OZARKS TRANSPORTATION ORGANIZATION

TECHNICAL PLANNING COMMITTEE MEETING MINUTES

July 17, 2013

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. David Brock, City of RepublicMr. Randall Brown, City of Willard (a) | Mr. Larry Martin, City of OzarkMr. Frank Miller, MoDOT |
| Mr. King Coltrin, City of StraffordMr. Travis Cossey, City of NixaMr. Martin Gugel, City of Springfield (a) | Mr. Bill Robinett, MoDOTMr. Ralph Rognstad, City of SpringfieldMs. Shelia Schmitt, City Utilities |
| Mr. Rick Hess, City of Battlefield (Chair)Mr. Adam Humphrey, Greene CountyMr. Kirk Juranas, City of Springfield | Mr. Andrew Seiler, MoDOTMs. Eva Voss, MoDOTMr. Dan Watts, SMCOG |
| Mr. Joel Keller, Greene County Hwy Dept. (a) | 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 RepresentativeMr. David Bishop, R-12 School District | Ms. Diane May, SMCOG (a)Mr. Brad McMahon, FHWA |
| Ms. Kristy Bork, SGF (a)Mr. Don Clark, Missouri State University | Mr. Kent Morris, Greene County PlanningMs. 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. Jonathan Gano, City of SpringfieldMr. David Gardner, City of Willard Ms. Dawne Gardner, City of Springfield (a)Mr. Jason Haynes, City of Springfield (a)Mr. Jay Huff, Missouri State University (a)Mr. Kevin Lambeth, City of Battlefield (a) | Mr. Jeff Seifried, Springfield ChamberMr. Dan Smith, Greene County Highway Dept.Ms. Cheryl Townlian, BNSFMr. Garrett Tyson, City of Republic (a)Mr. Terry Whaley, Ozark GreenwaysMr. Bob Wilslef, City of Ozark (a)Mr. Chad Zickefoose, MoDOT (a) |

Others present were: Ms. Sara Fields, Ms. Natasha Longpine, Mr. Curtis Owens, Ms. Debbie Parks, and Ms. Melissa Richards, Ozarks Transportation Organization; Mr. Earl Wall, Missouri State University: Mr. Jered Taylor, Congressman Long’s Office: Ms. Gail Melgren, Senator McCaskill’s Office.

Mr. Hess called the July 17, 2013 Technical Planning Committee meeting to order at 1:31 p.m.

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

Mr. Cossey made the motion to approve the Technical Planning Committee Meeting Agenda. Mr. Brown seconded and the agenda was approved unanimously.

1. **Approval of the March 20, 2013 Meeting Minutes**

Mr. Rognstad made the motion to approve the March 20, 2013 Meeting Minutes. Mr. Cossey seconded and the minutes were approved unanimously.

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

None.

1. **Executive Director’s Report**

Ms. Fields stated that staff has been working to finish the fiscal year. The fiscal year ends June 30. There are a lot of projects being completed on this agenda. The other major thing that happened in June is the OTO Federal Certification Review. The Federal Highway Administration and Federal Transit Administration came and reviewed the OTO’s planning practices and how the practices comply with federal law regarding Metropolitan Transportation Planning. Federal Highway and Federal Transit will come out with a report that has Recommendations, Commendations, and Corrective Actions. Corrective Actions are things that if not fixed in a given amount of time, the OTO’s federal funds would be withheld. There is not a final report yet, but there was a close-out report and the OTO is not expecting any Corrective Actions.

This week the Model Subcommittee had the first meeting for the Travel Demand Model. The Subcommittee decided on a software package, Visum. The former model was in TransCad and it had some real limitations in the way intersections were modeled. There were many dual left intersections that were not accounted for and that caused some problems. The Subcommittee is hopeful that this model will account for that better. The OTO hired the Bureau of Economic Analysis and David Mitchell at Missouri State University to do the population and employment forecast. The last model had some criticisms that the forecasts were too high. There is an expert looking at that. The input into the model should be more accurate and then the outputs, the future traffic projections. The timeline is for the calibrated model to be ready by end of the year. Ms. Fields stated that the timeline is not firm since sometimes with calibrations there are problems that arise. That is just the timeline that the schedule calls for.

Ms. Fields stated that the OTO Surplus Policy states that if the OTO has surplus items, then the items can be given away to the member jurisdictions. There are some office supplies in the small conference room. There is a form to complete stating that any items taken are for work purposes.

Ms. Schmitt inquired on the deadline for the MOU. Ms. Fields stated that there should be a deadline in the report that comes out in October. The OTO has a chance to comment and reply if the deadline is not realistic.

Mr. Taylor stated there was not a lot to report. Congress is currently in session. Immigration is currently the hot topic. Congressman Long would like to see less amnesty and more border protection. The Farm bill passed last week out of the House. Those are the two big issues addressed recently.

Ms. Fields offered the legislative representatives and opportunity to speak to the TPC Committee.

Ms. Melgren stated that the Farm Bill had the Food Stamps removed and that issues is being looked at separately. Nothing has been decided yet. There still needs to be a compromise between the House and Senate. The same with the immigration issue, the Senate has passed it and the House is sitting on it. Blueways is something that was pretty controversial. It is kind of infrastructure since it is waterways. There was also a filibuster on the federal appointments. Senator McCaskill is looking at one of her specialties, waste, fraud and abuse and is tackling the issue.

1. **Bicycle and Pedestrian Committee Report**

Ms. Longpine stated that in the agenda there is the Bike/Ped Plan Report. This implementation report is produced annually to track the progress of the Bicycle and Pedestrian Plan. At the beginning of the report there is a list of the goals that are included in the Long Range Transportation Plan and the status of those goals. All the goals say ongoing. There is not necessarily an end date. The Bicycle and Pedestrian Committee is continually working on improving the Bicycle and Pedestrian network in the region. The next section lists the accomplishments. The accomplishments are organized by funding and then by the five E’s. There is a lot of talk about the Safe Routes to School and Bicycle Friendly Communities. Funding was definitely important last year. The OTO received the Transportation Enhancements and the New Transportation Alternatives Program funding, and the BPAC was able to distribute that to the communities. It appears that there will be more funding available in October, though there is no number yet. The OTO applied for a TIGER Grant. There is a presentation later in the agenda about the TIGER Grant. It included Streetscapes along Route 66, the bus transfer facility and Ozark Greenways trails.

There is a section on Engineering. There has been a lot going on with trails, streetscapes and sidewalks throughout the area. The City of Springfield continues to expand the LINK which extends the Greenways trails to the north and south. Most of the mileage done this past year is to the bicycle facilities and putting pavement markings on the road. Evaluationwise, the BPAC has been working on a priorities list. MoDOT is looking for a list of priorities as part of the Long Range Transportation Plan. The BPAC has gotten through most of the projects on the previous list. A lot is just going to relate back to the goals and priorities that are in the plan.

The Bicycle Friendly Communities Application is an important one. That was just submitted for renewal and the BPAC should find out sometime in the next few months. It is due every four years. It would be up for renewal in February 14, 2014. BPAC wanted to go ahead and get the application in now, in case there was anything needing to be remedied. The goal is to be Silver or better, but if the region could renew the Bronze designation that would be important as well. There has been a lot in the community regarding education and encouragement. There was a final round of Safe Routes to School funding. There is a big media roll out for “Let’s Go Smart Springfield.” There have been PSAs on the radio regarding the “Let’s Go Smart” campaign. Ozark Greenways is in the middle of recording some video PSAs at the moment.

Finally, there is an awards section. Missouri was named a Best Trails State by American Trails this past year. Also, the Missouri Bicycle and Pedestrian Federation honored Phil Broyles, the City of Springfield Public Works Director, with a statewide award for all the work the department has been doing implementing Bicycle and Pedestrian improvements.

1. **New Business**
2. **Public Participation Plan and Annual Evaluation Report**

Ms. Richards stated that this is the new updated Public Participation Plan. The document has been split into two documents: the Public Participation Plan with the Annual Evaluation now as a standalone document. The Public Participation Plan (PPP) draft is up for recommendation to the Board of Directors for approval. The Annual Evaluation is for the TPC review. The PPP is a comprehensive document that fulfills the federal requirements in MAP-21, and sets forth a protocol for OTO to conduct public involvement activities. The current PPP draft is now in good form to be used as a template reference. It will be reviewed for approval by the Board of Directors every three years, regardless of updates. The PPP is intended to find direction for public involvement activities used by OTO for public involvement. The newly updated PPP is currently up for a 45 day public comment period right now running from July 1 to August 15. Ms. Richards made a PowerPoint presentation on both the PPP and the Annual Evaluation Report. The presentation is available on the OTO website.

Mr. Coltrin asked if the OTO had talked to the Chamber to try and increase the coverage since the chamber has a lot of different email blast groups. The Chamber could send out the message to all those groups and hit 2,000 people instantly. The people might not all respond, but there might be a big response because they are interested in their community. Ms. Richards stated that the Chamber was on the master list. Mr. Coltrin said that is good, but staff could go a step farther making sure someone at the Chamber coordinates it to be specifically sent out to the email lists. Ms. Richards stated it was a good idea. She stated staff had also discussed making person to person contacts along with keeping an eye on the online news websites. Occasionally the OTO press releases are picked up but not always.

Mr. Brock stated that none of the respondents seemed interested in advertising or press releases, or meeting in a physical meeting. Mr. Martin inquired if in the survey there was a category for “Other”. Ms. Richards responded that there was an “Other” category in all of the surveys and that no one took advantage of it. Mr. Brock asked if those that responded were skewed toward electronic communication. Ms. Fields stated that it was directed towards the internet. Interestingly though, with the Federal Certification Review, the OTO placed a public legal ad. The press release was sent out and the Christian County Headliner picked it up and placed it in the paper. Mr. Martin stated that those from smaller towns still read the papers cover to cover. Ms. Fields stated that was a good point. Mr. Martin stated that people forget that in the country there is no high speed internet access. It is a problem that rural people have.

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

1. **Administrative Modifications Five, Six, and Seven to the FY 2013-2016 TIP**

Ms. Longpine stated that there are three separate Administrative Modifications to the FY 13-16 TIP. Per the Public Participation Plan, which outlines the requirements for Administrative Modifications versus full Amendments to the TIP, these were all allowed under the Administrative Modification guidelines. Basically, staff can make these minor adjustments without having to go through the ONEDOT and MoDOT approval process. These were made three separate times which is why they are listed individually. The first one is moving a project from a prior adopted TIP, the Kansas Expressway and Broadmoor project with Missouri State University. That did not affect any of the fiscal constraint, because it had received an earmark. The project is being moved forward to be completed.

The second project is adding or deleting a project development phase of a project without major changes to the scope of the project. This is for the Willard Sidewalk project, which is one of the Enhancements that were awarded last year. When the actual TIP Amendment for the Enhancements was made, it did not show any funding in the engineering phase of the project. Willard wanted to make sure the engineering could be done on the project as well as the construction. The overall amount of the project did not change. The final modification has two changes for the same project. Changes in the project programmed amount and then minor changes to the scope of the project. City Utilities was purchasing two new buses, the way the project was described in the TIP did not match what the buses were being used for so there was an adjustment made.

1. **FTA 5339 Project Selection Criteria**

Mr. Owens stated that under the MAP-21 program legislation there is a new program 5339, which is for bus and bus facilities. This program replaces the 5309 program under the SAFETEA-LU legislation. The actual guidance does not come out until late summer but the OTO wanted to start putting together a list of criteria for project selection. The Transportation Improvement Program Subcommittee approved the selection criteria sheet for recommendation to the Technical Planning Committee. The selection criteria is geared toward maintaining what is already existing. The new program is less then what was under the SAFETEA-LU program.

The Subcommittee put together criteria of the important elements for selecting a project. The funding is now a formula based program and it is different than the 5309 program that was discretionary.

Mr. Martin stated that he could not remember all the 5309 over the past three to five years, but that this appeared to be a big difference in the two programs selections and funding. He inquired how much funding was awarded last year. Ms. Fields stated that it was hard to estimate because it was competitive. CU is very good at applying. CU received $13 million for new buses. CU also received $3 million for the transfer facility. CU applies project by project and has received several million dollars each time. Mr. Martin stated that it would be correct to assume that in the past it would be millions of dollars and now it is approximately $250,000. Mr. Owens stated that the funding that will be received under 5339 will basically buy one bus, so that is a correct assumption.

Mr. Rognstad made the motion to recommend the approval of the proposed 5339 project selection criteria to the Board of Directors. Mr. Martin seconded and the motion was carried unanimously.

1. **FY 2014-2017 Transportation Improvement Program**

Ms. Longpine stated that staff was in the middle of finalizing the Transportation Improvement Program. The TIP comes between the projects that are prioritized in the Long Range Plan and when the project actually goes to construction. It is a four year program. It is supposed to reflect those investment priorities in the Long Range Transportation Plan. It shows how the region is using the federal funds. It also includes projects of Regional Significance regardless of the funding source. One of the key items of the TIP is that it is to be fiscally constrained. It is a budget of what the OTO plans to do over the next four years. It is a six month process, from March when it was started, until October when the TIP will go into effect. There are some new items in the TIP this year. Ms. Longpine thanked everyone for using the new TIP Tool. She presented the FY 2014-2017 Transportation Improvement Program PowerPoint which is on the OTO Website. Ms. Longpine also outlined several changes included since the draft was mailed.

Mr. Robinett inquired if the OTO intended to amend the TIP at the time 5310 vehicles are selected. Ms. Longpine also responded that yes that would be the case.

Mr. Martin made the motion for the FY 2014-2017 TIP to be forwarded to the Board of Directors for their consideration with the attached changes. Mr. Juranas seconded and the motion was carried unanimously.

Mr. Hess stated that if there are any corrections or changes to the TIP before the Board of Directors meets to please contact OTO staff prior to August 14 so it can be corrected. Ms. Longpine stated that the TIP Tool currently shows the FY 2013 TIP if logged in from a public site. Once the FY 2014 TIP is approved it will be uploaded and replaced by October 1. The Draft TIP can be found as a PDF on the OTO website.

1. **TIGER Grant**

Ms. Longpine presented a TIGER Grant PowerPoint, which is on the OTO Website. Ms. Longpine stated that this is the 5th round of TIGER funding that has been available. The region did apply for a TIGER grant. This project was titled “The rebirth of Route 66”. This was a collaboration between OTO, City Utilities, the City of Springfield, and the Urban District Alliance in developing the application. The project goes along what is considered old Route 66, which is College, just heading west out of Downtown. There are several different projects. There is a streetscape along College Street, the bus transfer facility which is at College and Main, and the trail through West Meadows is actually funded with Enhancement funds. The thought was if it was funded through TIGER, then there would be more Enhancement funds that could be spent elsewhere in the community. If the OTO does not get a TIGER grant, then that project will still remain funded. She stated that TIGER requires a 20 percent match minimum and the overall projects totaled a little over $17 million with $10 million funded by TIGER. There was some local share and federal grants that brought the TIGER share to 58 percent. This round had 568 applications, totaling over $9 billion dollars, while there is $474 million available. The availability of funding was announced in April and applications were due at the first of June. The OTO should know something by September. The prior rounds have been about the same statistics, though the number of applicants each time continues to decrease. The amount of funding available for TIGER has also decreased.

1. **OTO Growth Trends Report**

Mr. Owens presented the Annual Growth Trends Report for the OTO area. The information for this report comes from the US Census Bureau and also from local jurisdictions. Mr. Owens stated he had requested building permit data previously and that information was compiled into the report as well. He presented the Growth Trends PowerPoint, which is on the OTO website. He stated that these are a few slides out of the whole report. The full report can be found on the OTO website at the bottom of the page entitled “2012 Growth Trends”. There are a few more data points in there. If there is something that a jurisdiction would like included in the future, it can be added to the reports.

1. **Performance Measures Report**

Ms. Longpine stated that the Performance Measures are something that will be continued to be seen throughout the OTO Planning Products. OTO Staff started with the Long Range Plan to set the Performance Measures and identify targets for 2035 and some trends that the OTO would like to see between now and then. Staff would like to produce an annual report that shows the progress towards each of those Long Range Plan Performance Measures. This report is in the TPC Agenda Packet. Ms. Longpine presented the Performance Measures PowerPoint which is on the OTO website.

Mr. Martin stated that there seem to be two issues, one is where people are living versus where the improvements are being made. Ms. Longpine replied that part of the issue is that this is compiled partially with American Survey Data which has its own set of concerns. It is a very small sample size. That is why staff used the five year data and hopefully it can mitigate some of those anomalies.

1. **New OTO Logo**

Ms. Richards stated that the OTO Logo was approved by the Board of Directors in April. There were several months of samples and revisions. The goal was to incorporate elements of the function of OTO to provide more of a visual to the public. The Logo has Railroad, Bicycle, Roadways and Aviation symbols. There were several modifications but in the end it was requested that a version be designed using some of the original elements but with the letter “t” inserted in the middle. The graphic can be stand alone, but the official logo has Ozarks Transportation Organization and Metropolitan Planning Organization under it. The new logo design will hopefully raise the OTO profile with the public and is part of the rebranding that the OTO is going through right now.

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

 Mr. Owens announced that on July 25, 2013 the Local Coordinating Board of Transit would be touring the City Utilities new bus facility. All TPC members are invited to the tour. There will be a sneak preview of where the Transit funds have been spent. It will be at 1:30 pm at the CU transit office.

Mr. Miller gave an update on the Long Range Transportation Plan for the State. MoDOT has concluded the public outreach sessions and is getting data from the public to build a new Statewide Transportation needs database. MoDOT will be adding to the database things from the Long Range Plan that were not already included by the public. People requested a monorail system in Springfield. Several more wanted a light rail system. A lot of people wanted sidewalks and bicycle improvements. People want Amtrak service to St. Louis. There were a lot of requests for improvements to Republic Road/Campbell Road. It is anticipated that there will be a lot of comments about Route CC/14 and Route 160 from the Ozark and Nixa public input, as well as a lot of sidewalk requests.

Ms. Voss stated that the 2014-2018 Statewide Transportation Improvement Program was approved by the Highway Commission on July 9.

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

Ms. Fields inquired of Mr. Miller if the adaptive signals in Republic were complete. Mr. Miller stated that the signals were supposed to turn on July 18, 2013.

1. **Articles For Technical Planning Committee**
2. **Adjournment**

Mr. Martin made the motion to adjourn at 3:01 p.m. Mr. Miller seconded and the meeting was adjourned.