

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
MAY 19, 2022**

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. in person and using the Zoom video conferencing platform. The meeting was also livestreamed on Facebook for public participation.

The following members were present:

Mr. Steve Childers, City of Ozark (a)	Mr. Ralph Phillips, Christian County (a)
Mr. Jerry Compton, Citizen-at-Large	Ms. Stacy Reese, MoDOT (a)
Mr. Travis Cossey, City of Nixa (a)	Mr. John Russell, Greene County (Chair)
Mr. Brad Gray, City of Willard (a)	Mr. Mike Schilling, City of Springfield
Ms. Karen Haynes, City of Republic (a)	Ms. Martha Smartt, City of Strafford (a)
Mr. Skip Jansen, City Utilities Transit	Mr. Dan Smith, City of Springfield (a)
Mr. Andrew Lear, City of Springfield	Mr. Richard Walker, Springfield Citizen-at-Large
Mr. Rusty MacLachlan, Greene County	Mr. Brian Weiler, Springfield-Branson Airport (a)

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

The following members were not present:

Mr. Chuck Branch, Citizen-at-Large	Mr. Bradley McMahon, FHWA
Mr. Mokhtee Ahmad, FTA	Mr. James O’Neal, Citizen-at-Large
Ms. Debra Hickey, City of Battlefield	Mr. Mark Schenkelberg, FAA

Others Present: Mr. Dan Wadlington, Senator Roy Blunt’s Office; Mr. Jeremy Pruett, Representative Billy Long’s Office; Jeff Robinson, OATS; Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, Ms. Debbie Parks, Mr. JD Stevenson, Ms. Nicole Stokes, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chairman Russell called the meeting to order at approximately 12:03 p.m.

I. Administration

A. Welcome and Roll Call

Member	Vote	Member	Vote
Mr. Chuck Branch	Absent	Mr. Rusty MacLachlan	Present
Mr. Steve Childers	Present	Mr. James O’Neal	Absent
Mr. Jerry Compton	Present	Mr. Ralph Phillips via Zoom	Present
Mr. Travis Cossey	Present	Mr. John Russell	Present
Mr. Brad Gray via Zoom	Present	Mr. Mike Schilling	Present
Ms. Karen Haynes	Present	Ms. Martha Smartt	Present
Ms. Debra Hickey	Absent	Mr. Dan Smith	Present
Mr. Skip Jansen	Present	Mr. Richard Walker	Present
Mr. Andrew Lear	Present	Mr. Brian Weiler	Present

A quorum was present.

B. Approval of Board of Directors Meeting Agenda

Mr. Compton moved to approve the May 19, 2022 agenda. Mr. MacLachlan seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	--

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

C. Public Comment Period for All Agenda Items

Chairman Russell advised there were public comments included in the packet. Ms. Fields shared a summary of the public comments. Chairman Russell asked for comments or questions.

D. Consideration of Items on the Consent Agenda

Mr. Jansen moved to approve the Consent Agenda which included:

- March 17, 2022 Minutes
- Financial Statements for 3rd Quarter 2021-2022 Budget Year
- FY 2022-2025 TIP Administrative Modification Five
- FY 2022-2025 TIP Amendment Five
- Major Thoroughfare Plan Amendment (Remove proposed collector FR 119 between FR 174/178)
- Federal Functional Classification Map Change Request (Republic St/Glenstone Ave/OR 60)

Mr. Weiler seconded the motion. Mr. Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	--

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

E. Executive Director's Report

Ms. Fields reported that the North 13 Study is still in the final draft stage. The Chadwick Flyer Overpass Study was included in the agenda and is completed. The FF Corridor Study has started with completion targeted for fall. The OTO fiscal year starts on July 1 and staff are looking for more study opportunities for the new fiscal year.

OTO staff met with all 9 of the OTO member jurisdictions to get an understanding of local priorities, study opportunities, and grant opportunities.

The I-44 INFRA Grant is due Monday, May 23, 2022. MoDOT will be submitting the application. OTO staff worked closely with the consultants contracted to write the grant. The grant is for a \$109

million project with \$66 million in new federal funds. The focus is on freight movement, addition of enhanced pedestrian connectivity, adding a sixth lane on I-44, and funding all phases of the I-44/Highway 13 interchange.

A RAISE Grant was submitted on behalf of the City of Republic for an MM expansion. The grant includes five lanes from I-44 to US 60 and asks for \$25 million in funds.

Staff are monitoring the notices of funding that are sent out by Federal Highway. They sent out a safety notice and will be sending a Connecting Communities notice. Staff are waiting for details on bridge funding and railroad funding.

The Chadwick Flyer Phase III is on City Utilities property. A consultant has been hired to do the design work. Construction is expected to begin in 2023.

MoDOT has agreed to work the Wilson's Creek Trail along ZZ into the roundabout project at the entrance to the Battlefield. This is scheduled for 2023. This trail will connect the Battlefield to Republic High School. OTO is working with the City of Ozark to manage another phase of the Chadwick Flyer Trail at the Tracker Marine property.

MoDOT just released the draft STIP. It appears all the projects OTO recommended are funded. It was an approximate \$108 million in funding.

F. MoDOT Update

Ms. Reese shared that the draft STIP was released yesterday and is out for a 30-day public comment period with June 17th being the last day for comments. It will go back to the Commission in July for final approval. It is an average of about \$1.5 billion a year which means MoDOT staff are handling approximately \$125 million each month in project support or letting.

MoDOT is planning to submit the INFRA Grant, Friday, May 20th.

MoDOT received \$100 million statewide for low volume routes. The SW District received \$5 million of this funding but not for the OTO area. There will be an additional \$75 million in Governor's Cost Share funding but no details yet. There is a call for TAP projects on the rural side. MoDOT is working on the BRO funding and logistics with some possible changes to the program to come. MoDOT has started updating their Asset Management Plan.

MoDOT will be meeting with the City of Ozark for the Route CC Cost Share. The bids open May 20th for the next two sections of James River Freeway from National to Kansas. With construction hoping to start late summer or fall.

G. Legislative Reports

Mr. Wadlington with Senator Blunt's Office stated federal funds are the backbone to the solutions to six-laning I-44 and the Highway 13 interchange. Congress is currently talking about foreign affairs.

Mr. Pruett with US Representative Long's Office reported it was pretty quiet on the House side. Appropriations were submitted earlier this month and it will probably be late summer before the result is known if they were awarded.

III. New Business

A. **FY 2023 Unified Planning Work Program and Budget**

Ms. Parks reported that 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 tasks. Ms. Parks reviewed the tasks for the Board. The UPWP contains the proposed budget for FY 2023 for inclusion in the contract with MoDOT for funding the OTO annual operational expenses. The budget is based on the federal funds available and the local 20 percent match. Ms. Parks highlighted the OTO portion of the UPWP budget for FY 2023.

Mr. Cossey made a motion to approve the FY 2023 Unified Planning Work Program. Mr. Childers seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	--

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

B. **FY 2023 Operational Budget**

Ms. Parks stated the OTO maintains a separate operational budget from the approved Unified Planning Work Program (UPWP) Budget. The UPWP Appendix A Budget is required to show all planning activities that use federal funds. An OTO FY 2023 Operational Budget has been developed with the same OTO expenses as the UPWP Appendix A, plus some additional highlighted expenses that are not billable to the federal grant. Once approved, this will be the OTO's audited budget. Ms. Parks explained the budget's revenue and expenses.

Ms. Smartt made a motion to adopt the OTO FY 2023 Operational Budget. Mr. Jansen seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

C. **Resolution to Approve Line of Credit and New Account**

Ms. Parks shared that the OTO is taking on additional projects utilizing reimbursable federal funds. These include studies and a trail construction project. This process is new to the OTO and it is presumed that the bills will come in frequently and may be in large amounts. OTO has a cash reserve but explored options to ensure contractors receive timely payment. MoDOT approved an OTO cash management plan for federal grant awards in November 2021 that will allow the OTO to submit invoices and receive reimbursement within 15 days. Hopefully, this will prevent reduction in cash balances for a significant amount of time. As a back up plan, OTO would like to open a line of credit to ensure that in the event MoDOT does not provide timely reimbursement, the OTO is still able to

meet the financial commitments. Three quotes were solicited. Arvest Bank was selected to open the line of credit.

Mr. Childers made a motion to approve a resolution for a line of credit and open a new bank account at Arvest Bank. Ms. Smartt seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

D. OTO Growth Trends Report

Mr. Faucett reported that the Growth Trends Report is based on the most recent data and building permit information collected from area jurisdictions. The report includes information for residential units permitted, growth trend maps, as well as demographic and employment data providing a view of growth for the OTO service area and the five county Metropolitan Statistical Area (Christian, Dallas, Greene, Polk, and Webster counties). Mr. Faucett shared highlights of the report.

This was informational only. No action required.

E. Public Participation Plan Annual Evaluation

Mr. Faucett shared that the effectiveness of the OTO's Public Participation Plan and public involvement activities are evaluated annually. This annual evaluation is conducted in accordance with the 2020 Public Participation Plan approved by the Board of Directors on August 20, 2020 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. Mr. Faucett reviewed the report for the Board.

This was informational only. No action required.

F. Federal Funds Balance Report

Ms. Longpine stated the OTO is allocated Urban Surface Transportation Block Grant (STBG-Urban) funds each year through MoDOT from the Federal Highway Administration. MoDOT has enacted a policy of allowing no more than three years of this STBG-Urban allocation to accrue. If a balance greater than 3 years accrues, funds will lapse (be forfeited).

OTO has elected to sub-allocate the STBG-Urban funds among the jurisdictions within the MPO area. Each of these jurisdiction's allocations are 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. When MoDOT calculates the OTO balance, it is based upon obligated funds and not programmed funds, so a project is only subtracted from the balance upon obligation from FHWA. OTO receives reports showing the projects that have been obligated. MoDOT's policy allows for any cost share projects with MoDOT that are programmed in the Statewide Transportation Improvement Program, although not necessarily obligated, to be subtracted from the balance. The next deadline to meet the MoDOT funds lapse policy is September 30, 2022.

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 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. Ms. Longpine reviewed the report for the Board.

This was informational only. No action required.

G. Chadwick Flyer Crossing Study

Mr. Stevenson reported the OTO contracted with Crawford, Murphy, & Tilly (CMT) in October of 2021 to conduct a study to determine the safest and most practical location and method for the crossing of U.S. Highway 65 by the Chadwick Flyer Trail in Ozark, Missouri. In coordination with the OTO, the City of Ozark, MoDOT, and Ozark Greenways, CMT completed the study and developed a draft report of the finding that includes the identification of a preliminary preferred crossing location and method. A 15-day public review and comment period was initiated Monday, April 11 and continued until Monday, April 25.

Ms. Haynes made a motion to accept the Chadwick Flyer Crossing Study. Mr. Weiler seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

H. Transit Coordination Plan

Mr. Thomason stated the *Local Coordinating Board for Transit* (LCBT) has completed its update of the region's coordinated public transit-human services transportation plan, entitled *Transit Coordination Plan 2022* (TCP). The LCBT and OTO are responsible for administering a fair and impartial project selection process for the region's *Section 5310 Enhance Mobility for Seniors and Individuals with Disability* grant program. The TCP is required by federal law to guide the project selection process and ensure program funds are used to meet known transportation needs.

Action items included in this plan are consistent with previous plans. The focus remains on facilitating new and replacement vehicle purchases using the Section 5310 funds. There are some new actions included to identify potential sources of operational funds, support employment transportation, and begin administering Section 5310 in-house. Mr. Thomason shared an overview of the plan with the Board.

Mr. Childers made a motion to approve the adoption resolution for the *Transit Coordination Plan*. Mr. Smith seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

I. Section 5310 American Rescue Plan Funds

Mr. Thomason shared on March 11, 2021 President Biden signed the *American Rescue Plan* (ARP). The ARP appropriated \$50,792 in Section 5310 *Enhanced Mobility of Seniors and Individuals with Disabilities* funding for the OTO area. The OTO's *Local Coordinating Board for Transit* (LCBT) voted on April 11 to recommend OATS receive the entire allocation of ARP Section 5310 funding.

The LCBT's current recommendation matches its recommendation for a similar allocation of Section 5310 funds allocated to the region in the *Coronavirus Response and Relief Supplemental Appropriations Act* (CRRSAA). Both allocations were intended for operational expenses at transit agencies serving seniors and individuals with disabilities. OTO staff followed the same process to identify local agencies that have experience receiving FTA funding for transit operations for both CRRSAA and ARP Section 5310 allocations.

Both OATS and CU Transit have a long history of complying with FTA regulations for multiple grant programs. CU Transit has declined to apply for either the ARP or CRRSAA Section 5310 funding and has supported awarding the funds to OATS Transit. OATS Transit has used the CRRSAA funding to support access to vaccine clinics and to supplement transportation contracts with local agencies serving seniors and individuals with disabilities. OATS intends to continue supplementing existing service contracts with the ARP Section 5310 funding.

The ARP and CRRSAA programs include an exemption from needing to add newly funded operational projects to a region's Transportation Improvement Program (TIP). As a result, ARP funding can be awarded without a TIP amendment.

Mr. Robinson addressed public comments received by the Board regarding OATS.

Mr. Lear made a motion to award OATS Transit the entire \$50,792 of American Rescue Plan Section 5310 funding. Mr. Phillips seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of members in attendance and members via Zoom, the motion passed unanimously.

III. Other Business

A. Board of Directors Member Announcements

There were no member announcements for the Board of Directors.

B. Transportation Issues for Board of Directors Member Review

Mr. Compton requested an acronym glossary for future agendas.

C. Articles for Board of Directors Member Information


Chairman Russell noted there were articles of interest included in the packet for the members to review as time allows.

IV. Adjourn meeting

With no further business to come before the Board, Mr. Childers made a motion to adjourn the meeting. Mr. Weiler seconded the motion. Chairman Russell called for a vote of members in attendance and then for a roll call vote of members attending via Zoom.

Members attending via Zoom	Vote
Mr. Brad Gray	Aye
Mr. Ralph Phillips	Aye

After calling for a vote of member in attendance and members via Zoom, the motion passed unanimously. The meeting adjourned at 1:45 p.m.

DocuSigned by:

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David Cameron
OTO Secretary