

### TOTAL PROJECT COST

Stays the same \$112,142



## EN2423-24A4 - FASSNIGHT GREENWAY-GLENSTONE TO ENTERPRISE

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Bicycle and Pedestrian**

Lead Agency  
**City of Springfield**

County  
**Greene County**

Municipality  
**Springfield**

Status  
**Programmed**

Total Cost  
**\$444,000**

MoDoT ID  
-

Federal ID  
-

Project From  
-

Project To  
-

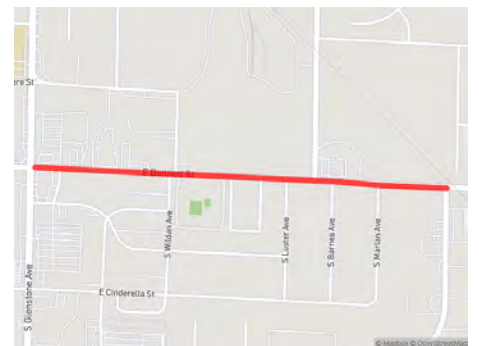
Project Considerations  
**Bike/Ped Plan, Regional Trail Plan Priority**

Project Description  
**Engineering and design of the continuation of the Fassnacht Creek Greenway from Glenstone to Enterprise near Bennett.**

Funding Source Notes  
**Non-Federal Funding Source: City of Springfield**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$88,800	-	-	-	-	\$88,800
Engineering	CRP (FHWA)	-	\$355,200	-	-	-	-	\$355,200
<b>Total Engineering</b>		-	<b>\$444,000</b>	-	-	-	-	<b>\$444,000</b>
<b>Total Programmed</b>		-	<b>\$444,000</b>	-	-	-	-	<b>\$444,000</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$355,200
<b>TOTAL PROJECT COST</b>	Stays the same \$444,000



## NX2301-24A4 - DOWNTOWN N. MAIN STREET

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**System Improvement**

Lead Agency  
**City of Nixa**

County  
**Christian County**

Municipality  
**Nixa**

Status  
**Programmed**

Total Cost  
**\$497,516**

MoDoT ID  
**-**

Federal ID  
**9901839**

Project From  
**Route 14**

Project To  
**North Street**

Project Considerations  
**Bike/Ped Plan**

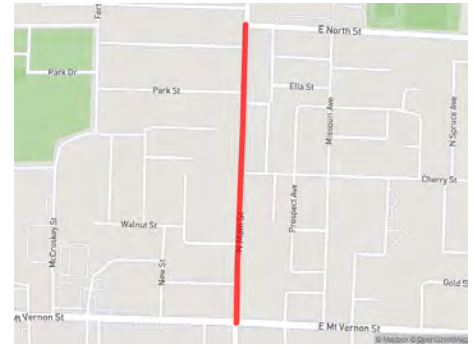
Project Description  
**Downtown Nixa Main Street Improvements from Route 14 to North Street.**

Funding Source Notes

**Non-Federal Funding Source: City of Nixa; FYI: Other funding of \$206,000 is congressionally-designated from the Community Development Fund/Department of Housing and Urban Development (HR2617 - Consolidated Appropriations Act, 2023)**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Other	-	\$206,000	-	-	-	-	\$206,000
Engineering	Local	-	\$51,516	-	-	-	-	\$51,516
<b>Total Engineering</b>		-	<b>\$257,516</b>	-	-	-	-	<b>\$257,516</b>
ROW	Local	-	-	\$40,000	-	-	-	\$40,000
ROW	STBG-U (FHWA)	-	-	\$200,000	-	-	-	\$200,000
<b>Total ROW</b>		-	-	<b>\$240,000</b>	-	-	-	<b>\$240,000</b>
<b>Total Programmed</b>		-	<b>\$257,516</b>	<b>\$240,000</b>	-	-	-	<b>\$497,516</b>

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Changes in a project's total programmed amount greater than 25% (or any amount greater than \$2,000,000), Adding funds for Right-of-Way. due to Adding funds for Right-of-Way.
<b>PROJECT CHANGES</b>	ID changed from "NX2301-20A5" to "NX2301-24A4" Plan Revision Name changed from "24Adopted" to "24A4"
<b>FUNDING CHANGES</b>	<b>Local</b> + Increase funds in FY 2025 in ROW from \$0 to \$40,000 <b>STBG-U (FHWA)</b> + Increase funds in FY 2025 in ROW from \$0 to \$200,000
<b>FEDERAL PROJECT COST</b>	Increased from \$0 to \$200,000 (0%)
<b>TOTAL PROJECT COST</b>	Increased from \$257,516 to \$497,516 (93.20%)



## OK2301-24A4 - PROJECT DEVELOPMENT FOR ROUTE CC CAPITAL IMPROVEMENTS

Plan Revision 24A4      Section Cost Shares      Project Type System Improvement      Lead Agency MoDOT

County Christian County      Municipality Ozark      Status Programmed      Total Cost \$1,414,485

MoDOT ID J8S0736H      Federal ID -      Project From Fremont Road      Project To 22nd Street

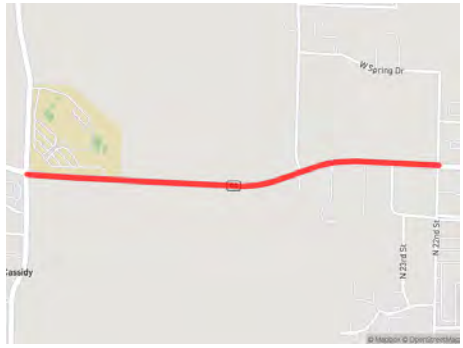
Project Considerations  
Bike/Ped Plan, Regional Trail  
Plan Priority, Advance  
Construction

Project Description  
Route CC design, right-of-way acquisition and utility relocations for capital improvements from Fremont Road to 22nd Street in Ozark.

Funding Source Notes  
Non-Federal Funding Sources: State Transportation Revenues, City of of Ozark Funds; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC) Conversion - STBG

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	STBG-U (FHWA)	-	\$225,769	-	-	-	-	\$225,769
Engineering	MoDOT-AC	-	\$8,000	\$8,000	-	-	-	\$16,000
Engineering	Local	-	\$56,442	-	-	-	-	\$56,442
Engineering	MoDOT	-	\$2,000	\$2,000	-	-	-	\$4,000
<b>Total Engineering</b>		-	\$292,211	\$10,000	-	-	-	\$302,211
ROW	STBG-U (FHWA)	-	\$221,819	-	-	-	-	\$221,819
ROW	Local	-	\$55,455	-	-	-	-	\$55,455
<b>Total ROW</b>		-	\$277,274	-	-	-	-	\$277,274
Payment	MoDOT-AC	-	\$334,400	\$325,600	-	-	-	\$660,000
Payment	MoDOT	-	\$83,600	\$81,400	-	-	-	\$165,000
<b>Total Payment</b>		-	\$418,000	\$407,000	-	-	-	\$825,000
<b>Total Programmed</b>		-	\$987,485	\$417,000	-	-	-	\$1,404,485

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Moving a project into or out of the first four Federal Fiscal Years of a TIP
<b>PROJECT CHANGES</b>	ID changed from "OK2301-23A3a" to "OK2301-24A4" Plan Revision Name changed from "24Adopted" to "24A4"
<b>FUNDING CHANGES</b>	<p><b>Local</b></p> <ul style="list-style-type: none"> <li>- Decrease funds in FY 2023 in ENG from \$56,442 to \$0</li> <li>+ Increase funds in FY 2024 in ENG from \$0 to \$56,442</li> </ul> <p><b>STBG-U (FHWA)</b></p> <ul style="list-style-type: none"> <li>- Decrease funds in FY 2023 in ENG from \$225,769 to \$0</li> <li>+ Increase funds in FY 2024 in ENG from \$0 to \$225,769</li> </ul>
<b>FEDERAL PROJECT COST</b>	Stays the same \$447,588
<b>TOTAL PROJECT COST</b>	Stays the same \$1,414,485



## SP2502-24A4 - GRANT AVENUE VIADUCT

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Asset Management - Bridge**

Lead Agency  
**City of Springfield**

County  
**Greene County**

Municipality  
**Springfield**

Status  
**Programmed**

Total Cost  
**\$2,527,924**

MoDoT ID  
**-**

Federal ID  
**-**

Project From  
**Olive St.**

Project To  
**Tampa St.**

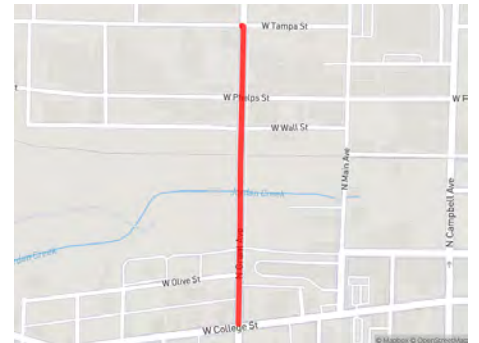
Project Considerations  
**-**

Project Description  
**Rehabilitation/maintenance of the Grant Avenue Viaduct**

Funding Source Notes  
**Non-Federal Funding Source: City of Springfield**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Construction	Local	-	-	\$505,585	-	-	-	\$505,585
Construction	STBG-U (FHWA)	-	-	\$2,022,339	-	-	-	\$2,022,339
<b>Total Construction</b>		-	-	<b>\$2,527,924</b>	-	-	-	<b>\$2,527,924</b>
<b>Total Programmed</b>		-	-	<b>\$2,527,924</b>	-	-	-	<b>\$2,527,924</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$2,022,339
<b>TOTAL PROJECT COST</b>	Stays the same \$2,527,924



## SP2503-24A4 - MARTIN LUTHER KING JR. BRIDGE (BENTON AVE.)

Plan Revision  
**24A4**

Section  
**Sponsored by Local Public Agencies**

Project Type  
**Asset Management - Bridge**

Lead Agency  
**City of Springfield**

County  
**Greene County**

Municipality  
**Springfield**

Status  
**Programmed**

Total Cost  
**\$1,169,105**

MoDoT ID  
**-**

Federal ID  
**-**

Project From  
**Trafficway St.**

Project To  
**Tampa St.**

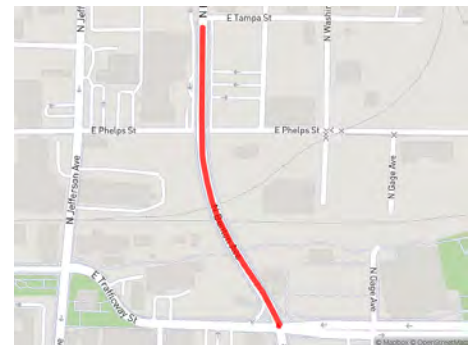
Project Considerations  
**-**

Project Description  
**Rehabilitation/maintenance of the Martin Luther King Jr. Bridge (Benton Ave.)**

Funding Source Notes  
**Non-Federal Funding Source: City of Springfield**

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Construction	STBG-U (FHWA)	-	-	\$935,284	-	-	-	\$935,284
Construction	Local	-	-	\$233,821	-	-	-	\$233,821
<b>Total Construction</b>		-	-	<b>\$1,169,105</b>	-	-	-	<b>\$1,169,105</b>
<b>Total Programmed</b>		-	-	<b>\$1,169,105</b>	-	-	-	<b>\$1,169,105</b>

<b>CURRENT CHANGE REASON</b>	New Project
<b>FEDERAL PROJECT COST</b>	Stays the same \$935,284
<b>TOTAL PROJECT COST</b>	Stays the same \$1,169,105





## REVENUE

Revenue Source	Carryover	2024	2025	2026	2027	Total
MoDOT State/Federal		\$80,371,088	\$125,885,699	\$64,545,322	\$66,317,065	\$337,119,174
Suballocated STBG-U	\$16,638,414	\$7,568,166	\$7,719,529	\$7,873,920	\$8,031,398	\$47,831,427
Suballocated TAP	\$3,134,365	\$1,551,388	\$1,568,998	\$1,587,191	\$1,618,935	\$9,460,877
Suballocated CRP	\$1,772,594	\$904,761	\$904,761	\$904,761	\$904,761	\$5,391,638
Aviation - FAA	\$0	\$7,866,000	\$22,262,580	\$9,693,000	\$3,402,000	\$43,223,580
FTA 5307	\$4,605,375	\$3,541,107	\$3,611,929	\$3,684,168	\$3,757,851	\$19,200,430
FTA 5310	\$863,053	\$444,515	\$453,405	\$462,473	\$471,723	\$2,695,170
FTA 5339	\$845,868	\$283,357	\$289,024	\$294,805	\$300,701	\$2,013,754
Transit MO HealthNet Contract	\$0	\$55,000	\$55,000	\$55,000	\$55,000	\$220,000
Transit State Operating Funding	\$0	\$263,282	\$40,200	\$40,200	\$40,200	\$383,882
CU Transit Utility Ratepayers	\$5,461,692	\$7,169,545	\$7,227,017	\$7,089,367	\$6,911,255	\$33,858,876
CU Transit Farebox, Ads, Rent	\$0	\$886,964	\$886,964	\$886,964	\$886,964	\$3,547,856
Human Service Agencies	\$118,670	\$61,121	\$62,343	\$63,590	\$64,862	\$370,586
<b>TOTAL</b>	<b>\$33,440,031</b>	<b>\$110,966,295</b>	<b>\$170,967,449</b>	<b>\$97,180,761</b>	<b>\$92,762,715</b>	<b>\$505,317,251</b>

## LOCAL PUBLIC AGENCY CAPACITY

LPA Capacity	2024	2025	2026	2027	Total
CART All Jurisdictions (Projected)	\$16,054,001	\$16,054,001	\$16,054,001	\$16,054,001	\$64,216,005
O&M (634.73 miles * \$5,323/mile)	\$3,378,668	\$3,469,892	\$3,563,579	\$3,659,796	\$14,071,934
TIP Programmed Funds All Jurisdictions	(\$18,167,441)	(\$4,614,523)	(\$1,663,052)	(\$258,773)	(\$24,703,789)
Other Committed Funds All Jurisdictions	\$60,924,503	\$60,924,503	\$60,924,503	\$60,924,503	\$243,698,012
<b>TOTAL</b>	<b>\$62,189,731</b>	<b>\$75,833,873</b>	<b>\$78,879,031</b>	<b>\$80,379,527</b>	<b>\$297,282,162</b>

Transit Local Operations/Maint.	Carryover	2024	2025	2026	2027	Total
System Operations Local	\$5,271,692	\$7,710,791	\$7,710,791	\$7,710,791	\$7,710,791	\$36,114,856
System Maintenance Local	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000	\$950,000
Local Programmed O&M	--	(\$13,362,483)	(\$7,900,791)	(\$7,900,791)	(\$7,900,791)	(\$37,064,856)
Carryover	\$5,461,692	\$5,461,692	\$0	\$0	\$0	\$0
<b>Additional O&amp;M Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**FINANCIAL CONSTRAINT**

**FHWA Sponsored Projects**

Fund Type	Programmed (2024)	Programmed (2025)	Programmed (2026)	Programmed (2027)
<b>FEDERAL</b>				
BRO (FHWA)	\$1,997,870	\$24,000	\$36,000	\$0
CRP (FHWA)	\$2,502,501	\$2,220,101	\$0	\$0
I/M (FHWA)	\$90,000	\$135,000	\$135,000	\$0
NHPP (FHWA)	\$31,284,340	\$38,418,007	\$45,921,887	\$41,552,800
SAFETY (FHWA)	\$7,187,100	\$890,700	\$82,800	\$73,800
SS4A (FHWA)	\$228,800	\$	\$	\$
STAP (FHWA)	\$257,000	\$252,000	\$0	\$0
STBG (FHWA)	\$9,171,002	\$20,462,800	\$347,200	\$171,200
STBG-U (FHWA)	\$31,217,648	\$11,973,069	\$2,368,226	\$761,419
TAP (FHWA)	\$4,375,645	\$2,412,373	\$302,006	\$134,836
Federal Subtotal	\$88,311,906	\$76,788,050	\$49,193,119	\$42,694,055
<b>STATE</b>				
MoDOT	\$17,856,911	\$19,819,610	\$7,332,500	\$12,307,400
MoDOT-AC	\$20,008,200	\$22,095,641	\$2,530,400	\$6,244,800
MoDOT O&M	\$5,504,088	\$5,652,699	\$5,805,322	\$5,962,065
State Subtotal	\$43,369,199	\$47,567,950	\$15,668,222	\$24,514,265
<b>LOCAL/OTHER</b>				
Local	\$18,167,441	\$4,614,523	\$1,663,052	\$258,773
MO-ARPA	\$1,179,750	\$0	\$0	\$0
Other	\$3,207,260	\$0	\$0	\$0
Local/Other Subtotal	\$22,554,451	\$4,614,523	\$1,663,052	\$258,773
<b>Total</b>	<b>\$154,235,556</b>	<b>\$128,970,523</b>	<b>\$66,524,393</b>	<b>\$67,467,093</b>

	Prior Year	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Available State and Federal Funding	\$18,280,000	\$80,426,088	\$125,940,699	\$64,600,322	\$66,372,065	\$355,619,174
Federal Discretionary Funding	\$228,800	\$0	\$0	\$0	\$0	\$228,800
Available Operations and Maintenance Funding	\$0	\$5,504,088	\$5,652,699	\$5,805,322	\$5,962,065	\$22,924,174
Funds from Other Sources (inc. Local)	\$0	\$22,554,451	\$4,614,523	\$1,663,052	\$258,773	\$29,090,799
Available Suballocated Funding	\$22,277,288	\$10,024,315	\$10,193,288	\$10,365,872	\$10,555,094	\$63,415,857
<b>TOTAL AVAILABLE FUNDING</b>	<b>\$40,786,088</b>	<b>\$118,508,943</b>	<b>\$146,401,209</b>	<b>\$82,434,567</b>	<b>\$83,147,998</b>	<b>\$471,278,805</b>
Carryover		\$40,786,088	\$5,059,474	\$22,490,160	\$38,400,335	--
Programmed State and Federal Funding		(\$154,235,556)	(\$128,970,523)	(\$66,524,393)	(\$67,467,093)	(\$417,197,565)
<b>TOTAL REMAINING</b>	<b>\$40,786,088</b>	<b>\$5,059,474</b>	<b>\$22,490,160</b>	<b>\$38,400,335</b>	<b>\$54,081,239</b>	<b>\$54,081,239</b>

**TAB 7**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.E.**

**Administrative Modification 5 to the FY 2024-2027 Transportation Improvement Program**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

There are multiple changes included as part of Administrative Modification 5 to the FY 2024-2027 Transportation Improvement Program. These changes do not affect Fiscal Constraint.

1. Shuyler Creek Trail (EN2010)  
*Technical Corrections*  
Removed double-counted STBG-U funding that had been used for engineering and showing ROW in obligated year.
2. Mount Vernon and Miller Sidewalks (EN2412)  
*Moving funds between development phases of a project (Environmental Assessment, PE Design, ROW, Construction, or other) without major changes to the scope of the project*  
Moved \$35,000 from Construction to ROW with no change in overall project cost.
3. MO 14 Roadway Improvements 6<sup>th</sup> Avenue to 14<sup>th</sup> Avenue (OK2201)  
*Changes in a project's total programmed amount less than 25% (up to \$2,000,000)*  
Updating funding to reflect sidewalk cost share program. Additional project changes will be reflected in FY 2025-2028 TIP update.
4. RT MM Road Relocation, Railroad Grade Separation, and Corridor Scoping (RP1704)  
*Changes in a project's total programmed amount less than 25% (up to \$2,000,000)*  
Updating funding to reflect sidewalk cost share program. Additional project changes will be reflected in FY 2025-2028 TIP update.
5. MO 125 Intersection Improvements in Strafford (ST2201)  
*Changes in a project's total programmed amount less than 25% (up to \$2,000,000)*  
Updating funding to reflect sidewalk cost share program. Additional project changes will be reflected in FY 2025-2028 TIP update.
6. 5310 Traditional Projects Reserve 2021-2023 (MO1729)  
*Minor changes to funding sources between federal funding categories or between state and local sources*  
Update funding breakdown to reflect award of FY 2022-2024 5310 projects.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

**NO ACTION REQUESTED – INFORMATIONAL ONLY**



# OZARKS TRANSPORTATION ORGANIZATION

A METROPOLITAN PLANNING ORGANIZATION

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2208 W. CHESTERFIELD BOULEVARD, SUITE 101, SPRINGFIELD, MO 65807  
417-865-3047

10 April 2024

Mr. Ezekiel Hall  
Transportation Planning  
Missouri Department of Transportation  
P. O. Box 270  
Jefferson City, Missouri 65102

Dear Mr. Hall:

I am writing to advise you that the Ozarks Transportation Organization approved Administrative Modification Number Five to the OTO FY 2024-2027 Transportation Improvement Program (TIP) on April 10, 2024. Please find enclosed the administrative modification, which is outlined on the following pages.

Please let me know if you have any questions about this or the administrative modification or need any other information.

Sincerely,

A handwritten signature in black ink that reads "Natasha Longpine". The signature is written in a cursive style.

Natasha L. Longpine, AICP  
Transportation Planning Manager

Enclosure



# Project Overview

## 5 Projects Listed

### EN2010-24AM5 - SHUYLER CREEK TRAIL

Plan Revision 24AM5	Section Sponsored by Local Public Agencies	Project Type Bicycle and Pedestrian	Lead Agency City of Republic
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County Greene County	Municipality Republic	Status Programmed	Total Cost \$2,475,802
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MoDoT ID -	Federal ID 6900813	Project From -	Project To -
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Project Considerations  
Bike/Ped Plan, Regional Trail  
Plan Priority

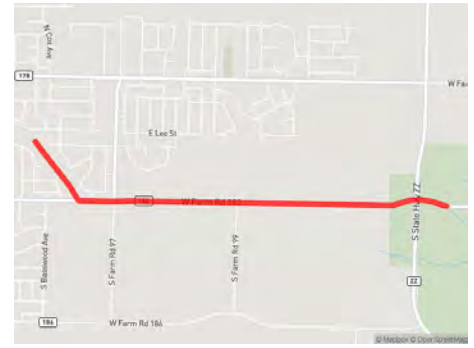
Project Description  
Design, right-of-way acquisition, and construction for approximately 1.7 miles of trail. Project will allow for the extension of the Shuyler Creek Trail to Elm Street/Farm Road 182 and along Farm Road 182 to the entrance of Wilson Creek Battlefield, east of Republic.

Funding Source Notes  
Non-Federal Funding Source: City of Republic Capital Investment Sales Tax Fund; FYI: Includes Construction-Award of \$1,078,749 in TAP funding conditional upon Reasonable Progress compliance.

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	STBG-U (FHWA)	\$178,969	\$40,000	-	-	-	-	\$218,969
Engineering	Local	\$44,742	\$10,000	-	-	-	-	\$54,742
<b>Total Engineering</b>		\$223,711	\$50,000	-	-	-	-	\$273,711
ROW	TAP (FHWA)	\$324,126	-	-	-	-	-	\$324,126
ROW	Local	\$81,032	-	-	-	-	-	\$81,032
<b>Total ROW</b>		\$405,158	-	-	-	-	-	\$405,158
Construction	STBG-U (FHWA)	-	\$137,738	-	-	-	-	\$137,738
Construction	TAP (FHWA)	-	\$1,264,015	-	-	-	-	\$1,264,015
Construction	Local	-	\$395,180	-	-	-	-	\$395,180
<b>Total Construction</b>		-	\$1,796,933	-	-	-	-	\$1,796,933
<b>Total Prior Costs</b>		\$628,869	-	-	-	-	-	\$628,869
<b>Total Programmed</b>		\$628,869	\$1,846,933	-	-	-	-	\$2,475,802



<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Technical corrections
<b>PROJECT CHANGES</b>	ID changed from "EN2010-22AM3" to "EN2010-24AM5" Plan Revision Name changed from "24Adopted" to "24AM5"
<b>FUNDING CHANGES</b>	<p><b>Local</b></p> <ul style="list-style-type: none"> <li>+ Increase funds in FY 2023 in ROW from \$0 to \$81,032</li> <li>- Decrease funds in FY 2024 in ROW from \$81,032 to \$0</li> </ul> <p><b>STBG-U (FHWA)</b></p> <ul style="list-style-type: none"> <li>- Decrease funds in FY 2024 in CON from \$316,707 to \$137,738</li> </ul> <p><b>TAP (FHWA)</b></p> <ul style="list-style-type: none"> <li>+ Increase funds in FY 2023 in ROW from \$0 to \$324,126</li> <li>- Decrease funds in FY 2024 in ROW from \$324,126 to \$0</li> </ul>
<b>FEDERAL PROJECT COST</b>	Decreased from \$2,123,817 to \$1,944,848 (-8.43%)
<b>TOTAL PROJECT COST</b>	Decreased from \$2,654,771 to \$2,475,802 (-6.74%)



## EN2412-24AM5 - MOUNT VERNON AND MILLER SIDEWALKS

Plan Revision  
24AM5

Section  
Sponsored by Local Public Agencies

Project Type  
Bicycle and Pedestrian

Lead Agency  
City of Springfield

County  
Greene County

Municipality  
Springfield

Status  
Programmed

Total Cost  
\$1,249,526

MoDoT ID  
-

Federal ID  
5901829

Project From  
Lulwood, Mount Vernon

Project To  
Casa Grande, Tarkio

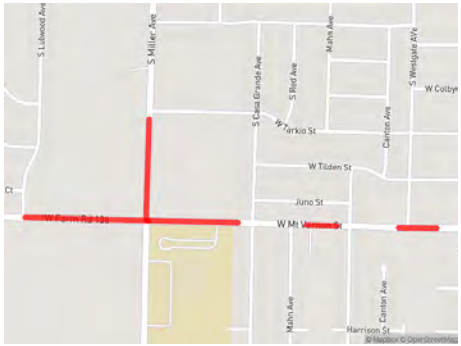
Project Considerations  
Bike/Ped Plan

Project Description  
Pedestrian and associated improvements along Mt. Vernon Street and Miller Avenue in Springfield.

Funding Source Notes  
Non-Federal Funding Source: City of Springfield; FYI: PE-Award only, Construction-Award pending Reasonable Progress Compliance

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	Local	-	\$32,596	-	-	-	-	\$32,596
Engineering	TAP (FHWA)	-	\$130,385	-	-	-	-	\$130,385
<b>Total Engineering</b>		-	\$162,981	-	-	-	-	\$162,981
ROW	Local	-	\$7,000	-	-	-	-	\$7,000
ROW	TAP (FHWA)	-	\$28,000	-	-	-	-	\$28,000
<b>Total ROW</b>		-	\$35,000	-	-	-	-	\$35,000
Construction	Local	-	-	\$210,309	-	-	-	\$210,309
Construction	TAP (FHWA)	-	-	\$841,236	-	-	-	\$841,236
<b>Total Construction</b>		-	-	\$1,051,545	-	-	-	\$1,051,545
<b>Total Programmed</b>		-	\$197,981	\$1,051,545	-	-	-	\$1,249,526

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Moving funds between development phases of a project (Environmental Assessment, PE Design, ROW, Construction, or other) without major changes to the scope of the project
<b>PROJECT CHANGES</b>	ID changed from "EN2412-24" to "EN2412-24AM5" Plan Revision Name changed from "24Adopted" to "24AM5"
<b>FUNDING CHANGES</b>	<p><b>TAP (FHWA)</b></p> <ul style="list-style-type: none"> <li>+ Increase funds in FY 2024 in ROW from \$0 to \$28,000</li> <li>- Decrease funds in FY 2025 in CON from \$869,236 to \$841,236</li> </ul> <p><b>Local</b></p> <ul style="list-style-type: none"> <li>+ Increase funds in FY 2024 in ROW from \$0 to \$7,000</li> <li>- Decrease funds in FY 2025 in CON from \$217,309 to \$210,309</li> </ul>
<b>FEDERAL PROJECT COST</b>	Stays the same \$999,621
<b>TOTAL PROJECT COST</b>	Stays the same \$1,249,526



## OK2201-24AM5 - MO 14 ROADWAY IMPROVEMENTS 6TH AVENUE TO 14TH AVENUE

Plan Revision 24AM5	Section Sponsored by MoDOT	Project Type System Improvement	Lead Agency MoDOT
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County Christian County	Municipality Ozark	Status Programmed	Total Cost \$7,013,254
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MoDOT ID J8P0583B	Federal ID S604083	Project From 6th Avenue	Project To 14th Avenue
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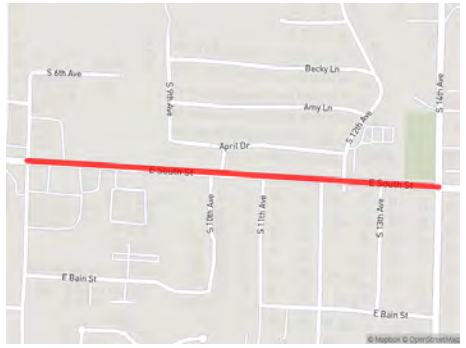
Project Considerations  
Environmental Justice Area,  
Bike/Ped Plan, Advance  
Construction

Project Description  
Roadway improvements on South Street from 6th Avenue to 14th Avenue in Ozark.

Funding Source Notes  
Non-Federal Funding Source: State Transportation Revenues; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC)  
Conversion - STBG, Approved Sidewalk Cost Share to be programmed upon executed agreement (\$134,836 TAP)

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	MoDOT	\$10,000	\$10,000	\$20,000	\$27,800	\$80,600	-	\$148,400
Engineering	MoDOT-AC	\$40,000	\$40,000	\$80,000	\$111,200	\$322,400	-	\$593,600
<b>Total Engineering</b>		<b>\$50,000</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$139,000</b>	<b>\$403,000</b>	<b>-</b>	<b>\$742,000</b>
ROW	MoDOT	-	-	-	\$389,400	-	-	\$389,400
ROW	MoDOT-AC	-	-	-	\$1,557,600	-	-	\$1,557,600
<b>Total ROW</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>\$1,947,000</b>	<b>-</b>	<b>-</b>	<b>\$1,947,000</b>
Construction	Local	-	-	-	-	\$67,418	-	\$67,418
Construction	TAP (FHWA)	-	-	-	-	\$134,836	-	\$134,836
Construction	MoDOT	-	-	-	-	\$824,400	-	\$824,400
Construction	MoDOT-AC	-	-	-	-	\$3,297,600	-	\$3,297,600
<b>Total Construction</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$4,324,254</b>	<b>-</b>	<b>\$4,324,254</b>
<b>Total Prior Costs</b>		<b>\$50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$50,000</b>
<b>Total Programmed</b>		<b>\$50,000</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$2,086,000</b>	<b>\$4,727,254</b>	<b>-</b>	<b>\$7,013,254</b>

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Changes in a project's total programmed amount less than 25% (up to \$2,000,000)
<b>PROJECT CHANGES</b>	ID changed from "OK2201-22" to "OK2201-24AM5" Plan Revision Name changed from "24Adopted" to "24AM5"
<b>FUNDING CHANGES</b>	<b>TAP (FHWA)</b> + Increase funds in FY 2027 in CON from \$0 to \$134,836 <b>Local</b> + Increase funds in FY 2027 in CON from \$0 to \$67,418
<b>FEDERAL PROJECT COST</b>	Increased from \$0 to \$134,836 (0%)
<b>TOTAL PROJECT COST</b>	Increased from \$6,811,000 to \$7,013,254 (2.97%)



## RP1704-24AM5 - RT MM ROAD RELOCATION, RAILROAD GRADE SEPARATION, AND CORRIDOR SCOPING

Plan Revision <b>24AM5</b>	Section Sponsored by MoDOT	Project Type System Improvement	Lead Agency MoDOT
County Greene County	Municipality Republic	Status Programmed	Total Cost \$35,332,871
MoDOT ID J8S0836, J8S0836D	Federal ID S602092	Project From Farm Road 160	Project To Route 60

Project Considerations  
 Environmental Justice Area,  
 Bike/Ped Plan, Advance  
 Construction

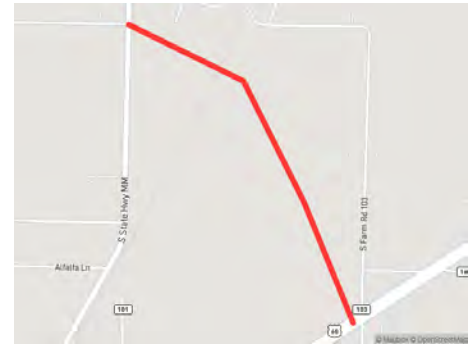
Project Description  
 Relocate Brookline Avenue, add railroad grade separation and sidewalks from Farm Road 160 to Rte. 60 in Republic. Scoping for railroad crossing improvements and roadway relocation from Rte. 360 to Rte. M in Republic.

Funding Source Notes  
 Non-Federal Funding Source: State Transportation Revenues; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC) Conversion - STBG, \$564,000 Open Container, Approved Sidewalk Cost Share to be programmed upon executed agreement (\$250,910 TAP), OTO Discretionary Funding Award for MM Underpass (\$245,787 CRP)

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	MoDOT	\$1,199,000	\$184,800	\$699,800	\$40,000	-	-	\$2,123,600
Engineering	STBG (FHWA)	\$3,046,400	\$739,200	\$2,799,200	\$160,000	-	-	\$6,744,800
Engineering	STP (FHWA)	\$1,600	-	-	-	-	-	\$1,600
<b>Total Engineering</b>		<b>\$4,247,000</b>	<b>\$924,000</b>	<b>\$3,499,000</b>	<b>\$200,000</b>	<b>-</b>	<b>-</b>	<b>\$8,870,000</b>
ROW	MoDOT	-	\$707,200	-	-	-	-	\$707,200
ROW	STBG (FHWA)	-	\$2,828,800	-	-	-	-	\$2,828,800
<b>Total ROW</b>		<b>-</b>	<b>\$3,536,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$3,536,000</b>
Construction	TAP (FHWA)	-	-	\$250,910	-	-	-	\$250,910
Construction	Local	-	-	\$124,174	-	-	-	\$124,174
Construction	CRP (FHWA)	-	-	\$245,787	-	-	-	\$245,787
Construction	STBG (FHWA)	-	-	\$17,468,400	-	-	-	\$17,468,400
Construction	SAFETY (FHWA)	-	-	\$564,000	-	-	-	\$564,000
Construction	MoDOT	-	-	\$4,273,600	-	-	-	\$4,273,600
<b>Total Construction</b>		<b>-</b>	<b>-</b>	<b>\$22,926,871</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$22,926,871</b>
<b>Total Prior Costs</b>		<b>\$4,247,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$4,247,000</b>
<b>Total Programmed</b>		<b>\$4,247,000</b>	<b>\$4,460,000</b>	<b>\$26,425,871</b>	<b>\$200,000</b>	<b>-</b>	<b>-</b>	<b>\$35,332,871</b>



<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Changes in a project's total programmed amount less than 25% (up to \$2,000,000)
<b>PROJECT CHANGES</b>	<p>ID changed from "RP1704-20A9" to "RP1704-24AM5"</p> <p>Plan Revision Name changed from "24Adopted" to "24AM5"</p> <p>Funding Source Notes changed from "Non-Federal Funding Source: State Transportation Revenues; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC) Conversion - STBG, \$564,000 Open Container, Approved Sidewalk Cost Share to be programmed upon executed agreement (\$342,000 TAP), OTO Discretionary Funding Award for MM Underpass (\$241,488 CRP)" to "Non-Federal Funding Source: State Transportation Revenues; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC) Conversion - STBG, \$564,000 Open Container, Approved Sidewalk Cost Share to be programmed upon executed agreement (\$250,910 TAP), OTO Discretionary Funding Award for MM Underpass (\$245,787 CRP)"</p>
<b>FUNDING CHANGES</b>	<p><b>CRP (FHWA)</b></p> <p>+ Increase funds in FY 2025 in CON from \$0 to \$245,787</p> <p><b>TAP (FHWA)</b></p> <p>+ Increase funds in FY 2025 in CON from \$0 to \$250,910</p> <p><b>Local</b></p> <p>+ Increase funds in FY 2025 in CON from \$0 to \$124,174</p>
<b>FEDERAL PROJECT COST</b>	Increased from \$27,607,600 to \$28,104,297 (1.80%)
<b>TOTAL PROJECT COST</b>	Increased from \$34,712,000 to \$35,332,871 (1.79%)



## ST2201-24AM5 - MO 125 INTERSECTION IMPROVEMENTS IN STRAFFORD

Plan Revision 24AM5	Section Sponsored by MoDOT	Project Type System Improvement	Lead Agency MoDOT
County Greene County	Municipality Strafford	Status Programmed	Total Cost \$9,068,500
MoDOT ID J8S3238	Federal ID S604064	Project From 0.2 mile north of Evergreen Street	Project To 0.1 mile west of Washington Avenue

Project Considerations  
Environmental Justice Area,  
Bike/Ped Plan, Regional Trail  
Plan Priority, Advance  
Construction

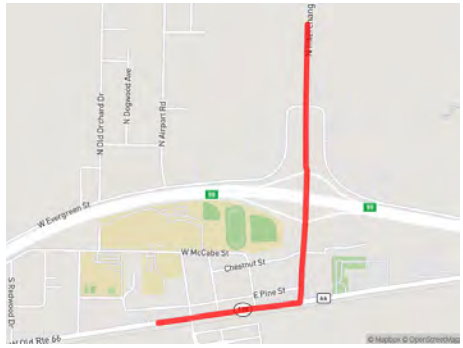
Project Description  
For MO 125, add roundabouts at I-44 ramps and at Chestnut Street, add signal at Route OO, and add turn lane from Washington Ave. to Route OO in Strafford.

### Funding Source Notes

Non-Federal Funding Source: State Transportation Revenues; FYI: Federal Funding Category upon Anticipated Advanced Construction (AC) Conversion - STBG, Approved Sidewalk Cost Share to be programmed upon executed agreement (\$240,320 TAP)

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Engineering	MoDOT	\$130,000	\$62,000	\$120,400	-	-	-	\$312,400
Engineering	MoDOT-AC	\$520,000	\$248,000	\$481,600	-	-	-	\$1,249,600
<b>Total Engineering</b>		<b>\$650,000</b>	<b>\$310,000</b>	<b>\$602,000</b>	-	-	-	<b>\$1,562,000</b>
ROW	MoDOT	-	\$38,000	-	-	-	-	\$38,000
ROW	MoDOT-AC	-	\$152,000	-	-	-	-	\$152,000
<b>Total ROW</b>		-	<b>\$190,000</b>	-	-	-	-	<b>\$190,000</b>
Construction	CRP (FHWA)	-	-	\$219,600	-	-	-	\$219,600
Construction	MoDOT	-	-	\$1,408,400	-	-	-	\$1,408,400
Construction	MoDOT-AC	-	-	\$5,633,600	-	-	-	\$5,633,600
Construction	Local	-	-	\$54,900	-	-	-	\$54,900
<b>Total Construction</b>		-	-	<b>\$7,316,500</b>	-	-	-	<b>\$7,316,500</b>
<b>Total Prior Costs</b>		<b>\$650,000</b>	-	-	-	-	-	<b>\$650,000</b>
<b>Total Programmed</b>		<b>\$650,000</b>	<b>\$500,000</b>	<b>\$7,918,500</b>	-	-	-	<b>\$9,068,500</b>

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Changes in a project's total programmed amount less than 25% (up to \$2,000,000)
<b>PROJECT CHANGES</b>	ID changed from "ST2201-22" to "ST2201-24AM5" Plan Revision Name changed from "24Adopted" to "24AM5"
<b>FUNDING CHANGES</b>	<b>CRP (FHWA)</b> + Increase funds in FY 2025 in CON from \$0 to \$219,600 <b>Local</b> + Increase funds in FY 2025 in CON from \$0 to \$54,900
<b>FEDERAL PROJECT COST</b>	Increased from \$0 to \$219,600 (0%)
<b>TOTAL PROJECT COST</b>	Increased from \$8,794,000 to \$9,068,500 (3.12%)



# Project Overview

## 1 Projects Listed

### MO1729-24AM5 - 5310-TRADITIONAL PROJECTS RESERVE 2021-2023

Plan Revision <b>24AM5</b>	Section <b>Transit</b>	Project Type <b>Transit Capital</b>	Lead Agency <b>MoDOT</b>
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County <b>Area Wide</b>	Municipality <b>Area Wide</b>	Status <b>Programmed</b>	Total Cost <b>\$800,841</b>
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MoDoT ID <b>-</b>	Federal ID <b>-</b>	Project From <b>-</b>	Project To <b>-</b>
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Project Considerations  
**Environmental Justice Area**

Project Description  
Remaining funding to be awarded for the 55 percent traditional 5310 project category for FYs 2022-2023. FY 2021 Awarded.

Funding Source Notes  
Federal Funding Source: Traditional FTA Section 5310 Funding; Non-Federal Funding Source: Provided Upon Award of Funding; FYI: Administered by MoDOT; Awarded as follows: Nova Center (\$73,210 FTA/\$18,280 Local), OATS (\$228,133 FTA/\$57,033 Local), Ozark SC (\$95,573 FTA/\$23,894 Local), SWCIL (\$53,134 FTA/\$13,84); Unawarded \$24,629 FTA/\$6,179 Local

PHASE	FUND SOURCE	PRIOR	FY2024	FY2025	FY2026	FY2027	FUTURE	TOTAL
Capital	5310-Capital (FTA )	\$165,994	\$474,679	-	-	-	-	\$640,673
Capital	Local	\$41,498	\$118,670	-	-	-	-	\$160,168
<b>Total Capital</b>		<b>\$207,492</b>	<b>\$593,349</b>	-	-	-	-	<b>\$800,841</b>
<b>Total Prior Costs</b>		<b>\$207,492</b>	-	-	-	-	-	<b>\$207,492</b>
<b>Total Programmed</b>		<b>\$207,492</b>	<b>\$593,349</b>	-	-	-	-	<b>\$800,841</b>

<b>CURRENT CHANGE REASON</b>	Schedule / Funding / Scope- Update Minor changes to funding sources between federal funding categories or between state and local sources
<b>PROJECT CHANGES</b>	<p>ID changed from "MO1729-23AM5" to "MO1729-24AM5"</p> <p>Plan Revision Name changed from "24Adopted" to "24AM5"</p> <p>Funding Source Notes changed from "Federal Funding Source: Traditional FTA Section 5310 Funding; Non-Federal Funding Source: Provided Upon Award of Funding; FYI: Administered by MoDOT" to "Federal Funding Source: Traditional FTA Section 5310 Funding; Non-Federal Funding Source: Provided Upon Award of Funding; FYI: Administered by MoDOT; Awarded as follows: Nova Center (\$73,210 FTA/\$18,280 Local), OATS (\$228,133 FTA/\$57,033 Local), Ozark SC (\$95,573 FTA/\$23,894 Local), SWCIL (\$53,134 FTA/\$13,84); Unawarded \$24,629 FTA/\$6,179 Local"</p>
<b>FUNDING CHANGES</b>	<p><b>5310-Capital (FTA )</b></p> <ul style="list-style-type: none"> <li>- Decrease funds in FY 2024 in CAP from \$474,679 to \$24,629</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$73,210</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$228,133</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$95,573</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$53,134</li> </ul> <p><b>Local</b></p> <ul style="list-style-type: none"> <li>- Decrease funds in FY 2024 in CAP from \$118,670 to \$6,179</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$18,280</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$57,033</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$23,894</li> <li>+ Increase funds in FY 2024 in CAP from \$0 to \$13,284</li> </ul>
<b>FEDERAL PROJECT COST</b>	Stays the same \$640,673
<b>TOTAL PROJECT COST</b>	Stays the same \$800,841

## REVENUE

Revenue Source	Carryover	2024	2025	2026	2027	Total
MoDOT State/Federal		\$80,371,088	\$125,885,699	\$64,545,322	\$66,317,065	\$337,119,174
Suballocated STBG-U	\$16,638,414	\$7,568,166	\$7,719,529	\$7,873,920	\$8,031,398	\$47,831,427
Suballocated TAP	\$3,134,365	\$1,551,388	\$1,568,998	\$1,587,191	\$1,618,935	\$9,460,877
Suballocated CRP	\$1,772,594	\$904,761	\$904,761	\$904,761	\$904,761	\$5,391,638
Aviation - FAA	\$0	\$7,866,000	\$22,262,580	\$9,693,000	\$3,402,000	\$43,223,580
FTA 5307	\$4,605,375	\$3,541,107	\$3,611,929	\$3,684,168	\$3,757,851	\$19,200,430
FTA 5310	\$863,053	\$444,515	\$453,405	\$462,473	\$471,723	\$2,695,170
FTA 5339	\$845,868	\$283,357	\$289,024	\$294,805	\$300,701	\$2,013,754
Transit MO HealthNet Contract	\$0	\$55,000	\$55,000	\$55,000	\$55,000	\$220,000
Transit State Operating Funding	\$0	\$263,282	\$40,200	\$40,200	\$40,200	\$383,882
CU Transit Utility Ratepayers	\$5,461,692	\$7,169,545	\$7,227,017	\$7,089,367	\$6,911,255	\$33,858,876
CU Transit Farebox, Ads, Rent	\$0	\$886,964	\$886,964	\$886,964	\$886,964	\$3,547,856
Human Service Agencies	\$118,670	\$61,121	\$62,343	\$63,590	\$64,862	\$370,586
<b>TOTAL</b>	<b>\$33,440,031</b>	<b>\$110,966,295</b>	<b>\$170,967,449</b>	<b>\$97,180,761</b>	<b>\$92,762,715</b>	<b>\$505,317,251</b>

## LOCAL PUBLIC AGENCY CAPACITY

LPA Capacity	2024	2025	2026	2027	Total
CART All Jurisdictions (Projected)	\$16,054,001	\$16,054,001	\$16,054,001	\$16,054,001	\$64,216,005
O&M (634.73 miles * \$5,323/mile)	\$3,378,668	\$3,469,892	\$3,563,579	\$3,659,796	\$14,071,934
TIP Programmed Funds All Jurisdictions	(\$17,790,024)	(\$3,835,117)	(\$1,663,052)	(\$258,773)	(\$23,546,966)
Other Committed Funds All Jurisdictions	\$60,924,503	\$60,924,503	\$60,924,503	\$60,924,503	\$243,698,012
<b>TOTAL</b>	<b>\$62,567,148</b>	<b>\$76,613,279</b>	<b>\$78,879,031</b>	<b>\$80,379,527</b>	<b>\$298,438,985</b>

Transit Local Operations/Maint.	Carryover	2024	2025	2026	2027	Total
System Operations Local	\$5,271,692	\$7,710,791	\$7,710,791	\$7,710,791	\$7,710,791	\$36,114,856
System Maintenance Local	\$190,000	\$190,000	\$190,000	\$190,000	\$190,000	\$950,000
Local Programmed O&M	--	(\$13,362,483)	(\$7,900,791)	(\$7,900,791)	(\$7,900,791)	(\$37,064,856)
Carryover	\$5,461,692	\$5,461,692	\$0	\$0	\$0	\$0
<b>Additional O&amp;M Costs</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**FINANCIAL CONSTRAINT**

**FHWA Sponsored Projects**

Fund Type	Programmed (2024)	Programmed (2025)	Programmed (2026)	Programmed (2027)
<b>FEDERAL</b>				
BRO (FHWA)	\$1,997,870	\$24,000	\$36,000	\$0
CRP (FHWA)	\$1,218,611	\$2,220,101	\$0	\$0
I/M (FHWA)	\$90,000	\$135,000	\$135,000	\$0
NHPP (FHWA)	\$31,284,340	\$38,418,007	\$45,921,887	\$41,552,800
SAFETY (FHWA)	\$7,187,100	\$890,700	\$82,800	\$73,800
SS4A (FHWA)	\$228,800	\$	\$	\$
STAP (FHWA)	\$257,000	\$252,000	\$0	\$0
STBG (FHWA)	\$9,171,002	\$20,462,800	\$347,200	\$171,200
STBG-U (FHWA)	\$30,991,879	\$8,815,446	\$2,368,226	\$761,419
TAP (FHWA)	\$4,375,645	\$2,412,373	\$302,006	\$134,836
Federal Subtotal	\$86,802,247	\$73,630,427	\$49,193,119	\$42,694,055
<b>STATE</b>				
MoDOT	\$17,856,911	\$19,819,610	\$7,332,500	\$12,307,400
MoDOT-AC	\$20,008,200	\$22,095,641	\$2,530,400	\$6,244,800
MoDOT O&M	\$5,504,088	\$5,652,699	\$5,805,322	\$5,962,065
State Subtotal	\$43,369,199	\$47,567,950	\$15,668,222	\$24,514,265
<b>LOCAL/OTHER</b>				
Local	\$17,790,024	\$3,835,117	\$1,663,052	\$258,773
MO-ARPA	\$1,179,750	\$0	\$0	\$0
Other	\$3,207,260	\$0	\$0	\$0
Local/Other Subtotal	\$22,177,034	\$3,835,117	\$1,663,052	\$258,773
<b>Total</b>	<b>\$152,348,480</b>	<b>\$125,033,494</b>	<b>\$66,524,393</b>	<b>\$67,467,093</b>

	Prior Year	FY 2024	FY 2025	FY 2026	FY 2027	TOTAL
Available State and Federal Funding	\$18,280,000	\$80,426,088	\$125,940,699	\$64,600,322	\$66,372,065	\$355,619,174
Federal Discretionary Funding	\$228,800	\$0	\$0	\$0	\$0	\$228,800
Available Operations and Maintenance Funding	\$0	\$5,504,088	\$5,652,699	\$5,805,322	\$5,962,065	\$22,924,174
Funds from Other Sources (inc. Local)	\$0	\$22,177,034	\$3,835,117	\$1,663,052	\$258,773	\$27,933,976
Available Suballocated Funding	\$22,277,288	\$10,024,315	\$10,193,288	\$10,365,872	\$10,555,094	\$63,415,857
<b>TOTAL AVAILABLE FUNDING</b>	<b>\$40,786,088</b>	<b>\$118,131,526</b>	<b>\$145,621,803</b>	<b>\$82,434,567</b>	<b>\$83,147,998</b>	<b>\$470,121,982</b>
Carryover		\$40,786,088	\$6,569,133	\$27,157,442	\$43,067,617	--
Programmed State and Federal Funding		(\$152,348,480)	(\$125,033,494)	(\$66,524,393)	(\$67,467,093)	(\$411,373,460)
<b>TOTAL REMAINING</b>	<b>\$40,786,088</b>	<b>\$6,569,133</b>	<b>\$27,157,442</b>	<b>\$43,067,617</b>	<b>\$58,748,521</b>	<b>\$58,748,521</b>

## FINANCIAL CONSTRAINT

### FTA-Sponsored Projects

	Federal Funding Source			Local	MoDOT	TOTAL
	5307	5310	5339			
<b>PRIOR YEAR</b>						
Balance	\$ 4,605,375	\$ 863,053	\$ 845,868	\$ 5,580,362	\$ 43,500	\$ 11,938,158
<b>FY 2024</b>						
Funds Anticipated	\$ 3,541,107	\$ 444,515	\$ 283,357	\$ 8,317,242	\$ 43,500	\$12,629,721
Funds Programmed	(\$8,146,482)	(\$1,252,070)	(\$720,000)	(\$13,897,604)	(\$87,000)	(\$24,103,156)
<b>Running Balance</b>	<b>\$0</b>	<b>\$55,498</b>	<b>\$409,225</b>	<b>\$0</b>	<b>\$0</b>	<b>\$464,723</b>
<b>FY 2025</b>						
Funds Anticipated	\$ 3,611,929	\$ 453,405	\$ 289,024	\$ 8,271,524	\$ 43,500	\$12,669,382
Funds Programmed	(\$3,541,107)	(\$277,081)	(\$982,930)	(\$8,271,524)	(\$43,500)	(\$13,116,142)
<b>Running Balance</b>	<b>\$70,822</b>	<b>\$231,822</b>	<b>-\$284,681</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,963</b>
<b>FY 2026</b>						
Funds Anticipated	\$ 3,684,168	\$ 462,473	\$ 294,805	\$ 8,135,121	\$ 43,500	\$12,620,067
Funds Programmed	(\$3,541,107)	(\$735,623)	\$0	(\$8,135,121)	(\$43,500)	(\$12,455,351)
<b>Running Balance</b>	<b>\$213,883</b>	<b>-\$41,328</b>	<b>\$10,124</b>	<b>\$0</b>	<b>\$0</b>	<b>\$182,679</b>
<b>FY 2027</b>						
Funds Anticipated	\$ 3,757,851	\$ 471,722	\$ 3,000,701	\$ 7,958,281	\$ 43,500	\$15,232,055
Funds Programmed	(\$3,541,108)	\$0	\$0	(\$7,958,281)	(\$43,500)	(\$11,542,889)
<b>Running Balance</b>	<b>\$430,626</b>	<b>\$430,394</b>	<b>\$3,010,825</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,871,845</b>

**TAB 8**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.F.**

**Unfunded Needs List**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

MoDOT has requested a list of unfunded needs that can be used in planning for different scenarios. The request proposed specific funding for three tiers of projects. Tier 1 (limited to \$28 million) includes needs that could be accomplished in the time of the current five-year STIP as federal and state funding is available. Tier 2 (limited to \$111 million) includes needs beyond the current STIP time frame. Tier 3 (limited to \$111 million) includes additional needs beyond the current STIP time frame. Multimodal unfunded needs (limited to \$56 million) are also categorized separately. OTO has further identified another \$111 million in needs as on-deck.

It should be noted that the cost estimates provided are educated estimates and, in some cases, once a final project is determined, the estimate will be revised. The Southwest Unfunded Needs List, which includes Multimodal Unfunded Needs as well, is attached for member review and recommendation.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend the presented list of unfunded needs to the Board of Directors for consideration by MoDOT.”

OR

“Move to recommend the list of unfunded needs as revised to the Board of Directors for consideration by MoDOT.”

JURISDICTION	PROJECT DESCRIPTION	SCORE	TOTAL FUNDS NEEDED	TIER 1	TIER 2	TIER 3	MULTIMODAL	ON DECK
				\$28 M	\$111 M	\$ 111 M	\$ 56 M	\$ 111 M
MoDOT	US 60 ITS from 65 to 125	N/A	1,700,000		1,700,000			
Greene	JRF Extension Study	N/A	1,500,000					1,500,000
Springfield	I-244 Loop Designation	N/A	1,500,000	1,500,000				
MoDOT	13/44 Interchange Phase II	61	3,500,000	3,500,000				
MoDOT	13/44 Interchange Final Phase	61	2,000,000		2,000,000			
Springfield	13-Evergreen to Division- Context Sensitive Improvements	54	11,300,000		11,300,000			
MoDOT	65/KearneyInterchange/ Bridge Replacement	53	29,000,000		29,000,000			
MoDOT	I-44- 160 to 13	53	42,000,000			42,000,000		
MoDOT	Glenstone/Dale Intersection Improvements	53	2,000,000		2,000,000			
Republic	US 60 Intersection Improvements in Republic (Main/Harrison/Elm/Hampton)	52	12,000,000	6,000,000	6,000,000			
Springfield	13 Widening- Sunshine to Battlefield	52	10,800,000		10,800,000			
MoDOT	I-44 Pavement Rebuild	49	13,500,000	13,500,000				
Ozark	Rte J Additional WB Lane from Farmer Branch to 17th Street	49	5,000,000		5,000,000			
MoDOT	160/Mt Vernon Intersection in Springfield	49	4,500,000		4,500,000			
Ozark	Longview Interchange	48	30,000,000					30,000,000
Ozark	J/NN Intersection Improvements	47	3,000,000		3,000,000			
Ozark	CC/Fremont	47	2,000,000		2,000,000			
MoDOT	60/65 Phase II Interchange Improvements	47	15,000,000			15,000,000		
MoDOT	160 Widening- Plainview to AA	46	22,000,000		22,000,000			
Christian	14/W Intersection Improvements	38	3,000,000		3,000,000			
Ozark	14 Widening from NN to 3rd	34	8,000,000		8,000,000			
Republic	174/ Main Intersection	34	3,000,000		3,000,000			
Willard	AB Safety Improvements	32	7,000,000			7,000,000		
Battlefield	FF/Weaver Intersection	31	3,500,000	3,500,000				
Strafford	125/Evergreen Intersection	31	15,000,000			15,000,000		
MoDOT	US 60 (JRF) 160 to 13	30	34,000,000					34,000,000
Republic	MM Widening I-44 to Haile Street	25	29,300,000			29,300,000		
Nixa	160/Pembroke Intersection Improvements	22	3,000,000			3,000,000		
Nixa	160 widening from South Avenue to Pembroke	22	7,000,000					7,000,000
Christian	AA/Owen Road Intersection	16	3,000,000					3,000,000
Springfield	US 65 Division Street Interchange with Trail	14	30,000,000					30,000,000
Christian	AA/Nicolas Road Intersection Improvements		3,000,000					3,000,000
BNSF	Division RR Overpass		26,000,000				26,000,000	
Greene	Pedestrian Improvements Rte EE from Haseltine to West Bypass		2,000,000				2,000,000	
Christian	Sidewalks/Trail on NN from J to 14		3,000,000				3,000,000	
Christian	Crosswalk/Ped Signal at 3rd/Church #1		500,000				500,000	
Springfield	Pedestrian Crossing Improvements on 160		2,000,000				2,000,000	
Ozark	Sidewalks on 14 from Church to Elm		300,000				300,000	
SGF	Reconstruct Air Cargo Apron		3,100,000				3,100,000	
SGF	Rehabilitate Runway 14-32 at SGF		900,000				900,000	
SGF	Construct T- Hangar Taxiway		1,350,000				1,350,000	
Willard	Route AB Sidewalks from New Melville to Southview in Willard		250,000				250,000	

JURISDICTION	PROJECT DESCRIPTION	SCORE	TOTAL FUNDS NEEDED	TIER 1	TIER 2	TIER 3	MULTIMODAL	ON DECK
				\$28 M	\$111 M	\$ 111 M	\$ 56 M	\$ 111 M
Willard	Rt Z Sidewalks from Eagle Lane To Willard Rec Center		200,000				200,000	
OTO	5310 Vehicle Match		500,000				500,000	
CU	CU Transit Bus Replacement		4,000,000				4,000,000	
Springfield	Division Trail from Eastgate to Packer		1,000,000				1,000,000	
Strafford	Route 66 Trail		8,000,000				8,000,000	
Battlefield	FF Republic Road Pedestrian Crossing		500,000				500,000	
Nixa/Ozark	Highway 14 Trail Cheyenne to Fremont Road		1,750,000				1,750,000	
			361,100,000	28,000,000	113,300,000	111,300,000	55,350,000	108,500,000

RED TOP 10 LIST  
 GREENE MULTIMODAL

**TAB 9**



**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.G.**

**Federal Funds Balance Report – March 31, 2024**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

Ozarks Transportation Organization is allocated Urban Surface Transportation Block Grant (STBG-Urban) funds each year through MoDOT from the Federal Highway Administration. OTO has elected to sub-allocate the STBG-Urban funds among the jurisdictions within the MPO area. Each of these jurisdiction's allocations is based upon the population within the MPO area. OTO's balance is monitored as a whole by MoDOT, while OTO staff monitors each jurisdiction's individual balance.

**THE OTO AREA MUST OBLIGATE \$12.3 MILLION BY SEPTEMBER 30, 2024 OR MODOT WILL TAKE FUNDING TO USE ON MODOT ROADS.** In the past, MoDOT has limited OTO to no more than three years of accumulated funding as a balance. To limit the accumulation of funds and to maximize August redistribution, MoDOT has now established a statewide goal that 120 percent of allocated funds are obligated each year.

Staff has developed a report which documents the balance allowed, the balance obligated, and the balance that needs to be obligated by the end of the Federal Fiscal Year in order to not be rescinded by MoDOT. The report also outlines projects programmed to use STBG-Urban funding, so jurisdictions can have a clear picture of what is remaining. Also provided is a status update for FY 2024.

Included in the Agenda Packet is the Status Update. The March 31 Funds Balance Report will be provided separately.

**BOARD OF DIRECTORS ACTION REQUESTED:**

No official action is requested, however, OTO is requesting each jurisdiction review the report for any inaccuracies or changes in project status and advise staff.

# Federal Funds Balance Report

## FY 2024 Status

FY 2023 Ending Balance	All Funds	4,444,316.10
FY 2024 Allocations (100%)	All Funds	10,481,073.00
FY 2024 Obligations/Deobligations	All Funds	736,406.04
<b>Balance as of 4/10/2024</b>	<b>All Funds</b>	<b>15,661,795.14</b>
<b>Pending Obligations/Deobligations</b>		<b>0.00</b>
<b>Pending Balance</b>		<b>15,661,795.14</b>

### List of FY 2024 Obligations/Deobligations

0652099 Chestnut RR Utilities	STBG-Urban	26,678.57
9901849 Chadwick Flyer 65 Overpass	STBG-Urban	(57,671.89)
9901849 Chadwick Flyer 65 Overpass	TAP	(230,687.54)
9901831 N. Main Street	STBG-Urban	(4,209.45)
9901851 Chadwick Spur	TAP	(39,088.45)
S602027 Campbell and Republic	STBG-Urban	(10,154.76)
5900849 FR 135/102 Mill/Fill/ADA	STBG-Urban	0.01
5900849 FR 135/102 Mill/Fill/ADA	STBG-Urban	0.01
5905811 TMC Staff 2023	STBG-Urban	2,350.15
9901828 Trail of Tears Elm SmrSet	STBG-Urban	18,939.37
9901835 I-44/13 Study	STBG-Urban	61.65
9901835 I-44/13 Study	STBG-Urban	61.65
9901835 I-44/13 Study	STBG-Urban	61.65
5909802 KS Extension	STBG-Urban	2,138,827.85
5909802 KS Extension	STBG-Urban	41,040.72
5909802 KS Extension	STBG-Urban	(0.01)
9901827 ChadwickFlyr Jackson/Clay	STBG-Urban	(5,927.20)
9901860 Cheyenne Multi-Use Path	TAP	(102,057.00)
5901827 Jordan Creek Smith Park	TAP	(14,800.77)
9901858 Strafford East SW	TAP	(20,782.65)
9901859 Battlefield ToT Extension	TAP	(38,132.61)
9901831 N. Main Street	STBG-Urban	(113,524.01)
S605047 Battlefield Weaver Scoping	STBG-Urban	(80,000.00)
5944805 Jackson Street Resurfacing	STBG-Urban	(14,415.60)
9901837 Chadwick Flyer Phase II	STBG-Urban	(672,698.36)
5901828 Sherman Parkway Link	CRP	(58,722.86)
9901862 Chadwick Phase V	CRP	(42,705.30)
S601061 FR 103/Repmo Roundabout	STBG-Urban	13,962.87
<b>Amount added to balance</b>		<b>736,406.04</b>

### MODOT MANDATED MINIMUM

FY 2024 Allocations @ 110%	All Funds	11,529,180.30
FY 2024 Obligations/Deobligations	All Funds	736,406.04
<b>110% Goal Obligations Remaining</b>	<b>All Funds</b>	<b>12,265,586.34</b>
<b>Max Balance on 9/30/24 to Prevent MoDOT Rescinding Funds</b>		<b>3,396,208.80</b>

### MODOT MANDATED GOAL

FY 2024 Allocations @ 120%	All Funds	12,577,287.60
FY 2024 Obligations/Deobligations	All Funds	736,406.04
<b>120% Goal Obligations Remaining</b>	<b>All Funds</b>	<b>13,313,693.64</b>
<b>Max Balance on 9/30/24 to Achieve MoDOT's Mandated Goal</b>		<b>2,348,101.50</b>

# Critical Obligations

Name	Responsible Agency	Transactions	Balance
<b>PENDING OBLIGATIONS</b>			
N/A			<b>0.00</b>
<b>PLANNED CRITICAL OBLIGATIONS</b>			
S605047 Weaver Road Improvements	Battlefield	(61,082.00)	(61,082.00)
9901867 Lost Hill Park Bridge	Greene County Park Board	(10,400.00)	(71,482.00)
9901831 N. Main Street	Nixa	(1,737,352.24)	(1,808,834.24)
OT1901-19A5 (UPWP FY 2025)	OTO	(255,256.00)	(2,064,090.24)
OT2402 EV Chargers	OTO	(514,721.00)	(2,578,811.24)
OK2303 Garrison Springs	Ozark	(440,000.00)	(3,018,811.24)
9901851 Chadwick Flyer Spur to OHS	Ozark	(252,257.00)	(3,271,068.24)
9901849 Chadwick Flyer Overpass	Ozark	(1,586,640.57)	(4,857,708.81)
9901862 Chadwick Phase V	Ozark	(578,800.00)	(5,436,508.81)
CC Cost Share	Ozark/MoDOT	(447,588.00)	(5,884,096.81)
6900813 Shuyler Creek Trail	Republic	(1,688,193.77)	(7,572,290.58)
5901824 TMC Signal Replacements	Springfield	(1,070,770.00)	(8,643,060.58)
5900851 Pavement Resurfacing	Springfield	(3,885,000.00)	(12,528,060.58)
MO2502 FY 2025 TMC Staff	Springfield	(480,000.00)	(13,008,060.58)
SP2314 Grand Street Design	Springfield	(240,000.00)	(13,248,060.58)
5901830 South Ck Fremont/Glenstone	Springfield	(96,641.00)	(13,344,701.58)
5901829 Mt. Vernon/Miller Sidewalks	Springfield	(130,385.00)	(13,475,086.58)
I-44 STBG-U	Springfield	(1,628,207.00)	(15,103,293.58)
I-44 TAP	MoDOT	(302,006.00)	(15,405,299.58)
TAP/CRP Engineering	OTO	(1,283,890.00)	(16,689,189.58)
WI2301 Jackson Street Resurfacing	Willard	(342,897.40)	(17,032,086.98)
<i>Total Critical Obligations</i>			<b>(17,032,086.98)</b>

## MODOT MANDATED MINIMUM

110% Goal Obligations Remaining	All Funds	<b>12,265,586.34</b>
Critical Obligations	All Funds	(17,032,086.98)
Potential Deobligations	All Funds	421,244.87
Obligations over MoDOT Mandated Minimum		<b>(4,345,255.77)</b>

## MODOT MANDATED GOAL

120% Goal Obligations Remaining	All Funds	<b>13,313,693.64</b>
Critical Obligations	All Funds	(17,032,086.98)
Potential Deobligations	All Funds	421,244.87
Obligations under MoDOT Mandated Goal		<b>(3,297,148.47)</b>

## At-Risk Projects

### Projects Programmed for FY 2024 Anticipated to be Delayed to FY 2025

Name	Responsible Agency	Programmed	TOTAL
5900852 ADA Improvements	Springfield	(1,165,000.00)	(1,165,000.00)
5900853 Main Bridge over Jordan	Springfield	(2,000,000.00)	(3,165,000.00)
9901838 N. Old Orchard	Strafford	(481,362.00)	(3,646,362.00)
SP2313 LeCompte Trail	TAP Programmed	(383,160.00)	(4,029,522.00)
ST2302 Route OO East Sidewalks	TAP Awarded CS	(196,006.00)	(4,225,528.00)
<i>Total FY 2024 At-Risk Projects</i>			<b>(4,225,528.00)</b>

### Potential Deobligations from Completed Projects

Name	Responsible Agency	Remaining Expenditures	TOTAL
5901822 Chadwick Flyer Phase III	OTO	\$185,000.00	185,000.00
00FY823 OTO Operations/Planning	OTO	\$62,359.47	247,359.47
0141028 14-Fort to Ridgecrest	MoDOT	\$18.18	247,377.65
0141029 Jackson and NN	MoDOT	\$23,546.49	270,924.14
1602076 Kearney/West Bypass	MoDOT	\$26,449.00	297,373.14
7441012 Kearney/Packer	MoDOT	\$69,522.96	366,896.10
9901827 ChadwickFlyr Jackson/Clay	Ozark	\$54,348.77	421,244.87
<i>Total Near-Term Potential Deobligations</i>			<b>421,244.87</b>

**TAB 10**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.I.**

**Public Participation Plan Annual Evaluation**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

The effectiveness of the Ozarks Transportation Organization's Public Participation Plan and public involvement activities are evaluated annually. This annual evaluation is conducted in accordance with the 2023 Public Participation Plan approved by the Board of Directors on July 20, 2023 and as required by Federal Law 20 CFR 450.316. Through these annual evaluations, the OTO adjusts and modifies public involvement activities in a list of action items to be undertaken preceding the next annual evaluation.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

This item is informational only, no action is required.

# Public Participation Plan 2023 Annual Evaluation



## OZARKS TRANSPORTATION ORGANIZATION

A METROPOLITAN PLANNING ORGANIZATION

**April 4, 2024**

This report was prepared in cooperation with the USDOT, including FHWA and FTA, as well as the Missouri Department of Transportation. The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of the Missouri Highways and Transportation Commission, the Federal Highway Administration, or the Federal Transit Administration.



## Introduction

The effectiveness of the Ozarks Transportation Organization's Public Participation Plan and public involvement activities are documented and evaluated annually. This annual evaluation is conducted in accordance with the Public Participation Plan 2023 approved by the Board of Directors on July 20, 2023 and as required by Federal Law 20 CFR 450.316. Through these annual evaluations the OTO adjusts and modifies public involvement activities in a list of action items to be undertaken preceding the next annual evaluation.

## Goal

Through continued evaluation, the OTO seeks to improve how information is provided to the public and to enhance public involvement and input. The goal of the evaluation is to utilize quantified performance measures in conjunction with a set of action items to evaluate and improve the provision of information, facilitate public involvement, and increase input.

## Previously Designated Action Items

As part of the 2023 Public Participation Plan Evaluation, four action items were identified to improve outreach and increase public involvement. The four items included:

- Expand and enhance the use of virtual tools to broaden the reach of meaningful public engagement efforts by making participation more convenient, affordable, and enjoyable for greater numbers of people.
- Expand the use of social media to promote the OTO and solicit comments using ads and "boosted" content to target segments of the public for their input and prioritize intentional outreach to members of underserved communities.
- Provide information at a reading level that will allow people of varying levels of education to participate. Writing at the eighth grade reading level or lower is generally accepted.
- Utilize the OTO Equity Index to understand the demographics of affected communities within the OTO that have disproportionate numbers of transportation disadvantaged

or vulnerable populations with the intent of tailoring outreach efforts to include them in the planning process.

## Performance Measures

The OTO has been tracking Public Participation performance measures for several years. This section provides a list of activities and outlets that the OTO monitors and uses as performance measures in the evaluation of the public participation plan.

### Facebook Participation

Date	Followers	Men/Women (%)
August 2013	51	Not Available
August 2014	108	56/43
April 2015	137	52/45
July 2016	175	54/43
March 2017	177	55/43
March 2018	220	56/43
March 2019	234	53/45
March 2020	437	44/55
March 2021	541	43/56
March 2022	550	44.5/55.5
March 2023	744	40/48
March 2024	776	56/44

### Facebook Participation by Location

Date	Battlefield	Springfield	Nixa	Ozark	Republic	Willard	Strafford
August 2014	-	60	4	2	2	-	-
April 2015	-	82	4	4	3	-	-
July 2016	15	72	5	11	7	-	-
March 2017	13	66	5	11	5	-	-
March 2018	3	117	8	13	4	-	-
March 2019	2	129	7	15	5	-	-
March 2020	3	207	21	41	13	-	-
March 2021	4	212	23	46	9	-	-
March 2022	20	208	30	47	38	-	-
March 2023	23	250	42	57	37	12	9
March 2024	29	259	57	57	38	14	11

## Twitter/X Participation

Date	Followers	Following	Tweets
August 2014	57	241	284
April 2015	91	218	628
July 2016	149	216	1,503
March 2017	169	214	1,648
March 2018	185	219	1,712
March 2019	217	289	1,743
March 2020	264	308	1,881
March 2021	264	309	1,964
March 2022	286	351	2,052
March 2023	280	344	2,137
March 2024	290	340	2,245

## Number of Meetings Open to the Public

The OTO attempts to hold six meetings annually for the Board of Directors (BOD) and Technical Planning Committee (TPC). Quarterly meetings are usually the standard for other standing committees like the Local Coordinating Board for Transit (LCBT) and the Bicycle and Pedestrian Advisory Committee (BPAC).

Each meeting is open to the public and provides an opportunity for the public to share opinions and concerns with OTO leadership and staff. Occasionally, electronic or email meetings are held. The following table shows how many meetings were held for each committee or board per year.

## Meetings Held Annually

Year	BOD	TPC	LCBT	BPAC
2013	6	6	6	6
2014	7*	7*	9	5
2015	8*	8*	5	6
2016	7*	8	4	6
2017	9*†	8*	6	11
2018	8*	7*	3	6
2019	6	7*	3	2
2020	6	7*	4	6
2021	6	8*	4*	6
2022	6	8*	3	4
2023	7	7*	4	7*

\* Indicates an E-meeting was held during the year. †Includes Board of Directors Training Workshop.

## **Press Releases Sent**

The number of press releases sent each year is dependent upon and reflective of current planning activities and the process for which press releases are necessary.

Press releases sent out for **2012 - 41**

Press releases sent out for **2013 - 39**

Press releases sent out for **2014 - 41**

Press releases sent out for **2015 - 57**

Press releases sent out for **2016 - 53**

Press releases sent out for **2017 - 56**

Press releases sent out for **2018 - 54**

Press releases sent out for **2019 - 34**

Press releases sent out for **2020 – 45**

Press releases sent out for **2021 – 23**

Press releases sent out for **2022 – 43**

Press releases sent out for **2023 - 13**

## **Media Coverage of OTO**

The OTO maintains a log of all media articles and stories where OTO was featured or mentioned. The log provides a record of the types of items that are of interest to the media. Furthermore, as press releases continue to be refined, this log could serve as a guidebook to the effectiveness of the press releases.

- Media coverage from October 2014 to December 31, **2014 – 8**
- Media coverage from January 1, 2015 to December 31, **2015 – 20**
- Media coverage from January 1, 2016 to December 31, **2016 – 10**
- Media Coverage from January 1, 2017 to December 31, **2017 – 12**
- Media Coverage from January 1, 2018 to December 31, **2018 – 12**
- Media Coverage from January 1, 2019 to December 31, **2019 – 13**
- Media Coverage from January 1, 2020 to December 31, **2020 – 15**
- Media Coverage from January 1, 2021 to December 31, **2021 – 20**
- Media Coverage from January 1, 2022 to December 31, **2022 – 23**
- Media Coverage from January 1, 2023 to December 31, **2023– 12**

## Website Statistics

The OTO has been tracking website activity utilizing Google Analytics to document usage since 2015. Below are the Google Analytics for ozarkstransportation.org from 2015 to 2023. In 2023 the analytic reports added a new metric, showing engaged sessions, which will be used moving forward. An engaged session is a session that lasts longer than ten seconds and results in other engagement like more than two page or screen views.

### Analytics for the OTO website

Year	Sessions	Users	Page Views	Avg. Session Duration	Male/Female	Percent New Visitors
2015	7,454	4,918	14,926	2:19	54/45	63.3
2016	7,816	4,873	17,339	2:15	N/A	61.3
2017	6,189	3,677	14,041	2:06	57/43	83.9
2018	6,559	3,869	13,911	2:13	58/42	98.1
2019	7,300	4,413	17,338	2:13	55/44	88.8
2020	7,558	5,000	19,160	2:25	N/A	98
2021	14,171	9,987	28,128	1:24	N/A	100
2022	17,623	13,041	33,562	1:24	N/A	90.2
2023	7,491*	8,938	34,193	1:14	N/A	100

\* Engaged sessions

### Legal Ads

Legal ads are utilized as documentation of efforts to include the public in the planning process as per the Public Participation Plan. Affidavits of publication are evidence of compliance with public comment periods by way of advertising in print publications widely circulated in the planning area as required by federal regulations.

Year	No. of Ads Printed
2012	4
2013	7
2014	3
2015	3
2016	6
2017	3
2018	3
2019	4
2020	1

<b>Year</b>	<b>No. of Ads Printed</b>
2021	4
2022	3
2023	4

### **Public Comment Log**

OTO maintains a Public Incoming Comment Log. This log documents all email, phone, and personal interactions with the public to the extent possible. Ideally, the log will include the individual's:

- Name
- Date and time of comment
- Phone number and/or email address
- Subject or topic of their comment
- Their comment
- Any reply that was given or how the comment was processed

### **OTO Logged Comments**

<b>Year</b>	<b>Comments Received</b>
2013	70
2014	195
2015	63
2016	22
2017	40
2018	16
2019	20
2020	37
2021	187
2022	255
2023	86

## Action Items for 2024

The following action items were identified to enhance Public Participation in 2024. The updated list is based on progress toward previously designated action items and performance measures. The items are recommendations for moving forward and represent refocused objectives for the coming year. The OTO staff will work toward accomplishing the updated action items in advance of the next Public Participation Plan Evaluation. These items include:

- Increase in-person outreach to create more awareness of OTO's plans and programs and target affected populations.
- Continue to update and improve the OTO and the Let's Go Smart webpage to ensure the provided information is accessible to different users and to increase the understanding of OTO's programs and ways for the public to engage in planning processes.
- Measure participation in public engagement efforts like surveys to ensure the public involvement is representative of the region or study area.
- Expand the utilization of the OTO Equity Index to understand the demographics of affected communities within the OTO that have disproportionate numbers of transportation disadvantaged or vulnerable populations with the intent of tailoring outreach efforts to include them in the planning process.

## Summary

Several years of performance measures used to evaluate the PPP have been compiled and now include data for the 2023 calendar year. The performance measures produce data for understanding how the public are utilizing tools that the OTO provides for keeping them informed and the methods that the OTO employs to solicit public engagement. A summary of conclusions from the performance measures include:

- In 2023, 86 comments were logged compared to 255 in 2021. The decline in comments is mostly due to fewer studies underway in 2023.
- The OTO Website had the highest number of page views in the period from 2015 to 2023 using Google analytics.



- The OTO sent out 13 press releases in 2023, resulting in 12 news articles which represents a 92% rate comparing releases to news articles. This is the highest rate since the tracking began in 2012.
- The number of followers on the OTO Facebook and Twitter account has increased during the past year. In 2023, the number of followers of the Ozarks Transportation Page has increased on Facebook and Twitter/X and currently is the highest since 2014. Facebook has proven to be a more effective platform to communicate with the public. The OTO Technical Planning Committee and Board of Director meetings are broadcasted on Facebook live to conform with the Sunshine Law.

The OTO staff will continue to work toward increasing public awareness of its role in the region and planning activities. The action items, especially maintaining email contacts for interested parties, should be effective in directly providing information and gathering public feedback from them. In addition, the public involvement processes outlined in the update of the PPP and implementation of the updated action items will provide continuity and consistency in public involvement efforts at the OTO.

**TAB 11**

**TECHNICAL PLANNING COMMITTEE AGENDA 4/17/2024; ITEM II.J.**

**Title VI/ADA Program Update/Limited English Proficiency Plan**

**Ozarks Transportation Organization  
(Springfield, MO Area MPO)**

**AGENDA DESCRIPTION:**

Title VI, 42 U.S.C. § 2000d et seq., was enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. As a recipient of federal funds, the OTO must comply with Title VI. A formal Title VI policy was first adopted in 2014, though key components of the program existed previously. The Title VI policy must be updated every three years.

The OTO's Title VI program includes provisions from FHWA and FTA circulars and check lists, along with policies related to compliance with the Americans with Disabilities Act, as amended. The program outlines policies from OTO's Limited English Proficiency (LEP) Plan and Public Participation Plan that work to ensure non-discrimination, along with a demographic profile of the region and OTO's boards and committees. The LEP plan uses a required four-factor analysis to determine how OTO should approach public engagement for the most significant limited-English proficient populations in the OTO area. The LEP plan is included in the Draft Title VI/ADA program under Appendix F.

In addition to approving the updated Title VI/ADA program and LEP plan, staff is asking for support for executing the non-discrimination policy and DOT standard assurances, and for making minor updates to the Title VI/ADA program. The proposed resolution of adoption includes language authorizing the new policy and assurances, and for minor updates during the three-year term of the program to ensure continued compliance.

Staff submitted the Title VI/ADA program and the LEP plan to MoDOT, FHWA, and FTA for comment at the beginning of April 2024. Comments will be incorporated as they are received. Staff can provide an update on any comments received.

**TECHNICAL PLANNING COMMITTEE ACTION REQUESTED:**

A member of the Technical Planning Committee is requested to make one of the following motions:

“Move to recommend the Board of Directors (1) adopt the resolution approving the Title VI/ADA Program, (2) approve the Limited English Proficiency Plan (3) approve the execution of the Standard DOT Assurances and Non-Discrimination Policy, and (4) the making of minor changes to the program to maintain compliance and updated information.”

OR

“Move to recommend that the Board of Directors approve the Title VI/ADA Program and the Limited English Proficiency Plan with the following changes...”

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF  
Ozarks Transportation Organization  
a Missouri Nonprofit Corporation**

*May 16, 2024*

**RESOLUTION ADOPTING THE TITLE VI/ADA PROGRAM**

The members of the Board of Directors (the “**Board**”) of Ozarks Transportation Organization Inc., a Missouri nonprofit corporation (the “**Organization**”), acting pursuant to Mo. Ann. Stat. § 355.246 (West) (the “**Act**”), do hereby consent to the adoption of the following resolution:

**WHEREAS**, the U.S. Department of Transportation (DOT) requires that all recipients of federal funding develop and implement a program that ensures that the federal-aid recipient is implementing programs and activities in a nondiscriminatory manner and in compliance with the Civil Rights Act of 1964 and other statutes, regulations, executive orders, and guidance that mandate nondiscrimination;

**WHEREAS**, the Federal Transit Administration (FTA) has issued guidance that describes the requirements for and content of these nondiscrimination programs known as Title VI Programs, which includes, in part, that a federal-aid recipient’s Title VI Program: (1) be updated every three years, (2) include a signed Title VI Assurance, and (3) be approved by the recipient’s governing body;

**WHEREAS**, Ozarks Transportation Organization is the Metropolitan Planning Organization Springfield Metropolitan Area and is a recipient of federal funding, including DOT funding;

**WHEREAS**, Ozarks Transportation Organization has completed an update of its Title VI/ADA Program;

**NOW, THEREFORE, BE IT RESOLVED, by** the Ozarks Transportation Board of Directors:

1. The 2024 Title VI/ADA Program is approved and adopted.
2. The Limited English Proficiency Plan is approved.
3. The Executive Director or his designee is authorized to execute the Standard DOT Assurances and Policy of Nondiscrimination.
4. The Executive Director or his designee is authorized to make minor changes to the Title VI/ADA Program that are necessary to keep the documents up-to-date (i.e. update contact information, fix broken URLs, etc.) and in compliance with any new or revised state or federal requirements. This authorization is limited to the three year period between the date that the 2024 Title VI Program is accepted by FTA and the date that the next Title VI Program update is due to DOT and presented to the Board of Directors for approval.

The above resolution is hereby Adopted on this 16<sup>th</sup> day of May 2024.

---

Mr. Derek Lee  
Chair, Board of Directors

Attest:

---

Ms. Martha Smartt  
Secretary, Board of Directors



# **TITLE VI/ADA PROGRAM**

**2024**

**TITLE VI OF THE  
CIVIL RIGHTS ACT  
OF 1964**

**OZARKSTRANSPORTATION.ORG**

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Appendix A: Standard DOT Assurances

Appendix B: Title VI/ADA Complaint Procedures and Form

Appendix C: Title VI/ Complaint Procedures and Form in Spanish

Appendix D: Public Notice for ADA

Appendix E: Public Participation Plan

Appendix F: Limited English Proficiency Plan

Appendix G: Letter to Owner of Chesterfield Lofts Concerning ADA Issues

Appendix H: Accessible Formatting for Word

Appendix I: Title VI/ADA/LEP Implementation Guide

Appendix J: OTO Title VI/ADA/LEPP Resources

Draft

## Introduction

Title VI of the 1964 Civil Rights Act, 42 U.S.C. 2000d provides that: *“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”* The broader application of nondiscrimination law is found in other statutes, executive orders, and regulations, which provide additional protections based on age, sex, religion, and disability, including the 1987 Civil Rights Restoration Act, which extended nondiscrimination coverage to all programs and activities of federal-aid recipients, subrecipients, and contractors, including those that are not federally-funded (see Appendix B– Applicable-Nondiscrimination Authorities).

The Ozarks Transportation Organization (OTO) is a recipient of Federal financial assistance from the Missouri Department of Transportation (MoDOT) and the United States Department of Transportation (USDOT), receiving Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) funds through MoDOT. As the primary recipient of USDOT funds in Missouri, MoDOT’s comprehensive Title VI Nondiscrimination Program includes compliance oversight and technical assistance responsibilities towards its subrecipients and those subrecipients must use federal and state funds in a nondiscriminatory manner.

The Ozarks Transportation Organization (OTO) establishes this Title VI Nondiscrimination Plan for the purpose of complying with Title VI of the Civil Rights Act of 1964, as required by FTA Circular 4702.1B, of the FTA Certifications and Assurances. This document details the nondiscrimination program, policies, and practices administered by this organization, and will be updated every three years as required by FTA regulations.

## Environmental Justice

In 1994, Executive Order 12898, was signed into law requiring federal agencies to make environmental justice part of their mission by identifying and addressing, disproportionately high and adverse effects of its programs, policies, and activities on minority populations and low-income populations. FTA Circular 4703.1 provides guidance for recipients of FTA financial assistance to incorporate Environmental Justice into plans and projects that receive FTA funding. Currently, the OTO includes Environmental Justice as part of the Long-Range Transportation Plan (LRTP) and as part of the weighting factor in the annual Transportation Improvement Program (TIP).

## Limited English Proficiency (LEP)

On August 11, 2000, Executive Order 13166 was signed into law by President William Jefferson Clinton. This executive order required improved access to service for LEP persons, and gave Title VI (discrimination) protection to LEP persons. In 2012, the Federal Transit Authority (FTA) released their guidelines and requirements for recipients of FTA financial assistance (FTA C 4702.1). This required MPOs to have an LEP plan, which identifies the LEP populations which might need improved access to the planning process, the methods to identify LEP individuals at public meetings, and identifies available language services.

## Persons with a Disability

The Americans with Disabilities Act of 1991 and Section 504 of the Rehabilitation Act of 1973 prohibits discrimination based on a disability by public and private sector parties. As a federally funded entity, the

OTO must abide by Title II of the Americans with Disabilities Act. Title II of the Americans with Disabilities Act requires that publicly funded entities give people with disabilities equal access to benefits of the programs, services and activities that may be offered. The OTO's small size exempts it from the requirements to have a current self-assessment and transition plan, but efforts have been made to complete a Program Access Plan to ensure the OTO meetings and its website are accessible and comply with the Americans with Disabilities Act and Section 504. OTO meetings for the Board of Directors, Technical Planning Committee, Local Coordinating Board of Transportation, and Bicycle and Pedestrian Advisory Board are open to the public, and conducted in locations that offer ease of access to those with disabilities. Efforts are also underway to improve the accessibility of the OTO website by including descriptions of all images, use of hierarchical coding, and text-based versions of plans and policies.

## The Ozarks Transportation Organization

The Ozarks Transportation Organization (OTO) is the federally designated metropolitan planning organization (MPO) that serves as a forum for cooperative transportation decision-making by state and local governments, as well as regional transportation and planning agencies for the Springfield urbanized area. MPOs are charged with maintaining and conducting a "continuing, cooperative, and comprehensive" regional transportation planning and project programming process for the MPO's study area. The study area is defined as the area projected to become urbanized within the next 20 years.

The MPO includes local elected and appointed officials from Christian and Greene Counties, as well as the Cities of Battlefield, Nixa, Ozark, Republic, Springfield, Strafford, and Willard. It also includes technical staffs from the Missouri Department of Transportation, Federal Highway Administration, Federal Transit Administration, and the Federal Aviation Administration. Staff members from local governments and area transportation agencies serve on the OTO's Technical Planning Committee which provides technical review, comments, and recommendations on draft plans, programs, studies, and issues.

### Title VI Coordinator

The individual below has been designated as the Title VI Coordinator for the Ozarks Transportation Organization, and is empowered with sufficient authority and responsibility to implement the Title VI Nondiscrimination Program:

David Knaut  
Ozarks Transportation Organization  
2208 West Chesterfield Blvd., Suite 101  
Springfield, MO 65807  
417-865-3047 X107

The Coordinator's Responsibilities include:

- Collect Data for the Title VI program.
- Develop yearly reports for FHWA review of the Title VI program.
- Update relevant Title VI documents.

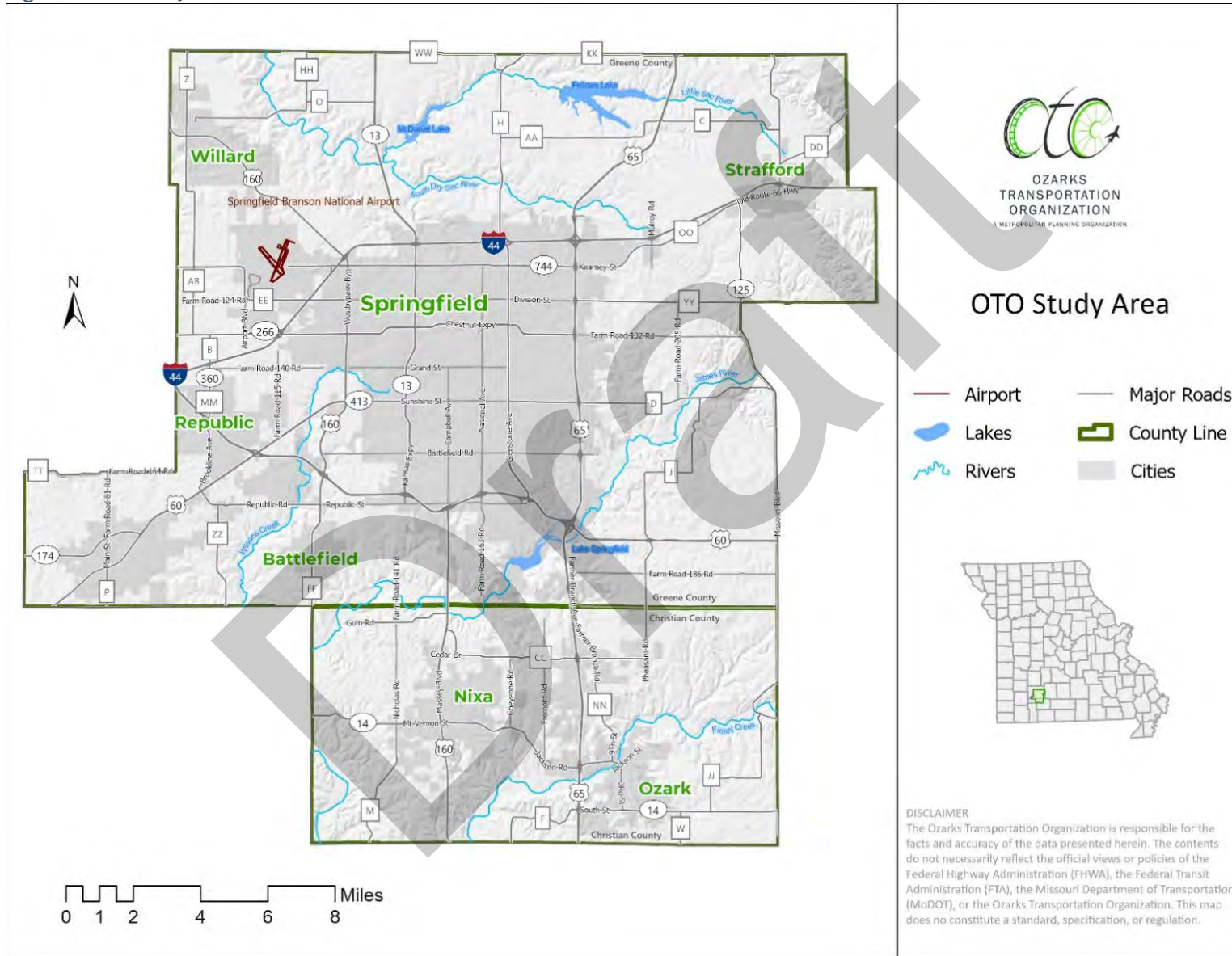
- Circulating Title VI information internally and to the general public.
- Presenting Title VI-related information to the BOD and TPC boards for input and approval.
- Ensuring that the Title VI program is reasonably implemented and provides opportunities for the public to participate in the OTO activities in a nondiscriminatory manner.
- Implementing measures for prompt processing (receiving, logging, investigating and/or forwarding) of discrimination complaints.
- Swiftly resolving areas of deficiency to ensure compliance with Title VI nondiscrimination requirements.
- Attend civil rights training when offered by MoDOT or another regulatory agency.

The OTO responsibilities include:

- Title VI training will be administrated during new hire orientation and with annual staff training.
- Encourage all Employees to participate in Title VI professional development training opportunities.

Draft

Figure 1 MPO Study Area



## Title VI - FHWA Requirements (Exclusive of Common Requirements in FTA Circular 4702.1B)

Title VI requirements established by the Federal Highway Administration are contained in 20 CFR Part 200. Many FHWA requirements are similar to requirements outlined in FTA Circular 4702.1B. Requirements deemed exclusive to FHWA by OTO staff are addressed in this section. The remaining requirements are addressed through compliance with FTA Circular 4702.1B.

### Policy of Nondiscrimination

The Ozarks Transportation Organization (OTO) assures that no person shall on the grounds of race, color, national origin, sex, age, disability or income as provided by Title VI of the Civil Rights Act of 1964 and related authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any OTO sponsored program or activity. The OTO further assures every effort will be made to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

---

OTO Director

Date

### Primary Program Area Descriptions

The OTO's program area is transportation planning. In conducting its transportation planning activities, the OTO seeks input from local governments and members of the general public, analyzes data for purposes of identifying transportation needs, prioritizes projects using data-driven metrics, and programs projects in its Transportation Improvement Program. As described in the following sections, the OTO's Public Participation Plan guides outreach efforts to minority and LEP individuals. Policies include adding underserved populations to interested parties mailing lists, locating meetings at transit accessible locations, and ensuring ADA compliant meeting facilities are used. Additional ADA discussion can be found in the ADA Program Access Section. An EJ based scoring criteria is included in the prioritization scoring criteria. Finally, key draft documents, including the long-range transportation plan and the transportation improvement program, are made available for public comment at key locations in minority communities.

### Standard DOT Assurances

A signed copy of the standard DOT Assurances can be found in Appendix A.

## Title VI - General Requirements: FTA Circular 4702.1B (Chapter III)

### General Requirements (Chapter III) All recipients must submit:

- Title VI Notice to the Public, including a list of locations where the notice is posted
- Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)

- Title VI Complaint Form
- List of transit-related Title VI investigations, complaints, and lawsuits
- Public Participation Plan, including information about outreach methods to engage minority and limited English proficient populations (LEP), as well as a summary of outreach efforts made since the last Title VI Program submission
- Language Assistance Plan for providing language assistance to persons with Limited English Proficiency (LEP), based on the DOT LEP Guidance
- A table depicting the membership of non-elected committees and councils, the membership of which is selected by the recipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees
- Primary recipients shall include a description of how the agency monitors its subrecipients for compliance with Title VI, and a schedule of subrecipient Title VI Program submissions
- A Title VI equity analysis if the recipient has constructed a facility, such as a vehicle storage facility, maintenance facility, operation center, etc.
- A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program. For State DOT's, the appropriate governing entity is the State's Secretary of Transportation or equivalent. The approval must occur prior to submission to FTA
- Additional information as specified in chapters IV, V, and VI, depending on whether the recipient is a transit provider, a State, or a planning entity

### Title VI Notice to the Public, including a list of locations where the notice is posted

In compliance with, 49 CFR Section 21.9(d), the Ozarks Transportation Organization posts a "Notice to Beneficiaries under Title VI" on the OTO public bulletin board, on board agendas, and on the OTO website. This notice gives public notification and guidance for OTO's complaint procedure and complaint form. The OTO's Title VI Public Notice:

*OTO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, see [www.ozarkstransportation.org](http://www.ozarkstransportation.org) or call (417) 865-3042.*

### Title VI Complaint Procedures

General steps of the OTO's complaint process:

1. Alleged act of discrimination
2. Formal complaint received and logged by OTO
3. Formal complaint review by OTO



4. OTO letter of response issued
5. Corrective action or closure letter issued

**Who may file a complaint:** Any person who believes that the Ozarks Transportation Organization (OTO) has discriminated against them on the basis of race, color, national origin, age, disability, religion, sex or English proficiency, then that person may file a written complaint by following the Title VI complaint procedure.

**Formal complaint received and logged by OTO:** The Ozarks Transportation Organization has a Title VI Complaint Procedure, which outlines a process for local disposition of Title VI complaints and is consistent with guidelines found in Chapter VII of the Federal Transit Administration Circular 4702.1B, dated October 1, 2012. The OTO does not discriminate on the basis of race, color, national origin, age, disability, religion, sex, or English proficiency and makes available a Title VI complaint procedure and guidance for formal complaints against the OTO.

Submission of a civil rights complaint should be filed immediately following the alleged act of discrimination against the complainant. Complaints must be filed with the OTO within 180 calendar days of the date the complainant believes the discrimination occurred. Complaints should be mailed to:

David Knaut  
Title VI Coordinator  
Ozarks Transportation Organization  
2208 West Chesterfield Blvd., Suite 101  
Springfield, MO 65807

**Formal complaint reviewed by OTO:** If needed, the Title VI Coordinator shall meet with the complainant within 45 calendar days after receiving the official complaint to clarify any part of the official complaint.

**OTO letter of response issued:** If it is determined that more time is need to review or investigate the complaint, the OTO Executive Director will notify the complainant with an estimated time frame for completing the review.

**Corrective action or closure letter issued:** If the Title VI Coordinator and the Executive Director concur there was no Title VI violation, a letter of closure will be issued summarizing the allegations and stating that there were no Title VI violations or, if a violation did occur then a letter of finding will be issued stating the corrective action. Either response will be notification that the complaint has been resolved and closed.

The complainant may request reconsideration in writing to the OTO Executive Director no later than 10 days of an issued response letter from the OTO. The Executive Director will accept or reject the request for reconsideration within 10 calendar days and notify the complainant of the decision.

The complainant may further appeal in writing a denied decision no later than 10 calendar days after an issued notification. All information will be presented to the OTO Board of Directors to decide whether they agree or disagree with the decision.

A dissatisfied complainant may also file a complaint with the State of Missouri Department of Transportation, Federal Highway Administration, or Federal Transit Administration no later than 180 days after the alleged date of discrimination.

Contact Information for MoDOT, FHWA, and FTA Civil Rights Offices		
MoDOT External Civil Rights Division Attn: Title VI Program Coordinator 1617 Missouri Blvd P.O. Box 270 Jefferson City, MO 65102	Federal Transit Administration Office of Civil Rights Attention: Complaint Team East Building, 5th Floor - TCR 1200 New Jersey Ave., SE Washington, DC 20590	Federal Highway Administration Office of Civil Rights 1200 New Jersey Avenue, SE 8 <sup>th</sup> Floor E81-105 Washington, DC 20590

**Collaboration with Other Agencies:** In the event a formal complaint is received, the OTO will prepare a written statement within 10 working days describing the complaint. The OTO will use the written statement to notify the agencies listed below and any local agencies affected. Up-to-date information will be uniformly shared with each agency during the complaint review process. The OTO may request input or guidance from any of these agencies, if needed. Agencies may request more or less information during the steps of collaboration.

Ozarks Transportation Organization Title VI Coordinator 2208 W Chesterfield Blvd., Suite 101 Springfield, MO 65807 Phone: 417-865-3042 Fax: 417-862-6013 <a href="mailto:dknaut@ozarkstransporation.org">dknaut@ozarkstransporation.org</a>	Missouri Department of Transportation External Civil Rights Title VI Coordinator 1617 Missouri Blvd. PO Box 270 Jefferson City, MO 65102-0270
Federal Highway Administration Missouri Division Civil Rights Specialist 3220 W Edgewood, Suite H Jefferson City, MO 65109	Federal Transit Administration Region 7 Regional Civil Rights Officer 901 Locust St., Suite 404 Kansas City, MO 64106

Steps to collaborate with above agencies

1. Notify agencies of complaint
2. Coordinate with other agencies as appropriate in the investigation efforts
3. Provide a copy of the Letter of Response/Corrective Action/Closure Letter to agencies
4. Provide a semi-annual report of all Title VI/ADA complaints to agencies

### Title VI Complaint Form and Policy

The complete Title VI Complaint Form and Policy can be found in Appendix C and the OTO's website. The compliant form and policy is also made available in Spanish.

## List of transit-related Title VI investigations, complaints, and lawsuits

**Table 1** shows the complaints log that the OTO maintains for Title VI compliance. There have been no complaints in the three previous reporting periods. This log is maintained separately from this Title VI document and is available upon request from the OTO’s Title VI coordinator.

*Table 1: Complaints Received Log*

Type			Date Received	Date Resolved	Summary Including Basis of Complaint: Race, Color, or National Origin	Status	Action(s) Taken
Complaint Date	Investigation Date	Lawsuits Date					
None	None	None			No complaints to report January-2017 through December-2017	NA	None
None	None	None			No complaints to report January-2018 through December-2018	NA	None
None	None	None			No complaints to report January-2019 through December-2019	NA	None
None	None	None			No complaints to report January-2020 through December-2020	NA	None
None	None	None			No complaints to report January-2021 through December-2021	NA	None
None	None	None			No complaints to report January-2022 through December-2022	NA	None
None	None	None			No complaints to report January-2023 through December-2023	NA	None

## Public Participation Plan

The following objectives are included in the OTO’s Public Participation Plan (PPP) and relate to efforts to engage minority and limited English proficient populations.

- The OTO will follow a policy of ensuring that limited English-speaking persons, persons with disabilities, and minority or low-income populations are given an opportunity to participate in the planning process.

- The OTO will strive to ensure that when conducting public meetings where matters related to transportation programs are being considered are connected to transit and meet Americans with Disabilities Act requirements.

Below are agreements listed in the OTO's PPP between the OTO and CU Transit related to engaging minority and limited English proficient populations.

- CU will assist the OTO with the public involvement process by allowing notices for public input opportunities to be placed in CU buses and facilities at no charge to the OTO.

The following points taken from the OTO's PPP relate to the OTO Contacts Database.

- The database is used for maintaining up-to-date contact information for committee membership, special interest groups, Disadvantage Business Establishments (DBE), as well as minority and low-income groups.
- The database will include (non-exhaustive):
  - Representatives of people with disabilities
  - Members of minority populations
  - Representatives of Limited English Proficiency (LEP) populations

The complete Public Participation Plan can be found in Appendix E.

## Language Assistance Plan

The Language Assistance Plan is part of the Limited English Proficiency (LEP) Plan. The complete LEP plan can be found in Appendix E.

### ***How to Identify an LEP Person Who Needs Language Assistance***

Below are tools to help identify persons who may need language assistance:

- OTO staff will utilize printed material provided by CTS LanguageLink to identify a spoken language and request an over-the-phone interpreter;
- Examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- When OTO sponsored workshops or conferences are held, set up a sign-in sheet table, have a staff member greet and briefly speak to each attendee. To informally gauge the attendee's ability to speak and understand English, staff will ask a question that requires a full sentence reply;
- Though language needs may not be met at the current meeting, an inventory of those needs will help staff plan for language needs at a future meeting;
- Post a notice of available language assistance in the OTO reception area.

### ***Language Assistance Measures***

Over-the-phone interpretation services are available to OTO staff for walk-in or phone-based interactions with LEP individuals. The OTO currently has a contractual relationship with CTS LanguageLink. This company provides access to interpreters for nearly any spoken language.

Relay Missouri also offers Spanish Relay service for those with hearing impairments. Relay users can type in Spanish and the conversations will be relayed in Spanish. Voice users can speak Spanish to the relay user. Spanish to English Translation is offered. Users must dial 1-800-520-7309 (TTY/ASCII/Voice).

Missouri's Office of Administration also has a list of contractors that supply LEP services including translators, in-person interpreters, phone interpreters, and sign language interpreters. These services are available through the cooperative agreements OTO has with the State of Missouri.

The OTO website may be translated into a number of different languages using Google Translate.

Outside of these measures, OTO has limited resources and will, to the extent possible, ensure LEP individuals can participate when requested.

### ***OTO Staff Training***

All OTO staff will be provided with the LEP plan and will be educated on procedures and services available. This information will also be part of the OTO staff orientation process for new hires.

Training topics include:

- Understanding the Title VI LEP responsibilities;
- What language assistance the OTO offers;
- How to access an interpreter using CTS LanguageLink;
- Documentation of language assistance requests;
- How to handle a complaint;
- The importance of educating subrecipients on the OTO's LEP program responsibilities and their obligation to provide language assistance.

### ***Providing Notice of Available Language Service to LEP Persons***

OTO will post signs that language assistance is available in public areas such as the OTO reception area or public notice bulletin board.

### ***Outreach Techniques***

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, staff will have meeting notices, fliers, advertisements, and agendas contain a notice, in Spanish, of language service availability with notification in advance of the meeting.
- When running a general public meeting notice, staff should insert "Si usted necesita la ayuda de un traductor, por favor comuníquese con David Knaut al (417) 865-3047, al menos 48 horas antes de la reunión," which asks persons who need Spanish language assistance to make arrangements with OTO within two days of the meeting date.

### ***Monitoring and Updating the LEP Plan***

This plan is designed to be flexible and is one that can be easily updated. At a minimum, the OTO will follow the Title VI program update schedule for the LEP plan.

Each update should examine all plan components such as:

- How many LEP persons were encountered?
- Were their needs met?
- What is the current LEP population in the OTO region?
- Has there been a change in the types of languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified OTO programs?
- Are there other programs that should be included?
- Has the OTO's available resources, such as technology, staff, and financial costs, changed?
- Has the OTO fulfilled the goals of the LEP plan?
- Were there any complaints received?

### ***Dissemination of the OTO Limited English Proficiency Plan***

The OTO will post the LEP plan on its website at [www.ozarkstransportation.org](http://www.ozarkstransportation.org).

Any person, including social service, non-profit, and law enforcement agencies and other community partners with internet access will be able to access the plan. For those without personal internet access, all Greene County Libraries offer free internet access. Copies of the LEP plan will be provided to the Missouri Department of Transportation, Federal Highway Administration, the Federal Transit Administration, and any person or agency requesting a copy. Each OTO member will be provided with a copy and will be educated on the importance of providing language assistance. An LEP person may obtain copies of the plan upon request.

Any questions or comments regarding this plan should be directed to the OTO Title VI Coordinator:

David Knaut  
Ozarks Transportation Organization  
2208 W Chesterfield Boulevard, Suite 101  
Springfield, MO 65807  
Phone: (417) 865-3047 X107  
Fax: (417) 862-6013  
Email – [dknaut@ozarkstransportation.org](mailto:dknaut@ozarkstransportation.org)

### **Boards and Committees**

The OTO has two established boards and two established committees, which are the Board of Directors, Local Coordinating Board for Transit, Technical Planning Committee, and Bicycle and Pedestrian Advisory Committee. These boards and committees also select subcommittee's members on an as needed basis.

The established OTO boards and committees are filled by members who are authorized by the municipalities or agencies where they are elected or employed, as well as citizen-at-large members appointed by the board or committee. These appointments are filled by elected officials, managers, and staff as the member municipality or agency designates. OTO has no control over these appointments other than providing available positions and term limit guidance. OTO does not select board or committee members but rather provides opportunity for participation. Table 2 shows the current racial makeup of the OTO's boards and committees.

### **Board of Directors**

The purpose of the Board of Directors will be to serve as the designated Metropolitan Planning Organization (MPO) for the approved Transportation Planning Area (TPA), in order to provide official decision-making responsibility for the Ozarks Transportation Organization. The coordination of elected officials and policy makers at this decision-making level allows for a broad geographical impact on transportation planning decisions.

*Membership:* Appointed elected officials of counties and municipalities, board members of City Utilities and Springfield-Branson National Airport, and Citizens at-large positions nominated by the City of Springfield (2), Christian County (1), and the Board of Directors (1).

### **Technical Planning Committee**

The purpose of the Technical Planning Committee is to analyze issues arising during the conduct of the Springfield Transportation Study Area from a technical perspective and make recommendations to the Board of Directors. The purpose is also to provide a linkage between planning and implementation.

The Technical Planning Committee shall be composed of people involved in planning, engineering, public policy, or related fields and whose experience and expertise is valuable for supporting the Ozarks Transportation Organization.

*Membership:* Appointed staff by the municipal agency.

### **Local Coordinating Board for Transit**

The purpose of the Local Coordinating Board for Transit is to confer with and advise on the effectiveness of coordinating transportation in the Ozarks Transportation Organization study area, and to be a problem-solving entity, where possible. The goals of the Local Coordinating Board for Transit will be the same as those established in the OTO Transit Coordination Plan. In addition, the Local Coordinating Board for Transit will analyze issues arising within the planning area of the Ozarks Transportation Organization from a human services transit perspective and make recommendations to the MPO Board of Directors.

*Membership:* People involved in planning, transit, human services, safety, or related fields and whose experience and expertise is valuable for supporting the OTO.

### **Bicycle and Pedestrian Advisory Committee**

The purpose of the Bicycle and Pedestrian Advisory Committee is to improve bicycling and pedestrian conditions for commuters, children and recreational bicyclists and walkers of the area. The goals of the committee will be the same of those established in the Regional OTO Bicycle and Pedestrian Plan. In addition, the committee will analyze issues arising within the planning area of the Ozarks Transportation Organization from a bicycle and pedestrian perspective and make recommendations to the Technical Planning Committee.

*Membership:* People involved in planning, bicycle/pedestrian advocacy, safety, or related fields and whose experience and expertise is valuable for supporting the OTO.



**Ethnic breakdown of the boards and committees for the OTO**

Table 2: Board and Committee Members

Board or Committee	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaskan Native	Some Other Race	Did not reply or preferred not to answer.
Board of Directors	64%	0	0	0	3%	0	33%
Local Coordinating Board for Transit	60%	0	0	3.5%	3.5%	0	29%
Technical Planning Committee	62%	0	0	0	0	0	38%
Bicycle and Pedestrian Committee	57%	0	0	0	0	0	43%

Board or Committee	Hispanic or Latino	Not Hispanic or Latino	Did not reply or preferred not to answer.
Board of Directors	0	56%	44%
Local Coordinating Board for Transit	0	71%	29%
Technical Planning Committee	0	57%	43%
Bicycle and Pedestrian Committee	0	64%	36%

**Sub-Recipient Monitoring**

The OTO is a sub-recipient of the State of Missouri and does not have any of its own sub-recipients to monitor. OTO reports to the Missouri Department of Transportation (MoDOT) all Title VI activities, helping MoDOT to meet their own requirements. If OTO becomes a direct recipient of FTA funding, OTO will adopt guidelines in the Program Management Plan that will ensure federal financial assistance will pass through in a nondiscriminatory manner and that all sub-recipients comply to required federal guidelines, including but not limited to, Title VI of the 1964 Civil Rights Act. OTO will monitor sub-recipient compliance on a regular basis, including but not limited to, annual Title VI reporting on

compliance and during grant applications. OTO will provide assistance to sub-recipients to create awareness and compliance of federal requirements.

## Title VI Equity Facility Analysis

The OTO has not constructed any facilities.

## Title VI - Requirements for MPOs: FTA Circular 4702.1B (Chapter VI)

### **Metropolitan Planning Organizations (MPO) and other planning entities must submit:**

- All requirements set out in Chapter III (General Requirements)
- The requirements set out in Chapter IV (Transit Provider) if the MPO is a provider of fixed route public transportation
- Demographic profile of the metropolitan area
- A description of the procedures by which the mobility needs of minority populations are identified and considered within the planning process
- Demographic maps that show the impacts of the distribution of State and Federal funds in the aggregate for public transportation projects
- Analysis of the MPO's transportation system investments that identifies and addresses any disparate impacts
- Description of the procedures the agency uses to ensure nondiscriminatory passthrough of FTA financial assistance (if requested)
- Description of the procedures the agency uses to provide assistance to potential Subrecipients in a nondiscriminatory manner (if requested)

### Demographic profile of the metropolitan area

OTO considers the impact that its programs may have on the mobility needs of Title VI population. OTO identifies the Title VI population using census block data, as well as other means, including transit-related user and provider surveys.

The OTO area's estimated population, from the 2017-2022 ACS 5-year Estimates, is about 86.4% White, 3.3% African American, 0.6% Native American, and 2.3% Asian. Regardless of race, 16,269 people, or 4.6% of the population, were estimated to be of Hispanic or Latino origin. Table 3, on page 18, contains this information.

Table 3: OTO Race and Ethnicity by Jurisdiction

Geographic Area Name	Total population	One race							Two or more races	Hispanic or Latino (of any race)
		Total, One Race	White	Black or African American	American Indian and Alaska Native	Asian	Native Hawaiian and Other Pacific Islander	Some other race		
Christian County	13,253	12,702	12,189	166	50	113	29	155	551	400
Greene County	63,986	60,046	54,884	1,350	168	2,347	60	1,237	3,940	2,908
Battlefield	7,516	6,927	6,458	160	10	175	3	121	589	296
Fremont Hills	1,313	1,246	1,172	5	0	32	8	29	67	36
Nixa	27,151	26,157	24,404	374	219	655	19	486	994	1,109
Ozark	25,998	24,586	23,602	455	129	92	51	257	1,412	918
Republic	21,910	20,963	19,446	596	162	342	0	417	947	1,073
Springfield	185,307	174,165	156,615	8,669	1,265	4,343	446	2,827	11,142	9,154
Strafford	3,003	2,809	2,633	45	12	48	0	71	194	140
Willard	7,338	7,151	6,867	41	64	60	0	119	187	235
OTO Region	356,775	336,752	308,270	11,861	2,079	8,207	616	5,719	20,023	16,269

Source: US Census Bureau, 2018-2022 American Community Survey 5-Year Estimates, Table B02001 and B03003

### ***Map of Minority Population***

Figure 2, on page 20, shows the minority population by census block groups in the OTO service area. Significant concentrations of minority populations are located within the City of Springfield, north of the intersection of Interstate 44, Missouri State Highway 13, and southeast of the intersection of US 160 and US 65. Based on the estimates in Table 3, 13.6% of the population in the OTO region is comprised of racial minorities, which is an estimated 3.8 percent increase from the approved 2021 Title VI plan. The largest increase came in the category of two or more races which doubled since the last plan.

### ***Map of Hispanic or Latino Population***

Figure 3, on page 21, shows the Hispanic population by census block groups in the OTO service area. The Hispanic populations in the OTO service area are concentrated within the city of Springfield, between the City of Republic and the City of Battlefield and in central parts of the City of Nixa. It is estimated that 4.6% of the population in the OTO service area is comprised of those that are of Hispanic or Latino Origin, which is an estimated 0.9 increase compared to the data from the 2021 Title VI plan.

### ***Map of Low Income Population***

Figure 4, on page 22 shows the low-income populations by census block groups in the OTO service areas. According to the estimates, 12.9% of those who live in the OTO's service area are living below poverty level, which is an estimated decrease of 2% from the 2021 Title VI plan. The census block groups with the highest percentage of low-income population are located in central and northern Springfield.

### ***Map of Disabled Population***

Figure 5, on page 23, identifies the population of those that are disabled by census tracts in the OTO service area. Currently, an estimated 14.4% of the population within the OTO service area are classified as having a disability compared to an estimated 14.7% in the 2021 Title VI Plan. The Northwest section of Springfield shows the highest proportions of individuals with disabilities in the OTO service, area, though disabilities are common throughout the region.

Figure 2 Percent Minority

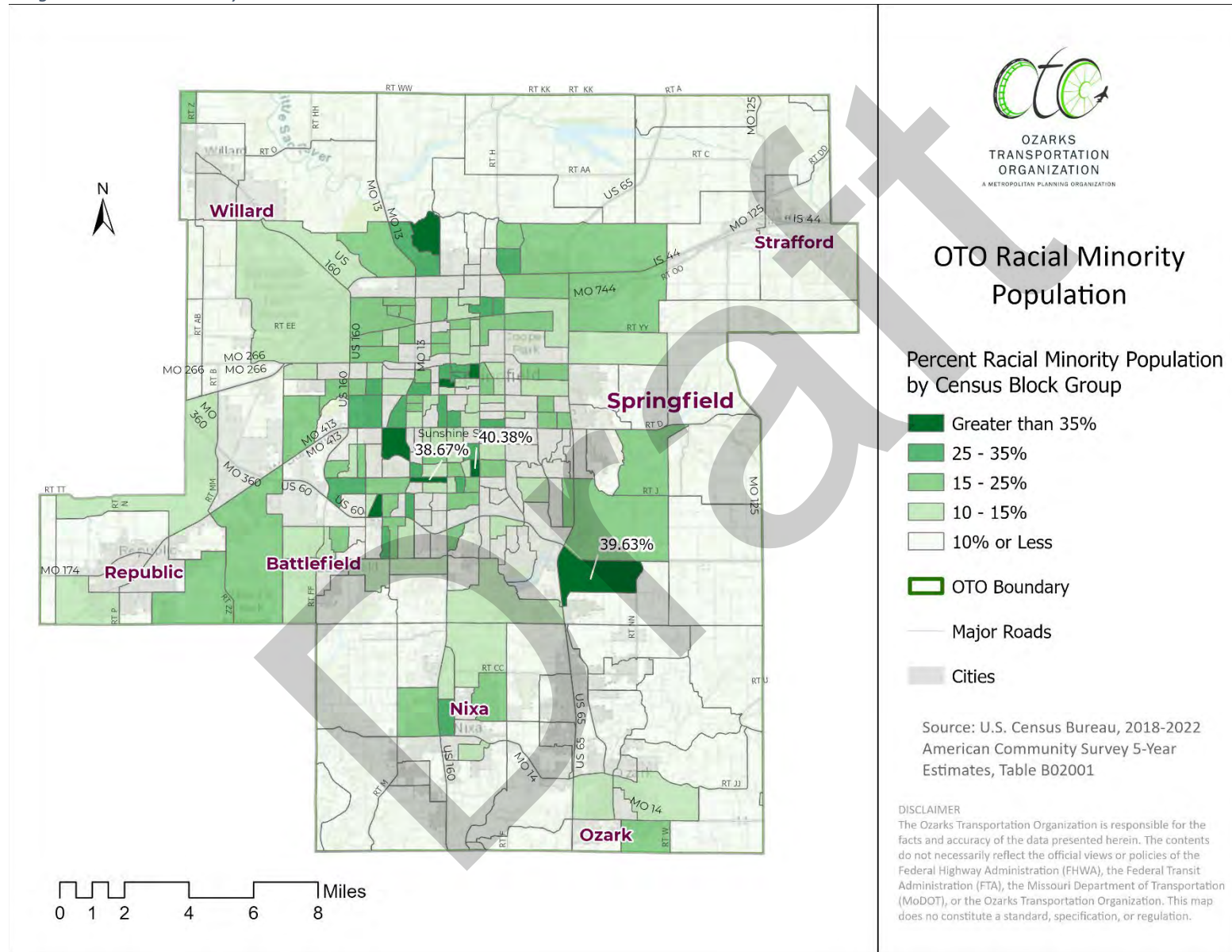


Figure 2 Percent Hispanic

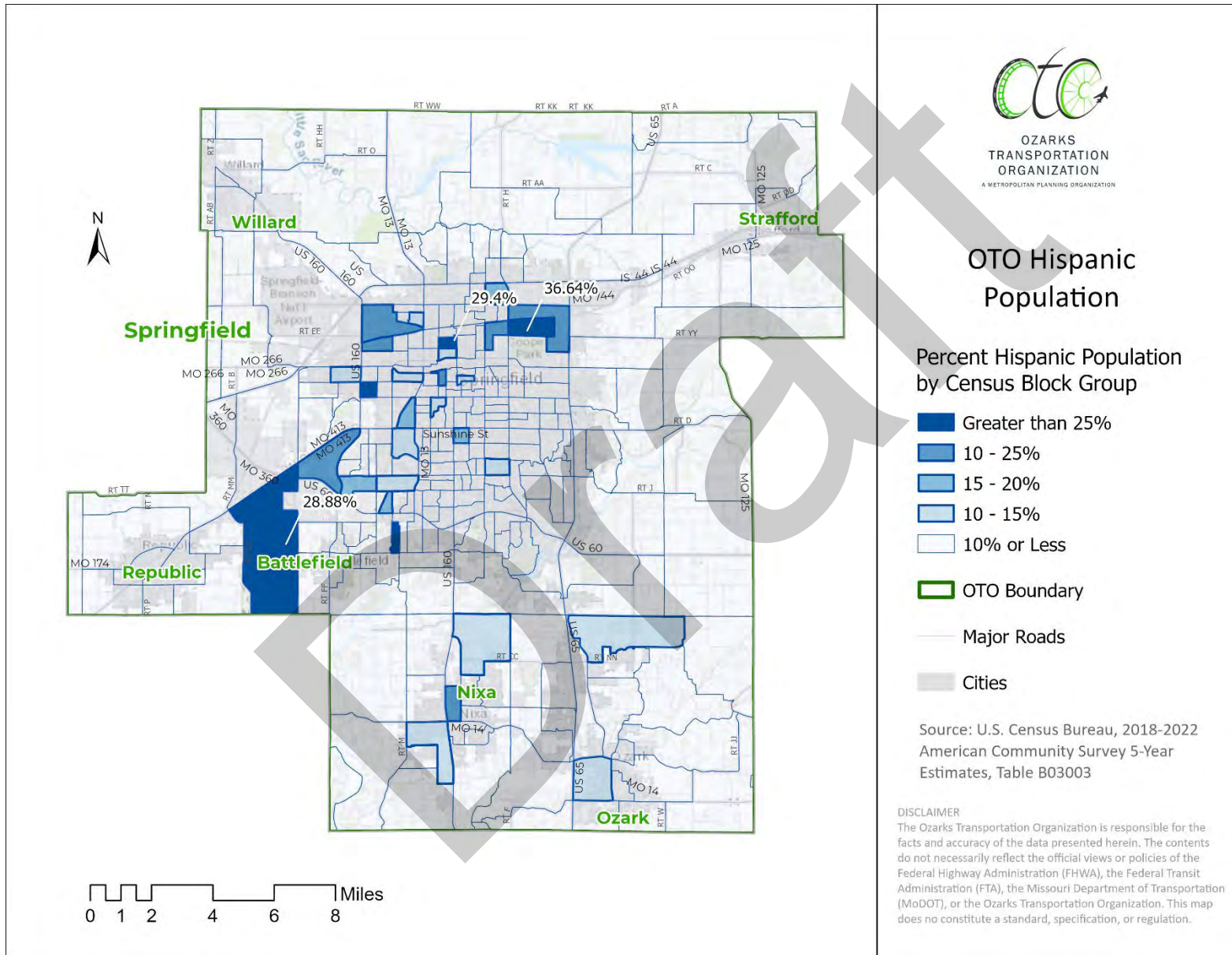




Figure 3 Percent Living Below Poverty

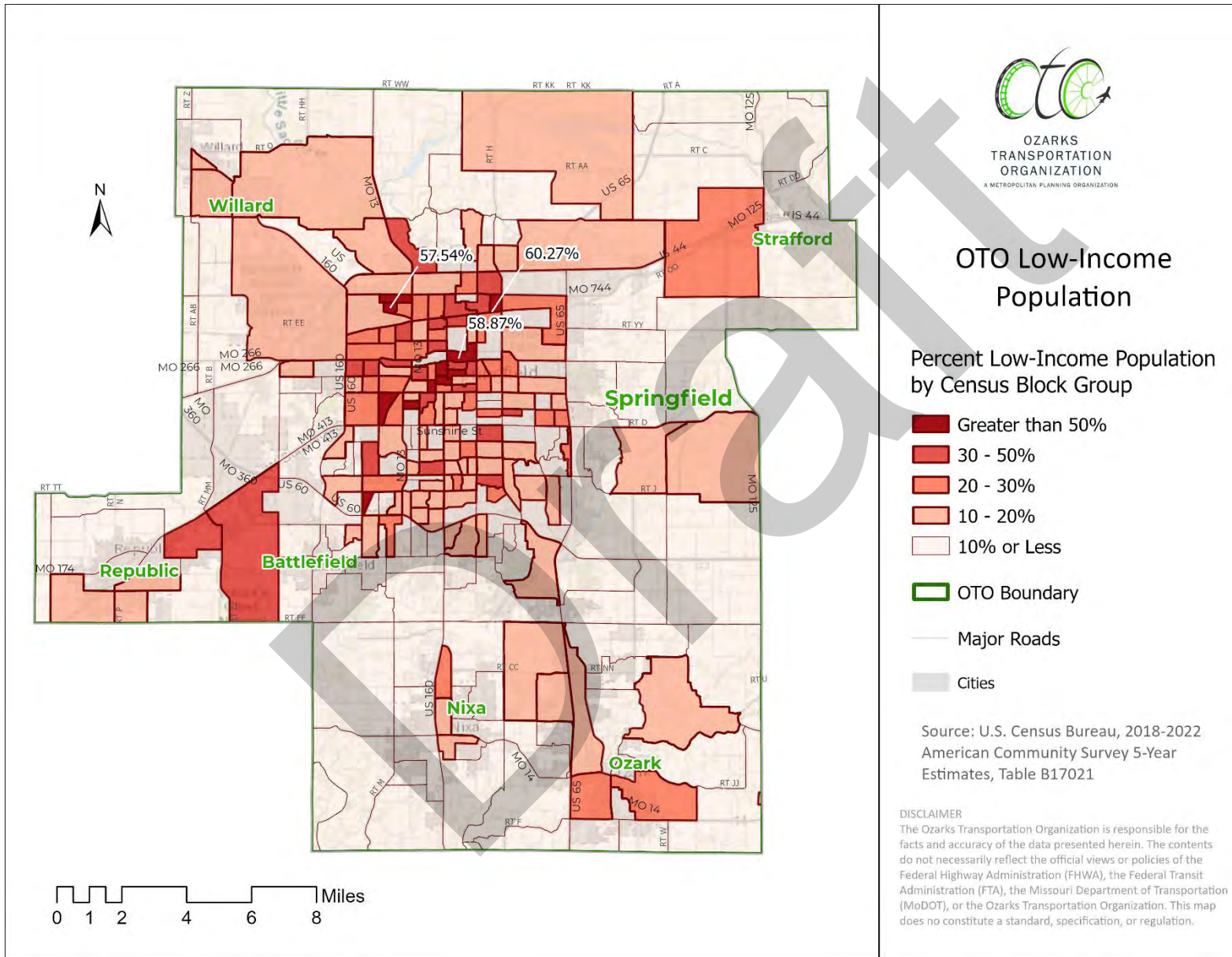
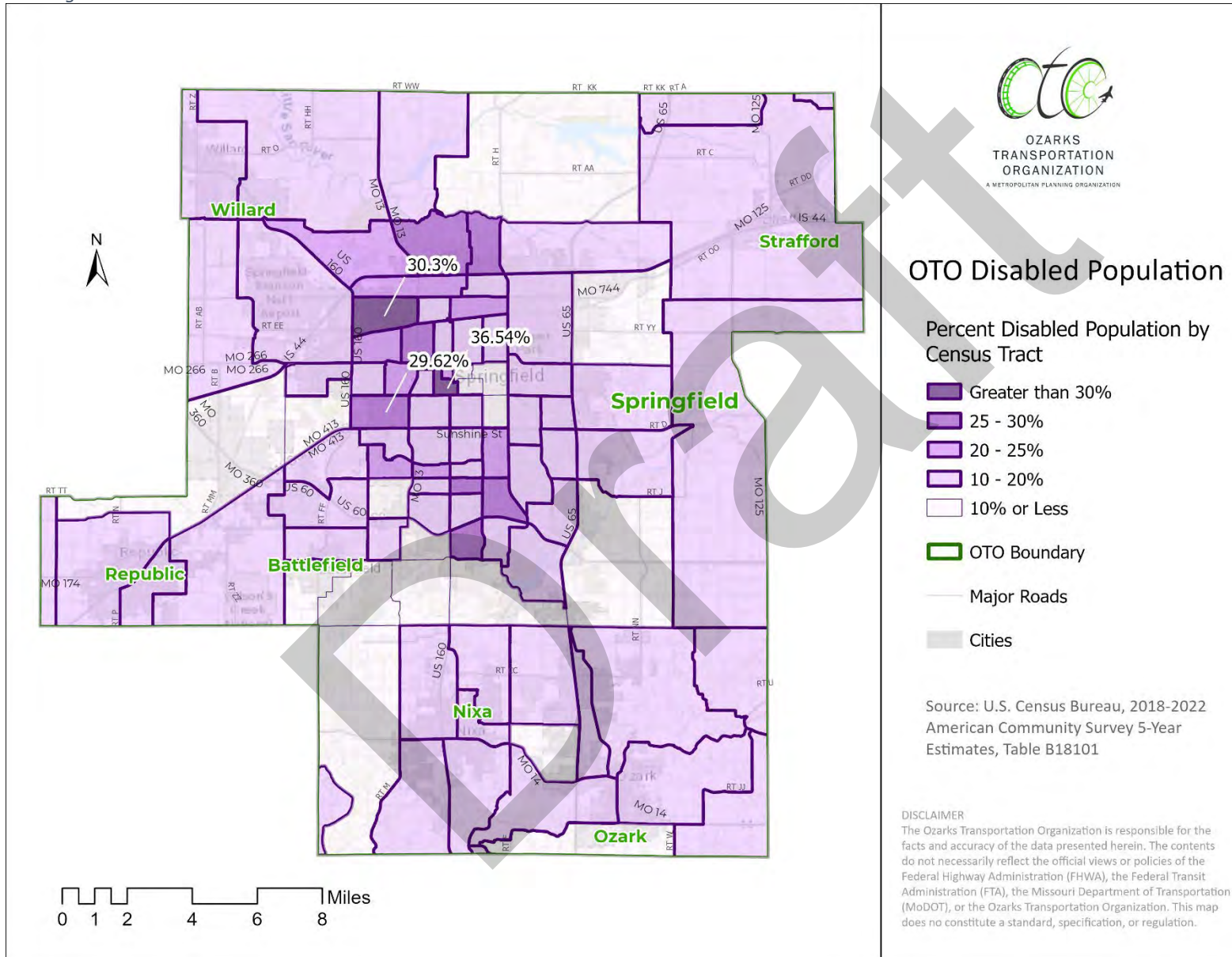




Figure 4 Percent Disabled



## Fixed Route Transit Requirements

The OTO is not a Transit Provider and therefore is not subject to Chapter IV Title VI requirements.

## Mobility Needs of Minority Populations

The mobility needs of minority populations are identified through engagement efforts, data collection and analysis of available census data, public comment, and other available sources. The policy and guidance for public engagement is established in the OTO Public Participation Plan. The OTO's policy for public engagement includes, but is not limited to, activities and outreach efforts such as surveys, public meetings, open house, public notices, website and Facebook postings, the OTO public bulletin board, emails and public comments, or other means of communication that help promote the inclusion of the planning process to all.

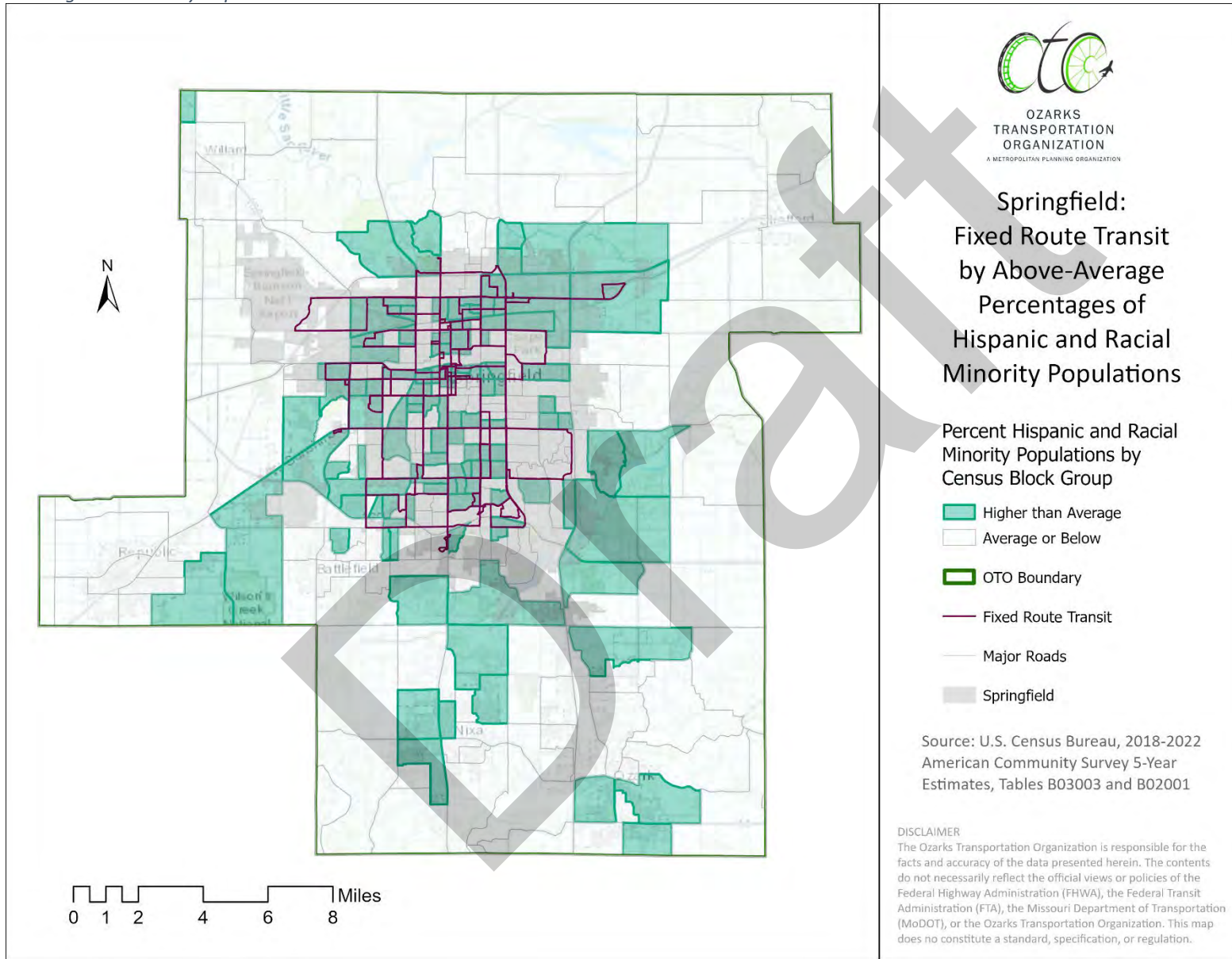
Data analysis through GIS mapping techniques is vital for helping to identifying and engaging underrepresented populations. Various data sets are used in map making and are included in the OTO products that consider populations needs of minorities, Limited English Proficiency people, and low-income populations. The OTO also utilizes data for planning products and can identify other population by age, persons per square mile, persons under the age of 18, persons over the age of 65, Hispanic populations, disabled populations, zero car households, employment populations, and other populations as needed.

The engagement and data analysis techniques employed by the OTO have significant impacts on the organization's key planning products, including the Long-Range Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, and Transit Coordination Plan. The planning products include detailed analyses, public input, and broad, inclusive goals. Based upon the goals of these key documents, the Unified Planning Work Program guides staff work assignments. The inclusion of Title VI related goals ensures OTO staff regularly consider and include mobility needs of minority populations in their daily activities.

## Distribution of State and Federal Funds for Public Transportation Projects

City Utilities of Springfield operates the only fixed route bus service in the OTO service area. Figure 6 on page 25 shows a map of the City Utilities fixed routes compared to the minority populations by census tracts in the MPO boundaries. It is estimated that 13.6 percent of the population within the OTO boundaries are minorities.

Figure 5 Minority Population with CU Bus Route



## Analysis of Disparate Impacts

The OTO plays a vital role in the allocation of funds for transportation projects within the Springfield Urbanized area. To remain in compliance under 49 U.S.C. 5303(j), the OTO is required to maintain a Transportation Improvement Program (TIP). The TIP shows the breakdown of the funds which are allocated for regional transportation projects. Section F of the 2024-2027 Transportation Improvement Program shows the allocation of funds related to transit projects. Each grant has its own guidelines that must be followed in the process for awarding grants.

The OTO administers a grant selection process for Infrastructure Investment and Jobs Act (IIJA) programs. These programs include 5307 Urbanized Area Formula Grants, 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Grants, and 5339 The Bus and Bus facilities Grants. City Utilities – Transit is the only eligible recipient for the 5307 and 5339 program that has indicated interest in applying for these funds. Funds from these programs will be automatically awarded to City Utilities – Transit until such time as another organization submits a letter of interest to the OTO. The OTO’s Local Coordinating Board for Transit (LCBT) is the body that scores and ranks each FTA Section 5310 application received during an open application process. The application process has a standardized score sheet for each program that is used during the selection process. The selection criteria can be found in the OTO TIP. The LCBT then recommends awards of grant funding to highest scored application and continues making recommendation of awards in descending order until all funds are expended. The recommendations are then taken to the OTO board of directions, where the final award is approved. The Designated Recipients will administer the funds depending on the program. Table 4 shows the aggregate funding breakdown for transit grants for the FY 2024-2027 TIP, with amendments.

Table 4: Yearly Summary of funding for Transit Projects

<b>Summary of Funding for Transit Projects, 2024-2027</b>				
	Federal Funds	Local Funds	State Funds	Total
FTA 5307	\$18,769,804	\$37,352,306	\$217,500	\$56,339,610
FTA 5310	\$2,264,774	\$532,224	\$0	\$2,796,998
FTA 5339	\$1,702,930	\$378,000	\$0	\$2,080,930
Total	\$22,737,508	\$38,262,530	\$217,500	\$61,217,538

Source: FY 2024-2027 TIP, might change based on amendments

Fixed route public transportation investments are focused in areas with above average concentrations of minority populations, as previously shown in Figure 6. No disparate impacts have been created.

## Nondiscriminatory Passthrough of FTA financial assistance (if requested)

Currently, the OTO has no passthrough of FTA funds. If OTO becomes a direct recipient of FTA funding, OTO will adopt guidelines in the Program Management Plan that will ensure federal financial assistance will pass through in a nondiscriminatory manner and that all sub-recipients comply to required federal guidelines, including but not limited to, Title VI of the 1964 Civil Rights Act.



## Nondiscrimination in subrecipient assistance (if requested)

Currently, the OTO has no passthrough of FTA funds. If OTO becomes a direct recipient of FTA funding, OTO will adopt guidelines in the Program Management Plan that will ensure that all sub-recipients comply to required federal guidelines, including but not limited to, Title VI of the 1964 Civil Rights Act. OTO will monitor sub-recipient compliance on a regular basis, including but not limited to, annual Title VI reporting on compliance and during grant applications. OTO will provide assistance to sub-recipients to create awareness and compliance of federal requirements.

## ADA - Program Access

The OTO has consistently worked to make its public meetings accessible to those with disabilities. Meetings are held at accessible locations and interpreters are always available with adequate notice. Efforts have also been undertaken to ensure the OTO's electronic documents and website are as accessible as possible.

### Public Meetings

The OTO holds most of its public meetings in its conference room. The OTO offices are generally accessible, though, as described below, OTO has shared information regarding deficiencies with the building's owner. When meetings are held off-site, public buildings are used whenever possible to ensure accessibility.

#### ***On-Site***

A building assessment was completed in May 2017 to evaluate the accessibility of the exterior and interior path. In response to this assessment, adjustments were made to the OTO entrance door and to the accessible condition of the OTO conference room. The conference room will be maintained in as an accessible condition as possible. The OTO leases its current space and therefore cannot control building elements outside of its leased space, but identified deficiencies were shared with the building's owner, see Appendix G. The building owner corrected issues related to the speed at which the main entrance doors closed. Since the May 2017 assessment, the OTO's ADA Coordinator has not noticed any alterations to the building that have warranted a reevaluation of the building's accessibility.

#### ***Off-Site***

It is the policy of the OTO to hold off-site public meetings at accessible public buildings. Public libraries will be the primary location of off-site locations. These buildings offer accessible paths of travel and accessible restrooms. If public libraries are not available, city halls/county courthouses will be considered next. These buildings can have accessibility issues, but are more likely to be in compliance than many privately-owned community meeting spaces. If meetings need to be held in a community with no accessible meeting rooms, meeting packets should be assembled so they can be taken out to citizens unable to access the meeting room.

### Electronic Documents

The OTO produces many electronic documents, such as PDFs. These documents have certain accessibility challenges associated with them. However, there are many techniques that can be utilized to make electronic documents more accessible. It is the policy of the OTO to ensure as many

accessibility best practices are implemented in key documents as possible. Appendix H contains a best practice guide for creating accessible documents in MS Word that will be utilized by OTO staff.

## Website

The OTO launched a redesigned website in 2019. The OTO requested its contractor to comply with WCAG 2.0 Level A requirements as much as possible. Subsequently, OTO staff works to ensure those included accessibility features have been kept current and have been added to new content.

## Implementation

An implementation guide, along with a resource reference sheet, has been created to direct staff efforts in complying with this Title VI/ADA program. The implementation guide covers public notices, public meetings, and internal staff training. The guide can be reviewed in Appendix I. The resource reference sheet will be used to help train new hires and help all staff members stay current on resources available to them. The reference sheet can be reviewed in Appendix J. These documents will be updated as needed over the three-year term of this plan.

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**Appendix A: Standard DOT Assurances**

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**The United States Department of Transportation (USDOT) Standard Title VI/Non-Discrimination Assurances**  
**DOT Order No. 1050.2A**

The Ozarks Transportation Organization (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the FHWA and FTA, is subject to and will comply with the following:

**Statutory/Regulatory Authorities**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

**General Assurances**

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

*"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, "for which the Recipient receives Federal financial assistance from DOT, including the FHWA and FTA.*

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

**Specific Assurances**

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Ozarks Transportation Organization:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Ozarks Transportation Organization and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The Ozarks Transportation Organization, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
  - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
  - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
  - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
  - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-

recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, Ozarks Transportation Organization also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Ozarks Transportation Organization access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the Ozarks Transportation Organization. You must keep records, reports, and submit the material for review upon request to Ozarks Transportation Organization, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Ozarks Transportation Organization gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Ozarks Transportation Organization. This ASSURANCE is binding on the State of Kansas, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Ozarks Transportation Organization. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

\_\_\_\_\_  
Sara Fields, Executive Director

\_\_\_\_\_  
Date

## APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the FHWA and FTA, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or U.S. Department of Transportation, FHWA and FTA, as they may be amended to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the U.S. Department of Transportation, FHWA, and FTA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the U.S. Department of Transportation, FHWA, and FTA may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the U.S. Department of Transportation, FHWA, and FTA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes

## APPENDIX B

### CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the Ozarks Transportation Organization will accept title to the lands and maintain the project constructed thereon in accordance with the Infrastructure Investment and Jobs Act, the Regulations for the Administration of Ozarks Transportation Organization and the policies and procedures prescribed by the U.S. Department of Transportation, FHWA, and FTA of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Ozarks Transportation Organization all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

#### **(HABENDUM CLAUSE)**

**TO HAVE AND TO HOLD** said lands and interests therein unto Ozarks Transportation Organization and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the Ozarks Transportation Organization, its successors and assigns.

The Ozarks Transportation Organization, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]\* (2) that the Ozarks Transportation Organization will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally- assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

## APPENDIX C

### CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Ozarks Transportation Organization pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
  1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, Ozarks Transportation Organization will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the Ozarks Transportation Organization will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the Ozarks Transportation Organization and its assigns.\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

## APPENDIX D

### CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by Ozarks Transportation Organization pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non- discrimination covenants, Ozarks Transportation Organization will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, Ozarks Transportation Organization will there upon revert to and vest in and become the absolute property of Ozarks Transportation Organization and its assigns.\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)



involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

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## APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

### **Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

**Appendix B: Title VI/ADA Complaint Procedures and Form,  
including Title VI Public Notice**

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OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

## TITLE VI/ADA POLICY AND COMPLAINT PROCEDURE

Title VI, 42 U.S.C. § 2000d et seq., was enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.

Two Executive Orders and related statutes define populations that are protected under Title VI. Executive Order 12898 is concerned with environmental justice for minority and low-income populations. Executive Order 13166 is concerned with providing equal access to services and benefits for individuals with limited English proficiency.

The Ozarks Transportation Organization (OTO) has in place a Title VI/ADA Complaint Procedure, which outlines a process for local disposition of Title VI/ADA complaints and is consistent with guidelines found in Chapter VII of the Federal Transit Administration Circular 4702.1B, dated October 1, 2012. If you believe that the Metropolitan Planning Organization (MPO) has discriminated your civil rights on the basis of race, color, national origin, age, disability, religion, sex or English proficiency you may file a written complaint by following the procedure outlined below under Title VI/ADA Complaint Procedure:

### OTO RESPONSIBILITIES FOR TITLE VI/ADA

According to Federal Law the Ozarks Transportation Organization shall be responsible for the following:

- Analyze regional data to identify minority and low-income population concentrations as well with individuals with limited English proficiency within the region. Commitment of staff and financial resources for this technical work can be demonstrated in the Work Program. The MPO staff can explain how the technical resources (models, Geographic Information Systems (GIS), data bases and analysis, etc.) are used for Title VI-related planning and analysis. The MPO might be asked to discuss this and how the technical information generated is used in planning.
- Where necessary, provide member agencies with regional data that assists them to identify minority and low-income populations in their subregion or service area. The team might discuss the extent to which this information is useful and used by participating agencies.
- Establish appropriate standards, measures, and benchmarks, and analyze the transportation process, Transportation Improvement Program (TIP), and other MPO actions, plans, and investments to ensure they are consistent with, and do not violate, Title VI of the Civil Rights Act and the Executive Order on Environmental Justice. Effort in these areas might be demonstrated in the Unified Planning Work Program (UPWP), as well as within the TIP, and in discussions of how this analysis is used in the planning process.
- Ensure that members of low income and minority communities, including Indian tribal governments, are provided with full opportunities to engage in the regional transportation planning process. This includes acting to eliminate language, mobility, temporal, and other obstacles to allow them to fully participate in the process. The MPO is concerned with providing

equal access to services and benefits for individuals with limited English proficiency. The MPO should be able to provide documentation such as public meeting agendas and minutes, and a discussion of how successfully related staff uses information with the described groups.

- Where appropriate, monitor the activities of member agencies and other transportation agencies in the region regarding compliance with Title VI, Limited English Proficiency, Americans with Disability Act and Environmental Justice requirements. This can be done through on-going reviews as part of oversight of documents, including agendas, minutes, technical memoranda, federal attendance at meetings, in desk reviews, and in discussions with local participants in the site visit.
- Evaluate the regional transportation system to ensure that services are accessible to person with disabilities.

Over the past few years, the U.S. Department of Transportation (DOT) has encouraged a proactive approach to the participation of protected groups and implementation of Title VI requirements. This approach is intended to ensure compliance with other related requirements, such as the National Environmental Policy Act.

Addressing requirements successfully requires several categories of actions:

- Establishing *goals and measurements* for substantiating compliance. These measurements should be used to verify that the multi-modal system access and mobility performance improvements in the Transportation Plan, TIP, and underlying planning process comply with Title VI and related requirements.
- The MPO must consider the needs of low-income and minority populations in the existing conditions analysis prepared as part of the transportation process. This information will provide the planning context for future transit and road projects.
- The MPO must have a public involvement process that proactively seeks out and addresses the needs of those traditionally underserved by existing transportation systems, including but not limited to low-income and minority households.
- The MPO has a role in public involvement, but must also *work with the MODOT, City Utilities, and Missouri State University* to carry out the metropolitan planning process, including public involvement.
- The *products of the transportation process*—Long Range Transportation Plan, TIP, and the UPWP must demonstrate consistency with Title VI and related requirements and principles.

## TITLE VI/ADA COMPLAINT PROCEDURE

**Submission of Complaint:** Any person or group who feels that he or she, individually, or as a member of any class of persons, on the basis of race, color, national origin, age, sex, disability, religion, low-income status, or English proficiency has been unfairly deprived of benefit, or unduly burdened by the transportation planning process, or denied the benefits of, or subjected to discrimination caused by the MPO may file a written complaint with the OTO Title VI/ADA Coordinator. A sample Title VI/ADA complaint form may be downloaded from our website [ozarkstransportation.org](http://ozarkstransportation.org). It is not required to use this form; a letter with the same information is sufficient to file a complaint. Such complaints must be filed within 180 calendar days after the date the person or group believes the discrimination or encumbrance occurred. Note: Upon request, assistance, in preparation of any necessary written material, will be provided to a person(s) who is unable to read or write. Complaints should be mailed or sent to the OTO Title VI/ADA Coordinator, 2208 W Chesterfield Blvd, Suite 101, Springfield, MO 65807.

### Title VI/ADA general steps of the OTO complaint process:

1. Alleged act of discrimination
2. Formal complaint received and logged by OTO
3. Formal complaint review by OTO
4. OTO letter of response issued
5. Corrective action or closure letter issued

**Alleged act of discrimination:** If someone believes that OTO has discriminated their civil rights on the basis of race, color, national origin, age, disability, religion, sex or English proficiency, then that person may file a written complaint by following the Title VI/ADA Complaint Procedure.

**Formal complaint received and logged by OTO:** The Ozarks Transportation Organization has in place a Title VI/ADA Complaint Procedure, which outlines a process for local disposition of Title VI/ADA complaints and is consistent with guidelines found in Chapter VII of the Federal Transit Administration Circular 4702.1B, dated October 1, 2012. OTO does not discriminate on the basis of race, color, national origin, age, disability, religion, sex, or English proficiency and makes available a Title VI/ADA Complaint Procedure and guidance for formal complaints against the OTO.

Submission of a civil rights complaint should be filed immediately following the alleged act of discrimination against the complainant. Complaints MUST be filed with OTO within 180 calendar days of the date the complainant believes the discrimination occurred.

**Formal complaint reviewed by OTO:** If needed, the Title VI Coordinator shall meet with the complainant within 45 calendar days after receiving the official complaint to clarify any part of the official complaint.

**OTO letter of response issued:** If it is determined that more time is need to review or investigate the complaint, the OTO Executive Director will notify the complainant with an estimated time frame of completing the review.

**Corrective action or closure letter issued:** If the Title VI Coordinator and the Executive Director concur there was no Title VI violation, a letter of closure will be issued summarizing the allegations and stating that there were no Title VI/ADA violations or, if a violation did occur then a letter of finding will be issued stating the corrective action. Either response will be notification that the complaint has been resolved and closed.

The complainant may request reconsideration in writing to the OTO Executive Director no later than 10 days of an issued response letter from the OTO. The Executive Director will accept or reject the request for reconsideration within 10 calendar days and notify the complainant of the decision.

The complainant may further appeal in writing a denied decision no later than 10 calendar days after an issued notification. All information will be presented to the OTO Board of Directors to decide whether they agree or disagree with the decision.

A dissatisfied complainant may also file a complaint to the State of Missouri Department of Transportation or Federal Transit Administration or Federal Highway Administration no later than 180 days after the alleged date of discrimination.

Contact Information for MoDOT, FHWA, and FTA Civil Rights Offices		
MoDOT External Civil Rights Division Attn: Title VI Program Coordinator 1617 Missouri Blvd P.O. Box 270 Jefferson City, MO 65102	Federal Transit Administration Office of Civil Rights Attention: Complaint Team East Building, 5th Floor - TCR 1200 New Jersey Ave., SE Washington, DC 20590	Federal Highway Administration Office of Civil Rights 1200 New Jersey Avenue, SE 8 <sup>th</sup> Floor E81-105 Washington, DC 20590

### COLLABORATION WITH OTHER AGENCIES

In the event a formal complaint is received, OTO will prepare a written statement within 10 working days describing the complaint. OTO will use the written statement to notify the agencies listed below and any local agencies affected. Up-to-date information will be uniformly shared with each agency during the complaint review process. OTO may request input or guidance from any of these agencies, if needed. Agencies may request more or less information during the steps of collaboration.

Ozarks Transportation Organization Title VI Coordinator 2208 W Chesterfield Blvd., Suite 101 Springfield, MO 65807 Phone: 417-865-3042 Fax: 417-862-6013	Missouri Department of Transportation External Civil Rights Division Title VI Coordinator 1617 Missouri Blvd P.O. Box 270 Jefferson City, Mo 65102-0270
Federal Highway Administration Missouri Division Civil Right Specialist 3220 W. Edgewood, Suite H Jefferson City, Missouri 65109	Federal Transit Administration Region 7 Regional Civil Rights Officer 901 Locust Street Suite 404 Kansas City, Missouri 64106

#### Steps to collaborate with above agencies:

1. Notify agencies of complaint
2. Coordinate with other agencies as appropriate in the investigation efforts
3. Provide a copy of the Letter of Response/Corrective Action/Closure Letter to agencies
4. Provide a semi-annual report of all Title VI/ADA complaints to agencies





OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

## Notifying the Public of Rights Under Title VI

Ozarks Transportation Organization (OTO) posts Title VI notices on our agency's website and in public areas of our agency.

Ozarks Transportation Organization (OTO) operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964.

To obtain additional information about your rights under Title VI, contact the Ozark Transportation Organization located at 2208 W Chesterfield Blvd. Suite 101 in Springfield MO 65807 per mail or via phone at (417) 865 3042.

If you believe you have been discriminated against on the basis of race, color, or national origin by the Ozarks Transportation Organization you may file a Title VI complaint by completing, signing, and submitting the agency's Title VI Complaint Form.

How to file a Title VI complaint with Ozarks Transportation Organization:

1. To obtain a Complaint Form from the Ozarks Transportation Organization contact Title VI Coordinator at 2208 W Chesterfield Blvd, Suite 101, Springfield MO 65807. To download instructions on how to file a complaint, or download a Title VI/ ADA Complaint Form, visit OTO's website at <https://www.ozarkstransportation.org/our-resources/civil-rights>
2. In addition to the complaint process at Ozarks Transportation Organization complaints may be filed directly with the Federal Transit Administration, Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590
3. Complaints must be filed within 180 days following the date of the alleged discriminatory occurrence and should contain as much detailed information about the alleged discrimination as possible.
4. The form must be signed and dated, and include your contact information.

If you need relay services please call the following numbers: 711 - Nationwide relay service; 1-800-735-2966 - Missouri TTY service; 1-800-735-0135 - Missouri voice carry-over service.

If information is needed in another language, contact 417-865-3042.

*"Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq., and its implementing regulations provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity that receives Federal financial assistance."*

# TITLE VI/ADA COMPLAINT FORM



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

The purpose of this form is to assist you in filling a complaint with the Ozarks Transportation Organization (OTO), the federally designated metropolitan planning organization (MPO) for the Springfield area, pursuant to nondiscrimination laws, rules, and regulations including, but limited to: Title VI of the Civil Rights Act of 1964 and Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency, as well as Title II of the American with Disabilities Act (ADA) of 1991.

Please use this form if you or your group feels the actions of the MPO have negatively impacted or caused undue burden to either, but not limited to, a specific minority group, disabled individuals, lower-income population, individuals with limited English proficiency, or the traditionally underserved.

You are not required to use this form; a letter with the same information is sufficient to file a complaint.

This form is also available in Spanish and can be found on the OTO’s website at: [www.ozarkstransportation.org](http://www.ozarkstransportation.org).

If you need assistance completing this form, please contact us by phone at 417-865-3042 or via email at [dknaut@ozarkstransportation.org](mailto:dknaut@ozarkstransportation.org).

Complaints of discrimination MUST be filed within 180 calendar days of the date that the alleged discrimination occurred.

Section 1				
Name:				
Address:		City:	State:	Zip Code:
Home phone:		Work phone:		
Electronic mail (e-mail) address:				
Accessible format requirements?	Large print		Audiotape	
	TDD/TTY		other	

# TITLE VI/ADA COMPLAINT FORM

<b>Section 2</b>			
Are you filing this complaint on your own behalf?	Yes*	No	
*If you answered "yes" to this question, go to Section 3			
If you answered "no", please provide the name, address, and relationship of the person for whom you are filing this complaint:	Name:		
	Address:		
	City:	State:	Zip Code:
	Telephone number or electronic mail (e-mail) address:		
	Relationship:		
Please explain why you have filed for a third party:			
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	Yes, I have permission.	No, I do not have permission.	
<b>Section 3</b>			
I believe the discrimination I experienced was based on (check all that apply):			
Title VI		Other Federal Non-Discrimination Statutes	
Race	Color	National Origin	Gender      Age      Disability (Title II)
Where did the alleged discrimination take place?			
Date of Alleged Discrimination (Month, Day, Year):			
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who you believe discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use a separate page, and attach it to this form.			
Name of agency complaint is against:			
Contact person:			

# TITLE VI/ADA COMPLAINT FORM

Title:

Phone:

Explanation:

How can this/ these issue(s) be resolved to your satisfaction?

What is the most convenient time and place for us to contact you about this complaint?

# TITLE VI/ADA COMPLAINT FORM

<b>Section 4</b>				
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State Court?				
Yes		No		
If yes, check all that apply				
Federal Agency (List agency's name):		State Agency (Specify Agency):		County Court (Specify Court and County):
Federal Court (Please provide location):		State Court:		Local Agency (Specify Name):
If you answered "yes" above, please provide information about a contact person at the agency/ court where the complaint was filed:				
Name:		Title:		Agency:
Address:			City:	State:
				Zip Code:
Telephone number or electronic mail (e-mail) address:				
<b>Section 5</b>				
<p>You may attach any written materials or other information that you think are relevant to your complaint.</p> <p>By signing below you acknowledge that the information in this complaint is true and accurate to the best of your knowledge and belief.</p> <p>Signature and date required below:</p>				
Signature				Date
<p>Please feel free to add additional sheets to explain the present situation to us.</p> <p>Please mail the completed, signed Discrimination Complaint Form (please make one copy for your records) to:</p> <p>Ozarks Transportation Organization            Title VI/ADA Coordinator            2208 West Chesterfield Blvd., Suite 101            Springfield, MO 65807            417-865-3042 (phone)            417-862-6013 (fax)</p>				

## TITLE VI/ADA COMPLAINT FORM

You can use this page if you need additional space to provide more information requested on this form.



**Appendix C: Title VI/ADA Complaint Procedures and Form in Spanish, including Title VI Public Notice**

Draft





OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

## **POLÍTICA Y PROCEDIMIENTO DE QUEJA TITULO VI DEL ADA**

El Title VI, 42 U.S.C. § 2000d et seq., fue promulgado como parte de la Civil Rights Act (Ley de Derechos Civiles) de 1964. Prohíbe la discriminación por motivos de raza, color y origen étnico en programas y actividades que reciben asistencia financiera federal.

Dos Executive Orders (órdenes ejecutivas) y estatutos relacionados definen las poblaciones protegidas bajo el Title VI (Título VI). La Executive Order 12898 se refiere a la justicia ambiental para poblaciones minoritarias y de bajos recursos. La Executive Order 13166 se refiere a proporcionar igual acceso a servicios y beneficios para personas con dominio limitado del inglés.

La Ozarks Transportation Organization (OTO) (Organización de Transporte de los Ozarks) tiene establecido un procedimiento de quejas - Title VI/ADA Complaint Procedure, que describe un proceso para la resolución local de quejas del Title VI/ADA y es coherente con las pautas encontradas en el Chapter VII de la Federal Transit Administration Circular 4702.1B (de la administración federal de tránsito), con fecha del 1 de octubre de 2012. Si usted considera que la Metropolitan Planning Organization (MPO por sus siglas en inglés) (Organización de Planeación Metropolitana) ha discriminado sus derechos civiles por motivos de raza, color, origen étnico, edad, discapacidad, religión, sexo o dominio del inglés, puede presentar una queja por escrito siguiendo el procedimiento detallado a continuación bajo el Title VI/ADA Complaint Procedure (Procedimiento de Quejas de Title VI/ADA):

### **RESPONSABILIDADES DE LA OTO PARA EL Title VI/ADA**

De conformidad con la Federal Law (Ley Federal), la Ozarks Transportation Organization será responsable de lo siguiente:

- Analizar datos regionales para identificar concentraciones de grupos étnicos minoritarios y de bajos recursos, así como de personas con dominio limitado del inglés dentro de la región. El compromiso del personal y los recursos financieros para este trabajo técnico pueden demostrarse en el Programa de Trabajo. El personal de la MPO puede explicar cómo se utilizan los recursos técnicos (modelos, Sistemas de Información Geográfica (GIS, por sus siglas en inglés), bases de datos y análisis, etc.) para la planificación y el análisis relacionados con el Title VI. La MPO podría ser requerida para discutir esto y cómo se utiliza la información técnica generada en la planeación.
- En caso necesario, proporcionar a las agencias miembros datos regionales que les ayuden a identificar grupos étnicos minoritarios y de bajos recursos en su subregión o área de servicio. El equipo podría discutir en qué medida esta información es útil y utilizada por las agencias participantes
- Establecer estándares, medidas y puntos de referencia apropiados, y analizar el proceso de transporte, el Transportation Improvement Program (Programa de Mejora del Transporte, TIP, por sus siglas en inglés) y otras acciones, planes e inversiones de la MPO para garantizar que

sean consistentes y no violen el Title VI de la Civil Rights Act (Ley de Derechos Civiles) y la Executive Order on Environmental Justice (Orden Ejecutiva sobre Justicia Ambiental). El esfuerzo en estas áreas podría ser demostrado en el Unified Planning Work Program (UPWP, por sus siglas en inglés) (Programa de Trabajo Unificado de Planeación), así como en el TIP, y en discusiones sobre cómo se utiliza este análisis en el proceso de planeación.

- Asegurar que los miembros de comunidades de bajos recursos y minorías, incluidos los gobiernos tribales indígenas, tengan amplias oportunidades para participar en el proceso de planeación del transporte regional. Esto incluye tomar medidas para eliminar obstáculos lingüísticos, de movilidad, temporales y otros que les permitan participar plenamente en el proceso. La MPO se preocupa por proporcionar igual acceso a servicios y beneficios para personas con dominio limitado del inglés. La MPO debería poder proporcionar documentación, como agendas y actas de reuniones públicas, y una discusión sobre cómo el personal relacionado utiliza exitosamente la información con los grupos descritos.
- Según sea el caso, supervisar las actividades de las agencias miembros y otras agencias de transporte en la región en relación con el cumplimiento del Title VI, el Limited English Proficiency (Dominio Limitado del Inglés), la Americans with Disability Act (Ley de Estadounidenses con Discapacidades) y los requisitos de Justicia Ambiental. Esto puede hacerse a través de revisiones continuas como parte de la supervisión de documentos, incluidas agendas, actas, memorandos técnicos, asistencia federal a reuniones, revisiones en el escritorio y discusiones con participantes locales en la visita al sitio.
- Evaluar el sistema de transporte regional para asegurar que los servicios sean accesibles para las personas con discapacidades.

En los últimos años, el U.S. Department of Transportation (DOT) (Departamento de Transporte de los Estados Unidos) ha fomentado un enfoque proactivo para la participación de grupos protegidos y la implementación de los requisitos del Title VI. Este enfoque tiene como objetivo garantizar el cumplimiento de otros requisitos relacionados, como la National Environmental Policy Act (Ley Nacional de Política Ambiental).

Cumplir exitosamente con los requisitos implica varias categorías de acciones:

- Establecimiento *de objetivos y medidas* para comprobar el cumplimiento. Estas medidas deberán utilizarse para verificar que las mejoras en el acceso y movilidad del sistema multimodal en el Plan de Transporte, el TIP y el proceso de planificación subyacente cumplan con el Title VI y los requisitos relacionados.
- La MPO deberá considerar las necesidades de las poblaciones de bajos recursos y minorías en el análisis de las condiciones existentes preparado como parte del proceso de transporte. Esta información proporcionará el contexto de planeación para futuros proyectos de tránsito y carreteras.
- La MPO deberá contar con un proceso de participación pública que busque de manera proactiva y aborde las necesidades de aquellos tradicionalmente desatendidos por los sistemas de transporte existentes, incluidos, entre otros, los hogares de bajos recursos y las minorías.
- La MPO tiene un papel en la participación pública, pero también deberá *trabajar con MODOT, City Utilities y la Missouri State University* para llevar a cabo el proceso de planeación metropolitana, incluida la participación pública.
- Los *productos del proceso de transporte*—Long Range Transportation Plan (Plan de Transporte a Largo Plazo), el TIP y el UPWP, deben demostrar consistencia con el Title VI y los requisitos y principios relacionados.

## PROCEDIMIENTO DE QUEJA TITULO VI/ ADA

**Presentación de Queja:** Cualquier persona o grupo que sienta que él o ella, individualmente, o como miembro de cualquier clase de personas, por motivos de raza, color, origen étnico, edad, sexo, discapacidad, religión, condición de bajos recursos o dominio limitado del inglés, ha sido privado injustamente de beneficios, o cargado de manera indebida por el proceso de planeación del transporte, o le hayan sido negados los beneficios o haya sido objeto de discriminación causada por la MPO, podrá presentar una queja por escrito ante el OTO Title VI/ADA Coordinator (Coordinador de Title VI/ADA de la OTO). El formulario de queja de Title VI/ADA puede ser descargado a través de nuestro sitio web [ozarkstransportation.org](http://ozarkstransportation.org). Puede utilizar este formulario o enviar una carta que contenga la misma información. Las quejas deberán ser presentadas dentro de los 180 días calendario después de la fecha en que la persona o grupo considera que ocurrió la discriminación o la carga indebida. Nota: Bajo solicitud, le podrá ser proporcionada asistencia para la preparación de cualquier material por escrito necesario a aquellas persona(s) que no puedan leer o escribir. Las quejas deberán ser enviadas por correo o enviarse al OTO Title VI/ADA Coordinator, 2208 W Chesterfield Blvd, Suite 101, Springfield, MO 65807.

### **Pasos generales del proceso de queja de la OTO para el Title VI/ADA:**

1. Presunto Acto de Discriminación
2. Queja formal recibida y registrada por la OTO
3. Revisión de la queja formal por la OTO
4. Emisión de la carta de respuesta de la OTO
5. Emisión de la carta de acción correctiva o cierre

**Presunto Acto de Discriminación:** Si alguien considera que la OTO, ha discriminado sus derechos civiles por motivos de raza, color, origen étnico, edad, discapacidad, religión, sexo o dominio del inglés, puede presentar una queja por escrito siguiendo el Title VI/ADA Complaint Procedure (Procedimiento de Quejas de Title VI/ADA).

**Queja formal recibida y registrada por la OTO:** La Ozarks Transportation Organization, cuenta con un Title VI/ADA Complaint Procedure (Procedimiento de Quejas del Title VI/ADA), que describe un proceso para la resolución local de quejas del Title VI/ADA y es consistente con las pautas encontradas en el Chapter VII de la Federal Transit Administration (Administración Federal de Tránsito) Circular 4702.1B, con fecha del 1 de octubre de 2012. La OTO no discrimina por motivos de raza, color, origen étnico, edad, discapacidad, religión, sexo o competencia en inglés, y pone a disposición un Title VI/ADA Complaint Procedure (Procedimiento de Quejas del Title VI/ADA) y orientación para quejas formales contra la OTO.

La presentación de una queja de derechos civiles deberá realizarse inmediatamente después del supuesto acto de discriminación contra el demandante. Las quejas DEBERÁN ser presentadas ante la OTO dentro de los 180 días calendario a partir de la fecha en que el demandante cree que ocurrió la discriminación.

**Revisión de la queja formal por la OTO:** En caso necesario, el Coordinador del Title VI se reunirá con el demandante dentro de los 45 días calendario posteriores a la recepción de la queja oficial para aclarar cualquier parte de la queja oficial.

**Emisión de la carta de respuesta de la OTO:** En caso que se determine que es necesario un plazo mayor de tiempo para revisar o investigar la queja, el Director Ejecutivo de la OTO deberá notificar al demandante con un marco de tiempo estimado para completar la revisión.

**Emisión de la carta de acción correctiva o cierre:** Si el Coordinador del Title VI y el Director Ejecutivo están de acuerdo en que no hubo violación del Title VI, se emitirá una carta de cierre en donde se resuman las acusaciones y declarando que no hubo violación del Title VI/ADA, o, en caso que efectivamente haya ocurrido una violación, se emitirá una carta de hallazgo estableciendo la acción correctiva. Cualquiera de las respuestas será una notificación de que la queja ha sido resuelta y cerrada.

El demandante podrá solicitar una reevaluación por escrito al OTO Executive Director (Director Ejecutivo de la OTO) a más tardar a los 10 días posteriores de haber recibido la carta de respuesta emitida por la OTO. El Director Ejecutivo podrá aceptar o rechazar la solicitud de reevaluación dentro de los 10 días calendario y notificará al demandante sobre su decisión.

El demandante podrá continuar apelando por escrito una decisión denegada a más tardar a los 10 días calendario posteriores a la recepción de la notificación emitida. Toda la información será presentada a la Junta Directiva de la OTO para decidir si están de acuerdo o en desacuerdo con la decisión.

Un demandante insatisfecho podrá también presentar una queja ante el State of Missouri Department of Transportation (Departamento de Transporte del Estado de Missouri) o la Federal Transit Administration (Administración Federal de Tránsito) o la Federal Highway Administration (Administración Federal de Carreteras) a más tardar a los 180 días después de la presunta fecha en que ocurrió la discriminación.

Información de contacto para las Oficinas de Derechos Civiles del MoDOT, FHWA y FTA		
MoDOT External Civil Rights Division Attn: Title VI Program Coordinator 1617 Missouri Blvd P.O. Box 270 Jefferson City, MO, 65102	Federal Transit Administration Office of Civil Rights Attn: Complaint Team East Building, 5th Floor - TCR 1200 New Jersey Ave., SE Washington, DC 20590	Federal Highway Administration Office of Civil Rights 1200 New Jersey Avenue, SE 8 <sup>th</sup> Floor E81-105 Washington, DC 20590

## COLABORACIÓN CON OTRAS AGENCIAS

En caso de recibir una queja formal, la OTO preparará una declaración por escrito dentro de los 10 días hábiles siguientes describiendo la queja. La OTO utilizará la declaración escrita para notificar a las agencias enlistadas a continuación y a cualquier agencia local afectada. Se compartirá información actualizada de manera uniforme con cada agencia durante el proceso de revisión de la queja. En caso necesario, la OTO podrá solicitar aportaciones u orientación de cualquiera de estas agencias. Las agencias podrán solicitar mayor o menor información durante los pasos de colaboración.

Ozarks Transportation Organization Title VI Coordinator 2208 W Chesterfield Blvd., Suite 101 Springfield, MO 65807 Teléfono: 417-865-3042 Fax: 417-862-6013	Missouri Department of Transportation External Civil Rights Division Title VI Coordinator 1617 Missouri Blvd P.O. Box 270 Jefferson City, Mo 65102-0270
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Federal Highway Administration Missouri Division Civil Right Specialist 3220 W. Edgewood, Suite H Jefferson City, Missouri 65109	Federal Transit Administration Region 7 Oficial Regional de Derechos Civiles 901 Locust Street Suite 404 Kansas City, Missouri 64106
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**Pasos para colaborar con las agencias mencionadas:**

1. Notificar a las agencias sobre la queja
2. Coordinarse con otras agencias según corresponda en los esfuerzos de investigación.
3. Proporcionar una copia de la Carta de Respuesta/ Acción Correctiva/ Carta de Cierre a las agencias.
4. Presentar un informe semestral de todas las quejas de Title VI/ADA a las agencias.

Draft



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

## Notificación al Público sobre los Derechos bajo el Title VI

La Ozarks Transportation Organization (OTO) publica avisos del Title VI en el sitio web de nuestra agencia y en áreas públicas de nuestras instalaciones.

La Organización de Transporte de los Ozarks (OTO) opera sus programas y servicios sin importar raza, color o etnia, de conformidad con el Title VI de la Civil Rights Act de 1964.

Para obtener mayor información sobre sus derechos en relación con el Title VI, podrá comunicarse con la Organización de Transporte de los Ozarks ubicada en 2208 W Chesterfield Blvd. Suite 101 en Springfield MO 65807, por correo o por teléfono al (417) 865 3042.

Si usted considera que ha sido discriminado por motivos de raza, color o etnia por la Organización de Transporte de los Ozarks, puede presentar una queja bajo el Title VI llenando, firmando y enviando el Formulario de Queja del Title VI de la agencia.

Cómo presentar una queja bajo el Title VI ante la Ozarks Transportation Organization:

1. Para obtener un Formulario de Queja de la Ozarks Transportation Organization, comuníquese con el Title VI Coordinator, 2208 W Chesterfield Blvd, Suite 101, Springfield MO 65807. Para descargar las instrucciones sobre cómo presentar una queja o descargar un Title VI/ ADA Complaint Form (Formulario de Queja del Title VI/ADA), visite el sitio web de la OTO en <https://www.ozarkstransportation.org/our-resources/civil-rights>
2. Además del proceso de quejas en la Organización de Transporte de los Ozarks, las quejas podrán ser presentadas directamente ante la Federal Transit Administration (Administración Federal de Tránsito), Office of Civil Rights, Attn: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR, 1200 New Jersey Ave., SE, Washington DC 20590
3. Las quejas deberán ser presentadas dentro de los 180 días posteriores a la fecha de la presunta discriminación y deberán contener la mayor cantidad de información detallada posible sobre la misma.
4. El formulario deberá llevar firma y fecha, e incluir su información de contacto.

En caso de requerir servicios de retransmisión, es necesario llamar a los siguientes números: 711 - Servicio de retransmisión a nivel nacional; 1-800-735-2966 - Servicio TTY de Missouri; 1-800-735-0135 - Servicio de transmisión de voz de Missouri.

En caso de requerir información en otro idioma, puede comunicarse al 417-865-3042.

*“El Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq., así como las disposiciones para su implementación, establecen que ninguna persona en los Estados Unidos podrá, por motivos de raza, color u origen étnico, ser excluida de la participación en, serle negados los beneficios de, o ser de otra manera objeto de discriminación bajo cualquier programa o actividad que reciba asistencia financiera federal.”*

# TITLE VI/ADA COMPLAINT FORM



OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

El propósito de este formulario es ayudarlo a presentar una queja ante la Ozarks Transportation Organization (Organización de Transporte de los Ozarks o OTO, por sus siglas en inglés), la organización de planificación metropolitana (MPO, por sus siglas en inglés) designada por el gobierno federal para el área de Springfield, de conformidad con las leyes, reglas y regulaciones antidiscriminatorias, incluidas, más no limitativas a: El Title VI de la Ley de Derechos Civiles de 1964 y la Executive Order 13166 (Orden Ejecutiva 13166) - Para la Mejora del Acceso a los Servicios para Personas con Dominio Limitado del Inglés, así como el Title II de la American with Disabilities Act (Ley de Estadounidenses con Discapacidades) (ADA, por sus siglas en inglés) de 1991.

Utilice este formulario si usted o su grupo sienten que las acciones de la MPO han tenido un impacto negativo o han causado una carga indebida para, entre otros, un grupo étnico minoritario, personas con discapacidad, población de bajos recursos, personas con dominio limitado del inglés o los tradicionalmente marginados.

Puede utilizar este formulario o enviar una carta que contenga la misma información.

Este formulario está disponible en español y podrá encontrarlo en el sitio web de la OTO en: [www.ozarkstransportation.org](http://www.ozarkstransportation.org).

En caso de requerir ayuda para llenar este formulario, comuníquese con nosotros al teléfono 417-865-3042 o por correo electrónico a [dknaut@ozarkstransportation.org](mailto:dknaut@ozarkstransportation.org).

Las quejas por discriminación DEBERAN presentarse dentro de los 180 días calendario a partir de la fecha en la que ocurrió dicha discriminación.

Sección 1				
Nombre:				
Dirección:		Ciudad:	Estado:	Código Postal:
Teléfono de casa:		Teléfono del trabajo:		
Correo electrónico:				
Requisitos de formato para ser mayor accesibilidad	Tamaño grande de letra		Cinta de audio	
	TDD/TTY		otro	



## TITLE VI/ADA COMPLAINT FORM

<b>Sección 2</b>					
¿Está presentando esta queja en calidad personal?	Si*	No			
*En caso de haber respondido que “si” a esta pregunta, vaya a la Sección 3.					
Si respondió “No”, proporcione el nombre, dirección y relación con la persona para quien está presentando esta queja:	Nombre:				
	Dirección:				
	Ciudad:	Estado:	Código Postal:		
	Número de Teléfono o Correo electrónico:				
	Parentesco:				
Explique por qué está presentando una queja a nombre de un tercero:					
Confirme si tiene autorización de la persona agraviada en caso de estar presentado esta queja a nombre de un tercero.	Si, tengo autorización.	No, no tengo autorización.			
<b>Sección 3</b>					
Considero que la discriminación que experimenté está basada en (marque todas las opciones que correspondan):					
Title VI	Otros Estatutos Federales de No Discriminación				
Raza	Color	Origen Étnico	Género	Edad	Discapacidad (Title II)
¿Dónde ocurrió la presunta discriminación?					
Fecha en la que ocurrió la presunta discriminación (Mes, Día, Año):					
Explique lo más claramente posible lo que sucedió y por qué cree que fue discriminado. Describa a todas las personas involucradas. Incluya el nombre y la información de contacto de la(s) persona(s) que considera que lo discriminaron (en caso de conocerlos), así como los nombres e información de contacto de cualquier testigo. Si necesita más espacio, utilice una página adicional y adjúntela a este formulario.					
Nombre de la agencia contra la que se presenta la queja:					
Persona de Contacto:					

## TITLE VI/ADA COMPLAINT FORM

Título:

Teléfono:

Explicación:

¿Cómo puede resolverse este asunto para su satisfacción?

¿Cuál es el momento y lugar más conveniente para que nos pongamos en contacto con usted en relación a esta queja?

## TITLE VI/ADA COMPLAINT FORM

<b>Sección 4</b>				
¿Ha presentado esta queja ante alguna otra Agencia Federal, Estatal o local, o ante algún Juzgado Federal o Estatal?				
Si		No		
En caso afirmativo, marque todas las opciones que correspondan:				
Agencia Federal (Indique el nombre de la agencia):	Agencia Estatal (Especifique la Agencia):	Juzgado del Condado (Especifique Juzgado y Condado):		
Juzgado Federal (Proporcione la ubicación):	Juzgado Estatal:	Agencia Local (Especifique el Nombre):		
En caso de haber respondido "sí" anteriormente, proporcione información sobre una persona de contacto en la agencia/tribunal donde se presentó la queja:				
Nombre:	Título:	Agencia:		
Dirección:	Ciudad:	Estado:	Código Postal:	
Número de Teléfono o Correo electrónico:				
<b>Sección 5</b>				
<p>Puede adjuntar cualquier material escrito o cualquier información que considere relevante para su queja.</p> <p>Al firmar a continuación, usted reconoce que la información en esta queja es verdadera y precisa a su mejor entendimiento.</p> <p>Se requiere su firma y fecha a continuación:</p>				
Firma:			Fecha:	
<p>Puede incluir las hojas adicionales que considere necesarias para describir la situación actual</p> <p>Envíe el Discrimination Complaint Form (Formulario de Queja por Discriminación) completado y firmado (haga una copia para sus registros) a:</p> <p>Ozarks Transportation Organization                      Title VI/ADA Coordinator                      2208 West Chesterfield Blvd., Suite 101                      Springfield, MO 65807                      417-865-3042 (teléfono)                      417-862-6013 (fax)</p>				

## TITLE VI/ADA COMPLAINT FORM

Puede utilizar esta página si requiere espacio adicional para proporcionar más información solicitada en este formulario.



A large, empty rectangular box with a thin black border, intended for providing additional information. The box is overlaid with a large, light gray, semi-transparent watermark that reads "Draft" diagonally from the bottom-left to the top-right.

## Appendix D: ADA Public Notice

Draft

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OZARKS TRANSPORTATION ORGANIZATION  
A METROPOLITAN PLANNING ORGANIZATION

## Notifying the Public of Rights Under American with Disabilities Act (ADA)

### ADA Policy Statement

The Ozarks Transportation Organization is committed to ensuring that its services are accessible to all persons and strictly prohibits discrimination based on disability. If you have a complaint about the accessibility of our services or believe you have been discriminated against because of your disability, you can file a complaint.

### ADA Complaint Procedures

If you have a complaint about the accessibility of our services or believe you have been discriminated against because of your disability, you can file a complaint. Please provide all facts and circumstances surrounding your issue or complaint so we can fully investigate the incident.

### How do you file a complaint?

You can download and use our Title VI/ ADA complaint form at <https://www.ozarkstransportation.org/our-resources/civil-rights> or request a copy of the form by contacting Ozark Transportation Organization located at 2208 W Chesterfield Blvd. Suite 101 in Springfield MO 65807 per mail or via phone at (417) 865 3042. You may file a signed, dated and written complaint no more than 180 days from the date of the alleged incident.

Please submit your complaint form to address listed below:

Ozarks Transportation Organization  
Title VI/ ADA Coordinator  
2208 W Chesterfield Ave, Suite 101  
Springfield, MO 65807

### Do you need complaint assistance?

If you are unable to complete a written complaint due to a disability or if information is needed in another format, such as braille or large print, we can assist you. Please contact us at (417) 865 3042 or [dknaut@ozarkstransportation.com](mailto:dknaut@ozarkstransportation.com).

If you need relay services please call the following numbers: 711 - Nationwide relay service; 1-800-735-2966 - Missouri TTY service; 1-800-735-0135 - Missouri voice carry-over service.

If information is needed in another language, contact 417-865-3042.

En caso de requerir información en otro idioma, puede comunicarse al 417-865-3042.

*"Título VI de la Ley de Derechos Civiles de 1964, 42 U.S.C 2000d y ss., y su reglamentaciones implementadas establecen que ninguna persona en los Estados Unidos será, por motivos de raza, color o origen nacional, excluida de participar en, negado los beneficios de, o de otra manera sujeto a discriminación bajo cualquier programa o actividad que recibe asistencia financiera federal."*

**Appendix E: Public Participation Plan**

Draft

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# PUBLIC PARTICIPATION PLAN 2023

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The Ozarks Transportation Organization

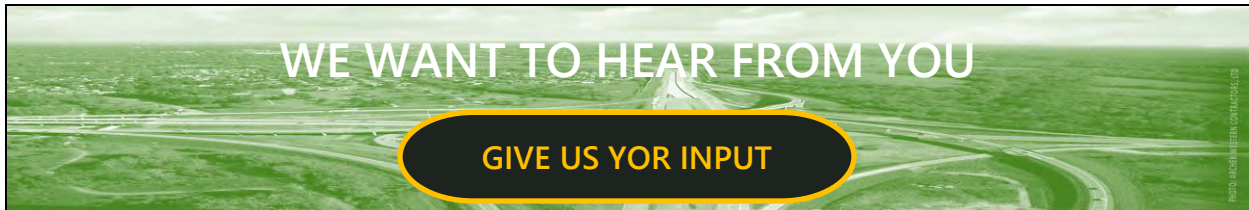
A Metropolitan Planning Organization

Approved by the Board of Directors July 20, 2023

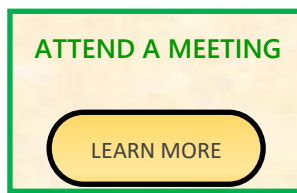
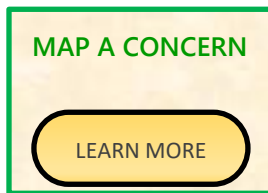
This report was prepared in cooperation with the USDOT, including FHWA and FTA, as well as the Missouri Department of Transportation. The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of the Missouri Highways and Transportation Commission, the Federal Highway Administration, or the Federal Transit Administration.



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Our goal at the Ozarks Transportation Organization is to have meaningful involvement in the transportation planning process. We encourage you to voice your ideas and opinions about specific actions or transportation issues at any time. Your comments are reviewed by staff and included in agendas for consideration by our Board of Directors and appropriate committees. Here is how you can join the conversation via the linked buttons to the OTO website:



## WHAT WE DO WITH YOUR INPUT

The OTO solicits public comments for updates and major amendments to all the requisite plans and key decision points in the planning process. Public comments for major plans are summarized with an explanation of how they were integrated into the final version. All comments, opinions, or suggestions are presented to our Board of Directors to consider before they make any final decisions. In addition, public concerns are shared with MoDOT and local governments as appropriate. Meaningful public involvement is key to developing a sound and efficient transportation system that works for the people it serves.

Follow us on social media to stay up to date on what we are planning and keep us informed of your ideas and opinions.

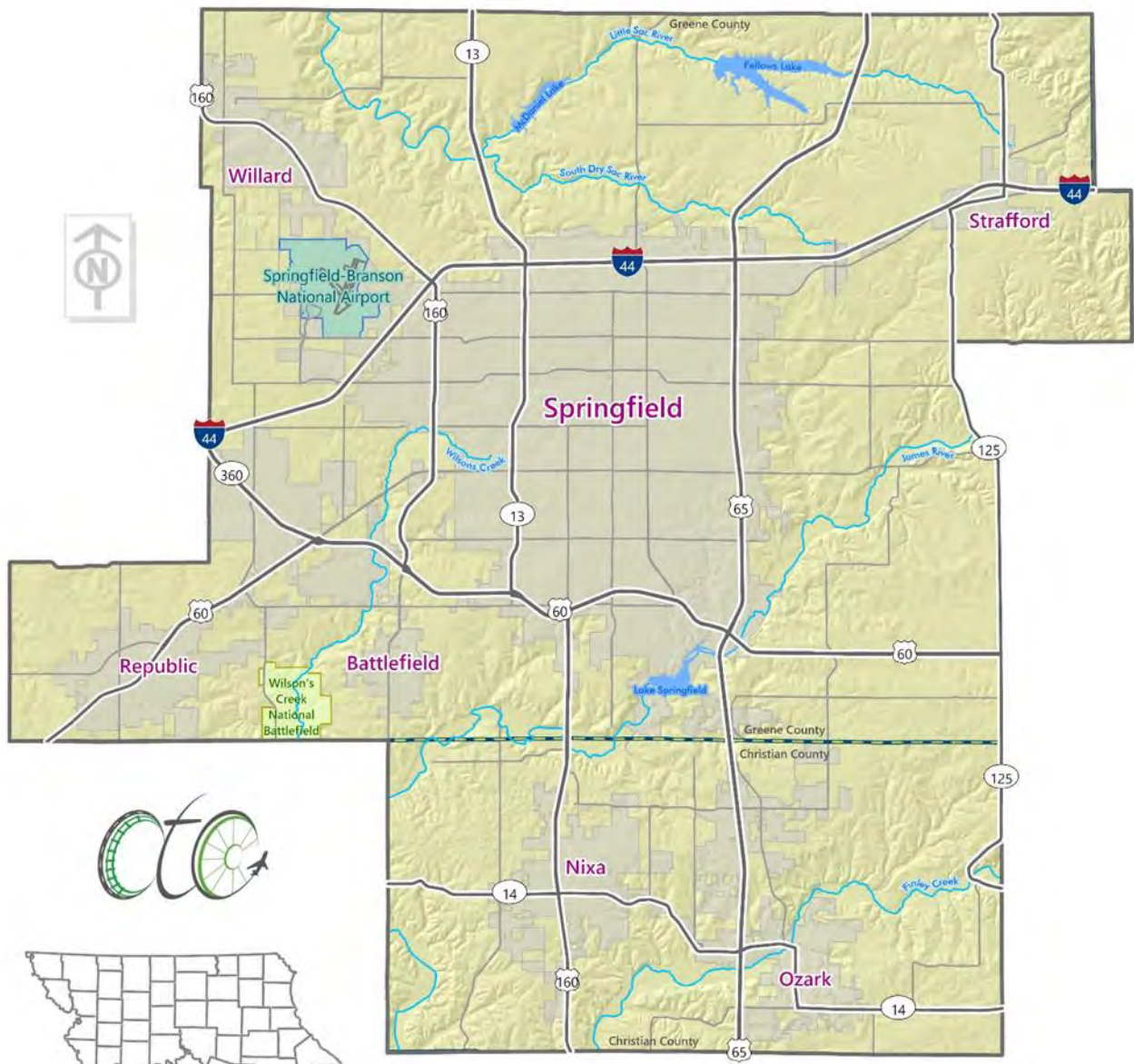


# Executive Summary

The OTO 2023 Public Participation Plan (PPP) is an update of the 2020 PPP. The OTO updates its PPP every three years to ensure that we are employing the latest techniques and utilizing the most up-to-date resources to keep the public involved with and informed of our planning activities. Several revisions have been made to the PPP that was approved by the OTO Board of Directors on August 20, 2020. Updates include:

- A section describing Virtual Public Engagement has been added to the Methods of Engagement section of the plan;
- Policy objectives have been reformatted and included in a new section with the same title;
- Content throughout the plan was updated in consultation with [Promising Practices for Meaningful Public Involvement in Transportation Decision-Making](#), U.S. Department of Transportation, 2022 and Transportation Research Board's National Cooperative Highway Research Program (NCHRP) Report 710: [Practical Approaches for Involving Traditionally Underserved Populations in Transportation Decision-making](#), 2012;
- The OTO has developed a supporting tool, a [Social Equity Index](#) was developed using GIS software and U.S. Census Bureau data as a first step in involving traditionally underserved populations by identifying equity areas for targeted engagement.
- Results from the 2023 Interested Parties Public Participation Survey have been added as Appendix A.

**Ozarks Transportation Organization MPO Study Area**  
Approved by the Governor of Missouri 2/8/2002



- Major Roadways
- Arterial Roadways
- Rivers
- County Line
- Cities
- Lakes

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# Introduction

The Ozarks Transportation Organization (OTO) is the federally designated Metropolitan Planning Organization (MPO) serving several communities in the Springfield, Missouri metro area including unincorporated parts of Christian and Greene counties.

As an MPO, the OTO conducts regional transportation planning and project programming within its study area. The mission of the OTO is: *To provide a forum for cooperative decision-making in support of an excellent regional transportation system.* The OTO serves as a forum for cooperative transportation decision-making by state and local officials and other interested parties in accordance with a process that is **comprehensive**, **cooperative**, and **continuous**. This process covers federal aid surface transportation projects and other regionally significant projects. The OTO Board of Directors includes local elected and appointed representatives from Christian and Greene counties, as well as the cities of Battlefield, Nixa, Ozark, Republic, Springfield, Strafford, and Willard.

The OTO is responsible for four major transportation plans and programs: [Long-Range Transportation Plan](#) (LRTP); [Transportation Improvement Program](#) (TIP); [Unified Planning Work Program](#) (UPWP); and [Public Participation Plan](#) (PPP). In addition, the OTO is responsible for preparing [other transportation plans and studies](#) as needed.

The OTO must adopt an LRTP covering at least 20 years and update it every five years. The TIP selects projects from the LRTP to fund for construction and must also be adopted by the Board of Directors. No federal transportation money can be spent on a project unless it is in the LRTP and the TIP. In addition to the LRTP and TIP, the OTO is required to prepare a Unified Planning Work Program (UPWP), and other plans and studies including a plan for public participation. The Public Participation Plan (PPP) documents policies and processes implemented by the OTO to provide a path for meaningful involvement of individuals, public agencies, and other interested parties in OTO's transportation planning processes.

The OTO must comply with Federal Highway Administration (FHWA) requirements that MPOs, "*Include a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans and TIPs.*" (23 CFR §450.316)

To achieve full public access, the OTO adheres to other regulations that require MPOs be proactive in involving underserved populations in the planning process. Traditionally underserved can be defined as low-income and minority populations including Hispanics/Latinos, African Americans/Blacks, Asian Americans, Native American/ Alaskan Natives and Native Hawaiians, and Pacific Islanders. Populations recognized in Title VI and other civil rights legislation, executive orders, and transportation legislation are those with limited English proficiency, low-literacy populations, seniors, persons with disabilities, and transit-dependent populations are considered underserved groups in the transportation decision-making process.

- Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color, and national origin. Title VI applies to all organizations that receive federal funding;
- Section 504 of the Rehabilitation Act of 1973 and The Americans with Disabilities Act of 1991 prohibit discrimination based on a disability by public and private sector parties;
- In 1994, Executive Order 12898, required federal agencies make environmental justice part of their mission by identifying and addressing, disproportionately high and adverse effects of its programs, policies, and activities on minority and low-income populations;
- In 2000, Executive Order 13166 gave Title VI discrimination protection to people with Limited English Proficiency (LEP).

We at the OTO believe that it is important to give people the opportunity to have a meaningful impact on the development of plans and programs that affect them. The PPP provides direction and documents the process for inclusive community engagement for the OTO transportation planning activities. In addition, the PPP is how the OTO will maintain compliance with federal regulations and measure the effectiveness of procedures and strategies aimed at supporting early and continuous involvement of the public.


Public involvement is an ongoing effort at the OTO. Whether it is a component of a major plan update, posting agendas for committee meetings, reviewing roadway concerns received from the citizens, or sending press releases to local media to notify the press and citizens of studies and proposed projects. As such, all staff members must have the capacity to effectively communicate with individuals and stakeholders and reduce barriers to meaningful public engagement. This plan document is intended to be a useful guide to all OTO staff members no matter their role in the planning process.

The remainder of the plan includes goals and policy objectives to ensure effective public involvement for the planning activities at the OTO are in place and to hold ourselves accountable. Additional sections of the plan include methods for communicating with and gathering input from the public, public participation requirements for specific plans and activities required of MPOs, and finally, the processes and workflows the OTO employs are illustrated to provide structure and continuity for public engagement in the various activities of our transportation planning efforts.



# Public Participation Goals

At the OTO MPO, the level of public participation required for activities in the planning process changes according to what is to be accomplished. The International Association for Public Participation developed a spectrum for increasing levels of public impact. The table below describes the spectrum which helps define the public’s role and engagement in the transportation planning process.



	Inform	Consult	Involve	Collaborate	Empower
Goal	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, and/or solutions.	To obtain public feedback on analysis, alternatives, and/or decisions.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place the final decision-making in the hands of the Public

*Adapted from the International Association for Public Participation "Spectrum of Participation" [www.iap2.org](http://www.iap2.org).*

The progressive spectrum of public impact applies to the different work products and day-to-day engagement activities at the OTO. These categories and goals are aligned with various planning activities, tools, and workflows to ensure that early and continuous public participation is achieved in support of the OTO mission. More detail is provided in the "Planning Process" section of the plan.

# Policy Objectives

The U.S. Department of Transportation defines meaningful public involvement as, "...a process that proactively seeks full representation from the community, considers public comments and feedback, and acts on that feedback to incorporate into a project, program, or plan." To ensure that individuals and communities have an equitable voice in transportation decision-making processes, practitioners should address barriers to meaningful public involvement, especially in historically underserved communities. To remove barriers to meaningful public participation, the OTO will adhere to the following set of public participation policy objectives:

- The OTO will give the public a reasonable opportunity to participate in planning activities and allow time for public review and comment at key decision points, including, but not limited to, approval of the LRTP, TIP, and other appropriate transportation plans and projects.
- The OTO will demonstrate explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP.
- The OTO will provide reasonable public access to timely information, plans, reports, and studies and maintain open channels of communication for citizens to comment or report a concern.
- The OTO will develop planning material that is easily understood and visually engaging and strive to ensure all citizens have the information necessary to deliver informed input.

- The OTO will prepare visualizations of transportation issues including charts, graphs, aerial photos, maps, analyses, physical models, and computer simulations with the public in mind.
- Making public information (technical information and meeting notices) available in electronically accessible formats and means on the OTO website.
- The OTO will strive to ensure that when conducting public meetings where matters related to transportation programs are being considered, they are connected to transit and meet Americans with Disabilities Act requirements.
- The OTO will strive to demonstrate that public concerns are addressed, questions are answered, and comments are taken into consideration. Upon receiving public comments, the OTO will respond in a timely manner and provide copies of comments to appropriate boards, committees, and related agencies.
- The OTO will maintain an up-to-date database of contacts to ensure that all interested parties have reasonable opportunities to comment on the transportation planning process and products.
- The OTO will seek out input from and consider the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, limited English-speaking persons, and persons with disabilities who may face challenges accessing employment and other services.

# Methods of Community Engagement

The Resources listed here are the methods the OTO uses to engage and communicate with the individuals and stakeholders we serve.

## Virtual Public Involvement

The OTO employs virtual public involvement tools that make public participation more convenient and affordable than in-person public meetings. In-person meetings may conflict with work and school schedules or are less accessible to individuals that rely on transit or have disabilities. In 2020, the OTO began utilizing Facebook to live broadcast Technical Planning Committee and Board of Director meetings moderating and communicating comments in real-time due to COVID-19 stay-at-home orders. The broadcasts remain available on the OTO's Facebook page. This example illustrates how virtual public involvement has emerged to provide increased transparency and access to transportation planning activities at the OTO. While there are many methods employed at the OTO to disseminate information and gather input from the public and other interested parties, OTO staff are always looking for new and innovative software and apps to enhance and improve public engagement.

## [The OTO Website](#)

The OTO website was redesigned in 2019. The new design provides information about upcoming meetings and agendas, recent reports, maps, and information about OTO policies. Work products, such as the PPP, UPWP, TIP, and LRTP are available on the site. The site also features an "About Us" page which contains information regarding "What is an MPO?" The site also serves as the domain for staff email accounts along with a comment email account to collect public input and feedback. The comment email is monitored by the OTO's planners and administrative staff. The comment account also receives automated notifications when comments are submitted on other web-based public input tools. In addition, the comment account is the primary account for sending

press releases, news, announcements, and agendas to the press, interested parties, and committees.

### ["Give Us Your Input"](#)

This is a page on the OTO website where the public can map a concern, leave a comment, access surveys, and learn about current planning activities and meeting dates. Notifications are sent to the comment email when comments are submitted. In addition, a discussion board has been embedded on this page where people can leave general comments for discussion moderated by OTO staff.

### [News & Updates](#)

This is another component of the "Give Us Your Input" page on the OTO website. News & Updates is a blog post where the OTO staff can post information and announcements to which the public are directed to add a comment or a question.

### [Interactive TIP Tool](#)

This is a web-based service that helps individuals find information about transportation projects planned for the next four years in the metro area. The tool allows users to search for project information and can be accessed from the TIP page on the OTO website. Using this tool, the TIP can be searched by project name, location or agency, and TIP number. The tool also features a map viewer for projects.

### [The OTO Logo](#)

The OTO logo is prominently featured on all work products and correspondence. The logo helps the public recognize documents and activities associated with the OTO. This allows individuals to identify OTO work products and become familiar with its role in the region.

### Social Media

[Facebook](#) and [Twitter](#) are used to announce meetings and events. Posts provide the opportunity to share links to pertinent information and survey sites. Social media platforms can also invite public comments and participation on the sites themselves.

### ArcGIS Online Organization

The OTO publishes interactive web maps and apps through its ArcGIS Online Organization account. A [base map](#) consisting of layers for the transportation network, including sidewalks, trails, transit routes, and roads is available from the OTO website. Viewers can access roadway attributes for volume, capacity, peak hour travel speeds, etc. Natural features and land use information is also included in the map. Other applications include the OTO Equity Index. [The Equity Index app](#) includes American Community Survey data for 13 classes of traditionally underrepresented, transportation disadvantaged, and vulnerable populations.

### OTO Contacts Database

The OTO maintains a comprehensive database of businesses, governmental agencies, community-based organizations, and other interested parties. The database includes committee membership, mailing information, phone numbers, email addresses and websites. The database is used for maintaining up-to-date contact information for committee membership, special interest groups, Disadvantaged Business Enterprises (DBE), as well as minority and low-income groups. The database is used for meeting and survey announcements as well as other project specific notifications.

### Press Releases

Formal press releases are sent to local media contacts to announce upcoming meetings, comment periods for plan documents, and to provide information on specific issues being considered by the OTO or the OTO committees.

### Newspaper Ads

Press releases may result in media coverage of the OTO activities but in most cases, they do not guarantee publication of information. Thus, the OTO purchases legal advertisements for announcements of comment periods for some planning documents. These legal ads serve to document compliance with the required comment period length for specific plans and plan/TIP amendments. When seeking public input for LRTP updates and the annual TIP process the OTO has purchased regular ad space in the print editions of the *Springfield News-Leader* and the *Christian County Headliner*. Additionally, the OTO reviews and considers publications in circulation at the time an ad is needed.

### Surveys

The OTO uses web-based applications to generate electronic surveys. Hyperlinks to the survey are then disseminated via email, social media, press releases, and the OTO website. Hard copies are also produced and distributed at public meetings, community events, and the OTO office. In addition, post card mailings are used to publicize surveys and comment periods and include QR codes for mobile devices.

### Public Meetings/Community Events

Public meetings are generally open and informal, with project team members interacting with the public on a one-on-one basis. Brochures and fact sheets may be provided at these meetings. The OTO may coordinate with other local agencies to be on hand to supply information and support. Informational tables at community events where transportation issues are not the focus are ways to solicit comment from individuals who are not usually involved in the transportation planning process.

### Posters and Flyers

Posters and flyers are used to announce meetings and events and are distributed to public places such as City Halls, libraries, community centers, City Utilities buses and City Utilities bus transfer stations for display. Posters and flyers can be used to reach a larger audience than other notification methods.

# Requirements for Planning Activities

There are specific plans that reflect the core functions of the OTO MPO. The LRTP, TIP, UPWP, and PPP comprise the core plans of the OTO. Participation processes are identified for each of these plans. Public participation strategies for other plans and studies are also addressed.

This section of the plan defines how the OTO provides for individuals and interested parties to be involved in the planning process. Interested parties are defined in 23 CFR § 450.316. Those that are applicable to the OTO MPO include:

- Elected officials;
- Local government staff;
- Transportation agencies (airport, transit, etc.);
- Local media (TV, radio, print, etc.);
- Civic groups;
- Special interest groups;
- Libraries (for public display);
- Federal, state, and local agencies responsible for land-use management, natural resources, environmental protection, conservation, historic preservation, and other environmental issues;
- Parties that have an interest in the planning and development of the transportation network including affected public agencies in the OTO planning area;
- Private freight shippers;
- Representatives of public transportation employees;
- Providers of freight transportation services;



- Private providers of transportation, including intercity bus operators and employer-based commuting programs;
- Representatives of users of public transportation;
- Representatives of users of pedestrian walkways and bicycle transportation facilities;
- Representatives of people with disabilities;
- Members of minority populations;
- Representatives of Limited English Proficiency (LEP) populations;
- Public school district representatives within the OTO planning area;
- Representatives of colleges and universities; and
- Representatives of large employers.

### [Long-Range Transportation Plan](#)

The LRTP is essential in the development of a sound transportation network. Although long-range in scope, the plan provides direction and sets policies for day-to-day decision making. The LRTP builds on past transportation planning conducted by the OTO. All transportation modes including passenger air travel and freight movement are discussed in the document. The plan advocates for transportation policies and strategies developed via public involvement and assists in prioritizing transportation improvements over the next 25 to 30 years.

A specific public participation plan will be written to outline the public participation process at the outset of LRTP updates. The process for LRTP updates will use nearly the full range of the participation techniques employed by the OTO. A series of public meetings will be held throughout the region for each complete update. Events will be publicized using display advertisements in the *Springfield News-Leader* and other community newspapers. Opportunities for public involvement do not stop with the adoption of the Long-Range Transportation Plan. Although the LRTP must be completely updated at least every five years while in Environmental Protection Agency (EPA) air

quality attainment (four years when in non-attainment), amendments are periodically made to the LRTP as new projects, funding, or programs arise.

Amendments to the LRTP require a 15-day public notice and comment period prior to consideration by the OTO Board of Directors. Only chapters containing the proposed amendments are presented for public comment and approval.

**Revisions to the LRTP Requiring Amendments:**

- Addition or deletion of any project (except as noted in the Administrative Modifications section below);
- Substantial changes to the scope of a project (e.g., changing the type of project such as rehabilitation to expansion);
- Moving a project between the unconstrained and constrained lists
- Changes to the Major Thoroughfare Plan;
- Increases to a project's total cost estimate greater than 25 percent (or any amount greater than \$2,000,000);
- Changes in the termini of a capacity project of any length or any project in which the total length increases by more than ¼-mile.

Notice of Administrative Modifications, which are approved by staff, will be provided to the Board of Directors, MoDOT, and U.S. DOT. Administrative modification is a revision that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification does not require public review and comment, a re-demonstration of fiscal constraint, or a conformity determination.

**Revisions to the LRTP Allowed as Administrative Modifications:**

- Increases in a project's cost estimate less than 25 percent (up to \$2,000,000);
- Minor changes to the scope of a project;
- Minor increases to the termini of a non-capacity project (no more than ¼-mile);
- Moving a project to another time band, provided fiscal constraint is maintained;

- Adding a project to the unconstrained list;
- Technical corrections.

### Transportation Improvement Program

The TIP is the short-range capital improvement program for the transportation system within the OTO study area. The TIP is a financially constrained four-year program outlining the most immediate implementation priorities for transportation projects and is updated annually. The TIP serves to program the expenditure of federal, state, and local transportation funds. To receive federal highway or transit funds a project must be included in the TIP. The TIP, as approved by the Board of Directors and the Missouri Department of Transportation, constitutes the selection document for project implementation. The first year of projects in the TIP represent the agreed list of projects eligible for implementation.

The OTO consults with all city and county governments within its study area during the annual TIP development process. The projects submitted by local governments are all part of their respective Capital Improvement Programs (CIP) where required. When developing the TIP, the OTO is required to consult with (1) agencies and officials responsible for other planning activities within the planning area, (2) recipients of assistance under title 49 U.S.C. Chapter 53, (3) government agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services, and (4) recipients of assistance under 23 U.S.C. 204, and this process shall be documented in the intra-agency memorandum of understanding.

Depending on their area of concern, the following boards hold public hearings on the proposed projects: Airport Board; Park Board; and Planning and Zoning Commission/Board. Other required agencies that are consulted during the TIP development process include:

[City Utilities of Springfield](#) - In January of 2015, CU Transit and the OTO executed a memorandum of understanding (MOU) wherein, CU agreed to rely on the locally adopted

public participation process requirements for the TIP as outlined in the PPP in lieu of the process required to develop its Program of Projects (POP). Per the MOU with CU, the OTO public participation process for the TIP satisfies CU's public participation process for the POP and has agreed to the following:

- The OTO will be responsible to conduct the project selection process and to publish the annual Program of Projects for the FTA 5307 and 5339 programs;
- The OTO will conduct the public participation process for the Springfield Urbanized Area for the FTA 5307 and 5339 programs;
- The OTO's public participation plan should state that the OTO's public participation process satisfies CU's public participation process;
- CU will assist the OTO with the public involvement process by allowing notices for public input opportunities to be placed in CU buses and facilities at no charge to the OTO;
- CU will rely on the OTO's public involvement process for the TIP and requires public notices be published annually by the OTO. If the proposed POP is not amended, the OTO must include a statement that the proposed program will be the final program, unless amended, and satisfies the requirements regarding the final POP;
- The OTO's public notice for the TIP must have an explicit statement that public notice of public involvement activities and time established for public review of and comments on the TIP will satisfy the POP requirements;
- CU will rely on the public involvement process for the TIP conducted by the OTO to satisfy Section 5307 and 5339 public involvement requirements for the POP;
- CU will report performance measure indicators to the OTO for reporting to the USDOT and informing the public of the improved performance of the transportation system resulting from federal investment.

The OTO advertises City Utilities' POP each year in the *Springfield News-Leader*. A public hearing is required prior to implementing either an increase in Transit fares or a significant reduction in service. A significant reduction in service is defined by the following criteria:

- A decrease of 25 percent or more in the revenue miles of route, either at one time or cumulative during any twelve-month period; or
- An increase in headways for a route of more than 15 minutes; or
- A re-routing that will last more than 180 days and decrease the revenue miles of a route by 25 percent or more.

[Missouri State University](#) - MSU utilizes the Transit Shuttle Advisory Committee for public involvement in the selection of projects to be included in the TIP. This committee includes representatives of the student body, faculty, administration, and transit operations.

[OATS Transit](#) - OATS uses public involvement procedures to select projects for inclusion in the TIP. The three methods used to solicit and gain public input include:

- A public notice;
- Input from an advisory group; and
- The Southwest Missouri Office on Aging.

[The Missouri Department of Transportation](#) – MoDOT SW District, regional planning commissions (RPCs), MPOs, and city and county officials form partnerships to gather and evaluate local input on transportation needs. Public comments concerning transportation needs are gathered from county-wide public meetings, calls to MoDOT's customer service center, public surveys, and comments received by local officials from their constituents. The local officials, generally in conjunction with the RPC and MPO, use these comments in their process for identifying and prioritizing transportation needs in this region. Each RPC and MPO develop a prioritized list of needs for MoDOT's consideration in programming.

### **The TIP Public Involvement Process**

Ahead of the TIP update process and upon completion of the annual STIP prioritization process, the OTO provides notice to the agencies and groups considered interested parties and to agencies that have previously submitted projects to the MPO. The notice

shall include information concerning the transportation issues and processes used in developing a TIP submittal. This notice will provide the information required to propose projects for inclusion in the TIP and the timetable to be followed. The OTO staff will be available to give these agencies and groups any assistance they might require in developing projects for submittal for the TIP.

Agencies submitting projects for inclusion in the TIP will include written documentation of the public involvement procedures used by that agency in selecting projects to include in the TIP and/or for federal funding, e.g., projects for which FTA Section 5307 funding is sought. If written or oral comments that question the need, scope or scheduling of TIP projects or that propose alternative projects are received during the TIP preparation process, the submitting agency will submit a summary analysis report on the disposition of the comments which will be made a part of the approved TIP.

The draft TIP is made available for comment for 30 days prior to Board of Director approval. A legal notice is placed in the *Springfield News-Leader* and/or other community papers. The draft TIP is made available on the OTO website, at the OTO offices, and at the Springfield-Greene County Library, CU Transit office, and the MoDOT SW District office. Any public comment received during this review period will be considered by the OTO staff and will be presented to the Technical Planning Committee and Board of Directors as part of the approval process.

Project sponsors may find it necessary to request revisions to the adopted TIP. TIP amendments and administrative modifications are defined pursuant to 23 CFR § 450.104. TIP Amendments are major revisions which require official approval by the OTO Board of Directors. This is followed by submission to MoDOT for approval by the Governor of Missouri and subsequent approval by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).

TIP Amendments require a public comment period of 15 days prior to consideration by the OTO Board of Directors. Notice is announced by press release, Board & TPC agendas, and on the OTO website.

**Revisions Requiring TIP Amendments:**

1. Addition or deletion of any project (except as noted in the Administrative Modifications section);
2. Substantial changes to the scope of a project (e.g. changing the number of through traffic lanes, changing the type of project such as from rehabilitation to system expansion);
3. Changes in the availability (adding or deleting funds by Congressional action) of earmarked (special appropriation) funds;
4. Moving a project into or out of the first four Federal Fiscal Years of a TIP;
5. Changes in a project's total programmed amount greater than 25% (or any amount greater than \$2,000,000);
6. Changes in a project's fund source(s) from non-Federal to Federal, unless the fund source(s) change from Advanced Construction to an identified Federal funding source; and
7. Changes in the termini of a capacity improvement project of any length OR any project in which the total length changes more than 1/4 mile.

TIP Administrative Modifications are minor revisions which can simply be made by OTO staff after verification that the change(s) falls into this category. More than one administrative modification can be made to a project if meeting the described allowances. Notification of administrative modifications will be provided to the Technical Committee, Board of Directors, MoDOT and Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). TIP Administrative Modifications will require no public comment period. The OTO staff ensures fiscal constraint is maintained.

**Revisions Allowed as Administrative Modifications:**

1. Changes in a project's total programmed amount less than 25% (up to \$2,000,000);

2. Minor changes to the scope of a project;
3. Minor changes to the termini of a non-capacity project (one that increases or decreases the total length of the project by no more than 1/4 mile);
4. Adding or deleting a project development phase of a project (Environmental Assessment, PE Design, ROW, Construction, or other) without major changes to the scope of the project;
5. Moving funds between development phases of a project (Environmental Assessment, PE Design, ROW, Construction, or other) without major changes to the scope of the project;
6. Moving a project's funds to another fiscal year, provided they are not being moved into or out of the first four fiscal years of the TIP;
7. Minor changes to funding sources between federal funding categories or between state and local sources;
8. Changes in a project's fund source(s) from federal to non-federal with no changes to the project's scope (however, the disposition of the "freed-up" Federal funds remain under the authority of the OTO and are subject to TIP Revisions as appropriate);
9. Changes from Advance Construction to Federal funding or from Federal funding to Advance Construction;
10. Changing a project's lead agency when agreed upon by the two agencies affected;
11. Changes made to an existing project's amount of local or state non-matching funds provided no other funding, scoping or termini changes (beyond what is allowed administratively) are being made to the project;
12. Changes made to an existing project's programmed federal funds, to reflect the actual amount awarded by the federal agency and the corresponding required matching funds (up to 25% or \$2,000,000);
13. Adding a project to the TIP which is split from a "parent project" provided the cumulative total amount of Federal funding in each funding category in the parent and split projects remains intact and the overall scope of work intended to be accomplished does not change (an additional administrative modification may be made to the split project, as allowed elsewhere in this list);



14. Combining two or more projects already in the TIP provided the cumulative, total amount of federal funding in each funding category of the combined projects remains intact and the overall scope of work intended to be accomplished does not change; and
15. Technical corrections.

### Unified Planning Work Program

The UPWP is a description of the proposed activities of the OTO for the upcoming fiscal year. The program is prepared annually and serves as a basis for requesting federal planning funds from the USDOT through MoDOT. All tasks are to be completed by OTO staff unless otherwise identified.

The UPWP serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document is prepared by OTO staff with assistance from various agencies including MoDOT, FHWA, the FTA, CU Transit, and members of the OTO TPC, which is made up of representatives from each of the nine OTO jurisdictions.

The draft of the new UPWP for the coming year is usually completed by March for TPC review. A 15-day public comment period is required for the UPWP. The UPWP draft document is made available on the OTO website and at the OTO office for public comment. A press release announcing the comment period is sent to media contacts, posted on the OTO website, and posted in full view of the public at the OTO office. An effective means of incorporating public input into the UPWP is to review comments received from the previous year that relate to similar new projects. When developing the work program, the UPWP project manager should take this public comment into consideration.

### Public Participation Plan

The PPP provides a framework to guide the public participation process in transportation planning activities at the OTO, such as the UPWP, LRTP, TIP, and a range of programs and special studies, including major investment studies. This plan specifies the OTO's policy

objectives and techniques to be considered and employed in improving the public participation process.

Updates to the PPP itself involve an inclusive public participation process. The process shall meet the goals of the currently adopted Public Participation Plan and strive to employ new and/or underused methods for engaging the public, particularly to evaluate and validate the effectiveness of strategies outlined in the current plan.

Once a final draft of an updated PPP is complete, OTO staff will post it to the OTO website and maintain a hard copy at the OTO office. A press release announcing a 45-day public comment and review period will be sent to media contacts and a legal notice will be placed in the *Springfield News-Leader*. All comments received by the OTO will be considered in the final review by the Board of Directors prior to its adoption.

#### [Other Plans and Studies](#)

The OTO Transit Coordination Plan (TCP) fulfills the federal requirements of a Human Services Transportation Plan (HSTP) enacted under MAP-21 and the recently adopted FAST Act. The TCP is intended to identify needs and gaps in human service transportation services for seniors and individuals with disabilities in the OTO study area. The TCP is used to guide the use of funds from the Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program.

A draft of the TCP is posted on the OTO website and a paper copy is made available in the OTO office prior to the commencement of a 30-day public comment period. A press release is sent to media contacts providing public notice of the comment period. In addition, a legal notice is placed in the *Springfield News-Leader* and/or other community papers. Figure 1 provides a summary of the public participation process for the OTO's core planning documents.

Several other plans and projects that the OTO develops as needed include, but are not limited to, the [OTO Title VI/ADA program](#), the Annual Listing of Obligated Projects, the

[Limited English Proficiency Plan](#), the Congestion Management Process, and the Performance Measures Report. These other plans and reports require a press release notifying the public of at least a 15-day comment period.

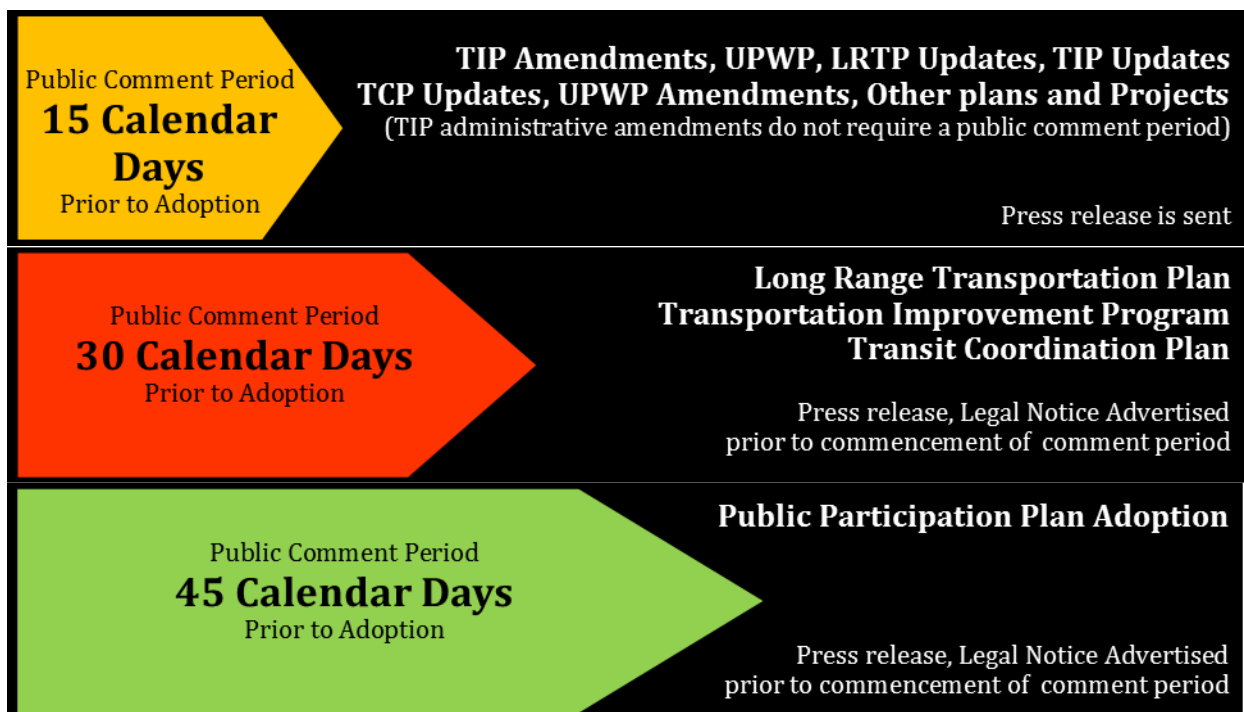


Figure 1 Public Comment Periods for Specific Plans and Purposes

Public Meetings

The [OTO Board of Directors](#) and [Technical Planning Committee](#) meetings are considered public meetings. Other meetings where the OTO leadership conducts business, such as the Executive Committee meetings are also considered public meetings. Press releases are sent to media contacts and agendas are posted in public spaces, including the OTO office, at least one week prior to the meeting date. The body of the press release is posted to the News & Updates section of the OTO website where the public can comment on the content. The URL for the posting is then sent via Facebook and Twitter.

When circumstances arise that prohibit in-person public meetings, such as a public health crisis or other emergencies, the OTO adheres to [Missouri Sunshine Law](#) guidance that provides means for public bodies to conduct public meetings in alternative ways, such as


online meetings or video conferencing. In these instances, the OTO may conduct an “E-meeting” via email where committee members can motion, second, and vote on agenda action items and takes advantage of our website and social media pages to post recordings or live streams of public meetings.

If the OTO chooses to have an online (E-meeting) meeting staff will need to ensure that the meeting notice references the change from the usual method. If the meeting will be held online, “§ 610.020.1, RSMo, requires that the body **‘post a notice of the meeting on its website in addition to its principal office.’** Section [610.020.1, RSMo](#), further requires that the body **‘shall notify the public how to access that meeting.’**” Staff will still need to provide a meeting agenda in the same manner as the standard in-person meeting notice.

The Sunshine Law does not preclude voice-votes during online or video conferencing, however, roll call voting will be conducted for all action items. Generally, under [§610.015, RSMo](#), an elected member of a public governmental body can only participate in a roll call vote if they are physically present or participating via video conferencing. This also means that a quorum of the public governmental body must be present in-person or via video conferencing for a roll call vote to be held.

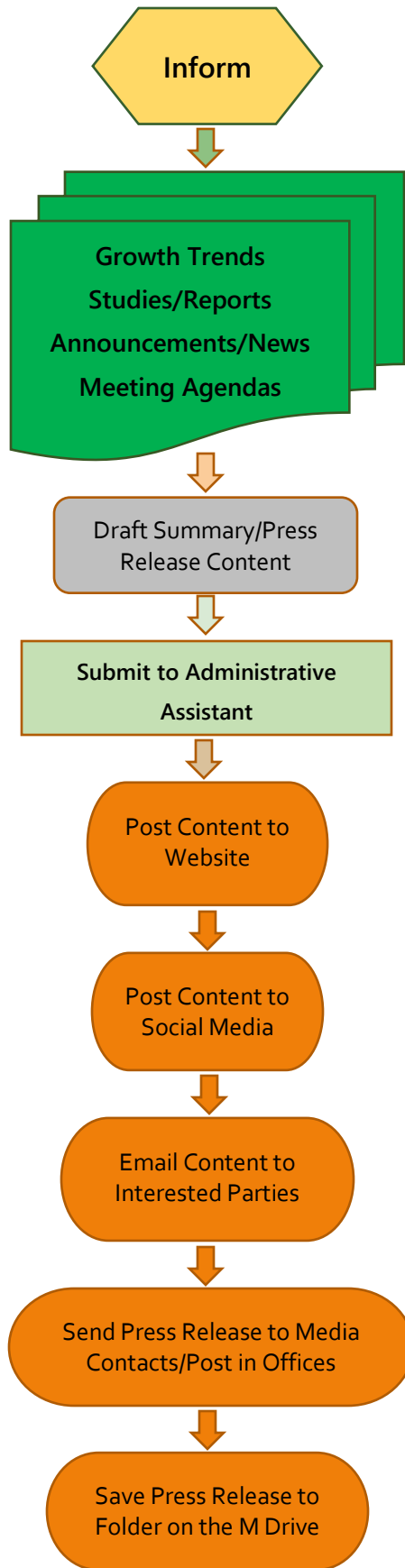
# Public Participation Process

The goal of this outline is to provide structure and continuity for public engagement for various activities of transportation planning conducted by the OTO. The level of public participation required for activities in the planning process changes according to what is to be accomplished. The table below describes a spectrum of participation for an increasing level of public impact. This document provides an outline of the public participation process to be followed for each level of participation on the spectrum.



	<b>Inform</b>	<b>Consult</b>	<b>Collaborate</b>
<b>Type of Plan, Study or Activity</b>	Meeting agendas, Announcements/News, Growth Trends, Studies/Reports, CMP	UPWP, DBE Goals, ALOP, LEPP, Title VI, Amendments	TIP, LRTP, PPP, TCP, Other Studies & Plans
<b>Tools</b>	Press Releases, Social Media, Email, Website	Surveys, Public Meetings, Mailer/postcards, Legal Ads, Blog posts	Workshops, Deliberate Polling, Posters/Flyers, Media Ads, Community Events

Source: Adapted from the International Association for Public Participation "Spectrum of Participation" [www.iap2.org](http://www.iap2.org).



The **inform** level can be a standalone process for **public awareness** and **capacity building**.  
 The inform process, however, is also a component of higher levels on the participation spectrum.  
 This process will be used to inform the public of surveys, public meetings, and comment periods for plans and studies that require a higher level of public impact.

The lead OTO staff person responsible for the project or task will **prepare a summary or draft press release** with key information for public consumption. The press release/summary will submit information to the communications clerk.

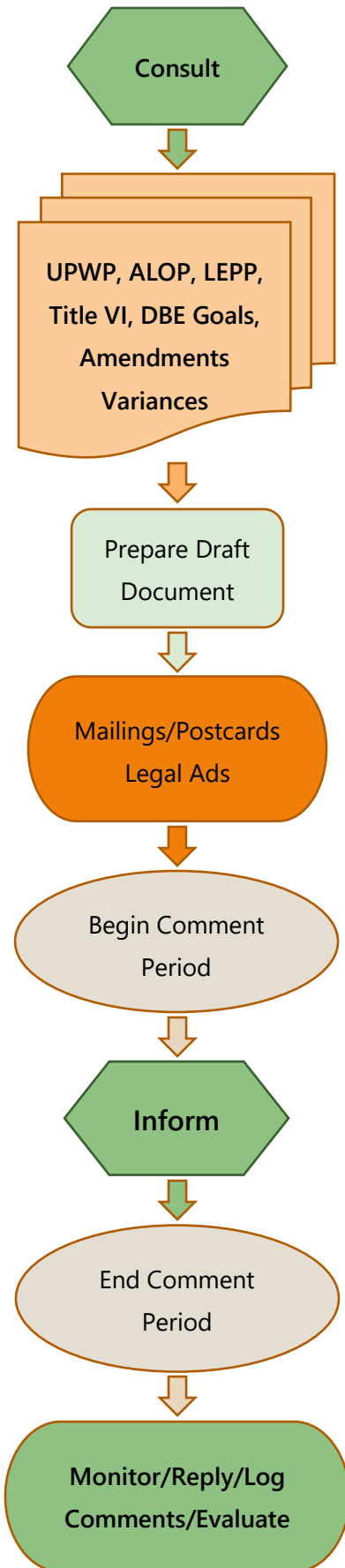
The **administrative assistant** is the position at the OTO that will be responsible for the execution of the process.

All announcements and/or reports will be **posted to the OTO website**, in the OTO office, or other public venues (Library, MoDOT office, etc.).

Summary content will be posted on **Facebook and Twitter** accounts with **links to the content at the OTO website**.

An **email** announcing completion of reports or meeting agendas will be sent to **Interested Parties** if applicable

The **press release** will be emailed to **media contacts** and posted in the OTO offices when applicable.



The **consult** level on the participation spectrum includes plans and policies where **public comments are being solicited**.

The consult process **includes** the **inform** process to make the public aware of the how, when, and what regarding the requested feedback.

The UPWP, UPWP Amendments, TIP Amendments have **required comment periods** of specified lengths as per the **Code of Federal Regulations** as presented in the OTO **Public Participation Plan**.

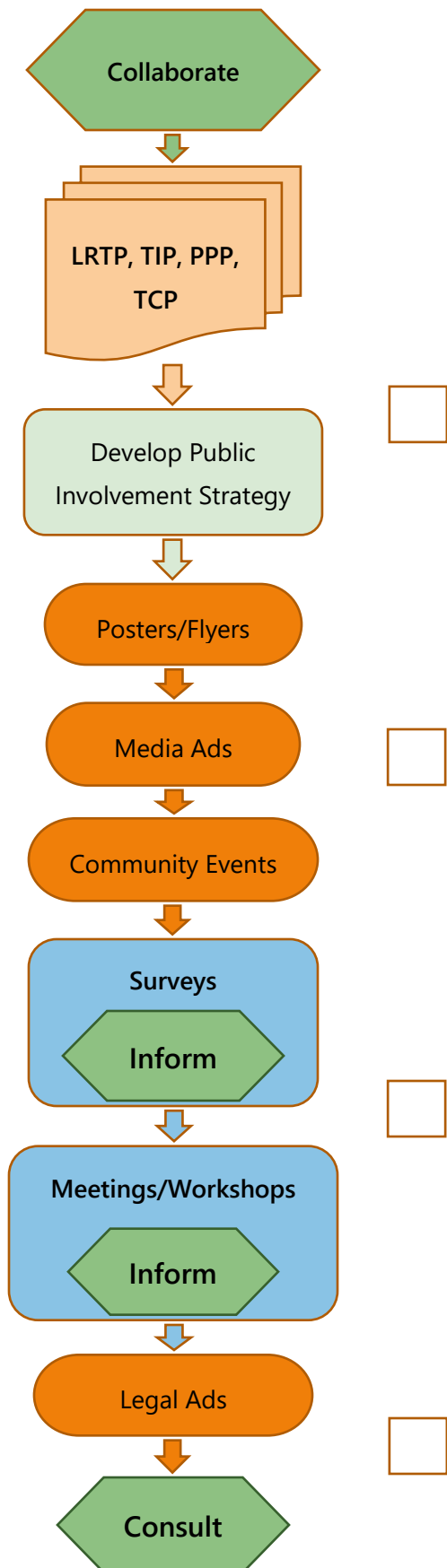
The OTO staff member responsible for the project or task will prepare a **draft document** to be made available **for public comment**.

These tools were not included in the **inform** process. These are **options** to elicit comment from **targeted stakeholder groups** or **document a comment period** which is necessary for some projects in the consult level of participation.

**Draft content** containing information about **when** the comment period begins and ends, **where** the documents can be accessed, and **how** to comment.

The **inform** process should be initiated as a sub-routine for the consult level of participation. Information should be submitted to the **administrative assistant** for **dissemination**.

At the end of the comment period, all **comments** will be **logged** into a central location and summarized. An explanation of how they impacted the plan or project will be prepared by the OTO staff member responsible for the project or plan and **included as an appendix** to the document.



**Collaboration** is the highest level of participation on the spectrum. This level **includes** both lower participation levels, **inform and consult**. At the collaboration level the **public** is actively **engaged** through **surveys and meetings** to provide **feedback** and **guide** the direction of the plan.

Most of the **plans** and **studies** at the collaboration level **include** the development of a **strategy** for public involvement. If **surveys** are included, they are created with specific content depending on the plan. Information for **meetings and workshops** must be prepared in advance to frame the issues for discussion. The strategy also must include a **“get the word out”** marketing campaign to make the public aware of planning activities.

The **Long-Range Transportation Plan** requires the highest levels of public engagement at the OTO. Public involvement tools that may be included in the strategy for plans and studies at the collaboration level include **direct marketing** with **promotional ads** as well as **posters and flyers** to **create awareness** of planning activities and **build capacity** for participation.

The **inform** process should be initiated for each **meeting, workshop** and/or **survey**. The inform process for these **high-level public involvement mechanisms** can be **enhanced** from its lower level base to include **direct marketing** tools to **“get the word out”** about these opportunities that are **vital** to the collaboration process and **successful plans**.

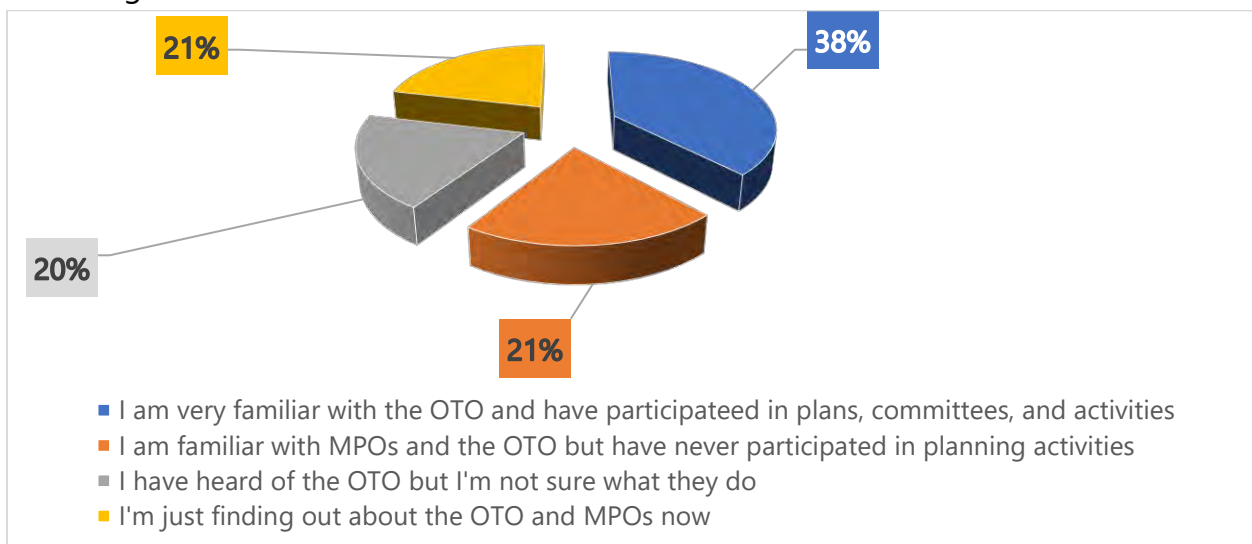
The **consult** process is initiated **after planning activities** have been completed and a plan document has been drafted to **allow for public comments before plans are adopted** or approved by the BOD. **Legal ads** should be integrated into the process for plans with required comment period lengths set forth in the Code of Federal Regulations as per the PPP.



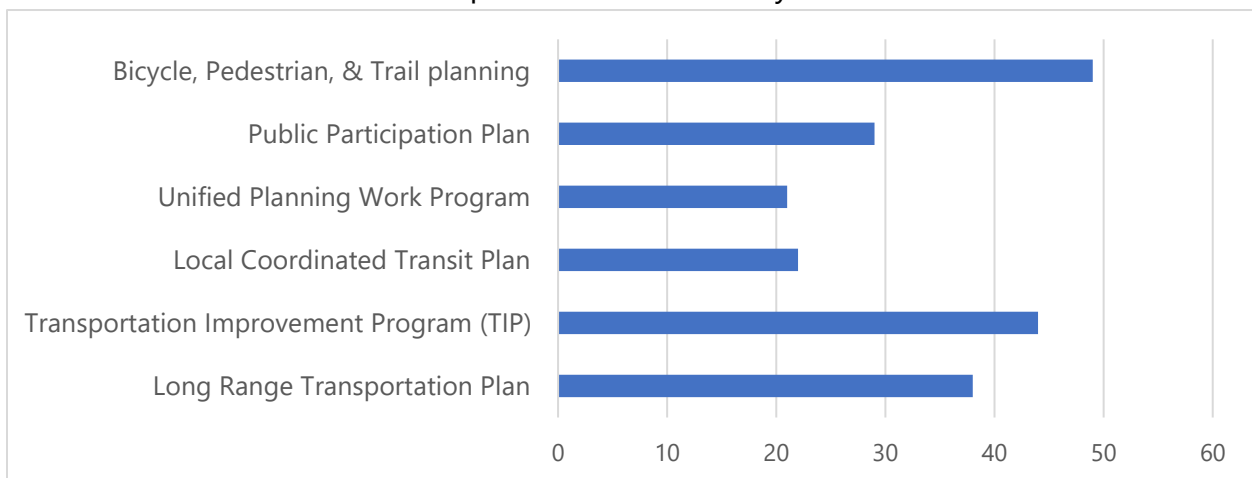
# Appendix A: Interested Party Survey Results

Interested parties were consulted during the preparation of the 2023 Public Participation Plan update via an electronic survey. A link to the survey was sent to 305 email accounts representing interested parties as defined in the Code of Federal Regulations and posted to Facebook and Twitter. The 8-question survey was active from April 8 – April 28, 2023 and resulted in 84 completed surveys.

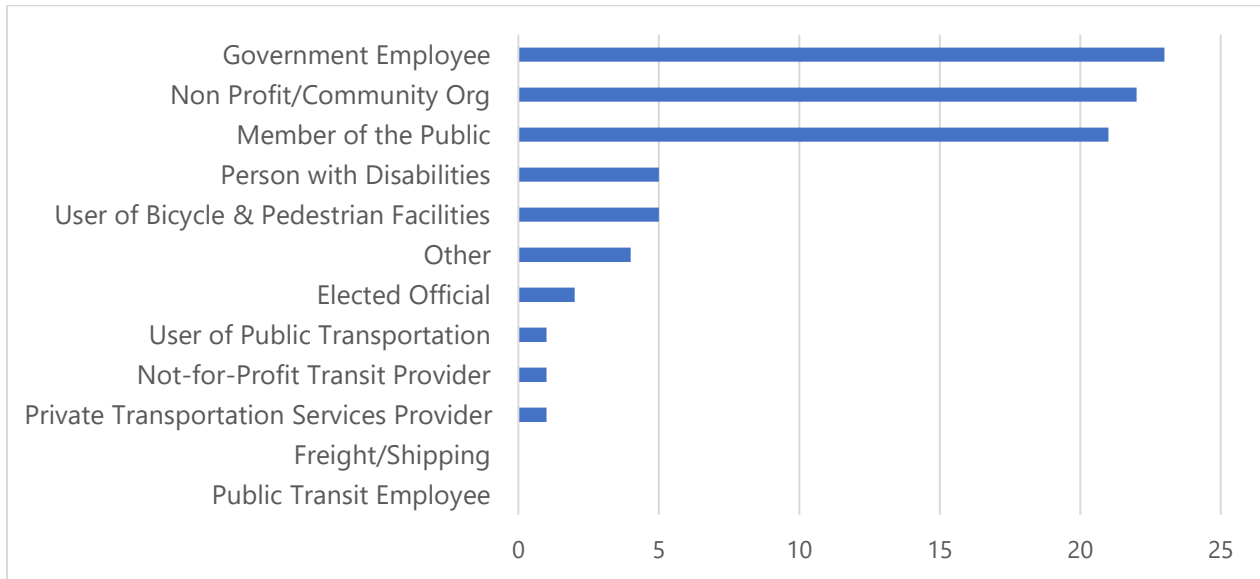
Question 1: How familiar are you with the Ozarks Transportation Organization and its role in the region?



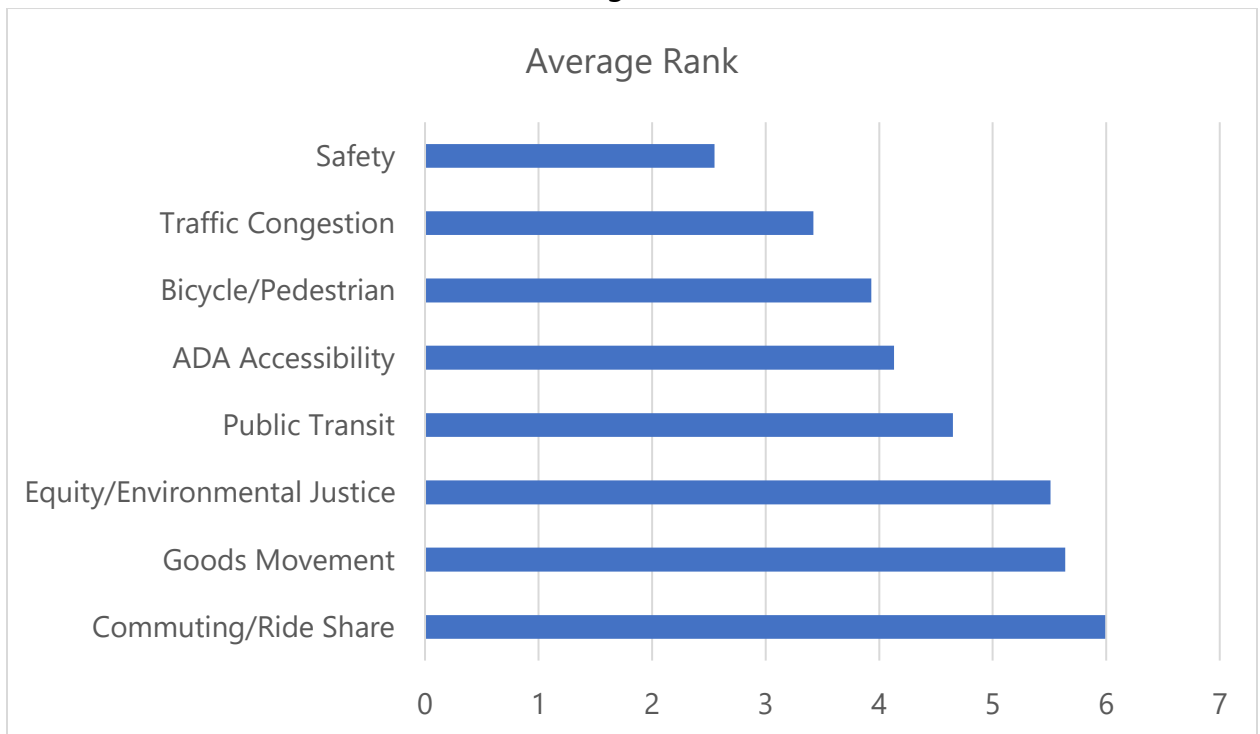
Question 2: Which of these OTO plans or activities are you familiar?



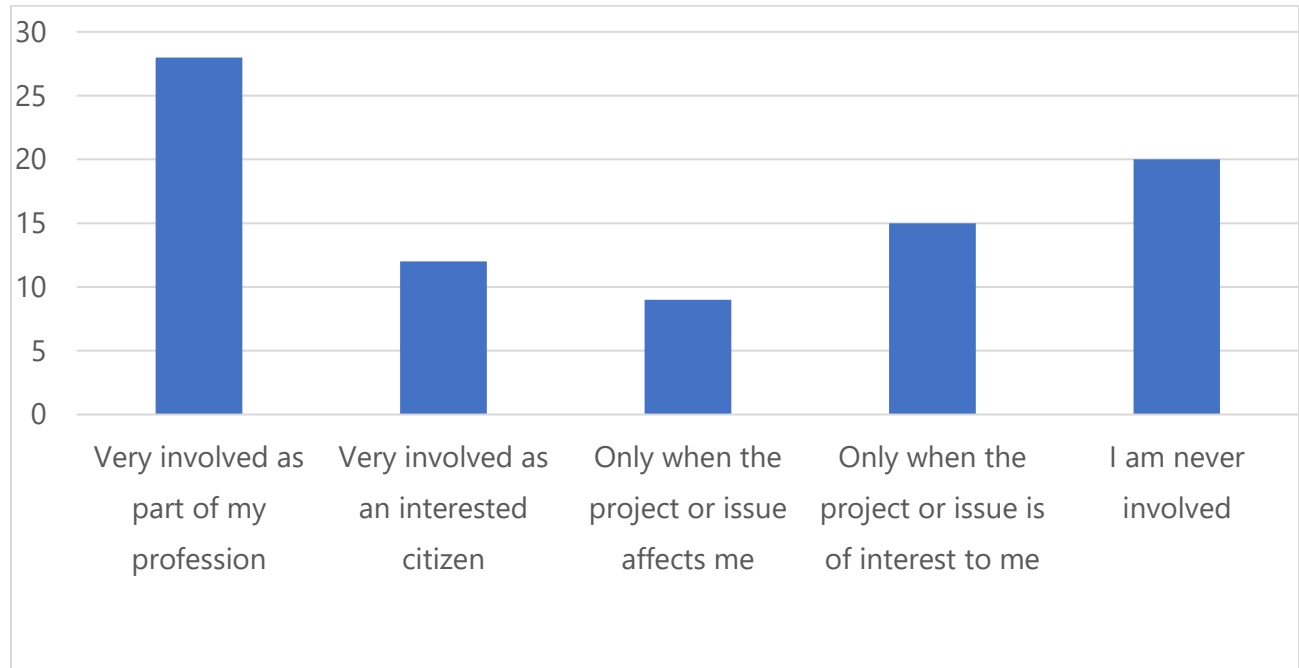
Question 3: Which of the following best describes you?



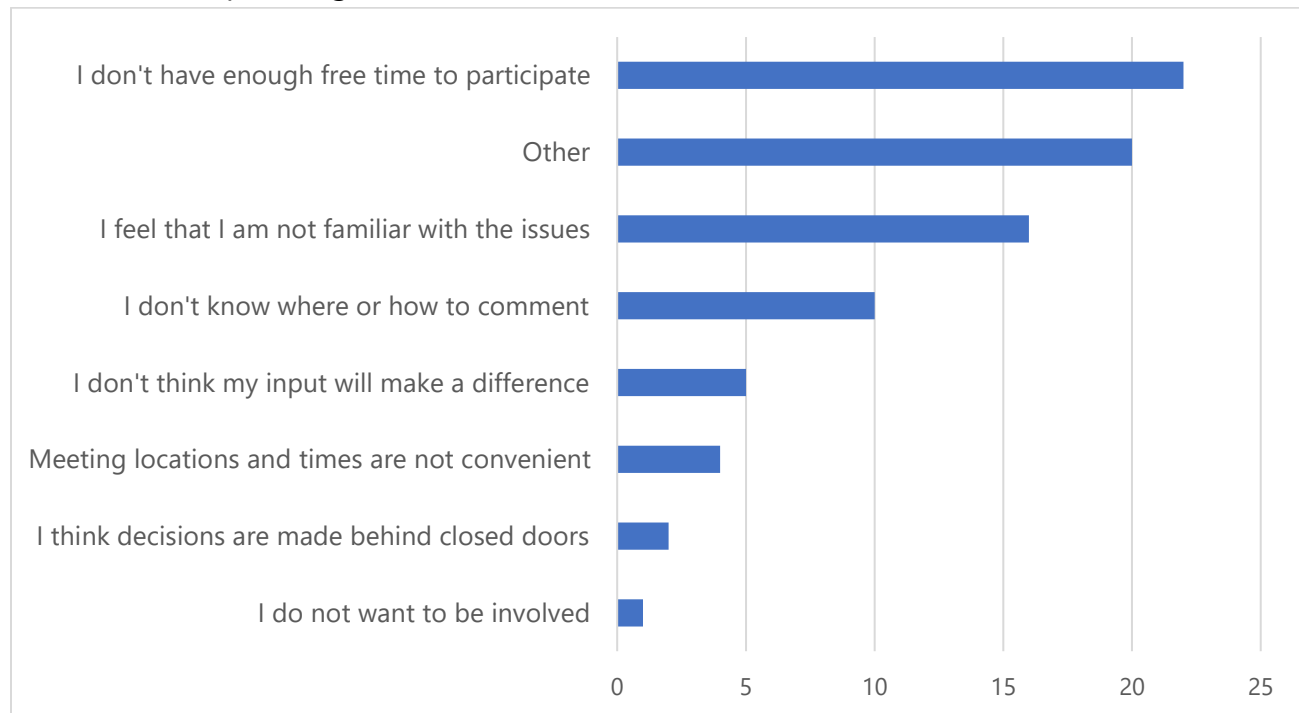
Question 4: Please rank (1 – 8) the following in order of interest



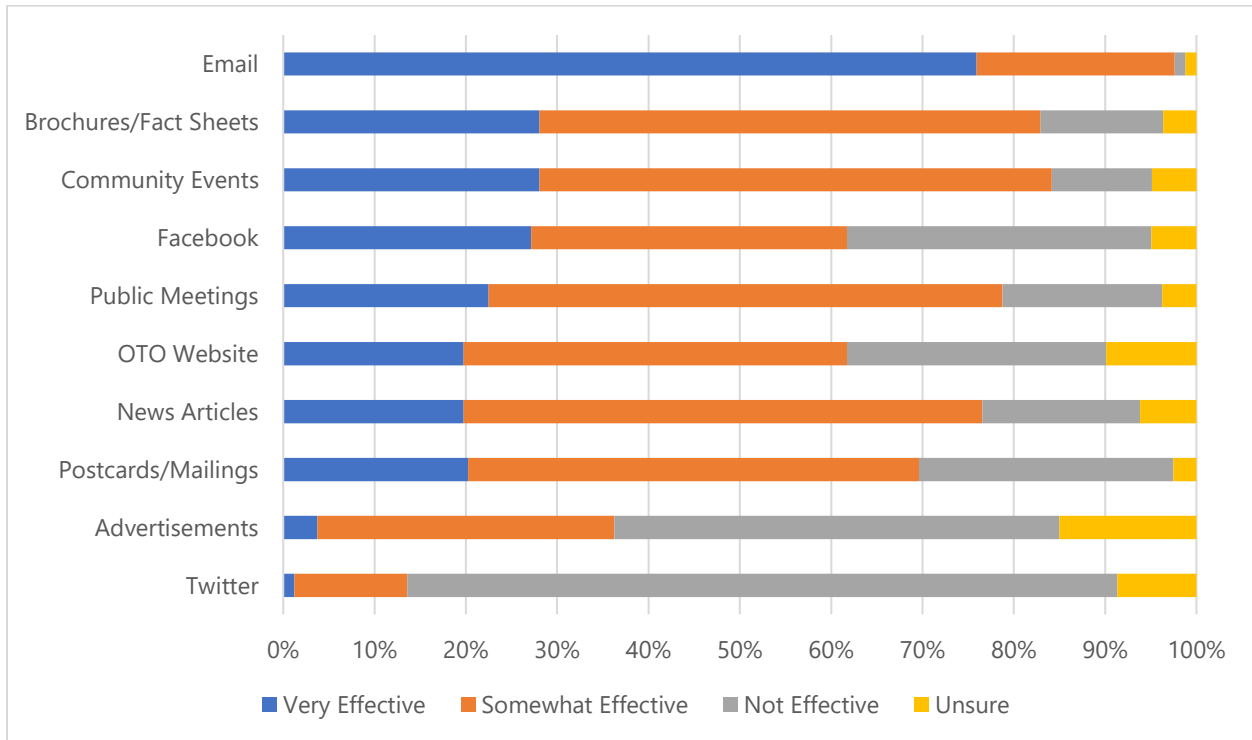
Question 5: How best would you describe your current involvement with the transportation planning process?



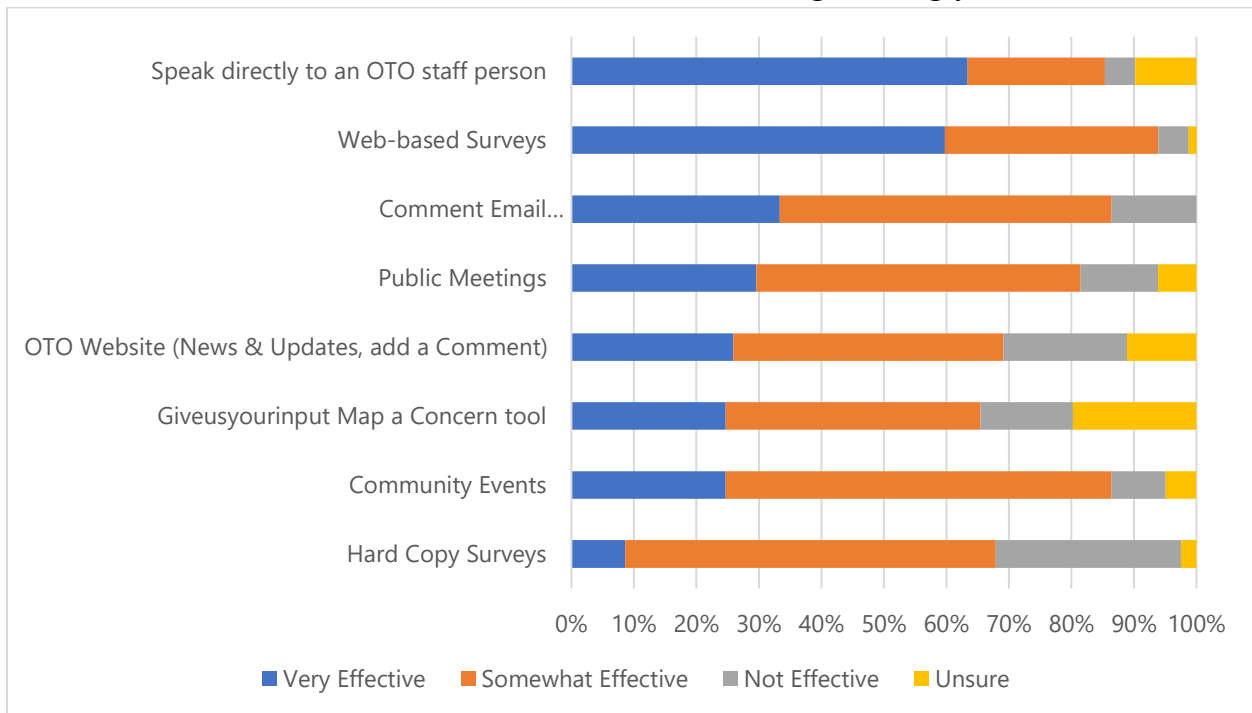
Question 6: What barriers if any prevent you from becoming more involved with the OTO and MPO planning activities?



Question 7: How effective are each of the following methods for getting information to you?



Question 8: How effective are each of these methods for gathering your comments?



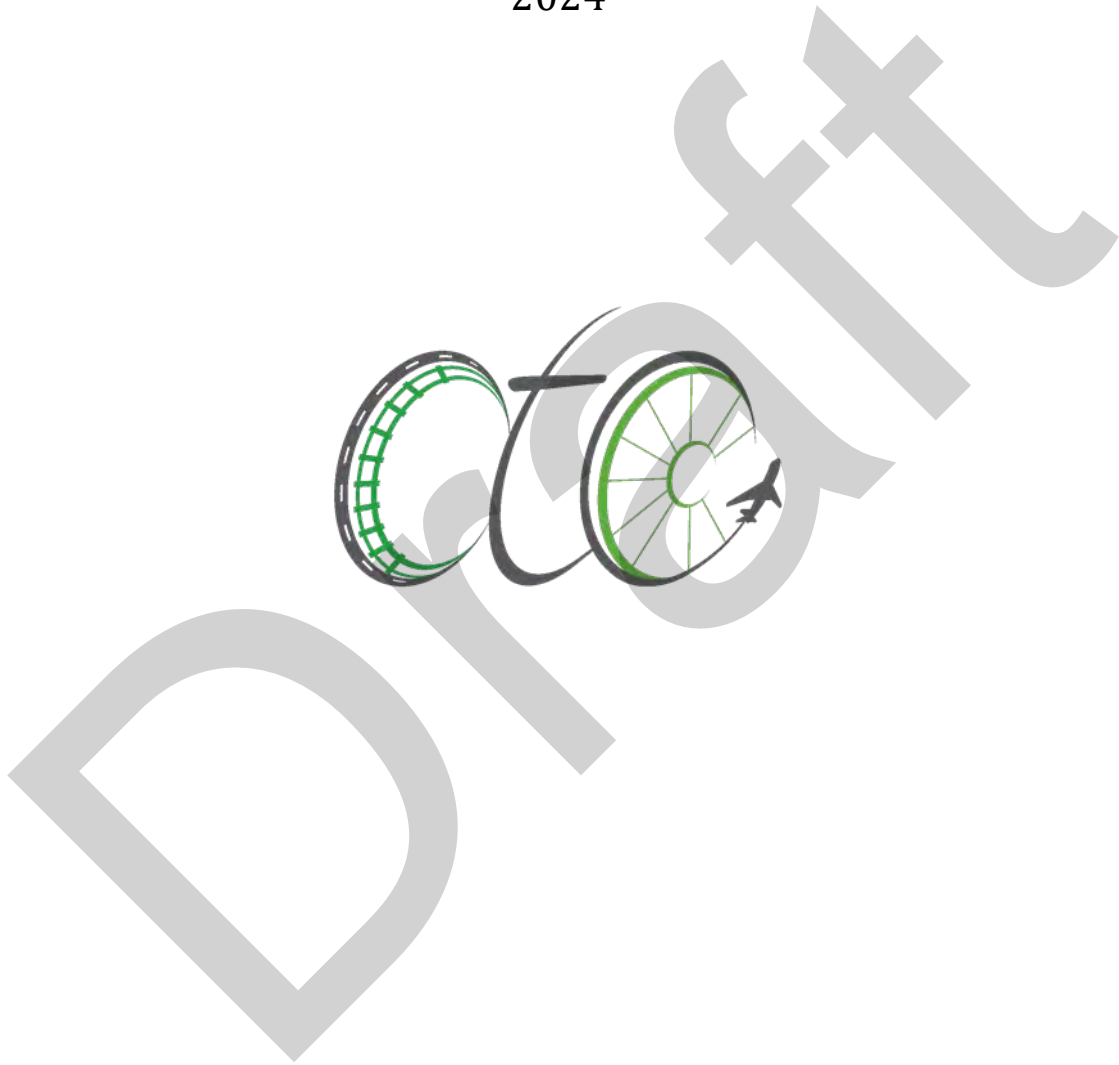
**Appendix F: Limited English Proficiency Plan**

Draft

# OZARKS TRANSPORTATION ORGANIZATION

## LIMITED ENGLISH PROFICIENCY PLAN

2024



ADOPTED BY BOARD OF DIRECTORS

MAY \_\_, 2024

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# Introduction

## Background

The Ozarks Transportation Organization (OTO) operates its programs and services in accordance with the principle and intentions of the 1964 Civil Rights Act and its implementing acts and guidance. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d et seq) provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

On August 11, 2000, Executive Order 13166 was signed into law by President Clinton. This executive order required improved access to service for LEP persons, and gave Title VI (discrimination) protection to LEP persons. Following the Executive Order, the U.S. Department of Transportation (DOT) issued a “Policy Guidance Concerning Recipient’s Responsibilities to Limited English Proficient (LEP) Persons” on December 14, 2005 (Federal Register/ Vol. 70, Mo. 239). DOT’s policy requires DOT recipients to take reasonable steps to ensure meaningful access to their programs and activities by LEP persons. In 2012, the Federal Transit Authority (FTA) released their guidelines and requirements for recipients of FTA financial assistance (FTA C 4702.1). This required MPOs to have an LEP plan, which identifies the LEP populations which might need improved access to the planning process, the methods to identify LEP individuals at public meetings, and identifies available language services.

The FTA also references the DOT LEP guidance in its Circular 4702.1B *Title VI Requirements and Guidelines for Federal Transit Administration Recipients*. Chapter III, Section 9 of this Circular references the LEP requirements and responsibilities and suggests that FTA recipients and subrecipients develop a language implementation plan consistent with the DOT LEP guidance.

The DOT LEP guidance states that “most individuals living in the United States read, write, speak and understand English. There are many individuals, however, for whom English is not their primary language. For instance, based on the 2020 census, regarding individuals older than age 5, over 26 million individuals speak Spanish and almost 7 million individuals speak an Asian or Pacific Island language at home. If these individuals have a limited ability to read, write, speak, or understand English, they are limited English proficient or ‘LEP.’”

The DOT guidance also provides a framework for an analysis on how to determine reasonable steps to ensure meaningful access to recipients’ programs and activities by LEP persons, which includes four factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or grantee;
2. the frequency with which LEP individuals come in contact with the program;
3. the nature and importance of the program, activity, or service provided by the program to people's lives; and
4. the resources available to the grantee/recipient or agency, and costs.

In the LEP plan the OTO incorporates the different policies and guidelines, including the four-factor analysis to ensure meaningful access by LEP persons.



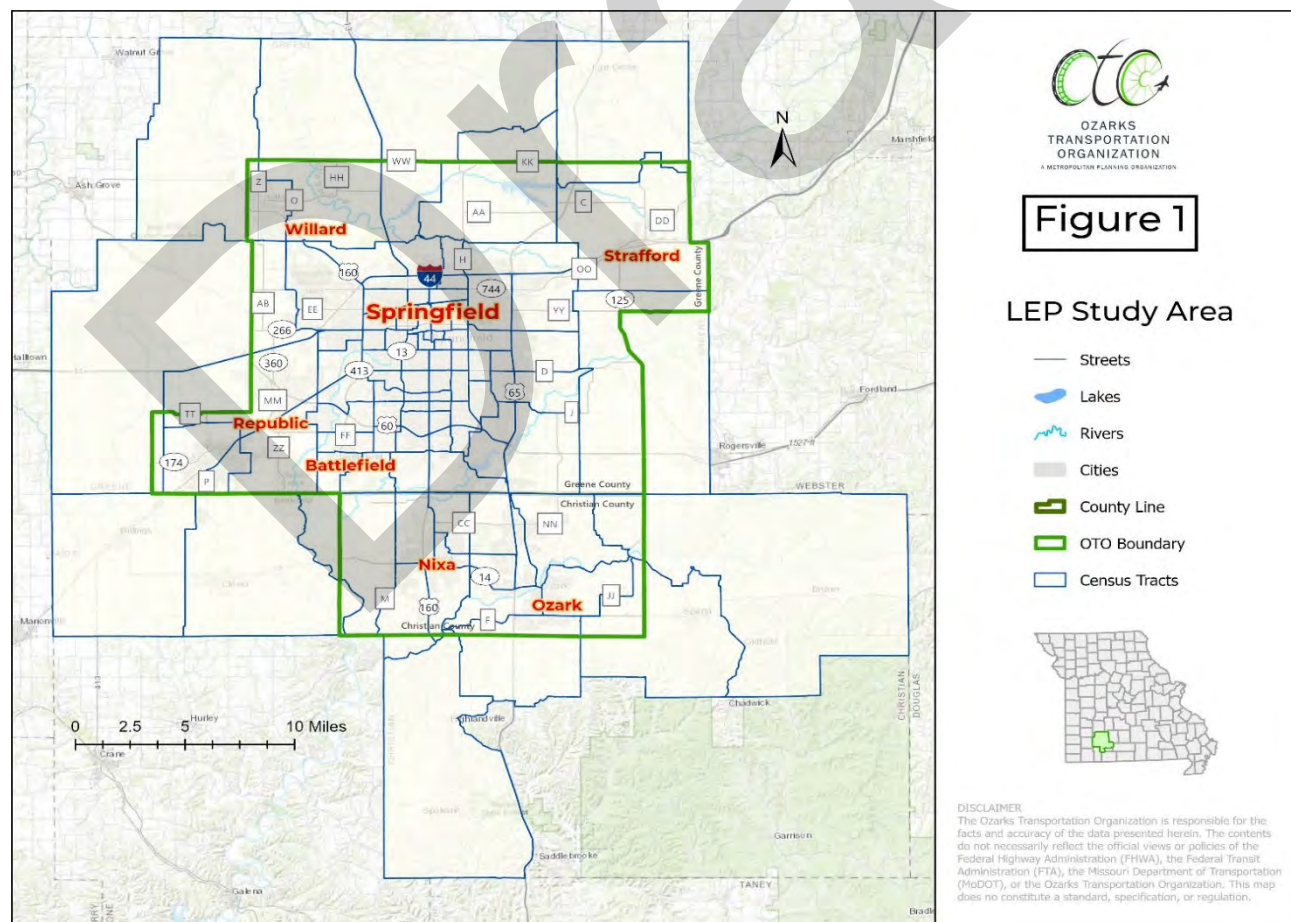
# The Ozarks Transportation Organization

The Ozarks Transportation Organization (OTO) MPO is the federally designated regional transportation planning organization that serves as a forum for cooperative transportation decision-making by state and local governments, and regional transportation and planning agencies. MPOs are charged with maintaining and conducting a “continuing, cooperative, and comprehensive” regional transportation planning and project programming process for the MPO’s study area. The study area is defined as the area projected to become urbanized within the next 20 years.

The OTO includes local elected and appointed officials from Christian and Greene Counties, and the cities of Battlefield, Nixa, Ozark, Republic, Springfield, Strafford, and Willard. It also includes technical staffs from the Missouri Department of Transportation, Federal Highway Administration, Federal Transit Administration, and the Federal Aviation Administration.

Staff from local governments and area transportation agencies serve on the OTO’s various committees and provide technical review, comments, and recommendations on draft OTO plans, programs, studies, and issues.

As shown in Figure 1, the LEP study area includes all census tracts that overlap with the OTO boundary due to the availability of the data from the American Community Survey. The LEP study area includes almost all census tracts in Greene and Christian Counties. Each County has one census tract that does not overlap with the OTO boundary. In Christian County, it is census tract 205.02 in the southeast and in Greene County, it is census tract 50.01 in the northwest.



# Four Factor Analysis

## Factor 1: The Number or Proportion of LEP Persons Served or Encountered in the Eligible Service Population

The first step in determining factors of an LEP Plan is to identify the proportion of LEP persons who may encounter the OTO, their literacy skills in English and their native language, and the location of their communities and neighborhoods within the OTO region.

To do this, the OTO evaluated the level of English literacy and to what degree individuals in the planning area speak a language other than English and what those languages are. This was done by using U.S. Census data from the American Community Survey (Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates Table ID 16001) and data from the Missouri Department of Elementary and Secondary Education. Data has been mapped by census tract, census PUMA, and school district. Please note that the analysis used all census tracts that overlap with the OTO boundary, which increased the population of the LEP study area compared to the OTO service area.

Overall, there are 5,985 individuals that speak English less than “very well,” as shown in Table 1. Greene County has the largest LEP population in terms of overall numbers and percentage of population. The largest group of LEP persons who speak English Less Than “Very Well” speak Spanish, followed by Vietnamese as second largest group. People speaking a language other than English at home in Greene and Christian Counties is much larger than the LEP population. Over 19,100 people live in a home where English is not the dominate language spoken.

TABLE 1 ANALYSIS OF LEP PERSONS

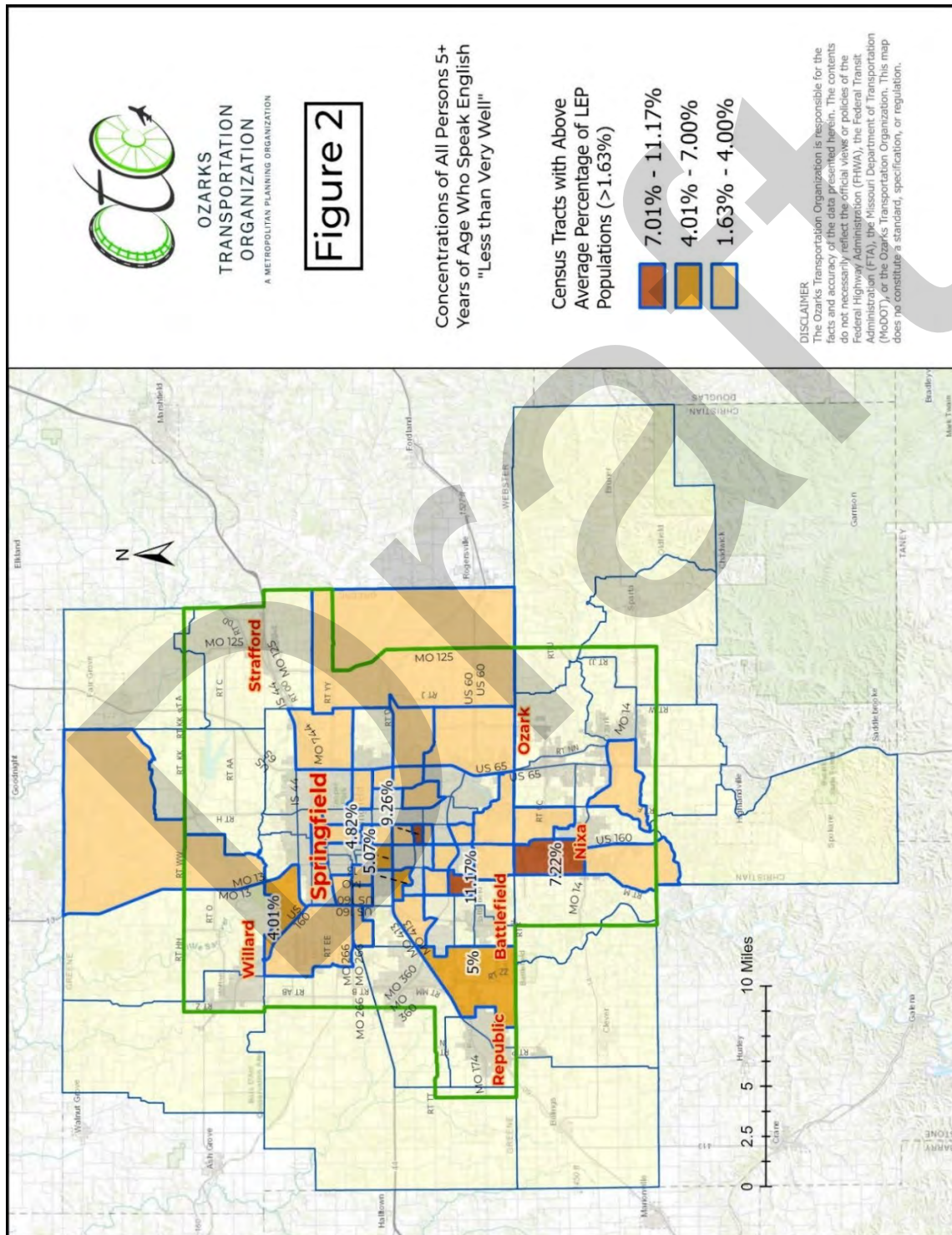
	Greene County Census Tracts that overlap with OTO Study Area	Christian County Census Tracts that overlap with OTO Study Area	All census tracts that overlap OTO Study Area
<b>Number of Persons 5+ Years of Age</b>	<b>278,696</b>	<b>80,610</b>	<b>359,306</b>
<b>Number of Vietnamese Speaking Persons 5+ Years Who Speak English Less Than "Very Well"</b>	338	222	560
<b>Percentage of Vietnamese Speaking Persons 5+ Years Who Speak English Less Than "Very Well"</b>	0.12%	0.28%	0.16%
<b>Number of Spanish Speaking Persons 5+ Years Who Speak English Less Than "Very Well"</b>	1,901	507	2,408
<b>Percentage of Spanish Speaking Persons 5+ Years Who Speak English Less Than "Very Well"</b>	0.68%	0.63%	0.67%
<b>Number of All Persons 5+ Years Who Speak English Less Than "Very Well"</b>	4,729	1,256	5,985
<b>Percentage of All Persons 5+ Years Who Speak English Less Than "Very Well"</b>	1.70%	1.56%	1.67%
<b>Number of Persons 5+ Years of Age that Speak a Language Other Than English at Home</b>	15,769	3,373	19,142
<b>Percentage of Persons 5+ Years of Age that Speak a Language Other Than English at Home</b>	5.66%	4.18%	5.33%

Source: U.S. Census Bureau, 2018-2022 American Community Survey 5-Year Estimates Table, C16001

The OTO also mapped specific Census Tracts where the proportion of LEP persons exceeds the proportion of LEP persons in the service area as a whole. This can be seen in Figure 2 and Figure 3.



These maps highlight those Census Tracts which have a LEP population higher than the MPO average proportion of LEP individuals and Spanish speaking LEP individuals, respectively. Many LEP individuals are in the cities of Springfield, Nixa and east of Republic. The tracts with the highest concentrations of LEP individuals are in central and south-central Springfield, and northern Nixa and between Battlefield and Republic. The census tract with the highest percentage of Spanish speaking individuals, who speak English less than very well is in south Springfield and also includes areas outside the city limits. Other areas of Spanish speaking populations include central Springfield, east of Republic and southern Nixa.



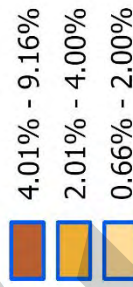


**OZARKS  
TRANSPORTATION  
ORGANIZATION**  
A METROPOLITAN PLANNING ORGANIZATION

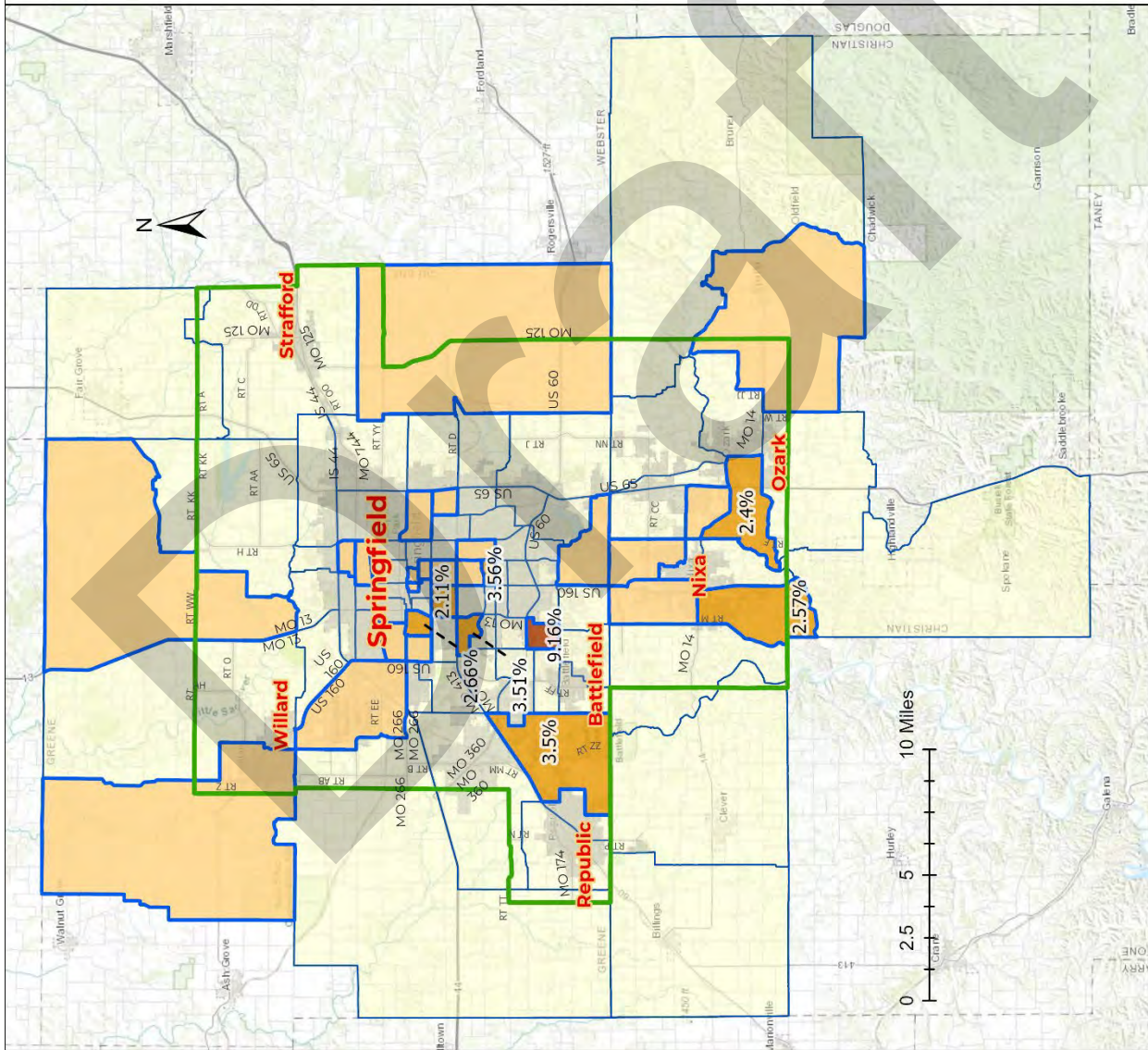
**Figure 3**

**Concentrations of Spanish Speaking Persons 5+ Years of Age Who Speak English "Less than Very Well"**

**Census Tracts with Above Average Percentage of LEP Spanish Speaking Populations (>.66%)**



**DISCLAIMER**  
The Ozarks Transportation Organization is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Missouri Department of Transportation (MoDOT), or the Ozarks Transportation Organization. This map does not constitute a standard, specification, or regulation.





Finally, data on language spoken at home was reviewed. This data is only available for regions with very large populations or for a geographic unit that does not correspond to common jurisdictional boundaries called Public Use Microdata Area (PUMA). PUMAs have similar populations and are designed to protect individual anonymity. The OTO area overlaps with three PUMAs, as shown in Figure 4. The City of Springfield and portions of Greene County immediately surrounding the city are divided into two PUMAs. The remainder of Greene County and all of Christian and Webster Counties are included in a third. Within the two PUMAs containing the City of Springfield, Spanish, Chinese, and Vietnamese are the most common languages other than English spoken at home. Table 2 contains the top ten language groups other than English spoken at home for the two PUMAs containing Springfield combined and individually. Filipino, French, Malayalam, Other English – based Creole languages, and Chin Languages are five languages that appear on the lists for individual PUMAs but not the list for the combined PUMAs.

**TABLE 2 TOP 10 LANGUAGE GROUPS OTHER THAN ENGLISH SPOKEN AT HOME, NORTH AND SOUTH SPRINGFIELD PUMAS**

Springfield – Combined PUMAs	Individual PUMAs	
	Greene- North Springfield	Greene- South Springfield
Spanish	Spanish	Spanish
Chinese	Vietnamese	Chinese
Vietnamese	Chinese	Russian
Russian	German	Hmong
Hmong	French	Vietnamese
German	Romanian	German
French	Filipino	Tagalog
Romanian	Other English-based Creole languages	French
Tagalog	Telugu	Malayalam
Telugu	Hmong	Chin languages

The third PUMA, including parts of Greene County outside Springfield, Christian County, and Webster County contains information on the large German speaking Amish and Mennonite populations located in Webster County. The German, Swiss German, and Pennsylvania German languages shown in Table 3 primarily correspond with these groups in Webster County. These individuals have limited interaction with the OTO Study Area. The other languages included in this PUMA’s top ten generally correspond to the languages spoken in the two Springfield PUMAs.

**TABLE 3 TOP 10 LANGUAGE GROUPS OTHER THAN ENGLISH SPOKEN AT HOME, CHRISTIAN, WEBSTER, AND REMAINDER OF GREENE**

Christian, Greene (Outside Springfield), & Webster Counties PUMA
Spanish
Swiss German
German
Romanian
Russian
Hungarian
Pennsylvania German
Japanese
Korean
Tagalog



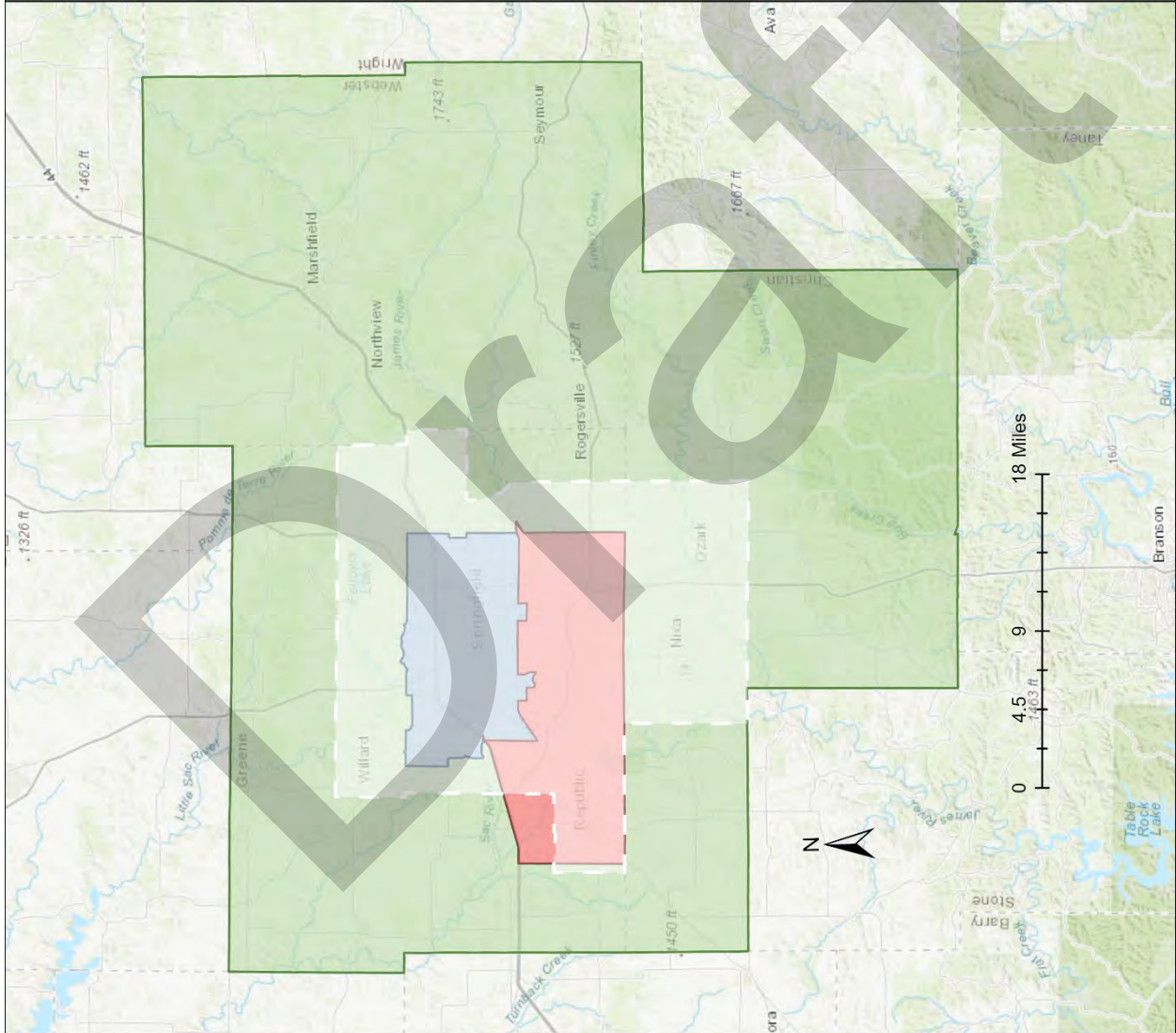
**OZARKS  
TRANSPORTATION  
ORGANIZATION**  
A METROPOLITAN PLANNING ORGANIZATION

**Figure 4**

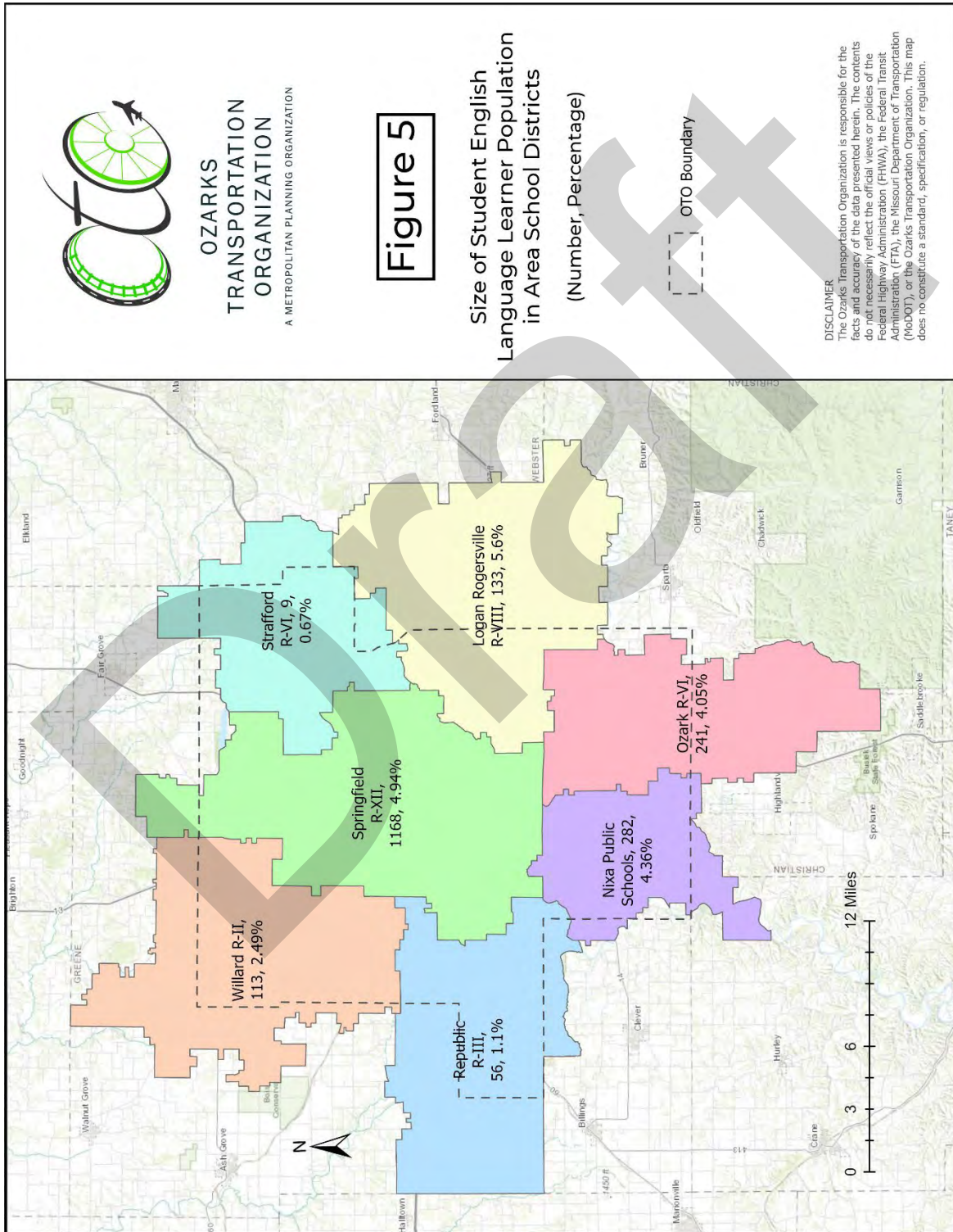
**Public Use Microdata Areas  
(PUMA) in the OTO Study Area**

- Christian, Greene (Outside Springfield City) & Webster Counties PUMA
- Greene County--Springfield City (North) PUMA
- Greene County--Springfield City (South) PUMA

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Data from area schools was also consulted to gauge the size of the student English Language Learner (ELL) population in each district, as shown in Figure 5. The Logan Rogersville R-VIII district has the highest percent of ELL students at 5.6%, and Strafford R-VI had the lowest reported percent at 0.67%. While Logan-Rogersville R-VIII has the highest percentage of ELL students, Springfield’s, Nixa’s and Ozark’s actual ELL population is larger than Rogersville’s. All school districts experienced a growth of ELL population since the last analysis with the biggest total increase in the Nixa Public Schools district from 145 to 282 and the lowest increase in the Springfield R-XII district from 1163 to 1168.





## Factor 2: The Frequency with which LEP Individuals Come into Contact with an MPO Program, Activity, or Service

OTO does not have any knowledge, documented or otherwise, of LEP persons coming into contact with an OTO program, activity, or service outside of the 2 individuals who completed City Utilities Transit survey for the ConnectSGF plan in Spanish in 2022. In recent history, there has been no contact at meetings, through Board or Committee members, through phone contact, or by personal visit. Website access by LEP persons is unknown.

City Utilities (CU) Transit System conducted a survey as part of their ConnectSGF study in 2022. ConnectSGF was a planning study to improve the CU transit system with short term and long-term recommendations. The survey was part of the public engagement effort of the study and was conducted in November 2022. The surveys were available online on the City Utilities Transit homepage and were handed out on paper during the Public Visioning Workshop, at the Transit Center during the month and on selected bus routes. A total of 406 surveys were returned. Of the 406 completed, two surveys were completed in Spanish. 4 other individuals completed the survey in English, indicated that they either speak both English and Spanish (2 out of the 4) or just Spanish or Urdu at home. As shown in Table 4, a total of 16 survey respondents indicated they were Hispanic. The survey is a good representation of the overall OTO area as shown in Table 3 of the OTO's Title VI and ADA program. Please note that the total number of answers to Question 16 is higher than the total number of surveys because respondents could check all race or ethnicities they identify as.

TABLE 4 CITY UTILITIES TRANSIT CONNECTSGF SURVEY

	Total	Percentage
Asian/ Pacific Islander	5	1.2%
Black/ African American	19	4.6%
Latino/ Hispanic	16	3.9%
Native American	16	3.9%
White	339	82.3%
Other	17	4.2%
Total	412	100%

*Source: Question 16 of 2022 City Utilities Transit ConnectSGF Survey*

## Factor 3: The Nature and Importance of the Program, Activity, or Service Provided by the MPO to LEP Community

OTO has three main planning documents which identify and direct OTO's transportation activities in the region. The Long Range Transportation Plan provides direction for transportation investments twenty years in the future. The Transportation Improvement Program is a schedule of short-range transportation investments and activities intended to be implemented through a combination of State, Federal, and local funding. The Unified Planning Work Program outlines planning tasks and the budget for the upcoming year.

The OTO uses USDOT funds to plan for future transportation projects, and therefore does not include any service or program that requires vital, immediate, or emergency assistance such as medical treatment or services for basic needs (food, housing, education, etc.) or transportation services. The OTO also does not conduct compulsory activities (applications, interviews, or other activities prior to



participation in our programs and/or events). Public involvement with the OTO or its committees is done entirely on a voluntary basis.

The OTO does provide regular opportunities for the public to comment through its bi-monthly Technical Planning Committee and Board of Directors meetings. Input is also sought on the use of Federal funds in major transportation planning areas, including an annual Unified Planning Work Program (UPWP), a 4-year Transportation Improvement Program (TIP), a 5-year Transit Coordination Plan, and a 20-year Long Range Transportation Plan (LRTP). The TIP is updated every year and the Transportation Plan and Transit Coordination Plan every five years. The potential impacts of transportation improvements resulting from these actions may have an impact on all residents and efforts are made to provide an understanding of the process and opportunities to comment.

As a result of this regional transportation planning process, selected projects receive approval for Federal funding and progress toward advanced project planning, design, and construction. Advanced planning, design, and construction usually come under the responsibility of the Missouri Department of Transportation (MoDOT) or a member jurisdiction. These organizations carry-out the coordination with state and federal partners and project area populations. MoDOT and other member jurisdictions have their own policies in place to ensure opportunities for LEP individuals to participate in the process that shapes how and when a specific project is implemented or constructed.

The OTO also completed a survey of regional organizations serving LEP populations to evaluate what services are most critical to the local LEP population and how these groups could be reached best. The survey was sent out via email to organizations where an email address was available and via mail when only a postal address was available in February 2024. The survey was sent out to the 49 organizations shown in Appendix A and completed by eight different organizations, including school districts, universities, churches and one non-profit organization. Appendix B includes the results of the survey.

Survey respondents stated that they work with LEP persons with a wide variety of different languages with Spanish being mentioned the most, followed by Vietnamese and Russian. All these three languages are within the most common languages spoken at home other English in the OTO area as shown in Tables 2 and 3. The survey respondents work with all age groups and the majority stated that they have seen an increase in the LEP population in the last 5 years. The census data in the Factor 1 analysis also shows a total growth of LEP persons from 5,170 in 2019 to 5,985 in 2020. However, the percentage of the total population has seen a slight decrease from 1.75% to 1.67%. Most respondents also stated that most of the LEP persons understand, speak, or write basic English with two respondents noticing that there is a wide spectrum of skills, with some being fluent and others not knowing any English.

The survey identified that the LEP population has expressed an interest or need in public transportation options within the area (See answers to Questions 7 and 8 in Appendix B), but only 2 respondents stated that the LEP population has shown interest in giving input regarding transportation in the area. OTO will strive to increase outreach via the community stakeholders during public participation activities as many respondents stated that these groups or organizations would be trusted contact points.

## Factor 4: The Resources Available to the MPO and Overall Costs

The OTO traditionally budgets approximately between \$4,000 and \$4,500 for promotional materials and all general printing costs. As shown in the table below, translation costs associated with major OTO planning documents are between 145% and 176% of budgeted funds. Translation costs would also represent around nine percent of the OTO's operational and commodities budget areas.

Document	Word (approx.)	Avg. Cost per word	Total Cost
L RTP	27,000	\$0.16	\$4,320
TIP	18,000	\$0.16	\$2,880
UPWP	7,600	\$0.16	\$1,216
TCP	9,000	\$0.16	\$1,440
PPP	7,500	\$0.16	\$1,200
Total			\$11,056

Under federal requirements, federal-aid recipients are expected to take reasonable steps to provide language assistance services to its LEP constituents. Notably, reasonable steps do not require a recipient to expend resources for language assistance services if the cost imposed substantially exceeds the benefits. Considering the size of the LEP population in OTO’s MPO area and current financial constraints, full multilanguage translations of large transportation-planning documents and maps is not warranted at this time.

However, OTO meets the safe harbor provision for Spanish speakers that speak English less than very well and that is why OTO will provide the Notice of Rights under Title VI in English and Spanish at the OTO office and on the webpage, as well as the complaint procedures and the complaint form for Title VI and ADA complaints. These documents are seen as vital documents for access to OTO’s program by LEP persons. Further details on language assistance is provided in the next section.

## Language Assistance Plan

After analyzing the four factors, OTO developed the plan outlined in the following section for assisting persons of limited English proficiency. This includes identifying what staff and volunteer language interpreters are readily available, which documents should be translated, taking an inventory of available organizations that OTO could partner with for outreach and translation efforts, examining which financial and in-kind sources could be used to provide assistance, and what level of staff training is needed.

### Providing Notice of Available Language Service to LEP Persons

- OTO will post public notices for Rights under Title VI in English and in public areas such as the OTO reception area or public notice bulletin board. More detailed materials are also available at the OTO front desk;
- Language identification materials provided by CTS Language Link will also be taken to any off-site meetings hosted by the OTO.

### How to Identify an LEP Person who Needs Language Assistance

Below are tools to help identify persons who may need language assistance:

- OTO staff will utilize printed material provided by CTS LanguageLink to identify a spoken language and request an over-the-phone interpreter;
- Examine records requests for language assistance from past meetings and events to anticipate the possible need for assistance at upcoming meetings;
- When OTO sponsored workshops or conferences are held, set up a sign-in sheet table, have a staff member greet and briefly speak to each attendee. To informally gauge the attendee’s

ability to speak and understand English, staff will ask a question that requires a full sentence reply;

- Though language needs may not be met at the current meeting, an inventory of those needs will help staff plan for language needs at a future meeting;
- Post a notice of available language assistance in the OTO reception area.

## Language Assistance Measures

Over-the-phone interpretation services are available to OTO staff for walk-in or phone-based interactions with LEP individuals. The OTO currently has a contractual relationship with CTS LanguageLink. This company provides access to interpreters for nearly any spoken language.

Relay Missouri also offers Spanish Relay service for those with hearing impairments. Relay users can type in Spanish and the conversations will be relayed in Spanish. Voice users can speak Spanish to the relay user. Spanish to English Translation is offered. Users must dial 711 or 1-800-520-7309 (TTY/VCO/HCO/STS).

Missouri's Office of Administration also has a list of contractors that supply LEP services including translators, in-person interpreters, phone interpreters, and sign language interpreters. These services are available through the cooperative agreements OTO has with the State of Missouri.

The OTO website may be translated into a number of different languages using Google Translate.

Outside of these measures, OTO has limited resources and will, to the extent possible, ensure LEP individuals can participate when requested.

## OTO Staff Training

All OTO staff will be provided with the LEP plan and will be educated on procedures and services available. This information will also be part of the OTO staff orientation process for new hires. Training topics include:

- Understanding the Title VI LEP responsibilities;
- What language assistance the OTO offers;
- How to access an interpreter using CTS LanguageLink;
- Documentation of language assistance requests;
- How to handle a complaint;
- The importance of educating subrecipients on the OTO's LEP program responsibilities and their obligation to provide language assistance.

## Outreach Techniques

- If staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, staff will have meeting notices, fliers, advertisements, and agendas contain a notice, in Spanish, of language service availability with notification in advance of the meeting.
- When running a general public meeting notice, staff should insert "Si usted necesita la ayuda de un traductor, por favor comuníquese con David Knaut al (417) 865-3047, al menos 48 horas

antes de la reunión,” which asks persons who need Spanish language assistance to make arrangements with OTO within two days of the meeting date.

## Monitoring and Updating the LEP Plan

This plan is designed to be flexible and is one that can be easily updated. At a minimum, the OTO will follow the Title VI program update schedule for the LEP plan.

Each update should examine all plan components such as:

- How many LEP persons were encountered?
- Were their needs met?
- What is the current LEP population in the OTO region?
- Has there been a change in the types of languages where translation services are needed?
- Is there still a need for continued language assistance for previously identified OTO programs?
- Are there other programs that should be included?
- Has the OTO’s available resources, such as technology, staff, and financial costs, changed?
- Has the OTO fulfilled the goals of the LEP plan?
- Were there any complaints received?

## Dissemination of the OTO Limited English Proficiency Plan

The OTO will post the LEP plan, the compliant procedures, including the public notice and the complaint form on its website at [www.ozarkstransportation.org](http://www.ozarkstransportation.org). The complaint procedures and the complaint form will also be posted in English and Spanish.

Any person, including social service, non-profit, and law enforcement agencies and other community partners with internet access will be able to access the plan. For those without personal internet access, all Greene County Libraries offer free internet access. Copies of the LEP plan will be provided to the Missouri Department of Transportation, Federal Highway Administration, the Federal Transit Administration, and any person or agency requesting a copy. Each OTO member will be provided a copy and will be educated on the importance of providing language assistance. An LEP person may obtain copies of the plan upon request.

Any questions or comments regarding this plan should be directed to the OTO Title VI Coordinator.

David Knaut  
Ozarks Transportation Organization  
2208 W Chesterfield Boulevard, Suite 101  
Springfield, MO 65807  
Phone: (417) 865-3047 X107  
Fax: (417) 862-6013  
Email – [dknaut@ozarkstransportation.org](mailto:dknaut@ozarkstransportation.org)

# Appendix-A: Community Groups Serving LEP Populations

<p>Alliance for Leadership &amp; Success 918 E. Calhoun St Springfield, MO 65802</p>	<p>Asian World Market 2904 S Campbell Ave Springfield, MO 65807</p>	<p>Assembly of God - Chinese Church 1909 W. Chestnut Expressway Springfield, MO 65802</p>
<p>Assemblies of God Southern MO District Headquarters 528 W. Battlefield Springfield, MO 6580</p>	<p>Assembly of God Immanuel Korean Church PO Box 8962 Springfield, MO 65807</p>	<p>Baptist Bible College 628 E. Kearney St. Springfield, MO 65803</p>
<p>Binh Tay Oriental Food 1418 W Sunshine St Springfield, MO 65807</p>	<p>Dol Sem Korean Church 4547 S. Freemont Ave Springfield, MO 65804</p>	<p>Drury University, International Support Services Findlay Student Center 900 N. Benton Ave. Springfield, MO 65802</p>
<p>Ebenezer Romanian Assembly 2233 N. East Ave. Springfield, Mo 65803</p>	<p>El Faro Assembly of God 644 South Eastgate Ave Springfield, MO 65809</p>	<p>Evangel University International Student Services 1111 N. Glenstone Springfield, MO 65802</p>
<p>Filipino Market 3448 S Campbell Ave Springfield, MO 65807</p>	<p>First Korean Presbyterian Church 205 E. South St Nixa, MO 65714</p>	<p>Greene County Baptist Association 834 W. Battlefield Springfield, MO 65807</p>
<p>Grace Romanian Pentecostal Church 2015 W. State Highway WW Springfield, MO 65803</p>	<p>Grupo Latinoamericano 918 E. Calhoun Springfield, MO 65802</p>	<p>Hand in Hand Multicultural Center P.O. Box 1577 Springfield, MO 65801</p>
<p>International Institute Southwest Missouri 1443 N Robberson, Suite 903 Springfield, MO 65802</p>	<p>Iglesia Cristiana Casa De Oracion 3935 W. Sunshine Springfield, MO 65807</p>	<p>Iglesia Rio de Vida 3144 W Grand St Springfield Mo 65802</p>

<p>Islamic Center of Springfield 2151 E. Division Street Springfield, MO 65803</p>	<p>Korean Cumberland Presbyterian Church 416 S. Charleston Ave. Springfield, MO 65804</p>	<p>Latin America Library Services 3728 W. Chestnut Expressway Springfield, MO 65802</p>
<p>Latino Market 1661 E St Louis St Springfield, MO 65802</p>	<p>Life 360 Intercultural Church 1349 W. Meadowmere St. Springfield, MO 65807</p>	<p>Missouri State University English Language Institute 301 S Jefferson Ave Springfield, MO 65806</p>
<p>Nadia's European Market 3023 E. Sunshine St Springfield, MO 65804</p>	<p>New Life Hmong Alliance Church PO Box 474 Brookline, MO 65619</p>	<p>Karen McKnight Nixa Public Schools 301 S Main St. Nixa, MO 65714</p>
<p>Old Town European Market 1257 E Republic Rd Springfield, MO 65804</p>	<p>Our Church of Missouri 1559 S Grant Ave Springfield, MO 65807</p>	<p>Ozark Mountain Deaf Church 776 W. Farm Road 186 Springfield, MO 65810</p>
<p>Dr. Laura Easkins Ozark R-VI School District 302 North 4th Avenue Ozark, MO 65721</p>	<p>Ozarks Technical College International Programs and Services 933 E. Central Springfield, MO 65801</p>	<p>Pathways United Methodist Church 1232 E. Dale Street. Springfield, MO 65803</p>
<p>Beth Trogdon Republic R-III School District 636 N Main Ave Republic, MO 65738</p>	<p>Sacred Heart Catholic Church 1609 N. Summit Ave. Springfield, MO 65803</p>	<p>Second Baptist Church 3111 E. Battlefield Road Springfield, Missouri 65804</p>
<p>Seoul Oriental Market 3165 S Campbell Ave Springfield, MO 65807</p>	<p>Springfield Sister Cities Association 2400 S Scenic Ave Springfield, MO 65807</p>	<p>Slavical Evangelical Church 1005 E. Dale St Springfield, MO 65803</p>
<p>Tatiana Sanchez Springfield Public Schools 1359 E. St. Louis Street Springfield, MO 65802</p>	<p>St. Agnes Catholic Church 533 S. Jefferson Ave. Springfield, MO 65806</p>	<p>Dr. Mark Hedger Strafford R-VI School District 201 W. McCabe Strafford, MO 65757</p>

<p>The Refuge Springfield 3112 W Grand St Springfield, MO 65802</p>	<p>Temple Israel P.O. Box 4284 Springfield, MO 65808</p>	<p>Melissa Lewis Willard R-II School District 500 E. Kime Street Willard, MO 65781</p>
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Draft

# Appendix-B: Limited English Proficiency (LEP) Survey 2024

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# Limited English Proficiency (LEP) Survey 2024

53

Viewed

11

Total Responses

8

Completed

72.73%

Completion Rate

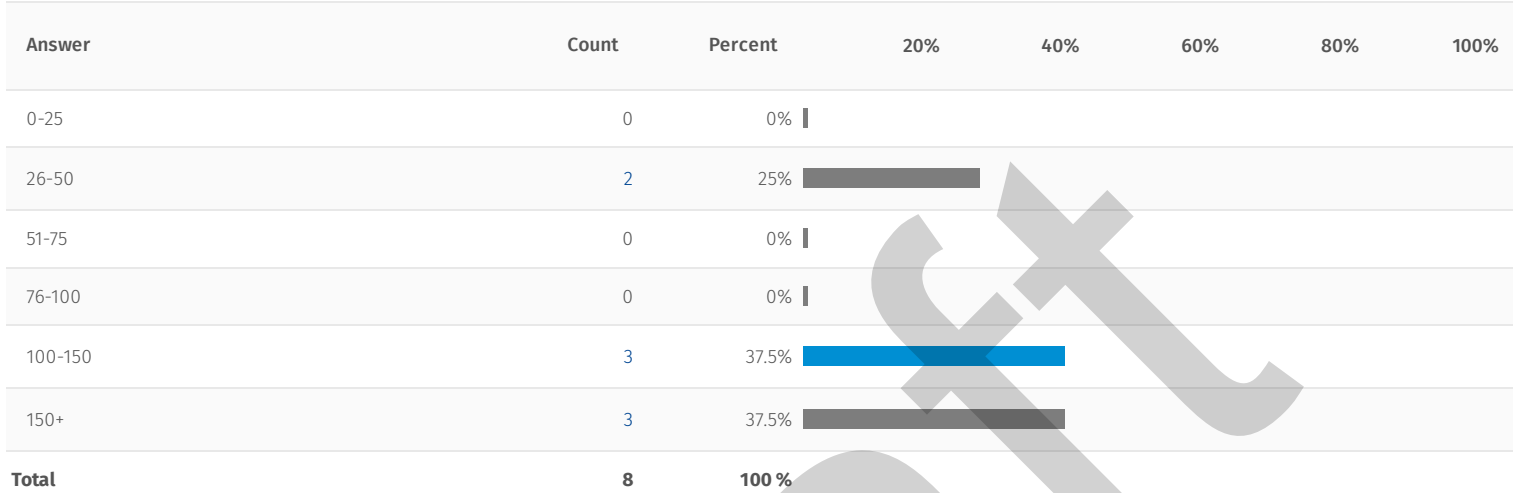
3

Dropouts

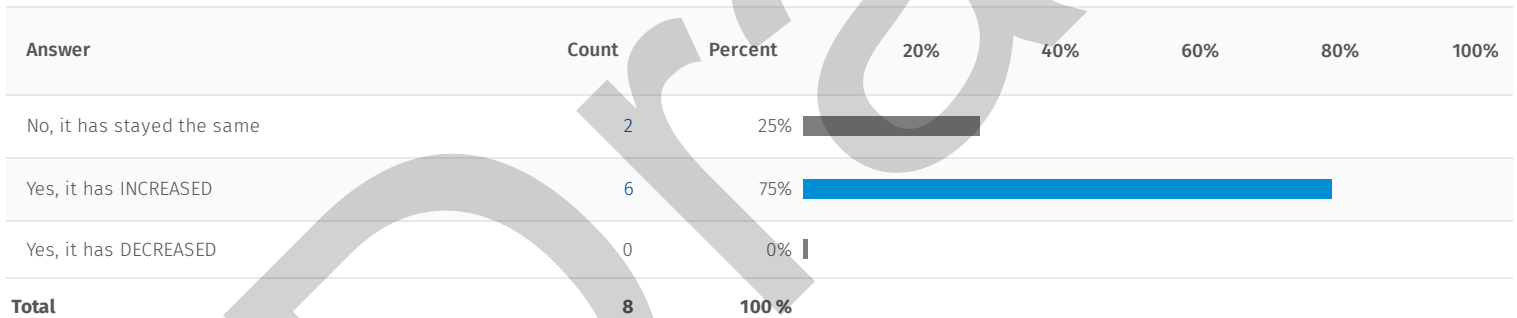
12 min

Average Time

Question 1: To how many LEP persons does your agency provide services on a monthly basis?



Question 2: Has the size of the LEP population you serve changed over the last five (5) years?



Question 3: What are the languages spoken by the LEP population you serve?

02/19/2024 63303541 Spanish

02/15/2024 63281748 Arabic, Korean, Chinese, Thai, Taiwanese, Japanese, Mongolian, Vietnamese, Congolese, Spanish, but there have been many more in past years. This is just who we currently have.

- Countries Languages
- Afghanistan Dari and Pashto
- Algeria Arabic
- Argentina Spanish
- Bangladesh Bengali
- Brazil Portuguese
- Bulgaria Bulgarian
- Burundi "Swahili French"
- Colombia Spanish
- Congo "French Kituba (indigenous language in Congo) Lingala (indigenous language in Congo) Swahili and Tshiluba (indigenous language in Congo)"
- Ecuador Spanish
- El Salvador Spanish
- Eritrea Tigrigna
- France French
- Guatemala Spanish
- Haiti Haitian Creole and French
- Honduras Spanish
- India Hindi, English and + 13 more languages
- Iran Persian
- Italy Italian
- Kenya Swahili and English
- Korea Korean
- Mexico Spanish
- Micronesia English, Chuukese and 7 more languages
- Moldova Romanian
- Mongolia Mongolian
- Nicaragua Spanish
- Pakistan Punjabi Pashto - 18.24% Sindhi
- Philippines Tagalog and Cebuano
- Poland Polish
- Puerto Rico English and Spanish
- Russia Russian
- Saudi Arabia Arabic
- Singapore Malay
- South Africa Zulu, Xhosa, and Afrikaans
- Spain Spanish
- Tanzania Swahili
- Thailand Thai
- Ukraine Ukrainian
- United Arab Emirates
- Venezuela Spanish
- Vietnam Vietnamese

02/08/2024 63243571 Spanish

02/02/2024 63201417 Romanian

02/01/2024 63197074 Ukrainian, Russian, Vietnamese, Spanish and many others

02/01/2024 63195800 Chinese, Hungarian, Vietnamese, German, Japanese, Tagalog, Spanish, Portuguese, Burmese, Ukrainian, Russian, and Romanian

02/01/2024 63195187 French, Portuguese (Brazilian), Spanish, Nepalese, Urdu, Pashto, Hindi, Russian, Ukrainian, Polish, Arabic (Egyptian and Levantine dialects), and rare instances of Swahili.

Question 4: What age groups of LEP persons do you serve? (Select all that apply)?

Answer	Count	Percent	20%	40%	60%	80%	100%
Infant/Preschool	4	13.33%					
School-Age	6	20%					
18-24	6	20%					
25-35	3	10%					
36-55	4	13.33%					
55-65	4	13.33%					
65+	3	10%					
<b>Total</b>	<b>30</b>	<b>100 %</b>					

Question 5: Do you serve a roughly equal proportion of males and females?

Answer	Count	Percent	20%	40%	60%	80%	100%
Yes	6	75%					
No, we serve more females than males	0	0%					
No, we serve more males than females	2	25%					
<b>Total</b>	<b>8</b>	<b>100 %</b>					

Question 6: What is the English speaking and writing level of the LEP persons you serve?

Answer	Count	Percent	20%	40%	60%	80%	100%
Most do not speak, understand, read or write English	1	12.5%					
Most speak, understand, read and write basic English	2	25%					
Most speak and understand basic English, but have trouble reading or writing in English	2	25%					
Most understand basic English, but have trouble speaking it	1	12.5%					
Other:	2	25%					
<b>Total</b>	<b>8</b>	<b>100 %</b>					

Question 6: What is the English speaking and writing level of the LEP persons you serve? - Dynamic Text / Comments

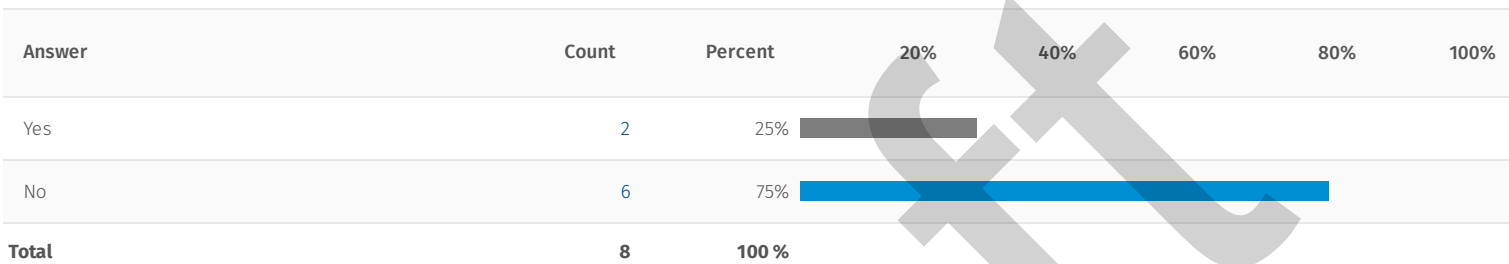
02/15/2024 63281748 [Other: ]  
We have some who know nothing and others who are very proficient.

02/01/2024 63195800 [Other: ]  
We have a mixed population with them being pretty equally spread across the spectrum. Some have absolutely not English as they are new the country while we have other that speak it fluently and can read it, but are still working on being proficient in writing (this is the last area for individuals to usually acquire proficiency).

**Question 7: What needs or expectations for public services has this population expressed?**

02/19/2024	63303541	Buses circulating with more frequency on weekends.
02/15/2024	63281748	They are in great need of public transportation. They could also benefit from driving instruction.
02/13/2024	63264761	Better and more routes around town. More bus stops.
02/08/2024	63243571	More routes
02/01/2024	63197074	Need for adult education English classes and parent transportation to such events to better support their students.
02/01/2024	63195800	Many of those that are new to the country do not have cars or personal modes for transportation so while we having bussing for students, parental involvement on-site is greatly impacted.
02/01/2024	63195187	more frequent bus stops near the campus.

**Question 8: Do you feel like the transportation needs of the LEP population you serve, are being meet in the area?**



**Question 8: Do you feel like the transportation needs of the LEP population you serve, are being meet in the area? - Dynamic Text / Comments**

02/19/2024	63303541	[No] On Sunday, buses run one every hour. When the weather is cold, there could be long periods of waiting in freezing temperatures at the bus stop.
02/15/2024	63281748	[No] I feel like the bus system is slow and infrequent, but I don't use it, so I'm not sure.
02/13/2024	63264761	[No] Sometimes the closest bus stop is 30'-40' walking distance.
02/08/2024	63243571	[No] Very few routes
02/01/2024	63197074	[No] Parents are in need of transportation to school events or other activities. Many families have 1 car leaving one parent home without transportation to get to school for various events, meetings, etc.
02/01/2024	63195800	[No] Since we are outside of Springfield's city limits, options are more limited and they typically have to rely on others.

**Question 9: Has the LEP population you serve shown interest about how to give input regarding transportation in the area, including planning or construction of roadways, bicycle trails, or pedestrian projects, or public transit projects?**

02/19/2024	63303541	Posibly
02/15/2024	63281748	no
02/13/2024	63264761	Not really, most of this population are just learning how life in this country works..
02/08/2024	63243571	Not really
02/01/2024	63197074	Not that I am aware of
02/01/2024	63195800	No
02/01/2024	63195187	yes.

### Question 10: To what locations in the region does the LEP population you serve travel most frequently?

02/19/2024 63303541 To Latino Market, Supermercado Leslie, and any Walmart. Also, Aldi and second hand stores. For any medical needs they go to Jordan Valley.

02/15/2024 63281748 grocery stores and parks

02/13/2024 63264761 Schools and supermarkets

02/08/2024 63243571 Clinics, churches, the mall

02/02/2024 63201417 To church.  
Eben Ezer Romanian Assembly  
2233 N East Ave  
Springfield, MO 65803

02/01/2024 63197074 Nixa to Springfield businesses or area churches

02/01/2024 63195800 Church, school, grocery store

02/01/2024 63195187 bank, grocery store, airport, shopping mall

### Question 11: Are there locations that the LEP population you serve has expressed difficulty accessing via the public transportation system? Accessing via other modes of transportation?

02/19/2024 63303541 They don't have easy access to the Food Bank places in the city.

02/15/2024 63281748 Nearby towns and cities like Branson, KC, and St. Louis. I wish we had a rail system for the larger cities.

02/13/2024 63264761 They are located all around springfield. It's hard to pick a particular location.

02/08/2024 63243571 Don't know

02/01/2024 63197074 There is no public transportation system in Nixa that gets them to Springfield.

02/01/2024 63195800 Getting across HWY 60 in Republic is pretty dangerous and difficult.

02/01/2024 63195187 not that I am aware of

### Question 12: What is the best way to obtain input from the LEP population you serve?

02/19/2024 63303541 Maybe by having a survey in Spanish that they can fill out, either on paper or through email.

02/15/2024 63281748 We use Microsoft forms, but google would probably work better.

02/13/2024 63264761 Asking them directly.

02/08/2024 63243571 Facebook

02/01/2024 63197074 Coordination with our EL teachers - they can access the families and receive a response.

02/01/2024 63195800 I would reach out to the local churches that serve these populations (especially Ukrainian/Russian), the International Institute of Southwest MO, and schools can assist.

02/01/2024 63195187 surveys like this.

**Question 13: Who would the LEP population you serve trust most in delivering language appropriate messages?**

02/19/2024 63303541 A hispanic person that is knowledgeable and friendly.

02/15/2024 63281748 Our director or instructors

02/13/2024 63264761 Anyone willing to listen and has patience.

02/08/2024 63243571 Grupo Latinoamericano

02/01/2024 63197074 EL teachers

02/01/2024 63195800 Schools and churches

02/01/2024 63195187 University administration, Safety and Security personnel, faculty, or possibly local community leaders

**Question 15: What geographical area does your agency serve?**

02/19/2024 63303541 Springfield in general

02/13/2024 63264761 Green County Springfield, MO

02/08/2024 63243571 Southwest Missouri

02/02/2024 63201417 North Springfield

02/01/2024 63197074 Nixa School District boundaries

02/01/2024 63195800 Parts of Greene and Christian County

02/01/2024 63195187 Southwest Missouri / Springfield

Draft

**Appendix G: Letter to Owner of Chesterfield Lofts Concerning ADA Issues**

Draft



June 27, 2017

Mr. Mark Frees  
The Wooten Company  
1675 East Seminole, Suite B&C  
Springfield MO, 6580

**Re: ADA Compliance at Chesterfield Lofts**

Mr. Frees,

The Ozarks Transportation Organization (OTO) is in the process of evaluating its compliance with the Americans with Disabilities Act of 1990, as amended. We are looking at the accessibility of our programs, our websites, our electronic documents, and our physical office space. In the process of our evaluations, we identified a few accessibility issues with the Chesterfield Lofts Building. We want to bring these issues to your attention, as the Chesterfield Lofts building is subject to Title III of the ADA Act.

Issues identified included numbers of accessible parking spaces, entrance doors closing too fast, restroom doors requiring too much effort to open, and placement of grab bars in the restroom, amongst others. While the configuration of the grab bars match the general configuration outlined in the ADA guidelines, the specific placement does not comply. On the other hand, the doors leading in the building's commercial restroom require approximately 200% more force to open than required in the guidelines. Attached to this letter is a listing of issues identified.

It should be noted the OTO's analysis is not an all-inclusive analysis of the Chesterfield Lofts building, nor is it intended to be authoritative. You are encouraged to evaluate these issues yourself to confirm our measurements and to identify appropriate fixes.

Please let me know if you have any questions regarding our analysis. I can be reached at [athomason@ozarkstransportation.org](mailto:athomason@ozarkstransportation.org) or 865-3047 x107.

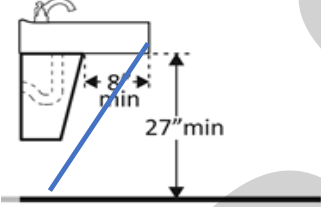
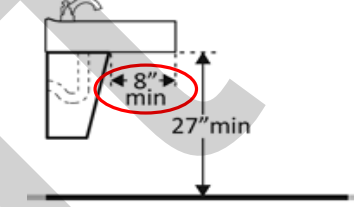
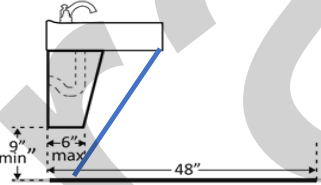
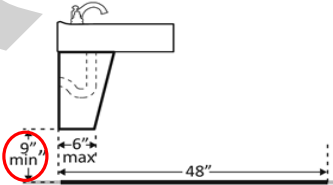
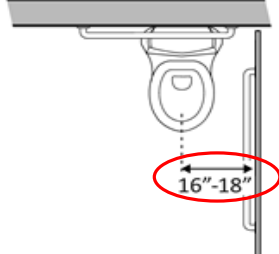
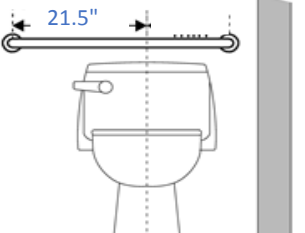

Thanks,

  
Andy Thomason  
ADA Coordinator

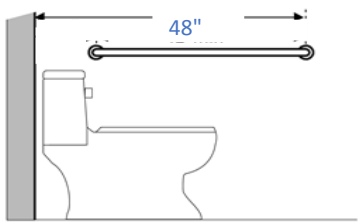
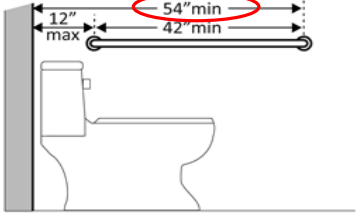
Enclosure



**Accessibility Issues at Chesterfield Lofts Building 1**

Description of Issue	Existing Condition	Requirement
The parking lot behind the Chesterfield Lofts building does not have enough accessible parking spaces	90 Parking Spaces/ 2 Accessible	76-100 Spaces= 4 accessible Spaces
The threshold is too high on front exterior door	11/16" high	1/2" high
The doors on the front exterior entrance, the rear exterior entrance, and the entrance between the lobby and rear vestibule close too quickly	Rear Exterior = 2.7 sec. to close completely Rear Vestibule= 3.2 sec. to close completely Front Exterior= 3.2 sec. to close completely	5 seconds to close within 12 degrees of the latch.
The exterior door to the OTO offices and the door from the lobby close too quickly	Exterior = 3.3 sec. to close completely Lobby = 4.2 sec to close completely	5 seconds to close within 12 degrees of the latch.
Restroom door requires too much force to open	16 lbs to open	5 lbs to open
The lavatory cabinet does not have adequate knee clearance under countertop	 <p>Cabinet shielding plumbing extends to the front of the lavatory countertop</p>	 <p>8" of knee clearance</p>
The lavatory cabinet does not have adequate toe room under the countertop	 <p>The cabinet extends to the floor, 5 inches from wall.</p>	 <p>9" of toe space</p>
The men's toilet is mounted too far from the side wall	The center of the toilet is 20" from the side wall	 <p>16-18" of sidewalk</p>
The grab bar behind the toilet is not mounted in a compliant position	 <p>The bar is only extends 21.5" from the center of the toilet to the open side.</p>	 <p>The bar should extend 24" to the open side of the toilet</p>

Accessibility Issues at Chesterfield Lofts Building 1

Description of Issue	Existing Condition	Requirement
<p>The grab bar on the side wall does not extend far enough beyond the rear wall</p>	 <p>The diagram shows a side view of a toilet with a grab bar mounted on the side wall. A dimension line indicates the bar extends 48 inches from the rear wall.</p> <p>The bar extends 48" from the rear wall</p>	 <p>The diagram shows a side view of a toilet with a grab bar mounted on the side wall. Dimension lines indicate the bar must extend 54 inches (minimum) from the rear wall, with a 12-inch maximum clearance from the wall and a 42-inch minimum clearance from the toilet.</p> <p>The bar should extend 54" from rear wall</p>

Draft

**Appendix H: Accessible Formatting for Word**

Draft



# ACCESSIBLE FORMATTING FOR MS WORD

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## Headings

All documents need to be organized using headings and subheadings. These elements should be created using MS Word's Heading Styles. This will ensure screen readers recognize the document's heading

structure and allow users to navigate the document using these headings. Headings created by independent of MS Word's Style tool will not be recognized.

## How-To

MS Word's Styles can be found in the Home Ribbon at the top of the screen, shown in Figure 1. It is important to not skip headings in your document structure (i.e. do not jump from *Heading 1* to *Heading 3*). You can either select a style before you begin typing, or highlight existing text and select a style for that text. Use the *Normal* style for body text. *Heading 1* should be used for the first level heading. Subsequent headings (i.e. *Heading 2*, *Heading 3*) should be used as subheadings. Three levels should be appropriate for most documents.

## Modify Headers

Headings can be modified several ways. Characteristics of individual headings may be changed from the Styles section on the Home Ribbon. Characteristics of all the entire heading structure of document theme can be edited on the Design Ribbon.

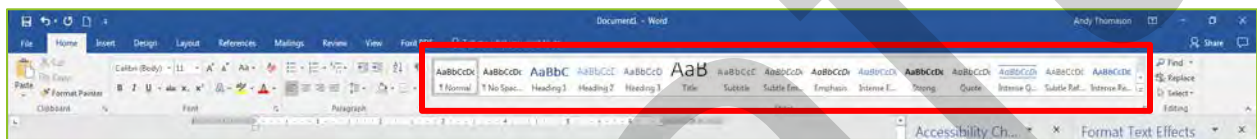


FIGURE 1 LOCATION OF MS WORD'S HEADING STYLES

## Modify Individual Heading Styles

One option is to right-click on the heading style you want to change and click "Modify," see Figure 2. Using this method, you can change size, font, boldness, and other characteristics of the heading.

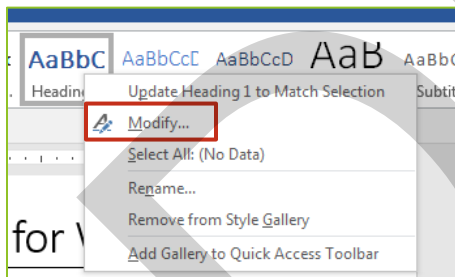


FIGURE 2 MODIFYING INDIVIDUAL HEADINGS

## Modify Heading Structure Characteristics

The Design Ribbon contains many predesigned heading structures, see Figure 3. These structures include justification, underlining, and other layout characteristics.

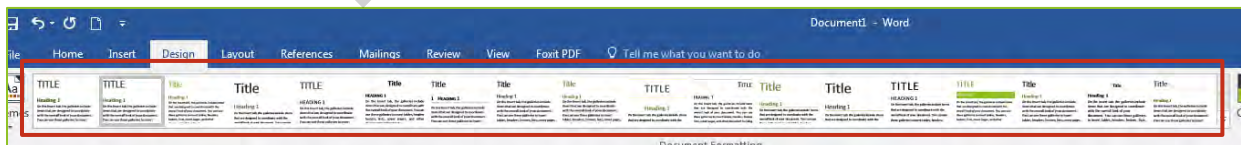


FIGURE 3 PREDESIGNED HEADING STRUCTURES

Once a structure has been chosen, heading themes can be found by clicking on the “Themes” button. Themes primarily include font and color and are common across Office Products.

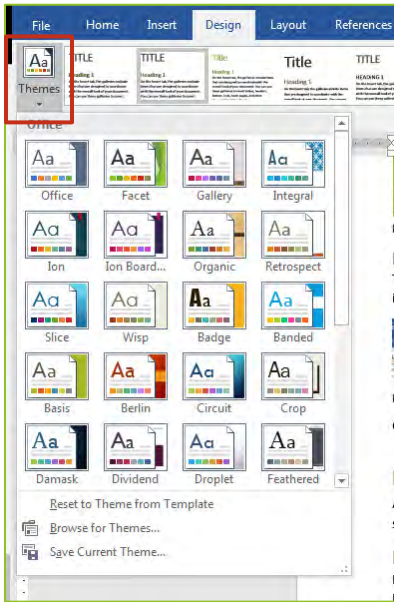


FIGURE 4 HEADING THEMES

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## Object Placement

It is important to place any object, whether image, chart, or table, ‘in-line’ with the document’s content. Using features such as text wrapping, in-front of text, or behind text makes the object inaccessible. Screen reading software may skip over these objects or place them in the wrong reading order.

To ensure an object is placed in-line, ensure the *In Line with Text* is selected in the Layout Options. These options can be accessed in multiple ways.

Generally, the layout options can be accessed from the Layout Ribbon. The *Wrap Text* button is in the Arrange portion of the Ribbon, as shown in Figure 5

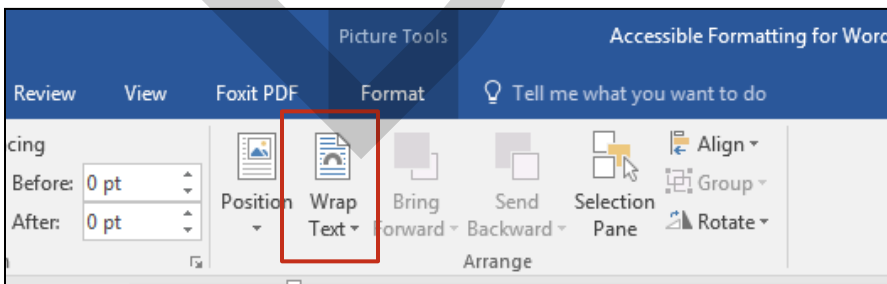


FIGURE 5 LAYOUT OPTIONS ON LAYOUT RIBBON

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For images, click once on the image and then click on Layout button, as shown in Figure 6.

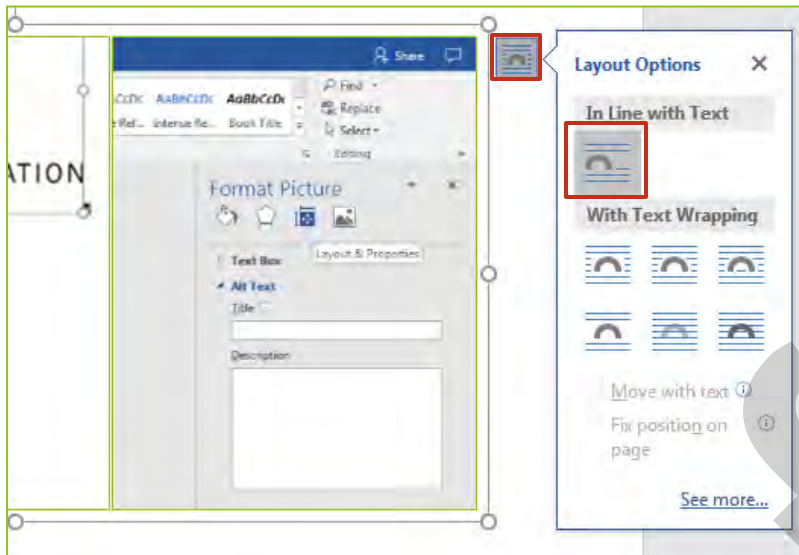


FIGURE 6 LAYOUT OPTIONS FOR IMAGES

If it is not feasible to place an object in-line, use the alternative text to describe how the object relates to the content on that page.

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## Images

All images need to have alternative text added. The text describes the content picture and is read by screen reading software. It is important these descriptions be clear and concise.

### How-To

Right click on photo and click “Format Picture”. In the “Format Picture” dialogue box, click on Layout & Properties tab. Add a short title and a concise description. Please limit description to 100 words.

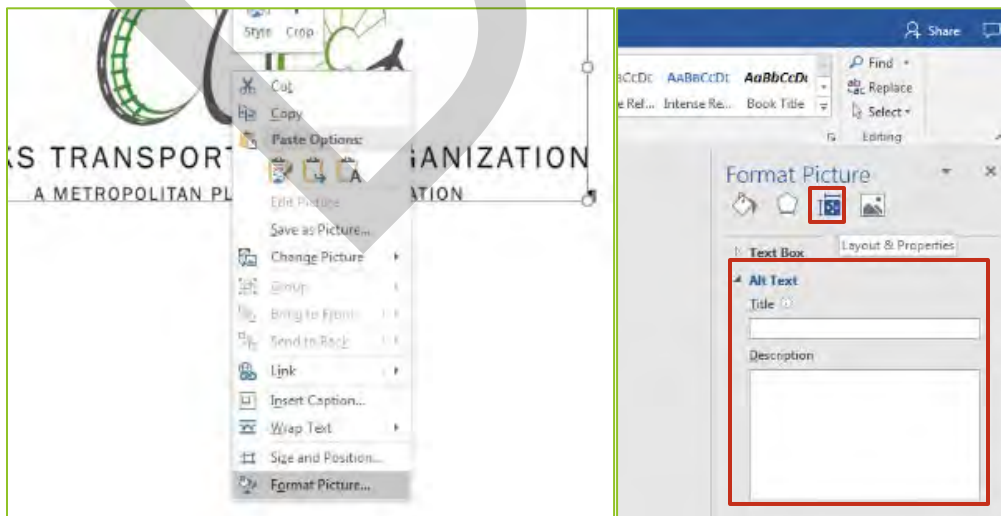


FIGURE 7 HOW TO ADD ALTERNATIVE TEXT

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## Notes

If more than one similar image is grouped using MS Word's grouping tool, please use this process to add alternative text to the group.

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## Tables

Tables should be kept as simple as possible. If it is necessary to merge and split cells to convey information, a program such as Adobe Acrobat Pro should be used to appropriately tag the table. Regardless of the table's complexity, alternative text should be added to the table. The alternative text should highlight key bits of information contained in the table. Finally, the heading row of the table should be identified using the MS Word's Table Properties function.

## How-To

The alternative text option for tables is available through the Table Properties dialogue box. It is important to include key bits of information from the table in the description. Navigate to the Alt Text tab to insert the description, as shown in Figure 8.

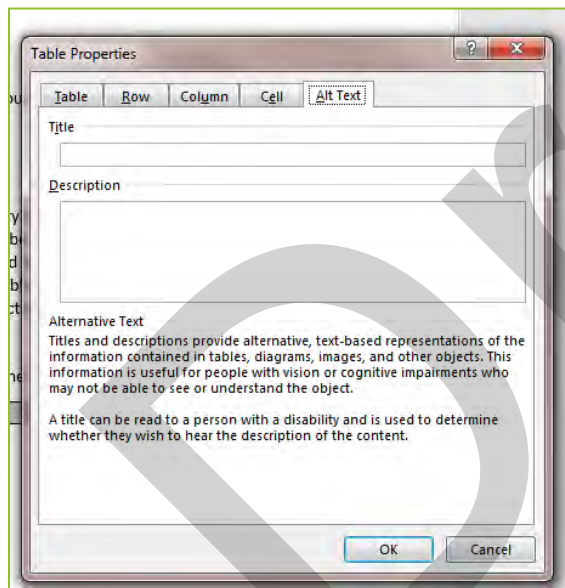


FIGURE 8 ALTERNATIVE TEXT FOR TABLES

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It is important to use MS Word's Table Property to indicate which row in a table is functioning as a header row. First, highlight row that is functioning as header. Then, in the Row tab of the Table Properties dialogue, select 'repeat as header row at the top of each page.'

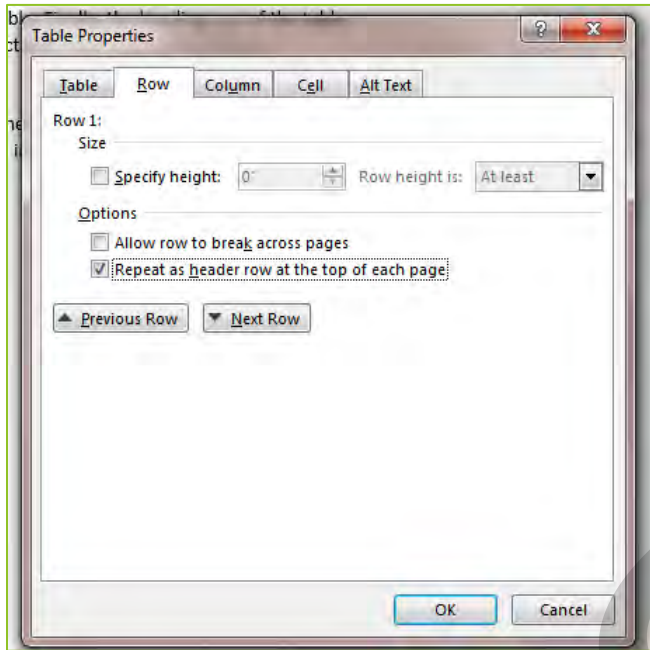


FIGURE 9 HEADER ROW FOR TABLES

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## Hyperlinks

Hyperlinks should contain text that describes where the link will take the reader. "Click Here" provides no information about the destination of the link. The text 'TAP Funding Application' would be much more descriptive.

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## Publishing Accessible Documents

### Accessibility Checker

MS Word has a tool to check accessibility issues with your document. The Tool is available on the Review ribbon as shown in Figure 10. It identifies both critical issues and offers warnings on non-critical issues.

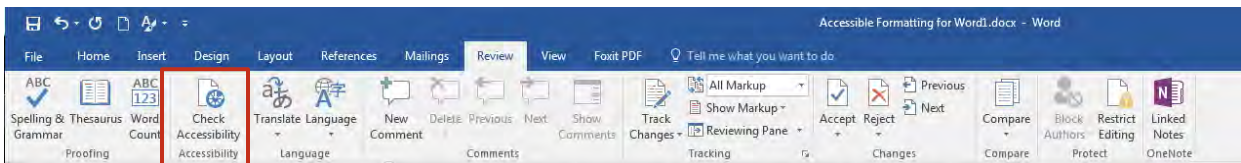


FIGURE 10 ACCESSIBILITY CHECKER

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## Document Properties

Before publishing a Word document, complete the summary document properties, including title, subject, and author. These options are available from the File screen, as shown in Figure 11.

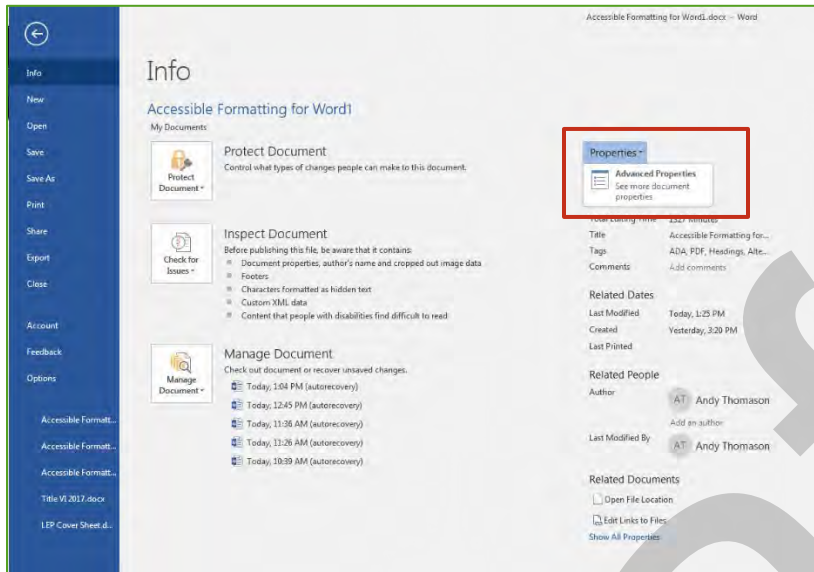


FIGURE 11 ACCESSING DOCUMENT PROPERTIES

The summary properties provide valuable information to all users, not just those using assistive technology.

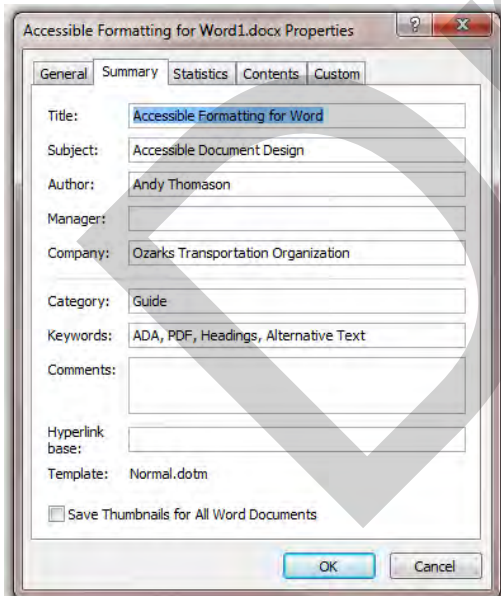


FIGURE 12 DOCUMENT PROPERTIES

## PDF Settings (Bookmarks)

It is important to include Bookmarks in the Accessible PDF. MS Word can convert the document's heading structure into bookmarks, if the appropriate option is selected. When Saving as a Word

document as a PDF, click on the “Options” button, as shown in Figure 13. Select the option to create bookmarks using Headings.

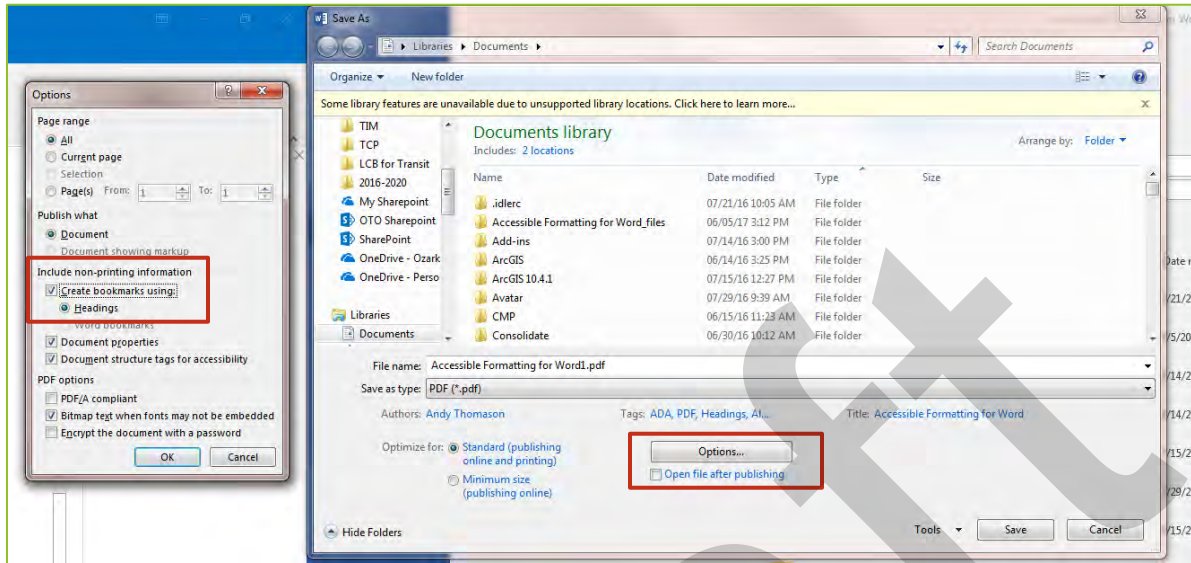


FIGURE 13 PUBLISHING BOOKMARKS

## Publish as HTML

Publishing as an HTML file is another accessible option, as shown in Figure 14. HTML is an appropriate alternative format to post online alongside an accessible PDF version.

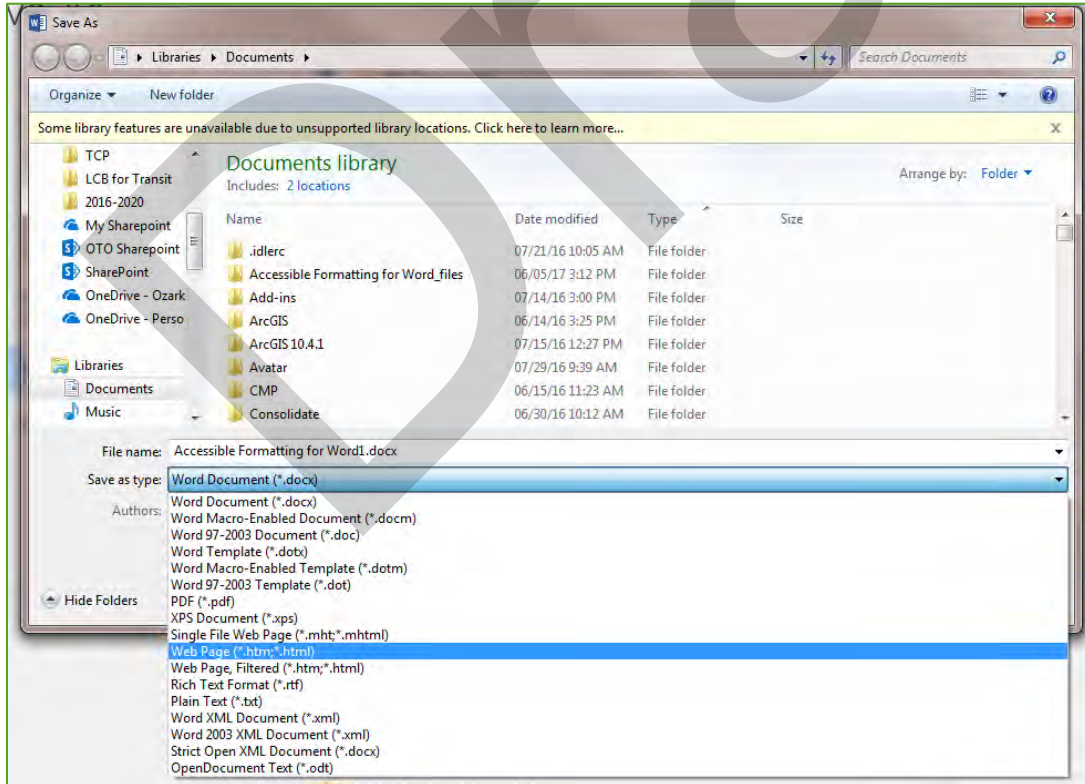


FIGURE 14 SAVING AS HTML

**Appendix I: Title VI/ADA/LEP Implementation Guide**

Draft

# Title VI/ADA/LEP Implementation Guide

## General Public Notices

Action	Documentation
<b>Title VI/ADA Notice on Public Notices:</b> The standard Title VI notice in English and Spanish shall be included on all press releases, agendas, and other forms of public notice.	<ul style="list-style-type: none"> <li>• Press Release Folder,</li> <li>• Individual Committee Folders</li> </ul>
<b>Display of Notice of Title VI Policy:</b> The OTO will always have the Notice of Title VI Policy on Display on the community bulletin board. The notice shall also be display at off-site meeting locations during OTO public meetings/workshops.	<ul style="list-style-type: none"> <li>• Notice on Community Board,</li> <li>• Photo of notice at off-site events</li> </ul>

## Conducting Public Meetings

Action	Documentation
<b>Initial Verbal Contact:</b> At public meetings, OTO staff will engage each participant in a short conversation. The staff member will be on the lookout for individuals demonstrating limited English proficiency.	<ul style="list-style-type: none"> <li>• New Hire Training Sheet</li> <li>• Annual Training Sheet</li> </ul>
<b>Public Transit Access:</b> Offsite meeting locations should be accessible by transit. If multiple meetings are being held to discuss the same topics, at least one location should be accessible by transit.	<ul style="list-style-type: none"> <li>• Annual Offsite Meeting Log</li> </ul>
<b>Accessible Meeting Locations:</b> Offsite meeting locations should be ADA accessible. If meetings need to be held in a community with no accessible meeting rooms, meeting packets should be assembled so they can be taken out to citizens unable to access meeting room.	<ul style="list-style-type: none"> <li>• Annual Offsite Meeting Log</li> </ul>

## Internal Title VI Training

Action	Documentation
<b>New Hire Training:</b> Each new hire will be given a copy of the Title VI/ADA/LEP Resources reference sheet by the Title VI/ADA Coordinator.	<ul style="list-style-type: none"><li>• New Hire Training Completion Sheet (Signed by New Hire)</li></ul>
<b>Annual Training:</b> Each staff member shall complete one civil rights training each year. The Title VI Coordinator shall identify a wide range of webinars that might be of interest to staff members.	<ul style="list-style-type: none"><li>• Annual Training Sheet (Training Topic/Date/Signature or Email)</li></ul>
<b>Title VI Coordinator Training:</b> The Title VI Coordinator will attend a minimum of four hours of civil rights	<ul style="list-style-type: none"><li>• Coordinator Training Log</li></ul>

Draft

Appendix J: OTO Title VI/ADA/LEPP Resources

Draft

# OTO Title VI/ADA/LEPP Resources

## Title VI

Title VI/A ADA Program- [insert updated link](#)

**Description:** The Title VI/ADA program describes the OTO's commitment to and policies related to complying with Title VI requirements. It contains analyses, demographic profiles, and assurances.

Compliant Procedures- [insert updated link](#)

**Description:** The Title VI Compliant Procedures outlines the process for filing a Title VI complaint. It contains background information, step-by-step instructions, and contact information for MoDOT and USDOT Civil Rights Offices.

Compliant Form- [insert updated link](#)

**Description:** The Title VI Complaint form should be completed by anyone wishing to file a Title VI complaint with the OTO. Instructions for completing the Title VI form can be found in the Title VI Compliant Procedures

## Limited English Proficient

Limited English Proficient Plan- [insert updated link](#)

**Description:** This plan identifies the Limited English Proficient Populations the OTO might encounter and how to best engage these populations

Language Link Poster- Front Desk or Title VI Coordinator's Office

**Description:** These posters have language information from our over-the-phone interpreter.

I Speak Cards- <https://www.lep.gov/sites/lep/files/media/document/2022-06/i-speak-booklet.pdf>

**Description:** "I Speak Cards" are designed to identify the language spoken by an LEP person. Once a person's language is identified, a interpreter can be contacted.

Contact Info Cards- <M:\EMPLOYEE RESOURCES\Civil Rights>ContactInfoCards.pdf>

**Description:** These cards are designed to collect contact info and reason for visit from LEP individuals. This will allow us to contact them again once we have identified an appropriate interpreter.

## ADA

Title VI/ADA Program- [insert updated link](#)

**Description:** The Title VI/ADA Program describes OTO's effort to comply with ADA and identified actions for improving accessibility.

Formatting Accessible Documents in MSWord- <M:\EMPLOYEE RESOURCES\Civil Rights\Accessible Formatting for Word.pdf>

**Description:** This document can be used by OTO staff to help format accessible documents in MSWord.

Wave Web Accessibility Evaluation Tool- <http://wave.webaim.org/>

**Description:** This website identifies accessibility issues in any website. The OTO will use this site to internally monitor and improve its websites.



**TAB 12**

# Springfield News-Leader

## OZARKS

# City gives contractors more time to submit bids for Jefferson Avenue Footbridge repair



**Marta Mize**

Springfield News-Leader

Published 9:24 a.m. CT April 9, 2024

Long-awaited repairs for the Jefferson Avenue Footbridge are in the works — just moving along at a different timeline than initially expected. The city is extending the deadline for contractors to submit bids to rehabilitate the historic footbridge, which has been closed for eight years.

The pedestrian bridge, which connects Chase Street and Commercial Street, stretches 562 feet above 13 tracks of the Burlington Northern Santa Fe (BNSF) rail yard. The bridge is in need of upgrades and replacements after corrosion that posed safety concerns was discovered. Funding has been a major obstacle, however, until the past summer, when Governor Mike Parson approved \$8 million in the state budget to go toward the repairs.

The contractor bids were at first due Tuesday, April 9, but that deadline has been extended for two weeks to Tuesday, April 23 at 10:30 a.m. With the extension, the city issued an addendum to the original bid that clarifies some parts of the project.

## **New clarifications**

The main changes to the bid document are pushing back the deadline and answering questions that the department has received, so all bidders have the complete information.

"For a project this complex and unique, we thought it important to provide more information and time to help ensure we receive as many qualified bids as possible," Project Manager Nicholas Edelman said in a news release that noted the project has received a lot of interest from contractors.

The new document also requires 30% (instead of the original 40%) of the work to be completed by the prime contractor. Kristen Milam, communication coordinator, said via email this change was made after receiving feedback from the contractors who recognized that this project may require the work of a lot of specialized sub-contractors.

There is also a change to the required timing of the project. The anticipated notice to proceed was initially scheduled for June, but the addendum changes this to August, pushing the last notice to proceed for construction from December 2024 to February 2025.

**More:** From Jordan Creek to a new animal shelter, a look at major Springfield projects for 2024

Milam said this was to provide contractors with more flexibility. The document includes comments from bidders that the original timeline would overlap with weather conditions that could impact work time and painting and overlap with fourth quarter railway traffic. The new extension also clarifies that the city may grant time extensions for the construction phase on a case-by-case basis.

While a timeline for the project will be set after a contractor is selected, Public Works had previously been hopeful to have the bridge under construction this year.

*Marta Mieze covers local government at the News-Leader. Have feedback, tips or story ideas? Contact her at [mmieze@news-leader.com](mailto:mmieze@news-leader.com).*

SPONSORED CONTENT 

# Things you didn't know about your airport | Wildlife Management



Sponsored by Springfield-Branson National Airport  
April 4, 2024



Cattle graze with the Springfield-Branson National Airport in the background. (Photo provided by the Springfield-Branson National Airport)

# Presented by Springfield-Branson National Airport



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## **Wildlife management is crucial to maintaining a safe and efficient airport.**

In 2009, a US Airways flight struck a flock of Canada geese over New York City. Both engines failed and the pilot successfully ditched the plane in the Hudson River. Live television pictures showed passengers walking on the plane's wings as it floated down the river. The incident received world-wide attention and the pilot became a national hero. It was the "Miracle on the Hudson."

That was an extreme example of wildlife damage — it's usually much less dangerous and dramatic, but the aviation industry takes all wildlife strikes seriously.

The Federal Aviation Administration (FAA) puts it this way: "During the past century, wildlife-aircraft strikes have resulted in the loss of hundreds of lives worldwide, as well as billions of dollars in aircraft damage. Through policy and guidance, research and outreach, we strive to stay ahead of the issue."

The FAA requires certified airports to have a wildlife management program. A lot of time and effort goes into the programs. If it sounds like busy work, consider this: in the past 10 years, there have been 297 recorded wildlife strikes at the Springfield airport. 99 percent of the strikes involved birds. One percent involved coyote and bats.



The airfield maintenance supervisor holds up a bird found during a runway inspection. (Image provided by Springfield-Branson National Airport)

In one instance on November 25, 2023, an American Airlines plane arrived in Springfield from Dallas with a dent in one of the engines. Gray, black, and white feathers were recovered from the engine. We sent them to the **Feather Identification Lab at the Smithsonian Institution**. The lab reported back: snow goose.

Where did the strike occur? That's an open question. The incident report notes that snow geese are usually not found in the Dallas area. Given that fact, one might reasonably conclude that the strike occurred in the air, between Dallas and Springfield, or during landing in Springfield.

Another example occurred on November 4, 2022, when an American Airlines plane aborted takeoff from Springfield after striking a coyote. There was no damage to the plane. The incident report notes that the coyote struck a bolt between two tires on the right side of the plane, and that the "coyote was killed and collected by airport personnel." There's no doubt on this one — the strike occurred at the Springfield airport.





The bird's location is logged and recorded in the FAA Wildlife Strike Database. (Image provided by Springfield-Branson National Airport)

## Managing the wild

Many U.S. airports voluntarily report wildlife strikes to the FAA, ours included. Reports are compiled in the **FAA Wildlife Strike Database**. These reports help the FAA make recommendations about controlling airport wildlife.

Here are some of the other things we do to control wildlife:

- A nine-foot-tall chain link fence surrounds the airfield. The airfield is where aircraft land and takeoff.
- We avoid creating habitat that would encourage certain kinds of wildlife to live or hunt at the airport.
- Airport staff is always on the lookout for wildlife.

Let's dive into each of these items.



The chain link fence helps deter large wildlife from entering the airfield. This includes deer and coyote. Deer rarely get in, but coyotes occasionally do. In the past decade, two have been struck by aircraft.

The fence also helps with wild turkey, opossums, and skunks. By the way, every critter we've mentioned lives on, or near the airport.



This deer is standing about 30 feet from the airfield fence. While deer are typically seen in the early morning or evening, this one was out and about at noon. (Image provided by Springfield-Branson National Airport)

When it comes to habitat, some of what we do is obvious — we don't, for example, have a big pond on the airport that attracts geese. Despite that, we've had four geese strikes in the past 10 years.

Here's some wildlife habitat that's not so obvious: grass.

Tall grass is an absolute no-no at an airport. Tall grass provides habitat for small animals like rabbits, mice, and moles. These critters, by themselves, don't pose much of a threat to aviation, but here's the rub: they attract hawks and owls. These large birds of prey can, under the right circumstances, do significant damage to an aircraft. In the past 10 years, we've recorded eight owl strikes, and 10 hawk strikes.



The airport covers more than 3,000 acres, so we spend a lot of time dealing with the grass:

1. We mow. This is essentially just like residential lawn mowing.
2. We have agreements with local farmers that allow for the production of grass hay. That grass is mowed several times a year and becomes hay bales for livestock feed.
3. Agreements with local farmers allow for cattle grazing outside the airfield fence. Cattle keep the grass low.

Airport staff is constantly on the lookout. Runways are inspected several times a day for dead wildlife. The location of each find is logged. If it's a bird, a specimen is collected, all data is forwarded to the FAA. Collecting this information helps us anticipate wildlife trends. If, for example, we note an increase in coyote, we'll try to figure out why their numbers are growing and what we can do to curtail them.

## Safe Travels

In 2023 the airport had a combined total of 64,947 landings and takeoffs. Wildlife management was just one of the things we did to make sure they were all uneventful. For airport customers, wildlife is out of sight and out of mind, but rest assured that it's always top of mind with us.

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ALERT

## State threatens to take back St. Louis-area road money if local governments don't spend faster

Jacob Barker

Mar 26, 2024



Workers Lester Shears, from left, Mike Schneider and Frank Williams fill potholes Tuesday, Jan. 14, 2014, on northbound Interstate 55 near 3200 South Broadway in St. Louis.

Post-Dispatch photo

ST. LOUIS — The Missouri Department of Transportation is threatening to claw back federal funding earmarked for local governments unless they can spend the money faster, a change in policy that has blindsided area transportation planners and could derail some regional road projects.

The threat has riled the East-West Gateway Council of Governments, which administers about \$90 million annually in federal money that passes through MoDOT for local road projects on the Missouri side of the St. Louis metro area.

“(East-West Gateway) staff is extremely disappointed and displeased with this change in policy,” the council said in a memo to its board of directors last month, a departure from the dry language it normally uses to discuss regional infrastructure planning and federal and state grants.

Jim Wild, the council’s executive director, acknowledged a backlog among local government projects reliant on the federal grant money. But he said much of the issue stems from delays caused by the pandemic, such as staffing shortages and accessing the courts to acquire right-of-way. Plus, he said, rapid inflation drove up project budgets and forced local governments to find other local funding matches to make up the difference.

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MoDOT's concern is over unobligated federal transportation money that in 2022 reached \$83 million awaiting use for local projects. That money is earmarked for specific local government projects, but local governments need to complete certain steps before the feds sign off on its use, such as engineering work, construction plans and right-of-way acquisition.



Patrick McKenna was named as the director of the Missouri Department of Transportation on Thursday, Nov. 5, 2015.

MoDOT has for several years raised concerns about the growing unobligated balance. But the council worked with the state transportation department and local governments to reduce it to \$64 million last year.

As recently as November, MoDOT Director Patrick McKenna thanked regional transportation planning organizations such as the council and its counterparts in Kansas City and Springfield for their efforts to reduce the balances, according to a council memo.

Then, in January, McKenna changed the policy, setting a 120% spending goal for regional transportation groups and implementing a clawback if the regions obligate less than 110% of their annual allocation to local projects, according to the council. Anything under 110%, or \$99 million for the St. Louis region, would be taken back by MoDOT and used for state road projects.

“It just kind of surprised everyone,” Wild said.

For MoDOT, it’s a matter of maximizing federal funding for the state. The backlogs at the local level can ding Missouri when it applies for federal funding and could potentially mean fewer federal dollars overall coming to Missouri. That could happen at the same time Missouri is ramping up **a massive, \$2.8 billion rebuild and lane expansion on Interstate 70 between St. Louis and Kansas City** that it will need federal dollars to help with funding.

The backlogs are an issue across the country, and some state transportation departments are more flexible than others, Wild said. The Illinois Department of Transportation has worked with East-West Gateway and been more lenient given the issues faced by locals, Wild said.

“They’re more concerned about their program, and I get it, but I don’t agree with it,” Wild said of MoDOT. “We’re trying to look out for our municipalities and our counties and our region that are supposed to get the money.”

While the region scrambles to try and get projects back on track, more money is coming in through the federal grant programs because of increases in funding through the federal Infrastructure Investment and Jobs Act of 2021. The \$90 million allocated to regional Missouri projects is up about \$20 million because of the extra federal funding.

“We’re trying to spend 25% more money than what we were,” Wild said.



In a statement, McKenna, the MoDOT director, said the extra money from the infrastructure bill has made it harder for some local governments to meet funding deadlines. He said MoDOT has hosted workshops and its staff are trying to help local governments work through federal approvals more quickly.

“Together we are trying to find ways to streamline processes, including steps needed to reach federal requirements and deadlines,” McKenna said in the statement. “We want to help our local government partners maximize the federal transportation funds available to them and not lose funds if annual obligations aren’t met.”

But for local governments, even the loss of a few million dollars can blow a hole in the budget of a road project that has been in development for years.

St. Louis County gets about \$20 million a year from East-West Gateway’s \$90 million annual allocation and typically matches about 40% of that with local funds, said Joe Kulesa, acting deputy director of the county’s transportation and public works department.



East-West Gateway Executive Director Jim Wild listens during a regional crime summit hosted by East-West Gateway Council of Governments on Wednesday, May 17, 2023, at the Eric P. Newman Education Center in St. Louis. Photo by Christine Tannous, [ctannous@post-dispatch.com](mailto:ctannous@post-dispatch.com)

There’s never enough money for all the needs St. Louis County has — “If you gave me a billion dollars, I could spend it,” Kulesa said — and all sorts of issues have slowed pre-construction work on county road projects. The county has tried to speed things up, hiring more outside consultants to complete the work faster. But even they are understaffed, he said.

“When MoDOT just says, from our perspective, overnight, ‘Yeah we know we’ve let you do this for years, but

we're not going to do it anymore,' it's that change management piece that came as a surprise," Kulesa said. "And given the environment that we're in puts us in an even worse place."

Even with the change in policy, Wild said he expects the region to hit the 120% goal and is not at risk of losing any money this year by allocating less than \$99 million. The East-West Gateway is telling local governments in the region to move up any projects they have and not ask for any extensions in order to reduce the backlog. But an unexpected problem can always come up and cause a delay, Wild said.

"I think we're in a good place," he said. "It's just when they don't communicate these changes and they just drop them on us after the fact, or arbitrarily, it really makes it tough for us to get our job done or get the project done."

# NHTSA: Motor Vehicle Traffic Fatalities Declined in 2023

April 5, 2024



Early projections from the National Highway Traffic Safety Administration indicate that motor vehicle traffic fatalities declined by 3.6 percent in 2023 versus 2022.

[Above photo by WSDOT]

The agency said it estimates 40,990 people died in motor vehicle traffic crashes in 2023, compared to the 42,514 fatalities that occurred in 2022.

NHTSA added in a [statement](#) that the fourth quarter of 2023 represents the seventh consecutive quarterly decline in fatalities; a decline that began in the second quarter of 2022.

The agency also estimated that the fatality rate for 2023 decreased to 1.26 deaths per 100 million vehicle miles traveled or VMT; down from 1.33 per 100 million VMT in 2022. Estimates also show that VMT increased by 2.1 percent or 67.5 billion miles in 2023 over 2022.

Concurrently, NHTSA has kicked off a new public outreach effort to raise awareness of the dangers of distracted driving. The newly rebranded "Put the Phone Away or Pay" campaign seeks to remind motorists of



the dangers and the legal consequences – including fines – of distracted driving. NHTSA launched this new safety campaign simultaneously with the release of new distraction data, which indicates 3,308 people were killed and an estimated additional 289,310 people were injured in 2022 due to crashes involving distracted drivers.

The agency noted that its “Put the Phone Away or Pay” campaign – which runs from April 4 through April 8 – is supported by a \$5 million

national media buy in English and Spanish on television, radio, and digital platforms.

State departments of transportation across the country are involved in a variety of efforts to improve road safety for all users, as well as help reduce traffic fatalities and injuries.



Image via NHTSA



Photo by MoDOT

For example, in 2017, the Missouri Department of Transportation launched the “Buckle Up Phone Down” safety campaign – an outreach effort many other state DOTs across the country have adopted and implemented.

More recently, the Georgia Department of Transportation and “We Are Teachers,” a national educational media organization, recently launched a comprehensive “Car and Road Safety Program” for school students from kindergarten through 12th grade.

The two organizations said this free program aims to educate Georgia’s youth about the importance of road safety, whether they are passengers in a car, riding a bike, or walking.

Meanwhile, the Connecticut Department of Transportation [released guidance](#) in [January](#) for municipalities statewide that elect to use automated traffic enforcement safety devices, such as red light and speed safety cameras, in their communities.

More broadly, six state DOTs took home [National Roadway Safety Awards](#) in 2023 for infrastructure projects aimed at reducing highway injuries and fatalities, with two other state DOTs receiving honorable mentions for their efforts.

The biennial National Roadway Safety Awards program – presented by the Federal Highway Administration and the Roadway Safety Foundation (RSF) since 1999 – honors initiatives that improve roadway safety at the state

and local level.

At the national level, the American Association of State Highway and Transportation Officials participated in a [February event](#) hosted by the U.S. Department of Transportation in Washington, D.C., to highlight progress made over the last two years on the agency's National Roadway Safety Strategy or NRSS. The NRSS – launched by USDOT in [January 2022](#) – represents a series of “concrete steps” for the agency to address the “alarming rise” in U.S. roadway fatalities via “systemic changes” to prevent tragic and avoidable deaths and serious injuries on the nation’s highways, roads, and streets.



Image via the RSF



AASHTO's Tymon at podium. Image via USDOT.

“This is not just a national safety issue – it is a national health crisis and we all share a role in driving down roadway fatalities,” noted Jim Tymon, AASHTO’s executive director, at the event.

“We need to do everything in our power to reduce number of fatalities to zero,” he said. To that end, he noted that AASHTO hosted a national [Safety Summit](#) in 2023 in Kansas City, MO, to bring together state DOTs, federal agencies, local governments, and safety advocates to map out ways to improve roadway safety – with another such summit being planned for the fall of 2024.

“These summits are helping us come up with new safety strategies for roads and bridges – to take the different perspectives of all roadway users into account so we do not design roads and bridges in the same way we always have to ensure safety is integrated into everything we do,” Tymon said.



# Connecticut DOT Deploying New Microtransit Services

April 5, 2024



The Connecticut Department of Transportation is helping fund the launch of new microtransit services in nine state transit districts and municipalities statewide now through July 30 as part of a two-year pilot program.

*[Above photo by the Connecticut DOT]*

The agency noted that “microtransit” is an on-demand mode of transportation that allows customers to use a smartphone application or telephone number to request and schedule a ride within designated service areas. “This new program will help seniors and people with disabilities travel in parts of our state that have historically been underserved by public transportation,” noted Governor Ned Lamont (D) in a [statement](#).

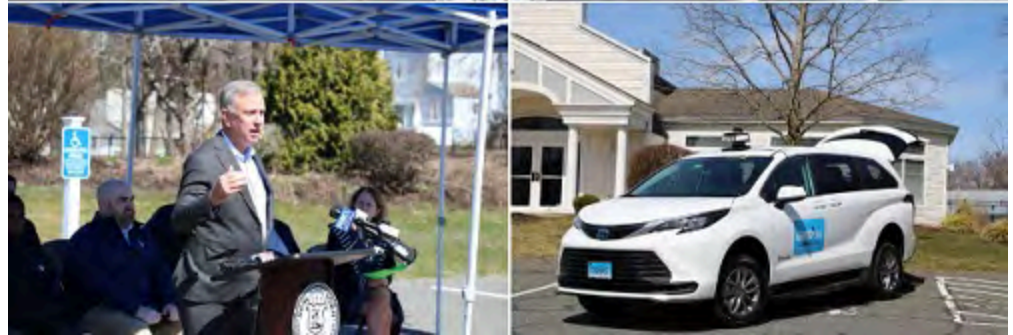
“These services ... will connect people to restaurants, entertainment, rail stations, airports, and critical services,” he added.

*[Editor’s note: A [July 2021 report](#) from the Mineta Transportation Institute found that greater use of “microtransit” could help develop more wide-ranging and affordable on-demand transportation services and help build up ridership and expand geographic coverage for “traditional” public transit service as well.]*

“Microtransit brings public transportation to communities that have lacked fixed route bus service,” said Connecticut DOT Commissioner Garrett Eucalitto, who also serves as the 2023-2024 vice president for the American Association of State Highway and Transportation Officials.

He noted that microtransit also helps eliminate gaps between communities, while increasing “access and mobility” for residents statewide.

Eucalitto also pointed that, based on the performance and ridership numbers of these new microtransit services, the agency has the option to use two one-year extensions to keep the pilot program going.



Photos by Connecticut DOT