

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
February 16, 2017**

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 were present:

Mr. Jim Bentley, City of Willard	Dr. Elise Crain, Citizen-at-Large
Mr. Steve Bodenhamer, City of Strafford (a)	Mr. Skip Jansen, City Utilities
Mr. David Cameron, City of Republic (a)	Mr. Kirk Juranas, City of Springfield (a)
Mr. Steve Childers, City of Ozark (a)	Councilman Ken McClure, City of Springfield
Mr. Jerry Compton, Citizen-at-Large	Mr. Andy Mueller, MoDOT (a)
Mr. Travis Cossey, City of Nixa (a)	Commissioner, Ray Weter, Christian County

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

The following members were not present:

Mr. Mokhtee Ahmad, FTA	Mr. Michael Latuszek, FHWA (a)
Commissioner Harold Bengsch, Greene County	Ms. Laurel McKean, MoDOT (a)
Mr. Randy Brown, City of Willard (a)	Mr. Steve Meyer, City of Springfield (a)
Commissioner Bob Cirtin, Greene County	Mr. Bradley McMahan, FHWA
Mr. Chris Coulter, Greene County (a)	Mr. Daniel Nguyen, FTA (a)
Mr. John Elkins, Citizen-at-Large (a)	Mr. Jim O'Neal, Citizen at Large
Councilman Craig Fishel, City of Springfield	Mr. Mark Schenkelberg, FAA
Mayor Rick Gardner, City of Ozark	Mr. Jeremiah Shuler, FTA (a)
Alderman Warren Griffith, City of Battlefield	Mr. Dan Smith, City of Springfield (a)
Mayor Daniel Harter, City of Republic	Mayor Bob Stephens, City of Springfield
Mayor Corey Hendrickson, City of Willard	Mayor Brian Steele, City of Nixa
Mayor Debra Hickey, City of Battlefield (a)	Mr. Richard Walker, Citizen-at-Large
Mr. Travis Koestner, MoDOT	Mr. Brian Weiler, Airport Board (a)

Others Present: Mr. Frank Miller, MoDOT; Mr. Carl Carlson, Olsson Associates; Mr. Dan Waddlington, Senator Roy Blunt's Office; Mr. Jeremy Pruett, Representative Billy Long's Office; Mr. Keith Ray Mackie, Senator Bob Dixon's Office; Mr. David Stokely, Senator Claire McCaskill's Office; Ms. Brenda Cirtin, Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, Ms. Debbie Parks, and Mr. Andy Thomason, Ozarks Transportation Organization

Chair Weter called the meeting to order at 12:05 p.m.

I. Administration

A. Introductions

B. Approval of Board of Directors Meeting Agenda

Mr. Cameron moved to approve the February 16, 2017 agenda. Dr. Crain seconded the motion and it was unanimously approved.

C. Approval of the December 15, 2016 Meeting Minutes

Dr. Crain moved to approve the December 15, 2016 Meeting minutes. Mr. Cameron seconded the motion and it was unanimously approved.

D. Public Comment Period for All Agenda Items

Sara Fields noted no public comment had been received since the last meeting.

E. Approval of Consent Agenda Items

Sara Fields noted that due to the length of the agenda, a decision was made to utilize a Consent Agenda. She explained that items placed on the Consent Agenda would not be discussed unless a member asked for it to be removed from the Consent Agenda. She briefly outlined the four items that had been placed on the Consent Agenda and stated all four items would be approved with one vote of the Board.

As there was no objection, Mr. Jansen moved for approval of the Consent Agenda Items III.A., III.C., and III.D. Mr. Bentley seconded the motion and it was unanimously approved. Item III.B. was for information purposes only and did not require Board approval.

F. Executive Director's Report

Sara Fields noted that www.OzarksCommute.com was back up and operational. She stated the Federal Highway Department had ruled that the OTO could not pay for this feature, so it was given to the City of Springfield. Due to some Purchasing issues, it took longer than anticipated to get the service reinstated. Ms. Fields said the City of Springfield selected a new vendor, so everyone will need to re-register for this program.

Ms. Fields said that Board would be discussing the trail study in closed session, but for the benefit of those that will not be in attendance, the OTO has selected a consultant to enter into a contract for the regional trail investment study. The timeline for this project is a July/August end date.

Ms. Fields stated many of the staff will be out on March 9 for the MoDOT Planning Partner's meeting in Jefferson City. She said one of the items for discussion is the new Cost-Sharing program. She noted there will be special requirements for this program and staff is hoping to get all the details to share with the Board at the April meeting.

Ms. Fields said the OTO is waiting on the decision of MoDOT on the STIP. She said OTO had submitted the priorities that the Board approved in December, but had not heard from MoDOT as to their decision on what would be included in the STIP.

Ms. Fields stated that at the last meeting, the Technical Planning Committee was directed to look at a possible interchange on U.S. 60 for Highland Springs. She said a subcommittee met on this issue and they are recommending to the Technical Planning Committee that no action is taken until the Springfield Land Use Plan is updated. She said part of the reason for this decision was that the roadway network would not allow for future development, so the Committee wanted to see this future development defined before suggesting a roadway network in that area. She said there is no timeline for this update.

Ms. Fields updated the Board on the status of the LAGERS issue. She said that Lyndall Fraker has agreed to sponsor the bill to allow MPOs to participate in LAGERS. She said it hasn't been placed on the House calendar or schedule, but staff is hoping this is passed this legislative session.

Ms. Fields stated staff is trying to promote the OTO and www.giveusyourinput.org, which is the website that the public can use to comment on transportation issues. She said staff is running ads in the *Christian County Headliner* and the *Springfield Business Journal*, starting this week. She said staff is only running the online ad, so when people are reading articles online, they will see the OTO banner, which will contain some interesting facts about the area.

Dr. Crain moved to enter the Executive Director's report into the record. Mr. Cameron seconded the motion and it was unanimously approved.

G. MoDOT Update

Andy Mueller stated MoDOT has been working on the STIP update. He stated MoDOT still anticipates meeting all the deadlines. He added that on February 17, 2017, MoDOT would be opening bids on Hwy 65 Springfield project. He indicated that the plan is to replace the pavement on Hwy 65 between Kearney and Sunshine, noting that it was 45 years old. He outlined the process that will be used to make this replacement.

Frank Miller indicated MoDOT is still determining how to use the priorities the OTO provided. Mr. Weter asked if MoDOT has held their public hearings for the Hwy 65 project, and if so, how was the attendance. Mr. Mueller stated the attendance was less than they had anticipated. He stated the reaction he received from those who attended the public meeting was that this was not as problematic as they had believed it would be.

Dr. Crain moved to accept the report from MoDOT into the record. Mr. Juranas seconded the motion and it was unanimously approved.

H. Legislative Reports

Dan Waddlington said there is not much happening in Washington regarding transportation at this point. He said the portion of the budget regarding infrastructure has not been distributed at this time. He stated the President has proposed a very aggressive program, but has not proposed a funding source. He said the public is upset about many of their projects, some transportation related and some not, being delayed and not getting done. However, he said the current administration is less than thirty days old, and is just getting started.

David Stokely said Senator McCaskill will continue to work with those she can on transportation infrastructure. He noted she has been concerned about this for many years, yet, she has no idea where the funding will come from. He also related other projects she is involved with and including securing the borders, and filling vacant cabinet positions.

Jeremy Pruettt said Congressman Long had met with President Trump and discussed a few topics, such as healthcare and the economic impact that Japanese companies have on the Missouri economy, due to their presence in the State. He agreed there is not much happening in transportation at this time, as they are waiting on the President to give some indication of his goals. He said that several Representatives, including those from Missouri, signed a letter asking the President to include high-speed rural internet into the infrastructure package he is putting together.

Keith Mackie stated that in the Missouri legislature, both bodies are very concerned with the budget. He said it is a very deliberative process and there is a great deal of consternation. He indicated that if anyone has any concerns, they can contact Senator Dixon's office.

Jim Bentley asked if any of these gentlemen had any sense of whether the transportation funding is going to be augmented beyond what it currently appears to be. He indicated he would hate to see a reduction in what Missouri currently receives in federal funding and would like to see it increased. Mr. Waddington indicated there would be more money if they could find it. He stated he believes there is a bi-partisan effort to have something more than what we have. Following a brief discussion, it was determined that the OTO needs to be ready with priorities in the event there is additional funding.

Dr. Crain moved to accept the Legislative reports into the record. Mr. Jansen seconded the motion and it was unanimously approved.

II. New Business

A. Reasonable Progress Extension

Natasha Longpine said with the last set of awards for the Transportation Alternatives Program, the OTO is working to monitor reasonable progress on all the projects. She added the City of Ozark has requested to extend two of the three projects they were awarded – the Finley River Park Sidewalk Improvements and the McGuffey Park Sidewalk Improvements. She said there were some right-of-way issues that were part of the redesign, however, the projects are back on track and should be completed this summer.

Mr. Childers added that in addition to the right-of-way issues, there were some obstacles to getting easements for sidewalks. These have all been overcome and the project is moving forward. He said this is just a formality that must be done.

Mr. Childers moved that projects EN1503 and EN1505 be extended per the proposed schedule. Mr. Cameron seconded the motion and it was unanimously approved.

B. Major Thoroughfare Plan Amendment

Natasha Longpine stated the City of Ozark has requested a change to the Major Thoroughfare Plan to take 19th/17th Street from Highway J to Highway 14, making it a Collector as opposed

to a Secondary Arterial. This amendment is for both the existing and the proposed corridors. She added that using the current model, the traffic counts are in line with a Collector. She stated there was no public comment received regarding this proposed change.

Mr. Childers added that Ozark has seen the land use in this area change and it makes sense to make this change. He stated it would also allow them to control the speed on this road as well.

Dr. Crain moved to approve the Major Thoroughfare Plan Amendment to downgrade 19th/17th Street from Highway J to Highway 14 from a Secondary Arterial to a Collector and to downgrade Garton Road from NN to the proposed 19th Street extension from a Secondary Arterial to a Collector. Mr. Cossey seconded the motion and it was unanimously approved.

C. Critical Urban Freight Corridors

Andy Thomason stated the FAST (Fixing American's Surface Transportation) Act tasks the OTO to work with MoDOT to establish an unspecified number of miles in the Springfield Urban area as Critical Urban Freight Corridors (CUFC). He said this will be designated through a negotiation process. He said staff has identified and prioritized some specific roads that meet the criteria to be corridors. He stated staff is asking the Board of Directors to approve the map as the negotiating tool for the March meeting with MoDOT.

Mr. Thomason said the FAST Act focused on freight and established several networks, with four different types of roads making up this network. The item currently before the Board is the CUFC. He added Missouri can only designate 102.33 miles as CUFC over all of Missouri, which has eight urban areas. Following a brief presentation, Mr. Thomason stated staff is looking for a negotiating tool to use when vying for the CUFC designation from MoDOT.

Mr. Weter asked about the advantages of making this designation, other than compliance with the FAST Act. Mr. Thomason said there are some freight funding opportunities that the region would be eligible for if the CUFC is approved. Mr. Bentley clarified that a roadway must be on the list to be eligible for freight funding.

Following a brief discussion, Mr. Childers moved to approve the Critical Urban Freight Corridor Map as staff's guide for negotiating the designation of CUFCs in the Springfield Urban Area. Mr. Cameron seconded the motion and it was unanimously approved.

D. Traffic Incident Management Plan

Andy Thomason stated the OTO hosts a regional Traffic Incident Management (TIM) Subcommittee. Mr. Thomason said the committee has two goals: 1) to decrease the time it takes to detect, respond to, and clear traffic incidents; and 2) ensure responder safety. He added the committee has members from several disciplines involved in incident management, such as, law enforcement, EMS, fire, towing, emergency management, MoDOT, and media.

Mr. Thomason reviewed the Traffic Incident Management Strategic Plan that has been adopted by the committee and was included in the packet sent to the Board of Directors. He shared with them the incident management exercise that had been conducted in October 2016 and some of the lessons learned from that scenario.

Mr. Compton asked if the Greene County Sheriff's Department and the Missouri Highway Patrol were involved, as they were not mentioned in this report. Mr. Thomason said they have both involved with this committee, however, they are not part of the core group. Mr. Childers indicated the Ozark Police Department has been involved with this committee and he said it has been a tremendous help for them.

This information was presented to the Board of Directors for information, only. No action was needed.

E. Financial Statements for 2nd Quarter 2016-2017 Budget Year

David Cameron, Treasurer, presented the Financial Statements for the 2nd Quarter 2016-2017 Budget Year. He stated he appreciated the opportunity to review them as Treasurer prior to the presentation to the Board. In doing so, he has come to appreciate the excellent job the staff does. He said this report shows that expenses were about 35% of the budget, and revenue was about 39%. He reminded the Board that there is about a 45-day delay once the expense is made before the disbursement is made.

Mr. Cameron moved to approve the OTO Second Quarter Financial Statements for the 2016-2017 Budget Year. Mr. Jansen seconded the motion. Dr. Crain moved to make a technical correction to the motion and that is to "accept" the report. Mr. Jansen seconded the correction and it was unanimously approved. The motion as corrected was unanimously approved.

F. Calendar Year 2017 and 2018 Action Items

Sara Fields stated that in 2014 the OTO underwent a strategic planning practice where the mission statement was developed, along with goals and objectives to support that mission. Every year or two, staff brings back some action steps to implement those goals and objectives. Ms. Fields outlined the five areas that the goals and objectives fall under and stated the Board's adoption of these Action Items holds staff accountable to ensure they are accomplished.

Dr. Crain moved to adopt the Calendar Year 2017 and 2018 Action Items as presented. Mr. Compton seconded the motion and it was unanimously approved.

G. Employee Handbook Amendments

Sara Fields stated when the OTO incorporated in 2009, an Employee Handbook was created. She said staff used a model provided by our insurance company as a guide in developing OTO's manual. As this was quite a while ago, she decided it may need to be updated and revised, so she asked OTO's legal counsel to review it. The attorney recommended several changes and updates.

Ms. Fields briefly reviewed the proposed changes and asked that the Board amend them to delete the section entitled, "Disability Insurance." She stated the OTO does not currently provide disability coverage.

Mr. Cameron moved to amend the proposed changes to the Employee Manual that had been submitted to the Board by deleting the section entitled, "Disability Insurance." Mr. Jansen seconded the motion and it was unanimously approved.

Dr. Crain moved to approve the proposed changes as amended, to the Employee Manual. Mr. Jansen seconded the motion and it was unanimously approved.

H. Resolution #2017-1 Opposing the Transfer of Ownership of State Highways

Chair Ray Weter indicated a bill had been filed that would transfer ownership of lettered routes or secondary routes from MoDOT to counties. He stated he had visited with Senator Mike Kehoe who indicated this bill would not be passed. However, Mr. Weter stated he believed the Board needed to go on record opposing this bill.

Mr. Cameron moved to approve Resolution 2017-1 Opposing the Transfer of Ownership of State Highways. Dr. Crain seconded the motion and it was unanimously approved.

I. Resolution #2017- 2 Removing Prevailing Wage Requirements for Public Projects

Chair Ray Weter stated that while speaking with Senator Kehoe, he discussed some of the side-effects of removing Prevailing Wage requirements. He said Senator Kehoe indicated there is currently a problem recruiting carpenters, plumbers, electricians, etc. for public projects. Senator Kehoe believes removing the Prevailing Wage provision of public projects could make it even harder. Chair Weter stated the Executive Committee recommended approval of this Resolution.

Mr. Bentley moved approval of Resolution 2017-2 Removing Prevailing Wage Requirements for Public Projects. Mr. Cameron seconded the motion.

Mr. Compton stated he had spoken with someone who was concerned that if this bill is approved in the legislature, the State would be required to accept the lowest, qualified bid. He said the individual had expressed some concern that some of the lowest bidders may not be as qualified for specific projects. He related that one of the local State institutions has had some issues with a contractor that have has their bond called because they were not qualified to perform the work for which they were contracted. He questioned if there were any specifics that indicated how contractors would be qualified.

Dr. Crain stated she viewed this from the worker's standpoint, that being if someone is making more money, they will spend more money back in the community.

Mr. Bentley said his concern is the additional cost that is added to a project due to the paying of prevailing wage that is more applicable to St. Louis or Kansas City, as opposed to Willard. He said the result often times is that no one is hired to work because the City chooses not to construct the project.

Mr. Cameron said that there were ways to address Mr. Compton's concerns, such as establishing a qualified bidders list, requiring a bond to be attached to the bid, etc. He said he believed the concerns Mr. Compton raised from this individual could be addressed.

Following some additional discussion on the impact prevailing wage has on public projects, the motion was approved with Dr. Crain casting the only dissenting vote.

J. Resolution #2017- 3 Support of Additional Transportation Funding

Chair Ray Weter stated the final motion was to support additional funding for transportation, as the funding shortfall continues to be an issue.

Mr. Cameron moved to approve Resolution 2017-3 Support of Additional Transportation Funding. Dr. Crain seconded the motion and it was unanimously approved.

III. Consent Agenda. (See Item I.E)

A. Amendment Number Three to the FY 2017-2020 TIP

This amendment consists of three changes to the FY 2017-2020 Transportation Improvement Plan: 1) Pedestrian Improvements on Route 14-Cedar Heights to Ellen; 2) Route MM Improvements – I-44 to Morning Star Lane; and 3) Route MM Railroad Crossing Improvements.

This item was unanimously approved by the Board of Directors as part of the Consent Agenda (see Item I.E.).

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

This modification consists of two changes to the FY 2017-2020 Transportation Improvement Plan; 1) Mt. Vernon Street Bridge over Jordan Creek; and 2) Miller Road Widening.

This item was for informational purposes only and required no action from the Board. It was presented as part of the Consent Agenda (see Item I.E.).

C. Amendment Number Three to the UPWP

This amendment to the FY 2017 UPWP is to include Traffic Engineering Assistance Program (TEAP) funding that has been awarded to the City of Republic.

This item was unanimously approved by the Board of Directors as part of the Consent Agenda (see Item I.E.).

D. Transit Asset Management Performance Measures

Transit Asset Management is the first performance measure that must be set as part of the FAST Act. These targets were set by MoDOT and City Utilities.

This item was unanimously approved by the Board of Directors as part of the Consent Agenda (see Item I.E.).

III. Other Business

A. Board of Directors Member Announcements

Kirk Juranas announced the Partners in Progress dedication for the new Packer Road, on February 21 at 1:00 pm. He stated there were six participants that worked together to ensure completion of this project.

Mr. Childers stated that in April the City of Ozark is asking for a 3/8-cent transportation sales tax. He added they were utilizing the model the City of Springfield has used, noting the tax will have a 5-year sunset. He noted some of the projects that the monies will be used to construct.

B. Transportation Issues for Board of Directors Member Review

None.

C. Articles for Board of Directors Member Information

Chair Weter stated the members could read these articles as they had time.

IV. Adjourn open meeting and call to order closed meeting.

Mr. Childers moved to adjourn the open meeting and open the closed meeting. Mr. Compton seconded the motion and it was approved by the following roll call vote:

Aye: Bentley, Bodenhamer, Cameron, Childers, Compton, Cossey, Crain, Jansen, Juranas, Mueller, and Weter.

Nay: None.

Absent: Ahmad, Bengsch, Brown, Cirtin, Coulter, Elkins, Fishel, Gardner, Griffith, Harter, Hendrickson, Hickey, Koestner, Latuszek, McClure, McKean, Meyer, McMahan, Nguyen, O'Neal, Schenkelberg, Shuler, Smith, Stephens, Steele, Walker, and Weiler.

V. Closed Meeting

Pursuant to RSMo 610.021(12), closed meetings are permitted for discussion of sealed bids and related documents until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected. Chair Weter called the closed meeting to order at approximately 1:25 p.m.

Following a brief overview of the process used to select the provider for the trail plan, Ms. Parks noted the recommendation of the Bicycle and Pedestrian Advisory Committee was Alta Planning & Design, Inc., for the amount of \$159,953.

Mr. Cossey moved to approve entering into a contract with Alta Planning & Design, Inc. Dr. Crain seconded the motion and it was approved by the following vote:

Aye: Bentley, Bodenhamer, Cameron, Childers, Compton, Cossey, Crain, Jansen, Juranas, Mueller, and Weter.

Nay: None.

Absent: Ahmad, Bengsch, Brown, Cirtin, Coulter, Elkins, Fishel, Gardner, Griffith, Harter, Hendrickson, Hickey, Koestner, Latuszek, McClure, McKean, Meyer, McMahan, Nguyen, O'Neal, Schenkelberg, Shuler, Smith, Stephens, Steele, Walker, and Weiler.

Ms. Parks stated it was time to bid OTO's data services provider. She noted that after reviewing the bids and meeting with two of the companies that responded, staff has determined the best

response was from the current provider, DTS. The agreement is for \$9,600 per year, which is the current cost.

Mr. Cossey moved to approve entering into the contract with DTS. Dr. Crain seconded the motion and it was approved by the following vote:

Aye: Bentley, Bodenhamer, Cameron, Childers, Compton, Cossey, Crain, Jansen, Juranas, Mueller, and Weter.

Nay: None.

Absent: Ahmad, Bengsch, Brown, Cirtin, Coulter, Elkins, Fishel, Gardner, Griffith, Harter, Hendrickson, Hickey, Koestner, Latuszek, McClure, McKean, Meyer, McMahon, Nguyen, O'Neal, Schenkelberg, Shuler, Smith, Stephens, Steele, Walker, and Weiler.

With no additional business to come before the Board of Directors, Dr. Crain moved to adjourn the closed session. Mr. Jansen seconded the motion and it was approved by the following vote:

Aye: Bentley, Bodenhamer, Cameron, Childers, Compton, Cossey, Crain, Jansen, Juranas, Mueller, and Weter.

Nay: None.

Absent: Ahmad, Bengsch, Brown, Cirtin, Coulter, Elkins, Fishel, Gardner, Griffith, Harter, Hendrickson, Hickey, Koestner, Latuszek, McClure, McKean, Meyer, McMahon, Nguyen, O'Neal, Schenkelberg, Shuler, Smith, Stephens, Steele, Walker, and Weiler.

Note: Mr. McClure had left the meeting prior to the Closed Session.