OZARKS TRANSPORTATION ORGANIZATION

TECHNICAL PLANNING COMMITTEE MEETING MINUTES

November 14, 2018

The Technical Planning Committee of the Ozarks Transportation Organization met at its scheduled time in the OTO Conference Room. A quorum was declared present and the meeting was called to order at approximately 1:35 p.m. by Co-Chair Kirk Juranas.

The following members were present:

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| Mr. Rick Artman, Greene County  Ms. Kristy Bork, Springfield/Branson Airport (a)  Ms. Paula Brookshire, City of Springfield (a)  Ms. Megan Clark, SMCOG  Mr. Eric Claussen, City of Springfield (a)  Mr. King Coltrin, City of Strafford  Mr. Matt Crawford, City Utilities Transit  Ms. Dawne Gardner, City of Springfield (a)  Mr. Martin Gugel, City of Springfield (Co-Chair)  Mr. Zeke Hall, MoDOT | Mr. Adam Humphrey, Greene County  Mr. Kirk Juranas, City of Springfield (Co-Chair)  Mr. Joel Keller, Greene County (a)  Mr. Frank Miller, MoDOT  Mr. Andy Mueller, MoDOT (a)  Mr. Jeff Roussell, City of Nixa  Mr. Garrett Tyson, City of Republic |

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

The following members were not present:

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| Mr. Mokhtee Ahmad, FTA Representative  Mr. Joshua Bird, Christian County (a)  Mr. Randall Brown, City of Willard (Vice Chair)  Mr. John Caufield, BNSF  Mr. Doug Colvin, City of Nixa (a)  Ms. Mary Kromrey, Ozark Greenways  Mr. Kevin Lambeth, City of Battlefield (a)  Mr. Bradley McMahon, FHWA  Mr. Kent Morris, Greene County Planning  Mr. Andrew Nelson, City of Republic (a)  Mr. David O’Connor, City of Willard (a)  Mr. Jeremy Parsons, City of Ozark (a) | Mr. Cole Pruitt, Missouri State University  Mr. Jason Ray, SMOG (a)  Mr. David Schaumburg, Springfield/Branson Airport  Mr. Mark Schenkelberg, FAA Representative  Mr. Frank Schoneboom, City of Battlefield  Mr. Jeremiah Shuler, FTA Representative (a)  Ms. Mary Lilly Smith, City of Springfield  Ms. Janette Vomund, MoDOT  Ms. Eva Voss, MoDOT  Mr. Todd Wiesehan, Christian County  Mr. Chad Zickefoose, MoDOT (a) |

Others present were: Mr. Garritt Brickner, City of Republic; Mr. Carl Carlson, Olsson Associates; Ms. Brenda Cirtin, Ms. Kimberly Cooper, Mr. David Faucett, Ms. Sara Fields, Ms. Natasha Longpine, and Mr. Andy Thomason, Ozarks Transportation Organization.

* 1. **Administration**

1. **Introductions**

Those in attendance made self-introductions stating their name and the organization they represent.

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

Mr. Coltrin moved approval of the Technical Planning Committee Meeting Agenda for November 14, 2018. Mr. Tyson seconded the motion and it was unanimously approved.

1. **Approval of the September 19, 2018, Meeting Minutes**

Mr. Humphrey moved for approval of the minutes from the September 19, 2018 Technical Planning Committee Meeting. Mr. Claussen seconded the motion and it was unanimously approved.

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

There were no speakers present to address the Committee.

1. **Staff Report**

Sara Fields stated that due to the length of the agenda, she would forgo providing a lengthy report, but she did want to thank Kirk Juranas for serving as Chair of the Technical Planning Committee for the past year.

1. **Legislative Reports**

There were no representatives from the area legislators present to give a report.

* 1. **New Business**

1. Administrative Modification Number ­­­­One to the FY 2019-2022 TIP

Natasha Longpine stated that Administration Modifications are allowed to be made by staff. She noted this modification is for the City of Battlefield on the FF and Weaver Road sidewalk projects. She added this modification reduces the funding designated for Engineering, removes the right-of-way funding and adds funding to the programmed cost of the project. The total programmed amount is now $610,616.

This item was shared for informational purposes only; no action by the Committee is requested.

1. Amendment Number Two to the FY 2019-2022 TIP

Natasha Longpine stated there were several items that were included in this TIP amendment. Two of the projects were recommended for approval by the Transportation Alternatives Program subcommittee and are for sidewalks in Strafford and Willard. She stated two of the projects are in Nixa and allows them to make the STBG-U payback to MoDOT. The final four projects are being requested by MoDOT and are for scoping for various bridge and road improvements.

Mr. Humphrey moved the Technical Planning Committee recommend approval of FY 2019-2022 TIP Amendment Number Two to the Board of Directors. Mr. Roussell seconded the motion and it was unanimously approved.

1. Federal Functional Classification Map Change Request

Andy Thomason stated that during the month of October, the OTO asks the member entities if they would like to request any Federal Functional Classification changes. He clarified that applications can be submitted at any time, but October is when the OTO conducts an ‘all call’. He noted that staff had received one application from the City of Springfield and that OTO staff is putting forward an application for a location in Nixa. He briefly reviewed the request from the City of Springfield, which was to lower the classification from a Primary Arterial to a Secondary Arterial for Grant Avenue. Mr. Thomason explained why staff was asking for the upgrade of Rosedale Road from a local street to a Major Collector, stating it connects two major collectors and a secondary arterial to US 160. He added the current classification is inconsistent with its current and future function.

Mr. Miller noted that on MoDOT’s classification map, Grant Avenue is already shown as a minor arterial. Dawn Gardner indicated that if that was the case, then the City of Springfield would withdraw its request, but she would need to confirm this information with the City maps. Following a brief discussion, it was determined that the Committee would proceed with taking action on both requests, but would only move the City of Springfield’s forward, if it was determined that it was necessary to do so.

Mr. Claussen moved the Technical Planning Committee recommend the Board of Directors approve the proposed Federal Functional Classification change. Mr. Miller seconded the motion and it was unanimously approved.

1. 2019 Safety and Transit Performance Targets

Natasha Longpine stated the FAST Act requires a performance-based approach to transportation investments and creates National Performance Goals. In order to comply with these goals, MoDOT and the OTO are required to establish targets, each of which, has its own requirements and timelines. She stated that the OTO can set their own goals or adopt the goals that MoDOT has established. She added that the Performance Measures Subcommittee met and recommended that the OTO adopt the statewide plan established by MoDOT.

Mr. Humphrey moved the Technical Planning Committee recommend the Board of Directors adopt the 2019 Safety and Transit Performance Targets. Mr. Garrett seconded the motion and it was unanimously approved.

1. Annual Listing of Obligated Projects

Natasha Longpine stated the OTO is required by federal law to publish an Annual Listing of Obligated Projects (ALOP). She added this report is required to be published by December 30, each year, and this particular ALOP covers the timeframe of October 1, 2017 to September 30, 2018. She stated it outlines the obligations for the OTO area, noting this is not expenditures but funding that has been designated for specific projects.

Mr. Claussen moved the Technical Planning Committee recommend the Board of Directors accept the Annual Listing of Obligated Projects. Mr. Miller seconded the motion and it was unanimously approved.

1. Federal Funds Balance Report

Natasha Longpine stated the Federal Funds Balance Report had been distributed at their places. She indicated the report was a listing of how the jurisdictions had allocated the STBG-Urban and Small Urban funding from MoDOT. Ms. Longpine stated this report shows 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. Ms. Longpine reminded the members that MoDOT has a 3-year accrual policy; any monies over that 3-year accrual will be forfeited. She asked the members present to review the report and let her know of any discrepancies.

In response to a question, Ms. Fields noted that as long as the jurisdictions meet what has been committed to obligating this year, the federal funding from MoDOT should not be an issue.

This item was provided for informational purposes only and no action by the Committee was required.

1. **State of Transportation Report**

Natasha Longpine stated two items had been distributed at the places of the Committee members, one being an infographic showing the performance measures set in the Long Range Transportation Plan and the 2017 State of Transportation Report. She said the Report has the eleven performance measures and some additional information regarding transportation issues in the OTO area.

This item was provided for informational purposes only and no action by the Committee was required.

1. **2019 Action Items**

Sara Fields stated that since 2014, staff has been working with the Board on strategic planning. She noted that each year the Board reviews the Mission Statement, the Goals and Objectives, and the Action Items. She added historically the Technical Planning Committee has not been involved in this process, however, this year the Executive Committee requested the Technical Planning Committee review the list and suggest items they would like for the OTO to be involved in during 2019. Ms. Fields reviewed the seven categories the Action Items are divided into and briefly commented on each one.

Mr. Claussen moved the Technical Planning Committee recommend the Board of Directors accept the proposed 2019 Action Items. Mr. Humphrey seconded the motion and it was unanimously approved.

1. **STIP Prioritization Criteria Overview**

Sara Fields stated at the September Technical Planning Committee, the projects that were being recommended for the Statewide Transportation Improvement Program (STIP) were approved. She noted the process of scoring and prioritizing the projects is about four years old. She stated that the criteria for scoring the projects is based on the criteria used for the Long Range Transportation Plan and has been modified to reflect the shorter term conditions. She added that staff wants to review these criteria over the next few meetings so that the Committee is aware of them and has an opportunity to make suggestions for changes.

Ms. Fields stated she chose criteria #1 and #7 for the Committee to review at this meeting. She noted the first criteria is #1 and is Projects of Regional Significance and involves the projects that appear on that specific map. She said the map contains the projects that the Board believes have regional significance, adding it may be amended at any time.

Ms. Fields stated the second criteria on this agenda is #7, which is Travel Time. She noted that several years ago, the OTO partnered with the City of Springfield and MoDOT to purchase some travel time units. These units are set at different locations in the OTO area, in addition there are three mobile units. These units are used to determine the amount of delay along the corridor. This is done by comparing the speed at which traffic is moving to the posted speed limit.

Ms. Fields stated it was her intent, unless there were objections, to have the engineers from the Traffic Management Center review this information and make some recommendations. These will be brought back to the Committee for review and comment.

Following a brief discussion, Ms. Fields stated she believed it might be beneficial to have a subcommittee to review each of the criteria in detail. It was the consensus of the Committee that this would be beneficial. Ms. Fields will notify the Committee when she is ready to establish this subcommittee and the members can let her know if they wish to be included.

This item was provided for informational purposes only and no action by the Committee was required.

1. MoDOT STIP Priorities

Andy Mueller with MoDOT stated he asked for a few minutes to address MoDOT’s priorities in the OTO area. Mr. Mueller stated that as he looks at the FY 2020-2024 STIP priorities for the OTO and for MoDOT, he sees that there are a lot of the same priorities, however, they are not in the same priority order. He noted one of the items that is a priority for MoDOT is I-44. He said that the OTO’s recent score for I-44 indicated it needed auxillary lanes and bridge replacement to accommodate expansion. He said both the OTO and MoDOT were looking at the same outcome, however, MoDOT was not sure that auxillary lanes would solve the problem. He noted they were thinking it might need to be expanded to six lanes and add the auxillary lanes. He said at this point, it is probably MoDOT’s #1 priority, but it is also very expensive.

Mr. Mueller stated Routes 60 and Hwy 65, are also ranked high in MoDOT’s priorities. He said that Hwy 65 has largely been contracted out or is in the design phase. Mr. Mueller added that MoDOT is exploring the possibility of expanding Route 60 to six lanes.

Mr. Mueller addressed other projects that MoDOT had listed as a higher priority than the OTO. He added a number of factors goes into MoDOT’s determining when projects should be completed, a couple of which are safety factors and cost of the project. He also noted that funding is a continual challenge for MoDOT. He reiterated that the three projects that keep rising to the top of MoDOT’s priorities are I-44, Route 60, and Hwy 65.

This item was provided for informational purposes only and no action by the Committee was required.

1. OTO Technical Planning Committee Chair Rotation

Sara Fields stated that in 2003, the Technical Planning Committee adopted a rotation schedule for the Chair position to allow each jurisdiction the opportunity to serve.

Ms. Fields noted that in 2019, Willard is slated to be the Chair, however, Randall Brown has a very busy year ahead and has asked to have his Alternate, David O’Connor to serve in this capacity. She noted that Garrett Tyson from Republic will be the Chairman Elect and will begin his term in 2020.

Mr. Humphrey moved the Technical Planning Committee elect David O’Connor as Chair and Garrett Tyson as Vice-Chair. Mr. Coltrin seconded the motion and it was unanimously approved.

1. OTO Technical Committee 2019 Meeting Schedule

Sara Fields noted the meeting schedule for 2019 was included in the packet and that staff would be sending out an appointment notice.

* 1. **Other Business**

1. **Technical Planning Committee Member Announcements**

There were no member announcements.

1. **Transportation Issues for Technical Planning Committee Member Review**

There were no issues from members of the Committee.

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

Co-Chair Juranas noted there had been several articles distributed in the agenda packet and encouraged the members of the Committee to review them as they had time. Andy Thomason noted that KY-3 had prepared a report on the Traffic Incident Management exercise that had been conducted the previous day.

**Adjournment**

With no additional business to come before the Committee, the meeting was adjourned at approximately 3:00 p.m.