

**OZARKS TRANSPORTATION ORGANIZATION
BOARD OF DIRECTORS MEETING MINUTES
June 15, 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:

Commissioner Harold Bengsch, Greene County	Mr. Travis Koestner, MoDOT
Mr. Steve Bodenhamer, City of Strafford (a)	Mayor Ken McClure, City of Springfield
Mr. David Cameron, City of Republic (a)	Mr. Bradley McMahan, FHWA
Commissioner Bob Cirtin, Greene County	Mr. Andy Mueller, MoDOT (a)
Mr. Jerry Compton, Citizen-at-Large	Mr. Jim O’Neal, Citizen at Large
Mr. Travis Cossey, City of Nixa (a)	Mr. Jeremiah Shuler, FTA (a)
Dr. Elise Crain, Citizen-at-Large	Mr. Dan Smith, City of Springfield (a)
Alderman Warren Griffith, City of Battlefield	Mr. Brian Weiler, Airport Board (a)
Mr. Brad Gray, City of Willard	Mr. Richard Walker, Citizen-at-Large
Mr. Skip Jansen, City Utilities	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)
Mr. Randy Brown, City of Willard (a)	Ms. Laurel McKean, MoDOT (a)
Mr. Steve Childers, City of Ozark (a)	Mr. Steve Meyer, City of Springfield (a)
Mr. Chris Coulter, Greene County (a)	Mr. Daniel Nguyen, FTA (a)
Mr. John Elkins, Citizen-at-Large (a)	Mr. Mark Schenkelberg, FAA
Mayor Rick Gardner, City of Ozark	Mayor Brian Steele, City of Nixa
Councilman Craig Fishel, City of Springfield	Mayor Jeff Ussery, City of Republic
Mayor Corey Hendrickson, City of Willard	
Mayor Debra Hickey, City of Battlefield (a)	

Others Present: Mr. Brian Bingle, City of Nixa; Mr. Collin Erickson, Springfield-Branson National Airport; Mr. Duke Leggett, Mr. Frank Miller, Mr. Andrew Seiler, Mr. Freddy Vasquez, and Ms. Eva Voss, MoDOT; Mr. Chuck Brands, Ozark; Ms. Joelle Cannon, Senator Roy Blunt’s Office; Mr. David Stockley, Senator Claire McCaskill’s Office; Mr. Jeremy Pruett, Representative Billy Long’s Office; Ms. Brenda Cirtin, Mr. Dave Faucett, Ms. Sara Fields, Ms. Natasha Longpine, and Mr. Andy Thomason, Ozarks Transportation Organization.

Chair Weter called the meeting to order at approximately 12:00 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 Directors Meeting Agenda

Mr. Cossey moved to approve the June 15, 2017 agenda. Mr. Weiler seconded the motion and it was unanimously approved.

C. Approval of the April 20, 2017 Meeting Minutes

Dr. Crain moved to approve the April 20, 2017 minutes. Mr. Cameron seconded the motion and it was unanimously approved.

D. Recognition of Service - Brian Bingle, former Board of Directors member.

Chair Ray Weter presented Mr. Brian Bingle with a plaque for his service on the Board of Directors. Mr. Weter expressed his appreciation to Mr. Bingle for his dedication and service to the Ozarks Transportation Organization. Ms. Fields thanked Mr. Bingle for his service to the OTO, nine years on the Board of Directors and two years on the Technical Planning Committee. She stated that Mr. Bingle had been of great assistance to her during his tenure on the Board. Mr. Bingle expressed his appreciation to Mr. Weter and Ms. Fields for this recognition and noted that he was “doing fantastic.” Mr. Bingle indicated that he had full confidence in Mr. Cossey to take his place on the Board.

E. Public Comment Period for All Agenda Items

Sara Fields noted the public comments that had been received since the last meeting were included in the packet. No one was present to speak to any item on the agenda.

F. Approval of Consent Agenda Items

Sara Fields briefly reviewed the items that had been placed on the Consent Agenda.

As no one requested any item be removed for discussion, Commissioner Cirtin moved for approval of the Consent Agenda (III.A. through III.G.) Mr. Cameron seconded the motion and it was unanimously approved.

G. Executive Director’s Report

Sara Fields stated that staff is still continuing work on the Trail studies. The consultant (Alta) has compiled a document that proposes trail alignments as well as alternatives to these alignments for the short-term. This is expected to be completed and available for public comment prior to the public meetings, which are June 21 and 22. June 21 is scheduled to be held at the Library Station and June 22 is to be held at the Community room at the Republic Library, 5:00 pm to 7:00 pm each day.

Ms. Fields stated a consultant is working on the “Let’s Go Smart” website and she is hoping it will go live in the next thirty days. She indicated we currently have an intern working on inputting some of the necessary data, but that once it is completed, it will have a variety of modes of transportation and information on how to access them.

Ms. Fields stated staff is looking at the need for an e-meeting of the Board of Directors in the next few weeks, to allow Christian County to use STP Urban funds to pay back the

65/CC Interchange project. Staff believes this is an appropriate use of funds and would be in the best interest of all concerned to address this before the August payment is due. Ms. Fields stated the Operations Manager position has been filled and the projected start date is June 30.

Ms. Fields indicated she had sent the Board a link for the one-day seminar registration that is part of the Missouri Transit Conference being held near the transfer station to discuss issues involving transit-oriented development. In addition, the Ozarks Chapter of the Institute of Transportation Engineers (OCITE) being held on July 12, 2017, in Springfield at the Botanical Center. She also indicated the Missouri Highway and Transportation Commission will be in Springfield on August 4. At this point, there are no specific details other than they are meeting at the Library Center.

Ms. Fields stated the Quarterly Report that is part of the 3rd Quarter Financial Statement that will be discussed later in the agenda provides additional information regarding what staff has been working on since the last Board of Director's Meeting.

H. MoDOT Update

Travis Koestner, Southwest District Engineer, stated that MoDOT will be closing Route 65 in a few weeks to begin the rebuild project. He indicated the Missouri Highway Commission will be meeting on August 4 and that MoDOT will be hosting a small reception on August 3, at a location to be determined. He indicated that the Board of Directors would be receiving an email from "rsvpify" with the information once it has been finalized. He stated invitations will also be mailed closer to the date. He stated the meeting will be held at the Library Center, and is scheduled to begin at 10:00 am, however, this may change depending on the agenda. He noted that MoDOT staff, the OTO staff, and member representatives were meeting with the Chamber of Commerce regarding the presentation to the Commission. Ms. Fields asked Mr. Koestner if the presentations were well-received or if it would be better to forego it this year. Mr. Koestner stated presentations are acceptable, they just need to be limited to about ten minutes.

Mr. Koestner said Patrick McKenna, Director of MoDOT, met with President Trump and Secretary Chao during Infrastructure Week. He stated the primary focus of the meeting was to bring forth barriers to project timeliness. He noted that one of the examples Mr. McKenna gave at the meeting, was used by President Trump in a press conference. He added Mr. McKenna was pleased with how productive the meeting was.

Mr. Koestner stated Route 65 would be closing on July 10 for the rebuild project. He noted he had distributed cards to those present and had several if any wanted to take them to their entities for distribution. He stated the south bound direction, including the I-44 and Hwy 65 ramp, would be closed first. The first section to be rebuilt is Kearney to Division.

I. Legislative Reports

David Stokley, Senator Claire McCaskill's Office, stated that presently Washington DC is dealing with the tragedy of the shooting at the softball practice that occurred on June 14, 2017. Someone opened fire on the Representatives that were practicing for the bi-partisan ball game that was to be played on June 15. He noted the game would proceed as

scheduled. He said it is hoped the bi-partisan spirit that arose from this tragedy will continue and enable working together in the future.

He noted Senator McCaskill would be happy to work on infrastructure and transportation, once it is presented to the Legislators.

Joelle Cannon, Senator Roy Blunt's office, stated he has been involved this week with hearings that are of a national nature. She said that so far there has not been any bill on infrastructure sent to the Legislature and there is no idea when it will be presented. She also stated that despite rumors to the contrary, the Senate does not have a Health Care bill to consider.

Jeremy Pruet, Representative Billy Long's Office, stated the House is starting to hear whispers of a proposed infrastructure proposal, but there is a lot to get done before this issue can be considered.

David Stokley, Senator McCaskill's Office stated that any entity represented that had not scheduled a meeting with their congressional delegates, now would be a great time to do so. He added this will give them an opportunity to get to know them and learn the main issues and concerns for each area.

J. FHWA/FTA Presentation

Sara Fields introduced Bradley McMahon, Federal Highway Administration, and Jeremiah Shuler, Federal Transit Administration, and stated they had been meeting regarding the recertification of the Ozarks Transportation Organization. Mr. McMahon thanked the staff of the OTO for hosting them, noting they have always been great hosts. Mr. McMahon reviewed for the Board the history of the certification process, noting the need for compliance with current law. He provided an overview of the planning regulations and the planning emphasis One DOT uses. Mr. McMahon indicated the final report will be issued in approximately ninety days summarizing the review team's observations and findings, noting the outcome ranges from fully certified to not certified.

Mr. McMahon stated that of all the MPOs he has been involved with in Missouri, he has not seen as much collaboration and coordination between the planning departments as he sees here. He said he was not just talking about MoDOT, but about all the entities that make up the OTO.

Mr. McMahon said that in four to five weeks, a draft of the report would be sent to all the participants. He added they ask them to return the document with their comments within two to three weeks. He said once this is accomplished, a final document will be sent to the Board and entered into the national database.

As there were not questions from the Board, Chair Weter thanked them for their presentation, and stated he looked forward to seeing their final report.

II. New Business

A. **MoDOT Draft FY 2018-2022 STIP**

Sara Fields reviewed the process for developing the Statewide Transportation Improvement Plan (STIP). She added earlier this year, the Board had approved a list of priorities, which were forwarded to MoDOT Southwest District. She said Mr. Miller then looks at what projects can be funded with the monies available and then forwards that draft to the Central District office of MoDOT. She added that at that point, OTO staff does not know what's been recommended. She said the draft STIP was released for public comment in May and was forwarded to the Board at that time.

Ms. Fields stated staff is asking the Board of Directors to discuss and endorse the STIP so it can be programed into the Transportation Improvement Plan (TIP). She noted projects must be listed in both the STIP and the TIP to use federal funds. She said OTO staff was very excited about this year's STIP. She briefly reviewed the six priorities that had been funded.

Commissioner Bengsch moved the Board of Director4s endorse the MoDOT 2018-2022 Draft Statewide Transportation Improvement Program. Mr. Gray seconded the motion and it was unanimously approved.

B. **Updated Priority Projects of Regional Significance**

Sara Fields stated Step 1 in the prioritization process for projects is looking at those projects that have regional significance. She said staff believed a map would make it easier to understand where these projects were located, and that was distributed in the packet. Ms. Fields reviewed the projects that had been requested by various entities, noting the Technical Committee recommended the Board approve this list of projects.

Dr. Crain moved the Board of Directors adopt the updated Priority Projects of Regional Significance. Mr. McClure seconded the motion and it was unanimously approved.

C. **Major Thoroughfare Plan Variance Request**

Natasha Longpine stated that Christian County had requested a variance to the Major Thoroughfare Plan intersection spacing standards. She said that Southernview Road is classified as a Collector. There is a new subdivision proposed for NN and Southernview and to give that subdivision two access points, Christian County is asking for a full access intersection 250 feet east of NN. Current standards are 660 feet for full access intersection spacing.

Ms. Longpine added staff is supportive of this request. She said while the proposal is not in full compliance, it does allow two access points for the subdivision, which is vital for emergency services. Ms. Longpine stated the Technical Planning Committee agreed and recommended the Board approve this variance.

Mr. O'Connor moved the Board of Directors approve the Major Thoroughfare Plan variance request from Christian County on Southernview Road. Mr. O'Neal seconded the motion and it was unanimously approved.

D. Federal Funds Balance Report

Natasha Longpine stated that twice a year staff creates a snapshot of where the funds balance is for all the sub-allocated Urban Surface Transportation Block Grant funds. She added that MoDOT has enacted a policy of allowing no more than three years of the allocation to accrue.

Ms. Longpine indicated that staff had developed a report which documents the balance allowed, the balance obligated, and the balance that needs to be obligated by the end of the Federal Fiscal Year, so that we comply with MoDOT policy and no funds are rescinded.

Ms. Longpine noted that no official action of the Board is required, but requested each jurisdiction review the information provided and apprise staff of any discrepancies.

E. OTO 2017 Public Participation Plan

David Faucett stated that according to Federal regulations, MPOs are required to maintain a Public Participation Plan. This plan is to provide for adequate public notice to review and comment on plans and policies at key decision points in the regional transportation planning process.

Mr. Faucett noted the initial OTO Public Participation Plan was adopted in 2009, updated in 2013, and revised in 2015. He added this proposed Plan is a standalone plan and complies with the FAST Act. He reviewed the Executive Summary that had been distributed to the Board and noted the goals of the proposed plan. He said if the proposed draft is approved, it will become the OTO's Public Participation Plan.

Mr. Weiler moved the Board of Directors approve the proposed OTO 2017 Public Participation Plan. Dr. Crain seconded the motion and it was unanimously approved.

F. FY 2018 DBE Program Goal

Andy Thomason stated the OTO is required by USDOT to establish a Disadvantaged Business Enterprise (DBE) program for third party contracts. Mr. Thomason stated the DBE program is designed to assist small businesses owned and controlled by socially and economically controlled business, including minorities and women.

Mr. Thomason said USDOT allows the OTO to consider the overall size of the DBE business market compared to the industries with which the OTO might be contracting. Mr. Thomason noted that in reviewing these figures, they remain very small. He provided an example of one area that has approximately 3600 businesses, 12 of which are DBEs.

Mr. Thomason stated that the OTO's proposed DBE goal for 2018 is 0%, but reiterated that if a DBE responds to an RFQ or RFP, it will be given high consideration.

Dr. Crain moved to accept the OTO FY2018 Disadvantaged Business Enterprise (DBE) Program goal as proposed. Mr. Cameron seconded the motion and it was unanimously approved.

G. 3rd Quarter Financial Statements

Mr. David Cameron, Treasurer of the Board of Directors, presented the 3rd quarter financial statements. Mr. Cameron noted this statement is for January through March and that staff has done an outstanding job following the departure of the Operations Manager. He stated the quarterly revenue exceeded expenses by \$6,251.34; the year to date revenue exceeds expenses by \$50,498.50.

Mr. Cameron stated he wanted to note that in the UPWP, the direct costs salaries match from MoDOT is tracking extremely well at 94%. Mr. Cameron noted there is a very healthy reserve balance, which is almost six months of expenses. Mr. Cameron stated he recommended the Statement be accepted as presented.

Commissioner Cirtin moved to accept the OTO Operational Third Quarter Financial Statements for the 2016-2017 Budget Year. Mr. Jansen seconded the motion and it was unanimously approved.

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

A. Administrative Modification Number 1 to the FY 2017 UPWP

An Administrative Modification to the FY 2017 UPWP was approved to increase the funding for MoDOT provided direct costs to match federal planning funds.

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

B. Administrative Modification Number 1 to the FY 2018 UPWP

An Administrative Modification to the FY 2018 UPWP was approved to modify financial tables to more accurately reflect federal and local share of funding.

This item was for informational purposes only and no action was required.

C. Amendment Number Five to *Transportation Plan 2040*

The funding projections for *Transportation Plan 2040* are proposed to be revised to more accurately reflect updated MoDOT projections.

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

D. Amendment Number Six to *Transportation Plan 2040*

MoDOT has requested to add the expansion of I-44 to the Fiscally Constrained Project List of *Transportation Plan 2040*.

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

E. Amendment Number Seven to *Transportation Plan 2040*

A Major Thoroughfare Plan amendment has been requested by the City of Springfield to change Grant Avenue between Grand and Norton from a Principal Arterial to a Secondary Arterial.

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

F. Amendment Number Six to the FY 2017-2020 TIP

There is one change included with Amendment Number Six to the FY 2017-2020 Transportation Improvement Program which is included for member review.

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

G. Administrative Modification Number Two to the FY 2017-2020 TIP

There are five modifications that have been administratively approved by staff. Please see the attached materials for more information.

This item was for informational purposes only and no action was required.

III. Other Business

A. Board of Directors Member Announcements

Dr. Crain noted that MoDOT was going to be at the Community Center in Ozark, Missouri, to discuss the Jackson Street project, on June 15, 2017, from 4:00 pm to 6:00 pm.

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. Ms. Fields noted there is an article regarding Congress passing funding levels at the FAST Act level for the remainder of FY2017. She stated this is important because they have not done this prior to this point.

IV. Adjourn meeting.

The meeting was adjourned at approximately 1:20 p.m.