OZARKS TRANSPORTATION ORGANIZATION

TECHNICAL PLANNING COMMITTEE MEETING MINUTES

March 18, 2015

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  Mr. Randall Brown, City of Willard  Mr. King Coltrin, City of Strafford  Mr. Travis Cossey, City of Nixa  Ms. Diane Gallion, City Utilities (a)  Ms. Dawne Gardner, City of Springfield (a)  Mr. Martin Gugel, City of Springfield (a)  Mr. Jason Haynes, City of Springfield (a) | Mr. Adam Humphrey, Greene County (Chair)  Mr. Joel Keller, Greene County Hwy Dept. (a)  Mr. Larry Martin, City of Ozark  Mr. Brad McMahon, FHWA  Mr. Frank Miller, MoDOT  Mr. Andrew Seiler, MoDOT  Mr. Dan Watts, SMCOG  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. Joshua Bird, Christian County (a)  Mr. David Bishop, R-12 School District  Ms. Kristy Bork, SGF (a)  Mr. Doug Colvin, City of Nixa (a)  Mr. Rick Emling, R-12 School District (a)  Mr. Andrew Englert, Missouri State University (a)  Mr. Rick Hess, City of Battlefield  Mr. Jay Huff, Missouri State University  Mr. Kirk Juranas, City of Springfield  Mr. Kevin Lambeth, City of Battlefield (a)  Ms. Diane May, SMCOG (a)  Mr. J. Everett Mitchell (a)  Mr. Kent Morris, Greene County Planning | Mr. Kirk Nonen, BNSF  Ms. Beth Schaller, MoDOT (a)  Mr. Mark Schenkelberg, FAA Representative  Mr. Shawn Schroeder, Springfield-Branson National Airport  Ms. Mary Lilly Smith, City of Springfield  Mr. Garrett Tyson, City of Republic (a)  Ms. Janette Vomund, MoDOT  Ms. Eva Voss, MoDOT  Mr. Terry Whaley, Ozark Greenways  Mr. Bob Wilslef, City of Ozark (a)  Mr. Chad Zickefoose, MoDOT (a) |

Others present were: Mr. Matt Hough, Congressman Long’s Office; Mr. Joshua Boley, Ms. Sara Fields, Mr. Jacob Guthrie, Ms. Natasha Longpine, Mr. Curtis Owens, and Ms. Debbie Parks, Ozarks Transportation Organization;

Mr. Adam Humphrey called the meeting to order at 1:30 pm.

* 1. **Administration**

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

Mr. Cossey made the motion to approve the March 18, 2015 Technical Planning Committee meeting agenda. Mr. Hess seconded and the motion carried unanimously.

1. **Approval of the January 21, 2015 Meeting Minutes**

Mr. Martin made the motion to approve the January 21, 2015 Meeting Minutes. Mr. Brock seconded and the motion carried unanimously.

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

None.

1. **Executive Director’s Report**

Ms. Fields mentioned that the EPA is looking to lower the Ozone standards between 60 parts per million (ppm) and 70 ppm. The OTO area was at 68 ppm. The Board approved a comment letter that was submitted, requesting that the EPA leave the standard alone or set it at 70 ppm, but not at the 65 ppm that the comments were requested on. If the standard stays at 70 ppm the region can avoid non-attainment.

Staff has been out at the City of Republic and City of Nixa for business expos and will be in the City of Ozark on March 28. The givemeyourinput.org website is up and running with the Long Range Transportation Plan Survey. There have been meetings of the Major Thoroughfare Plan Subcommittee to go with the Long Range Transportation Plan update. The design standards and road classifications are being reviewed. If there are any changes needed please let staff know.

The Transportation Section of the Community Focus Report for the City of Springfield and Greene County draft has been completed. The report is highlighting the funding shortfalls in the State of Missouri and the impact on the transportation system, as well as the transit funding shortfalls.

She mentioned that the new UPWP did not include a new FY 2016-2019 Transportation Improvement Plan (TIP). The existing FY 2015-2018 TIP would stand. There are not a lot of projects because of the MoDOT funding crisis. There will be amendments to the current TIP. There will also be a mini update with the transit projects, since there will be some more transit funding available that has not been programmed yet. This will be the first time that this has happened, but it would be a lot of time and effort for a TIP that does not have changes.

1. **MoDOT Update**

Mr .Miller shared an update on MoDOT’s 325 Plan. The Highway Commission has asked MoDOT to look at endorsing a gas tax that would go up 2 cents for 3 years for a total of 6 cents. This tax would then be indexed to the Consumer Price Index so it would raise if the rate of inflation goes up as well. The cities and counties would also get additional funding from this tax. A tax information handout had been distributed. The OTO area would receive approximately $3.5 million. This would be in addition to the MoDOT funds that would restore the OTO area to the FY 2015 level. Right now the OTO’s/MoDOT’s funding will be down to $6 million a year in 2018 without something being done. If there was a 6 cent gas tax, plus the indexing that would put the region back up to about $15 million a year to take care of the system. MoDOT would be able to make safety improvements, continue the ADA Transition Plan, and restore the Cost Share Program. There is even the possibility of small scale expansion or capacity improvements.

Overall, the OTO area system condition is good condition. There are not a lot of critical bridges, and the pavement is all on track. There are a lot of issues with lower volume routes statewide, not getting contract work. Now there will be supplementary routes not getting contract work. There is concern with bridges that are closing on the supplementary routes and not having a way to reopen. The handout shows the impact to the public. Once the tax reaches 6 cents, it would cost the average person approximately the amount of a gallon of milk a month. There is also a page in the handout that shows the difference between acting now or later. MoDOT is communicating with the Legislature to show it is an issue with the State. MoDOT would not be able to match federal funds in 2017. There needs to be action soon because if there is a delay next Legislative session, by the time the tax gets under way and the revenue collection starts, MoDOT will not be able to match funds.

Ms. Fields stated that there are four main points of passing the tax. MoDOT can maintain the system, the 325 system would no longer happen. There are only 6 roads in the OTO area that would be maintained under the 325 system plan. The federal funds would be matched. The Cost Share Program would be restored. There would be $3.5 million that would go to cities and counties in the OTO area in addition to the $9 million that MoDOT would receive, for a $12.5 million of funding increase. It is a modest increase only about half of the proposed Amendment 7.

Mr. Miller stated that if the Federal Government passes a bill that provides more funding, that would not help the area out at this point, but the gas tax would give room for that. Mr. Haynes stated that in terms of advertising the tax, it seems to be missing Missouri’s national ranking among the 50 states. He had heard that Missouri was ranked 42nd. Mr. Miller stated that Missouri was ranked 47th. There was discussion on the surrounding states gas strategies. Ms. Fields inquired if there was a list, since staff was going to write a letter for the Board to review. The letter would be sent to all the Representatives and Senators in Missouri. Mr. Miller thought there was a list. Mr. Haynes stated that the Institute of Transportation Engineers had started an Advocacy Committee. He gave information on the committee. He stated that advocacy is not to be confused with lobbying. Lobbying is asking the Legislature to vote a certain way, while advocacy is providing information and what would happen if votes are made one way or another.

1. **Legislative Reports**

Mr. Hough stated that there were no transportation relevant issues in the House at the moment. There was some talk in the Senate of repatriating foreign funds. It does not seem to be going anywhere. Ideally that is a proposal that would generate some funds for transportation.

1. **Recognition of Kevin Lowe**

Mr. Humphrey conducted a moment of recognition of Kevin Lowe. Mr. Martin, Ms. Fields, Mr. Artman, and Ms. Gallion shared memories of Kevin Lowe. A brief moment of silence was observed.

1. **New Business**
2. **Administrative Modification 3 to the FY 2015-2018 TIP**

Ms. Longpine stated that certain changes to the TIP could be made without going through the full approval process per the OTO’s Public Involvement Policy. This Administrative Modification is for Jackson and Main Street sidewalks in the City of Willard. The STP-Urban was increased up to $48,300 for the total project to be a little over $60,000.

1. **Amendment Number Four to the FY 2015-2018 TIP**

Ms. Longpine stated that there was a handout with changes to the amendment. The first two projects were originally in the agenda as one item. The City of Battlefield is looking to do sidewalks on both Weaver Road and FF. That will be over both this year and next year. The City of Battlefield has also requested to remove the 3rd Street Extension from the TIP.

There is a request from the City of Republic to use STP-Urban funds to design and construct corridor improvements along Oakwood and Hines in the amount of $2.4 million. The last two amendments are related to the City of Springfield. There is a letter handed out regarding the projects. The Jordan Creek Trail at West Meadows had been awarded 2013 TAP funding. It turns out there are some liability concerns with the project. It was determined it would be best to hold off on the project and put funding elsewhere. It is proposed that the $240,000 from the West Meadows Trail be used on the College and Broadway Pedestrian Plaza. Mr. Miller asked if that was dollar for dollar. Ms. Longpine stated that there was $250,000 on College Street and that the City was comfortable with the additional $10,000. Mr. Martin confirmed that the City of Springfield was asking for $240,000.

Mr. Martin made the motion to recommend for approval of TIP Amendment Number Four to the FY 2015-2018 TIP to the Board of Directors. Mr. Brown seconded and the motion carried unanimously.

1. **Public Participation Plan Amendment**

Mr. Boley stated that the amendment was to satisfy City Utilities Transit and Federal Transit Administrations requirements for the grant. On Page 17 of the Public Participation Plan there was a striking of the paragraph that requires City Utilities to set up their own public participation requirements. It has been restated to say that the OTO would satisfy this requirement for City Utilities programs. The proposed changes also show that OTO will conduct the project selection process and select projects for public transportation in the OTO area for all federal public transportation funding. The Public Participation Plan will satisfy the TIP Amendments for the programming of projects as well.

Ms. Fields stated that this is not a change to what the OTO currently does, just the documentation of what is currently being done. The OTO is doing the things that have always been done, it was just not in writing when FTA reviewed the paperwork.

Mr. Martin made the motion to recommend for approval of the Public Participation Plan Amendment to the Board of Directors. Mr. Brock seconded and the motion was carried unanimously.

1. **OTO Growth Trends Report**

Mr. Guthrie presented the OTO Growth Trends Report. The report covers the member jurisdictions in the five county MSA, which includes Christian, Dallas, Greene, Polk and Webster Counties. The report is created through the use of US Census data and also permit data provided by the municipalities.

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

Ms. Fields stated that the OTO is required by federal law to prepare a Unified Planning Work Program that outlines the work for the upcoming year. The fiscal year is July 1 through June 30. Overall the budget is smaller. There will not be a new TIP so there are some savings there. The Travel Demand Model has been completed. The Bluetooth project is also projected to be completed in the current fiscal year. Mr. Haynes stated that the City of Springfield had also budgeted for the Bluetooth in the current year.

Ms. Fields outlined the tasks included in the UPWP. She pointed out some key items. There was an increase in the public involvement category for several reasons. Staff plans to get out more in the community. The OTO joined several Chambers of Commerce in addition to the City of Springfield Chamber and will be attending Expos. There is some promotional material for the giveusyourinput.org site. Staff is trying to ramp up public involvement and is gathering public input for the Long Range Transportation Plan. Ideally the plan will be completed by the end of 2015. It is not required by law to be accomplished until the end of 2016. There will be a CMP update in 2016 with the Bluetooth data.

The Aerial Photography was left out on accident so it has been added into the UPWP. The City of Springfield coordinates an effort to buy aerial photography for the area. The OTO anticipates putting in $40,000 for the effort. There are not final numbers yet, but it is projected to be approximately $200,000. Through the consortium group the OTO members receive a discount. The OTO’s $40,000 offsets some of the flights price. The discount covers the transportation planning aspects that the aerial photography are used for even though the photography is also used for other purposes.

Ms. Fields stated that there will also be a solicitation for transit applications. There are still some funds available for transit projects, principally the FTA 5310 vehicles, since there was not enough application to cover the FY 2014 funds. There are now FY 2015 funds. Staff has been working with MoDOT to coordinate the applications. There are a few typos in the UPWP document that state FY 2016-2019 TIP. The typos are being corrected. There will not be a FY 2016-2017 TIP. Work will start next summer on the FY 2017-2020 TIP. There will also be TIP amendments and the federal funds will still be tracked. The TIP Online Tool will also remain operational.

Task 060 was split out this year so OTO is at the beginning and the next part is City Utilities Transit planning activities. It is not very different from other work programs throughout the years. If anyone has a project that they would like done there is a little spot for special studies.

Mr. Martin asked if there was any concern with having that much carryover balance. Ms. Fields stated that she calls MoDOT every year to verify their policy. The statewide policy has been and still is 5 years of funding. Mr. Martin stated that the justification is that the OTO is running a reimbursement program. Ms. Fields stated that the OTO does run a reimbursement program. Mr. Martin stated that even with special programs being added to it, it is still a pretty good carryover balance. Ms. Fields stated it is. She stated that the OTO has offered that at some point there could be an alignment study for one of the dotted lines on the map. There would have to be participation from the jurisdictions that are affected. But the carryover balance would allow that type of project to happen.

Mr. Hess made the motion to recommend approval of the FY 2016 UPWP to the Board of Directors. Mr. Martin seconded and the motion was carried unanimously.

1. **Long Range Transportation Plan Subcommittee**

Ms. Longpine stated that the Long Range Transportation Plan efforts had started and that staff was looking for a subcommittee to help guide the work. It would include reviewing all the surveys that are received. Also looking at the base data and looking at future year projections. The plan is to be performance based and hopefully short. She stated that Ms. Voss had volunteered to sit on the committee, though she was not able to attend the TPC meeting. Volunteers were requested from each jurisdiction.

Mr. Brock asked that when it says “the draft is expected to be done before next summer” is that summer of 2015 or 2016. Ms. Longpine stated 2016.

The following volunteered for the Long Range Transportation Plan Subcommittee, Adam Humphrey, Diane Gallion, Randall Brown, Eva Voss, Larry Martin, Travis Cossey, Dawne Gardner, Frank Miller, David Brock, Todd Wiesehan, and King Coltrin.

Mr. Brock made the motion to appoint David Brock, Randall Brown, King Coltrin, Travis Cossey, Diane Gallion, Dawne Gardner, Adam Humphrey, Larry Martin, Frank Miller, Eva Voss, and Todd Wiesehan, to the Long Range Transportation Plan Subcommittee. Mr. Haynes seconded and the motion carried unanimously.

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

Ms. Gallion stated that City Utilities was opening the bids for the bus transfer station. It has been in the works since 2005, when the grant process was started. Ms. Fields inquired on the estimated cost. Ms. Gallion stated over $5 million. She passed around a rendition of the bus transfer station to the committee. She stated that the building cost $5,000 a square foot, but there was a lot of concrete and land movement in addition to the building. The City of Springfield was partnering with street scapes and bike lanes. There are also storm water improvements. It should help develop the area.

Mr. Haynes stated that Tom Ryan, the former District Traffic Engineer of MoDOT, was hired by MoDOT to look at the Transportation Management Center Operations and the future plans for connections to the surrounding communities including Joplin, Branson, and Lebanon. There is an Intelligent Transportation Systems (ITS) Architecture Plan, which includes electronic signs, cameras, and networks. There is vehicle infrastructure integration, vehicle to vehicle integration, but the architecture plan defines a number of projects over the years that the region would be interested in participating and deploying. The goal is to have an ITS system that keeps up with the rest of the country. The Architecture Plan is updated every 5 years. Mr. Ryan is updating the plan for the region. The first plan was put together in 2001-2005. At that time there stakeholder meetings. There were representatives from each community at those meetings, who presented the needs for active transportation management. Mr. Ryan will request an audience with the OTO members to talk about the plan, updates, and what the needs are in the communities. The City of Republic recently worked with MoDOT to get the Adaptive Signal System installed. He explained how ITS worked in the community.

Mr. McMahon stated that Mr. Haynes was correct, that the outreach is necessary and valuable. He mentioned that the City of St. Louis was in the process of updating their plan. He inquired if there was an outside consultant. Mr. Haynes stated that the update was fairly easy so Mr. Ryan would be preparing the update. He stated that there would be an integration with the MPO and the TIP to make sure the projects are in there. There was discussion on what types of projects and technology should be included in the ITS Plan. Mr. McMahon stated that each of the Local Public Agencies (LPAs) needed to be part of it to put it together.

Ms. Fields stated that there has been a problem with nailing down real dollar figures to projects. She suggested that be considered when writing the plan. Mr. Haynes agreed that he had the same trouble since technology prices could drastically decrease or remain high. Mr. Watts inquired if this was the first time the plan was extending outside the OTO area. Mr. Haynes stated that the original plan had projects that could be deployed in any community. There is technology now, so there needs to be communication with the stakeholders. Mr. Watts suggested using the RPC network to spread the word.

Mr. McMahon stated that the City of St. Louis had just wrapped up outreach workshops where representatives from the LPAs were all in the same room. He volunteered to supply copies of agendas and the outcome of those workshops. He inquired who the lead was on the ITS Architecture Plan. Mr. Haynes stated MoDOT. Mr. McMahon stated that the MPO needed to be involved. TMAs need to have the ITS architecture. He requested someone from the OTO be involved. Ms. Fields stated a staff member would and the OTO would be willing to host meetings. Ms. Fields stated that the OTO is also updating the CMP with the Long Range Transportation Plan. The ITS is a great way to build capacity into the system.

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

None.

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

Ms. Longpine stated that a response letter had been received from MoDOT regarding the Tough Choices Ahead Program. There is also a summary of the Grow America Act Transportation Bill included. Mr. Brock stated that the letter from Mr. Dave Nichols is not really clear on what the original question was. Ms. Fields stated that when MoDOT came out with the 325 System Plan, OTO wrote a letter requesting to not let the funds go back, but to allow the OTO the opportunity to match the funds before returning the funds. This letter is the response to that. Mr. McMahon inquired what MoDOT had said. Ms. Fields stated that they did not want federal funds to go back but they were not anticipating letting the OTO match the funds. Mr. McMahon stated he thought MoDOT’s position on that is that MoDOT had realized that some LPAs across the state were better off than others. There are some LPAs out there that could pick it up so the funds so the funds would not be returned, but that would not solve the problem. MoDOT wants to stay focused on the problem holistically.

1. **Adjournment**

Mr. Martin made the motion to adjourn. Mr. Brown seconded and the meeting was adjourned at 2:35 p.m.

