

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
December 19, 2019**

The Board of Directors of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. in the Ozarks Transportation Organization Large Conference Room in Springfield, Missouri.

The following members/alternates were present:

Mr. Brad Gray, City of Willard (a)	Mr. Chuck Branch, Citizen-at-Large
Commissioner Harold Bengsch, Greene County	Mr. Jerry Compton, Citizen-at-Large
Mr. James O'Neal, Citizen-at-Large	Mr. Skip Jansen, City Utilities
Mr. Mike Schilling, City of Springfield	Ms. Jan Fisk, City of Springfield
Mr. Travis Cossey, City of Nixa (a)	Commissioner Ralph Phillips, Christian County
Mr. Dan Smith, City of Springfield (a)	Mr. Richard Walker, Citizen-at-Large
Mr. Brian Weiler, Airport Board (a)	Mr. David Cameron, City of Republic (a)
Ms. Debra Hickey, City of Battlefield	Commissioner Bob Dixon, Greene County
Ms. Martha Smartt, City of Strafford	

(a) Denotes alternate given voting privileges as a substitute got voting member not present.

The following members/alternates were not present:

Mr. Andrew Lear, City of Springfield	Mayor Jeff Ussery, City of Republic
Mayor Rick Gardner, City of Ozark	Mayor Brain Steele, City of Nixa
Mayor Corey Hendrickson, City of Willard	Mayor Ashley French, City of Strafford
Mr. Chris Coulter, Greene County (a)	Mr. Matthew Simpson, City of Springfield, (a)
Mr. Ken McClure, City of Springfield (a)	Mr. John Elkins, Citizen-at-Large (a)
Mr. Steve Childers, City of Ozark (a)	Mr. Frank Schoneboom, City of Battlefield (a)
Mr. Bradley McMahan, FWHA	Mr. Michael Latuszek, FWHA
Mr. Mokhtee Ahmad, FTA	Mr. Daniel Nguyen, FTA (a)
Mr. Mark Schenelberg, FAA	Ms. Stacy Reece, MoDOT (a)
Mr. Steve Campbell, MoDOT	Ms. Laurel McKean, MoDOT (a)

Others Present: Mr. Frank Miller, MoDOT; Mr. Tim Ricke, City of Battlefield; Mr. Dan Waddlington, Senator Blunt's Office; Ms. Sara Fields, Mr. Dave Faucett, Mr. Brad Williams, Ms. Kimberly Cooper, Ms. Markee Hebden, Ms. Natasha Longpine, Ozarks Transportation Organization.

Vice Chair Cossey called the meeting to order in Chair Dixon's initial absence at approximately 12:10 p.m.

I. **Administration**

A. Introductions

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

B. Approval of Board of Director's Meeting Agenda

Mr. Weiler moved to approve the December 19, 2019 agenda. Mr. Cameron seconded the motion and it was unanimously approved.

C. October 17, 2019 Meeting Vote Clarification – Mike Schilling

Mr. Schilling stated that he was new to OTO's Legislative Priorities and voted without fully understanding. He wishes to clarify that he feels the Prevailing Wage for Public Workers is a fair policy to reward our workers in the public works project. He stated that he feels that this increases the gap in income equality and that workers deserve a fair wage. Mr. Schilling wishes a clerk's note to be placed in the October 17, 2019 Minutes.

D. Approval of the October 17, 2019 Meeting Minutes

Mr. Schilling moved to approve the October 17, 2019 Meeting Minutes with the inclusion of his clarification. Mr. O'Neil seconded the motion and it was unanimously approved.

E. Public Comment Period for all Agenda Items

Mr. Cossey opened the floor for any public comments to be made to the board. Seeing as there were no persons coming forward with comments, Mr. Cossey then closed the public comment period.

F. Executive Director's Report – Sara Fields

Ms. Fields began her report by announcing that the Kansas Expressway lawsuit was dismissed, in which OTO members were named. The lawsuit is still in the 30-day appeal timeframe, but it is believed that the lawsuit will not be refiled.

Ms. Fields then discussed OTO's and ALTA's recognition by OCITE and receiving the Transportation Achievement Award for the Regional Trail Investment Study that OTO did along with ALTA.

Ms. Fields stated that there was a Traffic Incident Management Exercise held in November that the OTO helped to coordinate the TIM group, which Andy Thomason is the head of in the OTO office. The exercise simulated accident and how emergency personnel are to respond during that situation. Ms. Fields said that First Lady Theresa Parson was at the exercise and shared her story of losing her brother while he was responding to an accident. She said that First Lady Parson highlighted the fact that drivers should focus on the road and not look at cell phones while behind the wheel.

Ms. Fields stated that over \$1.5 million in trails funding was recommended. She stated that the Bicycle and Pedestrian Advisory Committee will be recommending five projects to the Board at the next meeting, as a TIP Amendment. Ms. Fields went on to identify what each of these projects will be: Ozark will be awarded \$870,950.00 to build the Chadwick Flyer Trail, which will connect Ozark with the Galloway Trail in Springfield. Springfield will be getting \$217,461.20 to build a trail through Phelps's Grove Park to the Art Museum, which is part of the Art Museum's Master Plan. Republic will be getting \$394,214.40 for design and Right of Way acquisition for a trail connecting Republic to the Wilson's Creek National Battlefield. Battlefield will be getting \$102,052.40 for trail connecting Elm Street to Summerset Street at the Trail of Tears Park.

Ms. Fields went on to discuss MoDOT, and Frank Miller specifically, submitting the FLAP Application asking for a roundabout at the intersection of Highway ZZ and Farm Road 182 at Wilson's Creek National Battlefield to improve safety. She said that this area is a top safety concern and this roundabout will reduce accidents and will also have a trail component to it. She pointed out that this application has a competitive aspect to it. She said that MoDOT is asking for 50% federal funding, and 50% would come from money allocated to MoDOT, equaling \$1 million for this project.

Ms. Fields discussed the Heartland Freight Study, and provided a handout of the Technology Plan. She stated that the OTO is participating in the study now, that has the goal of instituting the usage of technology to analyze the movement of freight and how to become more efficient. She noted that on the handout there is a QR code for those who wish to get involved.

Ms. Fields stated that MoDOT is currently doing a state-wide safety study, along with Andy Thomason, and expect to release a list of top safety priorities this fall. The list will highlight the areas that most need improvement.

Ms. Fields spoke on the different project teams she is currently a part of with MoDOT. The first of which is the 160 intersection improvements at AA and CC. Looking at innovative designs to improve safety and reduce travel time. The next project Ms. Fields mentioned was 60 West and what improvements should be made between Springfield and Republic. Some of the questions being asked of consultants for this project include should this corridor be a highway, or expressway; how many access points should be provided; how to balance development access with safety and travel times. There will be a public meeting to discuss details for the plan, invitations will be sent out soon. Another project Ms. Fields said she is working on is the 60 and 125 interchange, on OTO's East boundary. She said there were some citizens that attended the last TPC Meeting to discuss their preferred location of the intersection. MoDOT is currently looking at alternative designs that will allow the location to fit into the citizen's request, which is to place it at the current alignment of the 60 and 125 intersection, at a lower cost. She then said that however, it will likely end up costing more than the current estimates for the project and will therefore be expecting a TIP amendment to allocate

more funds for this project in order to accommodate the citizen's and city's request. The last project she spoke on is the renewed interest in the 60 and 65 project. She said there is some renewed interest in putting a new interchange between Battlefield and HWY 60 on HWY 65, and MoDOT has responded that they are willing to consider and conduct a study to make sure that the HWY 60 and 65 interchange will continue to function.

Ms. Fields moved on to speaking on Destination 2045, OTO's Long Range Transportation Plan. She said that invitations have been sent out to committee members for a meeting to discuss our visions and goals for this multi-year plan, on January 30 in the OTO conference room. She mentioned that OTO is aware that many in the region are also updating their plans and she would like to make sure that everyone is working hand in hand so that we may move forward as a region.

Ms. Fields pointed out that there are OTO pins in front of everyone at the table, which was an idea from Jerry Compton. The idea is to be able to be identified as OTO when visiting organizations in the area.

G. MoDOT Update – Frank Miller

Mr. Miller stated that Andy Mueller's position and responsibilities will now be split between Ms. Stacy Reece, and Ms. Lauren McKean.

Mr. Miller discussed the Governor's Cost Share Program, and the 9 applications that will be given to MoDOT commission for final approval. He offered congratulations to Ozark, Nixa, and the City of Springfield for their scoring.

H. Legislative Reports – Dan Waddlington

Mr. Waddlington stated that his office got an update on the Highway Bill, and it will not be considered before Congress goes home December 23rd. He is unsure if there will be a new bill in 2020.

Ms. Fields asked about the OMIBUS Budget Bill and funding for that. Mr. Waddlington said that he did not know exact numbers, but he confirmed that the bill will pass and there will be more funding for transportation.

II. New Business

A. Independent Financial Audit Report for FY 2019 – David Cameron

David Cameron presented the Audit Report for FY 2019. He pointed out that this report has been preformed for 11 years with no significant findings, and this year there were again, no significant findings. Mr. Cameron went through the Audit Report and pointed out that the total assets were \$407,045, total liabilities were \$5,207, total NET Position of \$401,838, total expenditures were \$961,395, total NET Program Expenses were \$167,567, the revenues over expenditures was \$32,195, and the end of year total fund balance was \$401,838. He wanted to point out that on the last page of the report, the

auditor highlighted what the auditor actually reviewed. The auditor said in her statement that this is not a fraud audit, nor is it a financial control audit. All of the financial statements presented meet the requirements of the OTO Board.

Mr. Cameron made the recommendation to approve the Audit Report as presented. Mr. Jansen moved to approve, Ms. Hickey seconded the motion, and it was unanimously approved.

B. Financial Statements for 1st Quarter 2019-2020 Budget Year – David Cameron

Mr. Cameron presented the financial statements for the 1st Quarter as follows: total profit was \$267,966 or 29.6% of the budget, expenses were \$191,820, or 21% of the budget. He drew attention to the Profit and Loss statement and stated that he felt there was nothing out of the ordinary, simply the office conducting routine business. This resulted in a NET income of \$76,146, which can be explained with reimbursements. There is also the issue of some dues being paid in FY 2019 vs FY 2020, which makes the number appear larger than it should be. The Fund Balance is \$480,563.86.

Mr. Cameron then recommended the board approve the 1st Quarter Financial Statements. Mr. Compton moved to approve, Mr. O'Neal seconded the motion, and it was unanimously approved.

C. BUILD Presentation – Dan Smith

Mr. Smith started his presentation by thanking the legislative delegation for help with getting this highly competitive grant that will benefit the community. He explained that the corridor will connect the Wonders of Wildlife Museum with downtown area, and many parks and neighborhoods between. He explained that Grant Avenue was chosen due to its two-way traffic flow, good traffic volume, the fact that it is already a primary bicycle route, and its location of being anchored by tourist sights. He spoke on the visions of the corridor having a side trail for bikes and pedestrians, having Wi-Fi along the trail, a Complete Street concept, traffic calming and safety measures, burying of utility lines for aesthetics, additional lighting, and greenspace. Safety is a major priority on this project. Mr. Smith pulled up a visual of the downtown area to better highlight the connectivity that this corridor will provide. He stated that this award will be for \$21 million, and requires a 20% community match, which will be about \$5 million. The deadline for obligated funds is September 30, 2021, with a project completion deadline of September 30, 2026. He noted that the first date is the one the city is focusing on the most. Mr. Smith spoke on the timeline and the ways they will be discussing how to meet the deadlines. He pointed out that a challenge with this project will be property impacts, and he anticipates impacts to adjacent property owners. Without a design, they do not know specific details yet. He noted that community engagement is a major element of designing this project. The next steps include signing a contract with the Department of Transportation, as well as the council voting to accept, and many discussions with community members. He answered questions revolving around design by saying that they have not yet started the design process.

D. Transportation Plan 2040 Amendment 11 – Natasha Longpine

Ms. Longpine explained that Amendment 11 is to incorporate the BUILD project in OTO's Long Range Transportation Plan. Ms. Longpine stated that due to the size of the project, she has added the BUILD project to the plan completely separately. She also noted that there has been a separate section in the plan for discretionary funding. Ms. Hickey moved to accept Amendment 11. Mr. Phillips seconded the motion and it was unanimously approved.

E. Amendment Number Two to the FY 2020-2023 TIP – Natasha Longpine

Ms. Longpine noted there are five items identified with this project. Ms. Longpine said the items are as listed: Adding sidewalks to Nixa's Route 14 Capacity Improvements from Fort to Ridgecrest project; adding a pedestrian underpass to Ozark's Jackson Street Capacity Improvements from 16th Street to NN project; increasing the amount of funding for Springfield's Pavement and ADA Improvements on Sunshine, National, and Battlefield; a new item of Pavement and ADA Improvements on Sunshine, National, and Battlefield in Springfield, under the request of the City of Springfield requesting to split the ADA portion of this project into a new project; and a new item of the Grant Avenue Parkway Project that revolves around the BUILD Grant Springfield received. Mr. Jansen motioned to accept Amendment Number Two. Mr. Compton seconded the motion and it was unanimously approved.

F. 2020 Safety Performance Targets – Natasha Longpine

Ms. Longpine stated that with the FAST Act there are seventeen measures that MPOs are required to adopt and set targets for. MPOs have the option of adopting with state targets or develop a plan with their own targets. She said the safety targets are the number and rate of fatalities, the number and rate of serious injuries, and number of non-motorized fatalities and serious injuries. Ms. Longpine explained that MODot's targets are based on an assumed 13% fatality reduction, an 8% serious injury reduction, a 1% VMT increase, and a 5% non-motorized reduction. She referenced MODot's Vision Zero concept, where there are zero fatalities. Ms. Longpine used graphs to show the trend since 2006 for fatalities is generally going down. She said serious injuries are also on a decline, with a slight spike in 2018. She explained that setting local trends can be difficult with the numbers being as low as they are, and one accident can greatly impact the trend. She noted there is an uptick on the Bike/Ped fatalities and serious injury graph, with hopes of decreasing as more trail projects are completed. Ms. Longpine recommended the Board adopt the state's Safety Targets. Ms. Hickey motioned to accept these targets. Mr. Jansen seconded the motion and it was unanimously approved.

Vice Chair Cossey brought to the attention of the Board that Chair Dixon was now in attendance, and that Chair Dixon would be presiding for the remainder of the meeting.

G. Annual Listing of Obligated Projects – Natasha Longpine

Ms. Longpine clarified that "obligation" is a request or reservation for federal funds and

happens ahead of being able to spend the funds. It does not reflect true expenditures or indicate that a project has broken ground. She also explained that in the report there are de-obligated projects that are nearing their completion date.

Mr. Miller complimented Ms. Longpine on her efforts put into this report every year.

Mr. O'Neil motioned to accept the Annual List of Obligated Projects. Mr. Cossey seconded the motion and it was unanimously approved.

H. Federal Funds Balance Report – Natasha Longpine

Ms. Longpine stated that OTO has elected to abide by population distribution to each of the OTO area communities. She said that this will give each community the chance to plan their own projects and submit them to the OTO TIP. She went on to explain that there is a three-year spending deadline, and that OTO is currently still within the timeframe, but it was nearing the deadline. Ms. Longpine encouraged everyone to look at their balances in the report and plan accordingly.

I. Appointment of 2020 OTO Officers – Nominating Committee

Mr. Weiler presented on behalf of the Nominating Committee. He noted that the Committee included himself, Mr. Brad Grey of Willard, and Mr. Travis Cossey of Nixa. Mr. Weiler referenced the rotation that is set in the OTO's By-Laws. Mr. Weiler stated the Nominating Committee recommends Mr. Travis Cossey of Nixa for Chair, Mr. Andrew Lear of Springfield for Vice Chair, Mr. Steve Childers of Ozark for Secretary, Mr. David Cameron of Republic for Treasurer, and Mr. Bob Dixon of Greene County for Past Chair, along with himself and Mr. Brad Grey to remain on the Executive Committee. There were no other nominations, Mr. Weiler motioned to accept the presented officers. Ms. Hickey seconded the motion and it was unanimously approved.

J. Welcome to New Chairman and Vice-Chairman – Bob Dixon

Mr. Dixon said how enjoyable it was to serve as Chair, and that he feels Mr. Cossey will be a great chair moving forward.

Ms. Fields presented Mr. Dixon with a parting gift and her thanks to him for serving.

K. Board of Director's Meeting Schedule – Sara Fields

Ms. Fields pointed out that an appointment request had been sent out for upcoming meetings, and that if there are any agenda items to add to the following meetings the OTO will gladly accept them, preferably two weeks in advance.

III. Other Business

A. Board of Directors Member Announcements

There were no announcements made.

B. Transportation Issues for Board of Directors Member Review

There were no issues presented.

C. Records Management – Markee Hebden

Ms. Hebden referenced RSMo 109.230 (4), stating that OTO will be following retention guidelines to dispose of records that meet retention schedule requirements. She then noted that there may be more instances of records management being brought up in future Board meetings as OTO continues to follow these guidelines.

D. Articles for Board of Directors Member Information

Chair Dixon pointed out that OTO staff provides multiple articles for member perusal.

Ms. Fields noted the article that includes the design competition for designing a bus shelter. She also mentioned there is an article about the BUILD Grant and the details of the Grant.

IV. **Adjournment**

Mr. Weiler motioned to adjourn the meeting. Mr. Cameron seconded the motion and it was unanimously approved. The meeting was adjourned at approximately 1:23 p.m.