OZARKS TRANSPORTATION ORGANIZATION

TECHNICAL PLANNING COMMITTEE MEETING MINUTES

March 16, 2016

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 County Highway  Mr. David Brock, City of Republic  Ms. Dawne Gardner, City of Springfield (a)  Mr. Martin Gugel, City of Springfield  Mr. Rick Hess, City of Battlefield  Mr. Adam Humphrey, Greene County  Mr. Kirk Juranas, City of Springfield | Mr. Larry Martin, City of Ozark (Chair)  Mr. Frank Miller, MoDOT  Mr. Andrew Seiler, MoDOT  Mr. Kelly Turner, City Utilities Transit  Ms. Eva Voss, MoDOT  Mr. 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 Representative  Mr. David Bishop, R-12 School District  Mr. Randall Brown, City of Willard  Mr. King Coltrin, City of Strafford (Vice-Chair)  Mr. Travis Cossey, City of Nixa  Mr. Justin Coyan, Springfield Chamber of Commerce  Mr. Tom Johnson, Missouri State University  Mr. Joel Keller, Greene County Hwy Dept. (a)  Mr. Brad McMahon, FHWA  Mr. Kent Morris, Greene County Planning | Mr. Nicholas Konen, BNSF  Mr. Jason Ray, SMCOG  Mr. Mark Schenkelberg, FAA Representative  Mr. Shawn Schroeder, Springfield-Branson National Airport  Mr. Jeremiah Shuler, FTA Representative  Ms. Mary Lilly Smith, City of Springfield  Ms. Janette Vomund, MoDOT  Mr. Terry Whaley, Ozark Greenways |

Others present were: Mr. Jeremy Pruett, Congressman Billy Long’s Office; Mr. Joshua Boley, Mr. Jacob Guthrie, Ms. Natasha Longpine, and Ms. Debbie Parks, Ozarks Transportation Organization; Mr. Carl Carlson, Olson Associates; Mr. Dan Wadlington, Senator Roy Blunt’s Office; Mr. Mike Graves, Willard Public Schools.

Mr. Larry Martin, Technical Planning Committee Chair, called the meeting to order at 1:45 pm. Ms. Longpine stated that Ms. Fields was up in Jefferson City talking about Transportation.

* 1. **Administration**

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

\*Mr. Humphrey made the motion to approve the March 16, 2016 Agenda. Mr. Brock seconded and the motion carried unanimously.

1. **Approval of the January 20, 2016 Meeting Minutes and February 3, 2016 and February 17, 2016 E-Meeting Minutes**

\*Ms. Voss made the motion to approve the January 20, 2016, February 3, 2016 and February 17, 2016 meeting minutes. Mr. Miller seconded and the motion carried unanimously.

1. **Public Comment Period for All Agenda Items**
2. **Staff Report**

Ms. Longpine stated that there were public comment items handed out. Staff has been at the Republic Business Expo and NIXPO. There is also work being done on the online public meeting for the Long Range Transportation Plan. One handout is from comments received at the two expos. The second handout contains comments received online. There are not many comments specific to the plan but the majority are on projects or the maps. Staff will take the comments into account and continue to share the information when the projects are prioritized.

1. **MoDOT Update**

Mr. Miller stated that MoDOT was working on the Statewide Transportation Improvement Program and expected to have it out for public comment on May 1. The projects in the STIP will be submitted to the OTO to be included in the TIP. There should be a list of projects to discuss at the next Technical Planning Committee meeting.

1. **Legislative Reports**

Mr. Wadlington stated that the Senate is currently talking about GMOs.

**New Business**

1. **Major Thoroughfare Plan Amendment**

Ms. Longpine stated that the City of Republic has requested a right-in right-out access along US 60 east of Farm Road 170. This would be a local road. The configuration requires some additional adjustment in the Major Thoroughfare Plan. There are also changes proposed that go along with the Long Range Transportation Plan update. Staff met with the City of Republic and Greene County.

Mr. Brock appreciated everyone’s assistance and the support of the OTO. Ms. Longpine stated that already was an outer road, that is being corrected and allows the local road to come through. The City of Republic will use interconnected driveways if a business goes in there that wants access to US 60.

Mr. Martin inquired if it made it a safer intersection. If that was the road that comes in at an angle. Mr. Brock stated that was a different intersection. This is a new city street. US 60 is the life line into the City of Springfield. Whenever there can be improvements without jeopardizing the free flow of traffic down US 60 that is a win for the City of Republic.

Mr. Juranas inquired if there was an illustration of it. Mr. Brock said it was on the last page of tab three of the agenda.

Ms. Longpine stated that there are currently ramps for an old way station at the location. Those would come out to accommodate. There is also discussion on acceleration lanes. Mr. Brock stated acceleration and deceleration lanes.

Mr. Cossey inquired if that was the location where there is a fuel station. Mr. Brock stated that was a little to the west. This is the old Ralph Manning property. Ms. Longpine stated between the steam engine show and Kirk’s Collision. Mr. Juranas asked how the drive comes in at Farm Road 165. Mr. Brock replied that it T’s into Farm Road 170 right-in and right-out in the east bound lane of US 60.

**\***Mr. Brock made the motion to recommend approval of the proposed Major Thoroughfare Plan to the Board of Directors. Mr. Turner seconded and the motion carried unanimously.

1. **Reasonable Progress Extension**

Ms. Longpine stated that the OTO implemented an enforcement policy with the latest round of TAP funding. It allows for an one-time adjustment which has to be approved by the Board of Directors. There were some timing issues getting together the engineering portion. The construction has been kicked forward a little because of the timing of winter. It is for a school sidewalk project.

Mr. Graves stated that the project is a couple months off because of some contract issues with the engineering, but that it is progressing now. The School District fully expects to stay ahead of schedule.

Mr. Miller states that the letter for engineering services contract is November 12, 2015. Has the engineering services contract been signed? Mr. Graves replied that the preliminary engineering is already done and has been submitted. The contract is signed.

Ms. Longpine stated that the next deadline is April 1 for the remaining TAP projects.

**\***Mr. Juranas made the motion to recommend approval of the Reasonable Progress Extension. Mr. Gugel seconded and the motion carried unanimously.

1. **OTO Growth Trends Report**

Mr. Guthrie presented the annual report for the growth of the five-county MSA’s and the OTO numbers. This report is completed using US Census Data and the permit reports provided through the jurisdictions. He presented the Growth Trend report that is found on the OTO website. He asked the jurisdictions to let staff know if something is not right or if there are any discrepancies. He stated that he had talked to Mr. Brock about some of the discrepancies in the permit reports and can discuss the process to see it the OTO is getting the best data.

Mr. Wadlington inquired how important the Community Survey Data was to the OTO, since Blunt’s Office has received complaints from citizens about filling out the survey. There was discussion on the various uses of the Community Survey Data and how important it was to the OTO and MoDOT.

1. **FY 2016 Unified Planning Work Program**

Ms. Parks stated that every year staff puts together the Unified Planning Work Program, which is basically the grant documentation for the planning work the OTO will perform in the next fiscal year. The UPWP budget is included in the back. She outlined each task in the UPWP and pointed out a few of the main projects. She stated that it is budgeted to pay for the online TIP tool maintenance. The online TIP tool is contracted through a company and there is an annual maintenance fee of $9,600 every year. The OTO is hoping to go out to bid for new online TIP tool software. If the OTO selects the current company, then there will only be a $9,600 fee. However, if a new contractor is selected then there is $25,000 for the online TIP tool software. Ms. Longpine stated that there is a setup fee for a new company. The internet has changed a lot since the first online TIP tool was purchased. Ms. Voss asked if there was a contract. Ms. Longpine said there is currently a five-year contract that is ending. Ms. Parks said that the online TIP tool is the only large consultant contract this year.

**\***Mr. Humphrey made the motion to recommend approval of the FY 2017 UPWP to the Board of Directors. Mr. Artman seconded and the motion carried unanimously.

1. **Long Range Plan Draft Financial Capacity and Range of Alternatives Chapter**

Ms. Longpine stated that there were some additional updates to the Long Range Transportation Plan. A lot of these changes have comments from both the Federal Transit Administration and the Federal Highway Administration. Some of it relates to explaining that vision and how that was developed a little better. She outlined the changes in the agenda.

Mr. Martin stated that if there was something expensive that the jurisdictions wanted moved to let staff know. Ms. Longpine stated that there was comment from the expos and public involvement that can assist in weighing the priority of the projects. Mr. Martin stated that there will be a modified list that the Committee can look at one more time and move things around to make a final change if needed. Ms. Longpine stated that the committee does not need to go by point order on the list, because new projects do not always score as well as an existing roadway. An explanation, in better detail, of all the prioritization factors will also be added. The public will appreciate that information. Staff is wrapping up the other appendix items like the Major Thoroughfare Plan and Design Standards.

Ms. Longpine stated that the comments by FTA and FHWA were considered preliminary comments. Once the last items are incorporated the final approval will be obtained from MoDOT, the Federal Highway Administration, and the Federal Transit Administration.

Mr. Martin inquired how many jurisdictions had responded to OTO. Ms. Longpine stated that the OTO had received three responses. Staff is hoping to hear from the other jurisdictions by tomorrow for additional review before it goes back out.

1. **Amendment 10 to the FY 2015-2018 Transportation Improvement Program**

Ms. Longpine stated that every year the OTO region receives FTA Section 5307 funding. That is Urbanized Area Formula Funding. It is based on a formula directly allocated to urbanized areas with transit systems around the United States. The OTO is estimated to receive a little over $2.5 million. There are requirements to the funding. She outlined the breakdown of the funding.

Mr. Turner stated that is the large federal grant that City Utilities Transit receives every year. This helps sustain the operation. It is the largest contribution to the operating expenses.

Mr. Brock inquired who else would be eligible to apply. Ms. Longpine stated that anyone who wanted to start a fixed route transit service open to the public would be eligible to apply for the funding.

Mr. Martin stated in the old days when it was a part of TAP, it used to be used for elderly assist groups that ran buses. Ms. Longpine stated that the FTA 5310 is currently available for that purpose. Missouri State University could probably be eligible too, but there are a lot of requirements on this funding. Mr. Turner stated he had understood that MSU had received the funding and had decided it was not worth dealing with the FTA requirements.

Mr. Miller inquired why the OTO only programs one year instead of projecting forward. Ms. Longpine stated that this one will be taken care of and then a couple years will be processed at a time. The OTO needs to go back out and do the same thing with the FTA 5310 and some of the other programs. The numbers for FY 2016 just came in so staff is trying to see if City Utilities can get that in this fiscal year.

**\***Mr. Miller made the motion to recommend approval of the TIP Amendment Number 10 to the Board of Directors. Mr. Hess seconded and the motion carried unanimously.

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

Mr. Turner announced the City Utilities New Transfer Station Grand Opening on May 6. It will be associated with the First Friday Art Walk.

Ms. Gardner announced City of Springfield’s adoption of the Major Thoroughfare Plan is going to City Council on April 4th. It had already gone through the City of Springfield’s Planning and Zoning. Ms. Longpine inquired if there was feedback. Ms. Gardner replied just some minor questions.

Ms. Longpine stated that MoDOT was processing the FAST Act numbers, so the STP funding for FY 2016 should be known soon. Right now there are only numbers through December 4th. There is a formula in how it is provided. MoDOT has changed how the STP gets calculated, funds are taken off the top and then the percentage has been increased.

1. **Transportation Issues for Technical Planning Committee Member Review**
2. **Articles for Technical Planning Committee Member Information**
3. **Adjournment**

Ms. Gardner made the motion to adjourn. Mr. Juranas seconded and the meeting was adjourned at 2:32 p.m.

\*Mr. Rick Hess, City Administrator of the City of Battlefield, arrived late to the meeting. The motions were made at the end of the meeting after Mr. Hess arrived to qualify as a quorum.