OZARKS TRANSPORTATION ORGANIZATION

TECHNICAL PLANNING COMMITTEE MEETING MINUTES

January 18, 2017

The Technical Planning Committee of the Ozarks Transportation Organization met at its scheduled time of 1:30 p.m. in the OTO Conference Room.

The following members were present:

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| Mr. Rick Artman, Greene CountyMr. David Brock, City of RepublicMr. Randall Brown, City of Willard Ms. Paula Brookshire, City of Springfield (a)Mr. Travis Cossey, City of NixaMs. Dawn Gardner, City of Springfield (a)Mr. Adam Humphrey, Greene County Mr. Tom Johnson, Missouri State University | Mr. Kirk Juranas, City of Springfield (Co-Chair)Mr. Joel Keller, Greene County (a)Mr. Frank Miller, MoDOTMr. Jason Ray, SMCOGMr. Frank Schoneboom, City of BattlefieldMr. Andrew Seiler, MoDOTMr. Kelly Turner, City Utilities TransitMr. Todd Wiesehan, Christian County |

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 RepresentativeMs. Kristy Bork, Springfield/Branson Airport (a)Mr. King Coltrin, City of Strafford Mr. Justin Coyan, Springfield Chamber of CommerceMr. Rick Emling, R-12 School District (a)Mr. Martin Gugel, City of Springfield (Co-Chair)Mr. Nicholas Konen, BNSFMr. Bradley McMahon, FHWA | Mr. Kent Morris, Greene County PlanningMr. Jeremy Parsons, City of Ozark (a)Mr. Mark Schenkelberg, FAA RepresentativeMr. Jeremiah Shuler, FTA Representative (a)Ms. Mary Lilly Smith, City of SpringfieldMs. Janette Vomund, MoDOT Ms. Eva Voss, MoDOTMr. Terry Whaley, Ozark Greenways |

Others present were: Mr. Keith Ray Mackie, Senator Bob Dixon’s Office; Mr. Bill Killian, Killian Construction Co.; Mr. Dwayne Holden, Custom Metalcraft; Mr. Jay Wynn and Mr. Dane Seiler, CJW; Mr. Larry Childress; Mr. Dave Faucett, Mr. Andy Thomason, Ms. Natasha Lonepine, Ms. Debbie Parks, Ms. Sara Fields, and Ms. Brenda Cirtin, Ozarks Transportation Organization.

Mr. Kirk Juranas, Technical Planning Committee Chairman, called the meeting to order at approximately 1:35 pm.

* 1. **Administration**
1. **Introductions**
2. **Approval of the Technical Planning Committee Meeting Agenda**

Mr. Wiesehan moved to approve the January 18, 2017 meeting agenda. Mr. Humphrey seconded the motion and it was unanimously approved.

1. **Approval of the November 16, 2016 Meeting Minutes**

Mr. Humphrey moved to approve the November 16, 2016 meeting minutes. Mr. Brock seconded the motion and it was unanimously approved.

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

Ms. Fields stated there were no public comments received since the last meeting. There were no speakers present to address the Committee.

1. **Staff Report**

Ms. Sara Fields stated the RFQ for the trail plan was distributed and eight firms had submitted proposals. The Bicycle and Pedestrian Advisory Committee met and narrowed the field to three. They will be interviewing the three candidates on Friday, January 27 and intend to make a selection at that time. She reminded the Committee that there was $150,000 budgeted for this project, as it is important to make sure the alignments are correct, to make sure there are cost estimates for various sections, and a prioritized list for the various sections.

Ms. Fields stated MoDOT has some preliminary funding estimates and that staff has sent them the list of priority projects and are still waiting to hear if any of them could be funded in the 2018-2022 State Transportation Improvement Plan (STIP).

Ms. Fields stated the staff has been working on several plans and is anxious to receive the Committee’s feedback.

1. **MoDOT Update**

Mr. Frank Miller stated that since the last Committee meeting, a new District Engineer had been named – Travis Koestner. He stated Mr. Koestner had worked with Mr. Juranas in Jefferson City, and is very familiar with this area.

He stated that the District has changed their area engineer assignments, realigning their areas along planning partner boundaries. Andy Mueller is the OTO Area Engineer; Non-OTO Greene and Christian Counties and the entire SMCOG area is Beth Schaller.

Mr. Miller said MoDOT is working on updating the STIP and have some updated funding numbers. He said the funding projections rose again as they are seeing a healthy growth rate for motor vehicle sales tax, the leveling of the gas tax, and steady federal funds. He added they are projecting about $900 million state-wide in the third and fourth years of the STIP.

Mr. Miller stated the cost-share program will be returning and will be ramping up to about $25 million in 2022, which is what the amount has been in the past. He said he does not know when MoDOT will begin taking applications for cost-share projects.

Mr. Juranas asked Mr. Miller to speak to the work that MoDOT has been doing on the agreements. Mr. Miller said MoDOT began researching the “rule” that MoDOT does not share in cost overruns on cost-share projects, but were unable to locate a rule or policy that stated this. He said the new agreements will provide for the cost-sharing of overruns.

1. **Legislative Reports**

Mr. Keith Ray Mackie, Senator Bob Dixon’s office, stated he did not have anything significant to report, but that the main area of concern in Jefferson City is the budget and revenue. He said the Governor, the House, and the Senate all have a consensus that the revenue estimates are lower than they have been and the budget is going to be challenging.

1. **New Business**
2. Amendment Number Three to the FY 2017-2020 TIP

Ms. Longpine stated there are three changes requested by MoDOT and are all for scoping. She briefly reviewed the details of the proposed projects for the Committee. Mr. Miller added clarification on the two sidewalk projects in Christian County, the roadway improvements to Route MM, and the Route MM railroad crossing, both in Republic.

With no questions or comments from the Board, Mr. Wiesehan moved to recommend FY 2017-2020 Transportation Improvement Program Amendment Number Three to the Board of Directors. Mr. Seiler seconded the motion and it was unanimously approved.

1. Administrative Modification Number One to the FY 2017-2020 TIP

Ms. Longpine stated this item was for information purposes only and did not require any action from the Committee. She said staff is allowed to make changes to the Transportation Improvement Program (TIP) for minor adjustments. She briefly reviewed the changes staff has made to the two projects – Mt. Vernon Street Bridge over Jordan Creek and Miller Road Widening.

With no questions or comments from the Committee, the discussion on this item was closed.

1. Reasonable Progress Extension

Ms. Longpine stated the City of Ozark was asking for this extension for two of the three Transportation Alternatives Program (TAP) projects – the Finley River Park Sidewalk Improvements and the McGuffey Park Sidewalk Improvements. She said there were some right-of-way issues and staff changes that have put these projects about eight months behind schedule. She added this proposed schedule does allow the maintaining of the funding in our area through the end of this fiscal year.

Mr. Cossey moved to recommend approval of the Reasonable Progress Extension. Ms. Gardner seconded the motion.

Mr. Miller asked if the right-of-way plans had been completed by December 1 as was stated in the letters from the City of Ozark. Ms. Longpine said she believed they were, but she would check on that before forwarding this item to the Board of Directors for action.

Following some discussion, Mr. Cossey moved to amend the motion to add the requirement that this be approved as long as it can be completed in this fiscal year. Ms. Gardner seconded the amendment and it was unanimously approved. With no further questions or comments, the motion, as amended was unanimously approved.

1. Amendment Number Three to the UPWP

Ms. Parks said the City of Republic received a Traffic Engineering Assistance Program (TEAP) funding award in the amount of $8,000. She added that the total project cost was $8,000 and that the City of Republic would be providing a local match in the amount of $1,600. She said that it was determined a few years ago, that these types of changes must be reflected in the Unified Planning Work Program (UPWP) budget. She reviewed for the Committee Task 9 which had been added to the UPWP to reflect this TEAP funding.

Mr. Brock clarified the TEAP agreement for the City of Republic was in the amount $8,000, with Republic providing a $2,000 local match, for a total of $10,000. Mr. Brown moved to recommend approval of UPWP Amendment Three in the amount of $10,000 to the Board of Directors. Mr. Artman seconded the motion and it was unanimously approved.

1. Major Thoroughfare Plan Amendment

Ms. Longpine stated the City of Ozark has requested to amend the Major Thoroughfare Plan for 19th/17th Street Corridor. It begins as 19th Street at Hwy J and CC and becomes 17th Street. She said it is currently designated as a Secondary Arterial and Ozark believes that a Collector designation will be sufficient.

Mr. Wiesehan moved to recommend approval of the proposed Major Thoroughfare Plan Amendment to the Board of Directors. Mr. Miller seconded the motion and it was unanimously approved.

1. Critical Urban Freight Corridors

Mr. Thomason stated he had been working on this new project and wanted to provide additional background for the Committee. He said the passage of the FAST Act placed a new emphasis on freight and established the National Highway Freight Network (NHFN). He outlined the four types of road that make up the NHFN. He noted that today staff is asking the Committee for some input on the Critical Urban Freight Corridors. He said while the boundaries for the CUFC is within the OTO service area, it is also within the census-defined urban area, so communities such as Willard and Republic are outside this area. The FAST Act allows Missouri to designate 102.33 miles of CUFC state-wide. MoDOT is having a Planning Partner’s meeting in March and at this meeting, they will be determining the CUFC designations. Mr. Thomason outlined for the Committee the factors staff used in determining potential CUFC routes in the Springfield Urban Area. He said they have identified 17.6 miles of potential CUFCs, which will be used for negotiating the designation of CUFC at the March meeting. He stated he was asking the Committee for some input as to what routes they believed were critical and which ones were less so.

The Committee discussed other potential areas that they believed should be considered, however, some of the areas mentioned were out of the Urban designation. Ms. Longpine noted that the OTO would also be competing against the other MPOs in Missouri for the CUFC designation. Mr. Brock asked if 17.6 miles was enough, or if additional miles should be added. Mr. Thomason stated when he first began calculating these routes, he arrived at 10 miles, however, believed this was too low a number and began recalculating. He said he is not opposed to adding routes, he just needs to know the tier they should be added to.

Ms. Fields stated she believed Hwy 60 East and Hwy 13 North should be added. Following some additional discussion on potential routes, Ms. Fields suggested that Hwy 60 and Hwy 13 be added, and then OTO staff would work with the City of Springfield to see if there are other areas to be designated, as they would be in Springfield. There was no objection from the Committee to follow this process.

Mr. Artman moved to approved the map as designated by staff, with the understanding that the OTO and the Traffic Division of the City of Springfield will work together to determine any additional corridors that might be added. Mr. Brock seconded the motion and it was unanimously approved.

1. Congestion Management Process

Mr. Thomason stated that the OTO is a Traffic Management Area and therefore required to have a Congestion Management Process (CMP). He said we are required to monitor and address congestion. The CMP is a multi-phased program that examines ways in which congestion can be relieved without expanding the roadway capacity. He added this process evaluates congestion based on (1) volume-to-capacity ratio, (2) average travel delay, (3) accident frequency, and (4) intersection level of service measures. Normally, where three or more measures show unsatisfactory performance, congestion exists. Mr. Thomason stated the roads that were listed in the packet are the ones that are being monitored for congestion. Mr. Thomason referred the Committee to the maps included in the packet and stated they indicate if a road was “ok”, “iffy”, or “unacceptable.” He stated the CMP subcommittee that studied these roadways was not surprised by the findings; however, they did see more areas of congestion than in 2012, partly due to more vehicle miles travelled.

Mr. Thomason said the subcommittee was also asked to evaluate if the strategies for reducing congestion were effective. He indicated they had not been asked to do this in the past, but with the hiring of David Faucett as the GIS Specialist, there was a great deal of information that could be utilized to evaluate these strategies. He stated at the end of the study, staff was not able to find a relationship between the construction and operations projects and changes in congestion. Mr. Thomason said the system functions relatively well.

Mr. Juranas asked if this information would be used to prioritize projects in the future for the State Transportation Improvement Plan. Ms. Fields replied in the affirmative, stating staff would be reexamining the prioritization process and see how this information could be utilized for future projects.

Due to the volume of information, it was determined the Committee wanted additional time to review the CMP. Mr. Cossey moved to postpone action on the CMP until the meeting of March 15, 2017. Mr. Brown seconded the motion and it was unanimously approved.

1. Traffic Incident Management Plan

Mr. Thomason said the OTO is the host for a regional Traffic Incident Management (TIM) subcommittee. This Subcommittee includes membership from law enforcement, EMS, fire, emergency management, towing, MoDOT, trucking, and local news media. He said the goal of the subcommittee is to 1) decrease the time it takes to detect, respond to, and clear traffic incidents, and 2) ensure responder safety. At their November 7, 2016 meeting, the TIM Subcommittee adopted a strategic plan that outlines 13 action steps, and will be working with this plan for the next twenty-four months.

Mr. Thomason reviewed for the Committee the simulated exercise held at the Highway Patrol CDL testing facility and sponsored by the TIM Subcommittee, where a semi-truck was laid on its side and the various entities worked to clear the area. He said in this exercise, it took approximately 1.5 hours to clear the scene. He said the subcommittee will be looking at holding similar exercises on a regular basis.

Mr. Juranas stated this sounds like a great opportunity to test the plan and practice the plan to see how well it works.

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

1. Transit Asset Management Performance Measures

Ms. Longpine stated the performance measures for Transit Asset Management come from the FAST Act. She said the process generally is that the State will adopt their measures and targets first and then the OTO will have six months to develop local targets or adopt the State’s. She said this is the first set of targets for the OTO to set for the region in relation to the national goals. The first set of targets was due January 1, 2017. She stated that City Utilities has elected to participate in the State’s plan as opposed to adopting their own. Ms. Longpine reviewed the information contained in the packet that was distributed to the Committee with the agenda.

 Mr. Turner noted that City Utilities would have six facilities that would be involved in this State’s plan. He also added it has not been made clear as to what these targets are designed to ultimately accomplish. He added there was no guidance given in setting the targets and that they could be changed on an annual basis. Mr. Turner said he understood that the State’s targets are comprehensive of the State; and each agency does not have to develop their own targets. Ms. Fields said the law states that the agencies and the State are working in conjunction to meet the targets. Mr. Turner reviewed how City Utilities arrived at the decision to accept MoDOT’s plan.

With no further discussion, Mr. Miller moved to recommend approval of the proposed transit asset management performance measures. Mr. Humphrey seconded the motion and it was unanimously approved.

1. FY 2018 UPWP Subcommittee and Project Proposals

Ms. Fields stated the Unified Planning Work Program (UPWP) is the appendix to the OTO’s contract with MoDOT. She stated MoDOT passes the federal funds to the OTO and contracts with them to perform certain tasks. She said the Subcommittee would be looking at any other projects the Committee might like to see added to the UPWP. She asks for three to five volunteers to be a part of the Subcommittee.

Mr. Wiesehan moved to appoint the following to the UPWP Subcommittee: A representative from MoDOT, Kirk Juranas from the City of Springfield, David Brock from the City of Republic, and Kelly Turner from City Utilities. Mr. Cossey seconded the motion and it was unanimously approved.

1. Major Thoroughfare Plan Subcommittee

Ms. Fields stated the OTO Board of Directors received a request from the Highland Springs Subdivision to discuss a possible interchange on Hwy 60 East of Springfield. She said the Major Thoroughfare Plan does not show an interchange at this location. She said the Board also wanted to review the entire loop system, with a possible tie-in to a possible interchange at Gasconade between Battlefield Road and Hwy 60 on US 65. The Board believes these two interchanges may need to be connected and also provide an emergency by-pass route. The Board asked the Major Thoroughfare Plan Subcommittee be reconvened and these plans reviewed. Ms. Fields said she was asking for three to five volunteers.

Mr. Turner moved to appoint the following to the Major Thoroughfare Plan Subcommittee: Frank Miller from MoDOT, Dawn Gardner from the City of Springfield, Adam Humphrey from Greene County, and Jeremy Parsons from the City of Ozark. Mr. Wiesehan seconded the motion and it was unanimously approved.

1. **Other Business**
	1. **Technical Planning Committee Member Announcements**

Ms. Gardner said she is hosting a training for Right-Of-Way disability guidelines, and has a few openings for January 24 and 25, 2017. If any member of the Committee would like to attend, please contact her.

Mr. Turner noted that on Monday, January 23, 2017, City Utilities would be recognizing Eric Jones as the 2016 Driver of the Year.

Ms. Fields stated she had been informed of a meeting for Hwy 13 North regarding a proposed J-turn. She said the public meeting will be January 24, 2017, from 4:30 to 6:30 pm at Noble Hill Baptist Church.

Mr. Juranas said the City of Springfield had been getting several questions regarding the “flashing yellow light”, which he said is a state-wide policy.

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

No issues were discussed.

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

Ms. Fields highlighted a few of the articles that had been included in the agenda and encouraged the Committee to review them.

**Adjournment**

With no additional business to come before the Committee, Mr. Turner moved the meeting be adjourned at approximately 2:35 p.m. Mr. Cossey seconded the motion and it was unanimously approved.