

**OZARKS TRANSPORTATION ORGANIZATION  
TECHNICAL PLANNING COMMITTEE MEETING MINUTES  
APRIL 19, 2023**

The Technical Planning Committee of the Ozarks Transportation Organization met at its scheduled time in person. A quorum was declared present. Chair Roussell began the meeting at approximately 1:32 p.m.

The following members were present:

Garrett Brickner (a), City of Republic	John Matthews, Missouri State University
Paula Brookshire (a), City of Springfield	Frank Miller, MoDOT
Matt Crawford, City Utilities	Jeremy Parsons, City of Ozark
Adam Humphrey, Greene County	Jeff Roussell, City of Nixa (Chair)
Kirk Juranas, City of Springfield	Beth Schaller, MoDOT
Joel Keller (a), Greene County	Jonathan Sheldon, Springfield Public Schools
Mary Kromrey, Ozark Greenways	Randall Whitman (a), City of Springfield
Tristan Losh, City of Battlefield	Todd Wiesehan, Christian County

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

The following members were not present:

Scott Hayes, City of Willard	Aishwarya Shrestha, SMOG
Ahmad Mokhtee, FTA	Mark Webb, Greene County
David Schaumburg, Springfield-Branson Airport	Jeremy Wegner, BNSF
Mark Schenkelberg, FAA	Daniel Weitkamp, FHWA
Tim Schowe, City of Strafford	

Others present were: Kimberly Ader, MoDOT; Corey Becker, City of Nixa; Neil Brady, Bartlett & West; King Coltrin and Tom Dancey, City of Springfield; Andrew Novinger, Anderson Engineering; Jered Taylor, Congressman Eric Burlison's Office; Gregory Wadley, Visitor; David Faucett, Natasha Longpine, Debbie Parks, Libby Robinson, and Nicole Stokes, Ozarks Transportation Organization.

**I. Administration**

**A. Introductions**

Chair Roussell welcomed everyone.

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

Todd Wiesehan made a motion to approve the Technical Planning Committee Meeting Agenda for April 19, 2023. Adam Humphrey seconded the motion. The motion passed.

**C. Approval of February 15, 2023 Meeting Minutes**

Jeremy Parsons made a motion to approve the minutes from the February 15, 2023 Technical Planning Committee Meeting. Mary Kromrey seconded the motion. The motion passed.

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

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

**E. Staff Report**

Natasha Longpine stated OTO staff thanked the member jurisdictions for the Transportation Improvement Program updates.

Staff are updating the OTO Public Participation Plan. A survey has been sent out to all interested parties, posted on social media and the OTO website.

Staff are collecting information for the State of Transportation Report. If any member has photos or projects to highlight for calendar year 2022, please share with the OTO staff.

OTO staff is reviewing the unfunded needs list. OTO staff will be meeting with each member jurisdiction to discuss priorities and projects for the upcoming year.

**F. Legislative Report**

Jered Taylor with Congressman Burlison's Office shared the Transportation and Infrastructure Committee has been working on pipeline safety and reauthorization. Congress will be discussing the debt ceiling. The Congressman has been working on budget cuts, totaling approximately \$500 billion.

**G. MoDOT Report**

Frank Miller reported the high priority unfunded needs will be updated by the end of May. There are two unfunded needs projected to be added to the STIP. One is the Ozark Cost Share and the other is to be determined.

**H. Committee Reports and Grant Opportunities**

Natasha Longpine shared that the Bicycle and Pedestrian Advisory Committee (BPAC) has been meeting and discussing the Bicycle and Pedestrian funding application. This will be covered more later in the agenda. The next meeting has been moved from May 9<sup>th</sup> to May 16<sup>th</sup>. It will be an online Q & A session regarding the application.

Debbie Parks stated the Local Coordinating Board for Transit met recently and reissued an application for a call for projects for the 5310 funding. One application was received. The LCBT will be reviewing the application at the next meeting to make a recommendation to the Board of Directors.

Debbie Parks reported that OTO staff have been working on a new Grants page on the OTO website. The goal of this page is to be a resource to the OTO member jurisdictions with information for the IJA Program. A monthly newsletter will be sent out with updated grant information. Debbie Parks reviewed the webpage for the Committee. OTO will be hosting a training for grant paperwork. Once the training date is set, staff will send out the information.

**II. New Business**

**A. FY 2023-2026 TIP Administrative Modifications Two and Three**

Natasha Longpine stated there were 2 items included as part of Administrative Modification 2 and 1 item as part of Administrative Modification 3 to the FY 2023-2026 Transportation Improvement

Program. These changes do not affect Fiscal Constraint as the funding sources and funding years remain the same.

**Administrative Modification 2**

1. ITS Operations and Management (MO2402-23AM2)  
Increasing the amount of STBG-U in FY2024 from \$392,000 to \$448,000.
2. TMC Signal Replacements, Various Locations (SP2202-23AM2)  
Moving funding from Construction to Preliminary Engineering to coincide with the engineering services contract amount.

**Administrative Modification 3**

1. Chadwick Flyer US 65 Crossing (OK2304-23AM3)  
Moving funding between phases to ensure each funding source is correctly associated with each phase.

This was informational only. No action required.

**B. Public Participation Plan Annual Evaluation**

Dave 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. Dave Faucett presented the Evaluation to the Committee.

This was informational only. No action was required.

**C. FY 2024 Unified Planning Work Program**

Debbie Parks reported that the 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 contains the proposed budget for FY 2024 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. The total budget amount for FY 2024 UPWP is \$1,597,423. 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. Debbie Parks reviewed the FY 2024 UPWP for the Committee.

Kirk Juranas made a motion to recommend the Board of Directors approve the FY 2024 Unified Planning Work Program. Garrett Brickner seconded the motion. The motion passed.

**D. March 31, 2023 Federal Funds Balance Report**

Natasha Longpine stated OTO is allocated Urban Surface Transportation Block Grant (STBG-Urban) funds, formally known as STP-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. The next deadline to meet the MoDOT funds lapse policy is September 30, 2023.

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.

Natasha Longpine reviewed the guidelines and the report.

This was informational only. Jurisdictions were asked to review the report for any inaccuracies or changes in project status and advise staff.

**E. Bicycle and Pedestrian Funding Guidebook and Application**

Natasha Longpine shared the Bicycle and Pedestrian Advisory Committee (BPAC) developed an application and scoring guidelines for the purpose of awarding Bicycle and Pedestrian Infrastructure Funding through the TAP and Carbon Reduction funding programs. There is \$5,930,00 in eligible funding. The application deadline is June, 1, 2023.

Natasha Longpine reviewed the application and eligible projects.

Mary Kromrey made a motion to approve the Bicycle and Pedestrian Funding Guidebook and Application for a funding round to begin April 20, 2023. Kirk Juranas seconded the motion. The motion passed.

**F. Electric Vehicle Charger Funding Guidebook and Application**

Natasha Longpine reported that OTO developed a funding program with Carbon Reduction Program funds for the installation of AC Level 2 Electric Vehicle Chargers. There is \$750,000 in eligible funding. The maximum project size is \$300,000.

Natasha Longpine reviewed the application and eligible projects.

John Matthews made a motion to approve the EV Charger Funding Guidebook and Application for a funding round to begin April 20, 2023 and available to OTO member jurisdictions as well as Missouri State University. Beth Schaller seconded the motion. The motion passed.

**G. FY 2023-2026 TIP Amendment Five**

Natasha Longpine stated there was one item included as part of Amendment Number Five to the FY 2023-2026 Transportation Improvement Program.

1. \*New\* ARPA 5310 Funding (OA2301-23A5)  
OATS was previously awarded \$50,792 of Section 5310 funding through the American Rescue Plan for operations. This funding needs to be reflected in the TIP. No match is required.

Kirk Juranas made a motion to recommend the Board of Directors approve Amendment 5 to the FY 2023-2026 Transportation Improvement Program. Jeremy Parsons seconded the motion. The motion passed.

**III. Other Business**

**A. Technical Planning Committee Member Announcements**

Jeremy Parsons thanked all of those involved with the Chadwick Flyer DED Grant.

**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 Roussell noted there were articles of interest included in the Agenda Packet.

**IV. Adjournment**

Adam Humphrey made a motion to adjourn the meeting. Garrett Brickner seconded the motion. The motion passed. The meeting was adjourned at approximately 2:53 p.m.

DocuSigned by:



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Jeff Roussell

Technical Planning Committee Chair