

**OZARKS TRANSPORTATION ORGANIZATION
TECHNICAL PLANNING COMMITTEE MEETING MINUTES
July 16, 2014**

The Technical Planning Committee of the Ozarks Transportation Organization met at its rescheduled time of 1:30 p.m. in the OTO Conference Room.

The following members were present:

Mr. David Brock, City of Republic	Mr. Larry Martin, City of Ozark
Mr. Randall Brown, City of Willard (a)	Mr. Frank Miller, MoDOT
Mr. King Coltrin, City of Strafford	Mr. Bill Robinett, MoDOT
Mr. Travis Cossey, City of Nixa	Mr. Ralph Rognstad, City of Springfield
Mr. Martin Gugel, City of Springfield (a)	Mr. Andrew Seiler, MoDOT
Mr. Rick Hess, City of Battlefield (Chair)	Mr. Dan Smith, Greene County Highway Dept.
Mr. Adam Humphrey, Greene County	Ms. Eva Voss, MoDOT
Mr. Chris Jones, City Utilities Transit	Mr. Todd Wiesehan, Christian County
Mr. Joel Keller, Greene County Hwy Dept. (a)	

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

The following members were not present:

Mr. Mokhtee Ahmad, FTA Representative	Ms. Diane May, SMCOG (a)
Mr. David Bishop, R-12 School District	Mr. Brad McMahon, FHWA
Ms. Kristy Bork, SGF (a)	Mr. Kent Morris, Greene County Planning
Mr. Don Clark, Missouri State University	Ms. Beth Schaller, MoDOT (a)
Mr. Doug Colvin, City of Nixa (a)	Mr. Mark Schenkelberg, FAA Representative
Mr. Rick Emling, R-12 School District (a)	Mr. Shawn Schroeder, SGF
Ms. Diane Gallion, City Utilities (a)	Mr. Jeff Seifried, Springfield Chamber
Mr. Jonathan Gano, City of Springfield	Ms. Cheryl Townlian, BNSF
Ms. Dawne Gardner, City of Springfield (a)	Mr. Garrett Tyson, City of Republic (a)
Mr. Jason Haynes, City of Springfield (a)	Mr. Dan Watts, SMCOG
Mr. Jay Huff, Missouri State University (a)	Mr. Terry Whaley, Ozark Greenways
Mr. Kirk Juranas, City of Springfield	Mr. Bob Wilslef, City of Ozark (a)
Mr. Kevin Lambeth, City of Battlefield (a)	Mr. Chad Zickefoose, MoDOT (a)

Others present were: Ms. Sara Fields, Ms. Natasha Longpine, Mr. Curtis Owens, Ms. Debbie Parks, and Mr. Jacob Guthrie, Ozarks Transportation Organization; Mr. Earl Wall, Missouri State University; Ms. Stacy Burks, Senator Blunt's Office; David Stokely, Senator McCaskill's Office.

Mr. Travis Cossey called the meeting to order at 1:36 pm.

I. Administration

A. Introductions

B. Approval of the Technical Planning Committee Meeting Agenda

Mr. Martin made the motion to approve the Technical Planning Committee Agenda. Mr. Miller seconded and the motion carried unanimously.

C. Approval of the June 11, 2014 Meeting Minutes

Mr. Hess made the motion to approve the June 11, 2014 Meeting Minutes. Mr. Martin seconded and the motion was carried unanimously.

D. Public Comment Period for All Agenda Items

None.

E. Executive Director's Report

Ms. Fields stated that the Board of Directors unanimously passed the OTO Amendment 7 Project List. Three members were not in favor of the Kansas Expressway Highway Extension and did note their disapproval of that project. However, the members saw the need for cooperation as a region and voted unanimously in support of the list. The Board passed a resolution in support for Amendment 7 in general and that was forwarded to the Highway Commission. There have been 4 jurisdictions that have done that. The City of Republic passed a resolution of support, so if any other jurisdiction would like to that it is welcomed.

The OTO has a vacancy for a multimedia coordinator. If anyone knows someone with website, graphic, publication design or media experience then they can apply. The job posting is open until August 1. The OTO is wrapping up the fiscal year, ending June 30, and is starting a new fiscal year. Some of the agenda items deal with the new year projects. The OTO was not able to purchase the traffic sensing units, which are the bluetooth or Wi-Fi units, to give travel times. There is a contract in place with MoDOT and the City of Springfield to do a joint purchase, though the RFQ has not been issued yet. It is expected to take place this fall.

The other project that staff is working to develop more fully is the public input process. The OTO launched giveyourinput.org. There are some signs around downtown directing people to that site. This site was used for the Amendment 7 Public Input. This site will provide a central place for the public to make comments on any of the OTO projects or anything in general.

Mr. Cossey asked if Ms. Fields wanted to mention the Amendment 7 signs. Ms. Fields stated that if anyone is interested in signs supporting Amendment 7, the Springfield Chamber of Commerce has been working with the statewide group to get it passed. There are yard signs and 4X8 signs. Mr. Jeff Seifried has volunteered to personally install the signs at businesses. Mr. Martin asked what the wording on the sign was. Ms. Fields stated it was "Yes on 7".

Ms. Longpine stated that there was one on the corner of Trafficway and Chestnut Expressway.

F. Bicycle and Pedestrian Committee Report

Ms. Longpine stated that the Bicycle and Pedestrian Advisory Committee reviewed the application formerly known as the Enhancement Application. It is now referred to as the Transportation Alternatives Program Application. That is on the agenda later for discussion. The July meeting had been replaced by the subcommittee meeting to review the application. The BPAC will be looking at the Bicycle and Pedestrian Safety Education, which is an item from the OTO Strategic Plan.

G. Legislative Reports

Ms. Burks stated that in regards to transportation it would be beneficial if Mr. Jered Taylor was here. The House passed the proposal for transportation funding that goes through May 2015. The Senate has a few versions. The majority of the Senate is not receptive to the funding mechanism in the House Bill. It closes a loop hole that was a piece of legislation that funded an unemployment extension. The Senate is proposing a couple of different bills. The only problem is that the Senate versions do not have a Pay For, which means the House would not approve them without a Pay For mechanism. Blunt's office has been receiving a lot of calls from County Commissioners about what will happen. The likelihood of it getting shut down is probably 75/25 at this point. The thought is that there will be a fix before the August recess. If not, the program will probably shut down for two to four weeks. Mr. Miller stated it would shut down reimbursements. He stated that Ms. Fields had forwarded an email about the process. Ms. Burks stated that she was directing all of the County Commissioners back to MoDOT for any questions. The bigger picture is that there is not a funding mechanism right now that has been approved for the approximately \$500 billion bill that is needed for the six-year highway extension.

Mr. Stokely stated that his understanding is that the Senate is going to try and get it done if it is possible. It will probably be a short kick of the can down the road, not a long term fix, probably until May. Obviously, there needs to be work towards a longer term solution to this important issue.

II. New Business

A. Administrative Modification 3 to the FY 2014-2017 TIP

Ms. Longpine stated that with the TIP and Public Involvement Process, staff is allowed to make minor revisions to the TIP. This was a request from Missouri State University. The University is going to be able to go out to bid on a project sooner than programmed. It is for the Kansas Expressway and Broadmoor Project acceleration lanes.

B. Amendment 4 to the FY 2014-2017 TIP

Ms. Longpine stated that there are two projects included as part of TIP Amendment Number 4. One is the addition of Jackson and Main Street Sidewalks in the City of Willard. That has a program cost of \$52,500. The other is to amend the improvements at 65 and Battlefield. This will allow more federal funding on the project, as well as program advance construction for the coming fiscal year. The TIP Amendment Number 4 would actually be forwarded to the Board of Directors, for an electronic meeting next week. The Board of Directors agenda will be sent out today.

Mr. Martin made the motion to recommend approval of TIP Amendment Number 4 to the Board of Directors. Mr. Hess seconded and the motion carried unanimously.

C. Draft FY 2015-2018 Transportation Improvement Program

Ms. Longpine stated that everyone should have received either through email or with the agenda packet a draft Transportation Improvement Program. The TIP takes the plans and priorities from the Long Range Transportation Plan and are programmed into the TIP so the projects can be constructed with federal funding. She presented a PowerPoint that is attached to the back of the minutes outlining the FY 2015-2018 Transportation Improvement Program.

Ms. Longpine asked Mr. Miller to clarify where the Glenstone Safety Improvements were between Battlefield and I-44. Mr. Miller stated that there was a general pot for Safety Improvements for the OTO area. Instead of breaking it out into a list of projects, it was left in as one project. The focus is going to be on safety enhancements for the corridor.

Ms. Longpine stated that there were some changes since the draft TIP was sent out. There is a handout of the documents that includes the comments from FTA, FHWA, and MoDOT; as well as the response to those comments. Mr. Miller has answered some of the outstanding questions on the handout, so it will be finished soon. Something that is new this year (and there has not been a lot of guidance on it), was to create a separate section for those projects that are waiting on advance construction conversion. They are projects that are completed and are waiting for the Federal funds to come in. FHWA asks that the OTO follows how MoDOT reports it in one lump sum. That information will be added to the back under the Roadways Section and staff will be removing the lump of projects as currently seen as a separate section in the TIP. MoDOT was able to convert a lot of the projects that were listed in June, so those will be moving to the status section. There will be a fewer number of projects mixed in there as well.

Ms. Longpine stated that funding amounts have been adjusted either based on comments and comparisons to the STIP or some other changes that have happened in the meantime. The City of Springfield is going to be maximizing the contribution on the Chestnut Expressway Railroad project, so that information will be changing. There is a project that Greene County just added, the bridges for Farm Road 141. That will be programmed since it was not able to be done before the TIP. The OTO is asking for a recommendation to the Board of Directors that allows staff to finish making these changes as recommended by MoDOT or USDOT.

Mr. Martin made the motion to recommend approval of the FY 2015-2018 TIP to the Board of Directors. Mr. Rognstad seconded and the motion was carried unanimously.

D. Transportation Alternatives Program Application

Ms. Longpine stated that the agenda includes a copy of the revised Transportation Alternatives Program Guidelines and Application. There are some changes with this application, from how it has been handled in the past. The committee decided to recommend minimum and maximum award amounts of \$40,000 and \$250,000,

respectively. The committee also looked at the eligibility of projects. MAP-21 took the Enhancement Program and made adjustments to what is eligible, while at the same time adding Recreational Trails and Safe Routes to School. The Committee looked at the longer list and decided to focus on projects that construct sidewalk and bicycle infrastructure and Safe Routes to School related programs.

Ms. Longpine stated that another change in the legislation was who can sponsor a project. MoDOT is no longer eligible to be a sponsor. There was also some additional information in how the project location and description was requested. The points were adjusted according to some of the different changes in the program. The committee looked at additional information on cost estimates, adding construction elements in addition to construction phase. The idea is to know how much goes toward paving, landscaping, and lighting for example.

Mr. Martin inquired if the additional information requested is a more precise price breakdown/itemization of material and labor. Ms. Longpine stated that OTO does not need to know how much linear foot of concrete, but that it is going to be \$40,000 of sidewalk and \$10,000 for landscaping, as an example. That does not impact anything at the moment, but it gives an idea in the future if the area wants to do something with it. Mr. Martin asked with those categories competing with each other, is there any prioritization to the actual category. Ms. Longpine stated not at this time.

Mr. Martin made the motion to recommend approval of the FY 2014 and FY 2015 Transportation Alternative Program Funding Application to the Board of Directors. Mr. Brown seconded and the motion carried unanimously.

Ms. Longpine added the goal was to have the application out in September and then due back in December. This is to allow some extra time to complete the application.

E. OTO Growth Trends Report

Mr. Owens presented the OTO Growth Trends. He stated that the full report is on the OTO website. It is for the 2013 year starting January 1 and ending on December 31.

Mr. Coltrin inquired about the mean travel time. He stated it makes a nice graph, but the actual difference is only 36 seconds. Mr. Owens stated that it is from the Census Bureau. Mr. Coltrin stated it looks like the travel times have stayed constant here, but they change on the graph. When it is less than a minute change in travel time, he did not consider it a real change.

F. Performance Measures Report

Ms. Longpine stated that there was a copy of the Performance Measures Report passed out. This is an update. The Long Range Transportation Plan was the first time that Performance Measures were developed for the region. This was in anticipation of upcoming legislation at the time, MAP-21. Staff is still waiting for guidance on what Performance Measures really need to be or do for the area. There are some comments right now on putting that into place. In the meantime, there are status updates on the performance measures in the plan to better educate the OTO on what data is available and how effective the measure is for the area. Ms. Longpine presented a PowerPoint that is attached to the back of the minutes.

G. FY 2014-2015 UPWP Amendment 1

Ms. Parks stated that the fiscal year was just starting and there was a request for FY 2015 UPWP Amendment 1. Last year the OTO contracted with Olsson and Associates for a Travel Demand Model. As of June 30, the OTO was able to pay \$109,365 on the contract. However, there are a few items that were not completed this fiscal year. The remaining amount on the contract is \$40,636. This involves some scenarios. Ms. Parks turned the discussion to Ms. Longpine to explain the scenarios.

Ms. Longpine stated that Olsson was finalizing the calibration and were working on the final review of the model. What the calibrated base model provides is a starting point to look at scenarios for the future. There was an email sent out to the TPC that proposed a variety of scenarios that could be run through the model. It would show the impacts of congestion on the roadway network. Staff sent the scenarios out for input and comment. One scenario is the standard scenario and is included with the model. It is the 2040 no-build scenario. All of these take into account all the projects that have been either completed since the base model year 2012 or that the OTO is committed to build through 2018. Any scenario would contain those additional projects. The no build will assume that nothing else changes between now and 2040. Another scenario is to look at the Regional Priorities List and if that were to be implemented, how that would affect the network. Another option is to look at the Southwest area of the OTO and look at what would happen if Kansas Expressway, National, the East-West Arterial, and FF were completed.

One scenario is to increase the Transit Mode Split. There is still discussion with Olsson on how it is shown now, and if the OTO were to double transit usage or increase it by a certain amount, what impact it would have on the model. There could be some incremental scenarios. Kind of along the same lines as the no build for 2040, there would be a 2020 or 2030 run. Ms. Longpine asked for input on other scenarios.

Mr. Martin asked if there could be difference scenarios, but to look at the scenarios from a different point. Ms. Fields stated that there are some growth scenarios done, and the scenarios provided ten year increments. Before 2020, 2030, Or 2040, the network is overloaded with the growth. It is nice to say that we would look at ten year increments instead of 25 year increments. Mr. Brock Inquired if the 5 scenarios listed out would be narrowed down to two or four. Ms. Longpine stated that no, there would be 5 scenarios plus the no-build. It is a total of 6 on the calibrated model. Mr. Robinett asked if there had been consideration for looking at trip generation. For example if there were policies to discourage trips. To reduce trips, for example, from 12 for a single family to 10 on the same network. Ms. Fields stated that she was not sure what policy could be in place to reduce travel time. Mr. Robinett stated mixed use and more dense design could eliminate trips. Mr. Martin stated a scenario of gas up to \$5.00 a gallon. Ms. Longpine stated that one thing that had been considered was maybe another type of density scenario. There are both population and employment forecasts. Olsson parceled out the population growth by transportation analysis zone. It is larger than a census tract, but smaller than a jurisdiction boundary. Ms. Fields stated that the OTO could always go back and have Olsson run some scenarios if the density changed. Ms. Burks stated that Springfield Public Schools was going away from a neighborhood school model. Looking at different types of schools and not providing busing. If that model continues, that could shoot the daily trips up and would change the forecasts. The other jurisdictions have magnet schools. Ms. Fields stated that would be a time of day destination. Ms. Fields stated that the model is probably using a

national standard. Mr. Martin asked if there could be a run on peak hour times. Ms. Longpine stated that could be added to the scenario list.

Ms. Parks resumed the UPWP Amendment discussion. OTO is asking for a revised CPG Agreement with the Missouri Highway Commission and OTO. This will increase the CPG Planning Funds in the amount of \$32,508.00. What staff is asking today is to take this to the board to increase the line item Task (30) for the amount of \$40,635 for the Travel Demand Model and increase the CPG Grant Agreement.

Mr. Smith made the motion to recommend approval of Amendment 1 to the FY 2015 Unified Planning Work Program. Mr. Martin seconded and the motion carried unanimously.

Mr. Brock asked if funding an issue for us at all. Ms. Parks stated there was a reserve fund available from the funds not used.

H. Sunshine Law Policy

Ms. Parks stated that most members of the TPC were aware of the State of Missouri's Sunshine Policy. The OTO has done a good job in trying to follow the Sunshine Law. She stated that she had attended some Sunshine Law training. Some items were explained in detail and it made staff think about writing a policy for the OTO office, to ensure that everything was being followed. She went through the summary of the Sunshine Law Policy. Mr. Martin inquired about the wording on the section about closed meetings. He stated that the policy stated that there can be a closed meeting on personnel issues, while providing minutes while withholding salaries. Ms. Parks stated that the public had to be notified about the statute that was closing the meeting and take a roll call vote. The final motion has to be published. The OTO would have to notify the staff member within 72 hours of the final decision. The discussion would be closed by the final motion would be disclosed to the public. Mr. Martin stated that when someone is given a raise, that the OTO would have to eventually notify the public. Ms. Parks stated that was correct, within 72 hours. She would look at the wording to make sure it was worded correctly.

Mr. Coltrin made the motion to recommend approval of the OTO Sunshine Law Policy to the Board of Directors. Mr. Martin seconded and the motion carried unanimously.

I. Major Thoroughfare Plan Subcommittee

Ms. Longpine stated that the next year staff would be updating the Major Thoroughfare Plan and are looking at two different things. One item is to look at the Design Standards, other is to review the roadway network. The OTO is looking for a subcommittee to direct the work. The agenda outlines who served on the agenda previously, but we are taking volunteer nominations.

David Brock, Adam Humphrey, King Coltrin, Andrew Seiler, Larry Martin, Rick Hess, Randy Brown, and Todd Wiesehan volunteered.

III. Other Business

A. Technical Planning Committee Member Announcements

Mr. Hess stated that the City of Battlefield is a few weeks away from contracting to widen Weaver from FF to Wilson Creek School. By the time of the next meeting, with luck, it will be wider. It would be 5 feet wider.

B. Transportation Issues for Technical Planning Committee Member Review

None.

C. Articles For Technical Planning Committee Member Information

No Discussion.

IV. Adjournment

The meeting was adjourned at 2:45 p.m.

X



Travis Cossey
Technical Planning Committee 2014 Chair