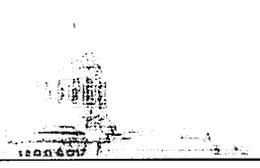


Capital Area Metropolitan Planning Organization



Room 120 320 E. McCarty, Jefferson City, MO 65101 Phone 573.634.6410 Fax 573.634.6457

Technical Committee

Thursday, December 1, 2016 at 10:00 A.M.

Meeting Location: Boone/Bancroft Room # 200, John G. Christy Municipal Building
320 E. McCarty, Jefferson City, MO 65101 - Enter through Main Lobby

Tentative Agenda

1. **Call to order, roll call, and determination of a quorum**
2. **Public comment**
3. **Adoption of the agenda as printed or amended**
4. **Approval of the minutes from the meeting of November 3, 2016**
5. **Communications received**
6. **New Business**
 - A. Proposed Amendment Transportation Improvement Program: Safety Improvements to US 54
Action Requested: Review, discussion and recommendation to the Board of Directors.
Staff Report: As a result of the recently completed U.S. Route 54 Road Safety Audit, MoDOT is proposing two new projects: safety improvements on U.S. 54 (guard cable, signage, high friction surface treatment, and guard rails) in Callaway County and scoping for safety improvements in Cole County.
 - B. TIP Development
Action Requested: Discussion.
Staff Report: Development of the Program Year 2018-2022 will commence shortly and staff requests input on changes to the TIP document, including the amendment process and changes to the project application form.
 - C. UPWP Budget Update
Action Requested: Forward the budget adjustment request to the FY2017 UPWP to the Board of Directors.
Staff Report: None of the consulting projects slated to commence in FY2016 actually started in FY2016. During the budgeting process all but \$15,000 was included in the FY2017 budget, with at least one projected anticipated have billable time in FY2016. A supplemental appropriation will be requested to address the issue regarding the City of Jefferson's budget process.
7. **Other Business**
 - A. Status of current work tasks
 - B. Member Updates
8. **Election of Officers (CAMPO Technical Committee Member List is attached)**
 - A. Chairman
 - B. Vice Chairman
9. **Next Meeting Date - Thursday, January 5, 2017 at 10:00 a.m. in the Boone/Bancroft Room**
10. **Adjournment**

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.

**MINUTES
TECHNICAL COMMITTEE
CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION**

November 3, 2016

VOTING MEMBERS PRESENT

Cole County: Larry Benz
Holts Summit: Mark Tate
Jefferson City: David Bange, Vice Chairman
JJ Gates
Janice McMillan, Chairwoman
Mark Mehmert (arrived at 10:25)
Matt Morasch (arrived at 10:04)
Sonny Sanders
Britt Smith
MoDOT: Jenni Jones, Designee for Steve Engelbrecht
Bob Lynch
Mike Henderson
Wardsville: David Elliott

VOTING MEMBERS ABSENT

Paul Winkelmann, Callaway County
Eric Landwehr, Cole County
Cary Maloney, Pedestrian and Bicycle Interest
Joe Scheppers, Private Transportation Interest

EX-OFFICIO MEMBERS PRESENT

Enos Han, Federal Highway Administration

EX-OFFICIO MEMBERS ABSENT

Jeremiah Shuler, Federal Transit Administration

STAFF PRESENT (Non-Voting)

Alex Rotenberry, Transportation Planner
Katrina Williams, Transportation Planner
Anne Stratman, Administrative Assistant, City of Jefferson

GUESTS PRESENT

Trent Brooks, MoDOT
Garrett Depue, MoDOT
Chris Kersten, Harvard Group
Sam Richardson, News Tribune

1. **Call to order, roll call, and determination of a quorum**
Ms. McMillan called the meeting to order at 10:02 a.m. and asked Ms. Stratman to call roll. A quorum of 12 voting members was present.
2. **Public comment**
None received.
3. **Adoption of the agenda as printed or amended**
Mr. Sanders requested to amend the agenda to remove the reference to "Wildwood Drive" from agenda item 6A and to add a request for "approval of the selection committee" to agenda item 7A.

Mr. Benz moved and Mr. Smith seconded to adopt the agenda as amended. The motion passed unanimously.

4. Approval of the minutes from the meeting of October 3, 2016

Mr. Benz moved and Mr. Smith seconded to approve the minutes from the meeting of October 3, 2016 as printed. The motion passed unanimously.

5. Communications from the presiding officer

No correspondence was received.

6. Old Business

A. *Proposed Amendment to the 2017-2021 TIP (Transportation Improvement Program):* Functional Classification Revision for an Extension of Mission Drive. (Continued from October 6, 2016).

Mr. Sanders introduced the project and gave an overview of the process leading up to the application for TIP amendment. He stated that the project is a request for a functional classification of a 1400 foot proposed extension of Mission Drive. Mr. Sanders explained that CAMPO staff, city staff, MoDOT, and FHWA have discussed the project and believe that the project does not meet requirements of fiscal constraint as stated in US DOT guidance.

Mr. Kersten stated that he believes the project does meet guidance for fiscal constraint and that the section of proposed roadway should be eligible to be put into the TIP and classified as a collector.

Mr. Sanders explained that the project can only be given a functional classification if it is shown in the TIP, and by reference in the STIP, as being fiscally constrained before classification can occur. He also stated that this project is seeking Missouri Transportation Finance Corporation funds and the requirements state that a federal aid highway must be documented as having fiscal constraint before application for those funds.

Mr. Henderson explained that the letter from Hawthorne Bank does not show a commitment to funding. He stated that when projects are added to the TIP it is a fiscal commitment to be built.

Mr. Kersten agreed, but stated that he felt the project met the MoDOT guidance of a "reasonable expectation" of funding support.

Mr. Morasch stated that there is currently no funding commitment from the City of Jefferson to complete this project and that it is not currently fiscally constrained.

Mr. Smith asked if the committee believes the project meets fiscal constraint and whether the project should be recommended to the Board of Directors for approval.

Mr. Morasch moved and Mr. Smith seconded to recommend approval of the proposed TIP amendment to the Board of Directors. The motion failed 0-8, with 4 abstaining, with the following roll call vote:

Aye:

Nay: Bange, Benz, Elliott, Gates, McMillan, Morasch, Sanders, Smith

Abstain: Henderson, Jones, Lynch, Tate

7. New Business

A. *Visioning and travel demand model draft scope of services and designation of selection committee.*

Mr. Sanders gave an overview of the travel demand modeling draft scope of services and visioning for the update of the Metropolitan Transportation Plan (MTP). Both items are in the approved Unified Planning Work Program. He stated that staff recommends seeking one consultant contract, based on the following draft scope of services:

The Capital Area Metropolitan Planning Organization is seeking qualifications for scenario planning to create a vision for CAMPO's Metropolitan transportation and local planning documents. Consulting responsibilities may include but are not limited to the following:

- CommunityVIZ on site 3 day complete training for CAMPO staff.
- Scenario Planning facilitation, consulting and project support.
- Travel demand modeling supporting scenario planning.
- List of recommended improvements and new projects which may include conceptual drawings of lane configuration, lane widths, signalization, intersection configuration and other recommended improvements.

The project may include other consulting services as may be necessary to support and supplement these activities.

Mr. Morasch moved and Mr. Smith seconded to recommend approval of the draft scope of services to the Board of Directors. The motion passed unanimously.

Mr. Sanders also asked the Technical Committee to designate a committee to assist in consultant selection. The Technical Committee recommended the following individuals/representatives: Larry Benz, David Bange, Mark Tate, Sonny Sanders, Eric Barron, a small city representative, and a MoDOT representative.

Mr. Morasch moved and Mr. Sanders seconded to recommend approval of the selection committee to the Board of Directors. The motion passed unanimously.

B. Proposed amendment to the 2017-2021 TIP: Community Park Greenway Trailhead using Recreational Trails Grant.

Mr. Gates gave an overview of the project, which includes construction of a new greenway trailhead and splash park on the East Branch of Jefferson City's greenway system. The project was awarded a Recreational Trails Grant which will provide 62% of the funding.

Mr. Smith moved and Mr. Morasch seconded to recommend approval of the proposed amendment to the Board of Directors and initiate the seven day comment period. The motion passed unanimously.

Mark Mehmert arrived at 10:25 a.m.

8. Other Business

A. Status of current work tasks

Mr. Sanders provided an overview of current work tasks being undertaken by CAMPO staff. He stated that executed agreements for the Consolidated Planning Grant and Surface Transportation Program have been received. He also stated that staff is continuing work on the update of current land use data, update of the Title VI Program, and evaluation of the Public Involvement Process. The JEFFTRAN System-Wide Assessment is also moving forward with development of the scope of service, budget, and timeline.

B. Member Updates

Cole County

--Mr. Benz gave an update on road projects throughout the County.

Holts Summit

--Mr. Tate gave an update on the completion of the sidewalks along North Summit and has started the bid process for realignment of Halifax Road.

Jefferson City

--Mr. Bange gave an update on the following projects: (1) Stadium Boulevard/Jefferson Street project; (2) streetscape improvements on Adams Street; and (3) Wayfinding progress.

--Mr. Smith announced that the Downtown Parking Plan is in the process of being updated and that the City has been making accessibility improvements to City Hall.

--Mr. Gates gave updates on the following: (1) ribbon cutting for the McClung Park playground; (2) State cross-country meet; and (3) Parks Master Plan Update.

--Mr. Mehmert gave updates on the following: (1) JEFFTRAN System-Wide Assessment; (2) RFP for APC/AVL/AVA technology; and (3) Triennial review.

Missouri Department of Transportation

--Mr. Lynch gave an update on the Missouri River Bridge project and the release of the US 54 Safety Audit.

--Ms. Jones reported that there were four applicants for the Transportation Alternatives Program; Jefferson City with two applications, St. Martins, and Holts Summit.

Federal Highway Administration

--Mr. Han introduced himself and announced he is replacing Mike Latueszek as the Federal Highway Administration liaison to CAMPO.

9. Next Meeting Date - Thursday, December 1, 2016 at 10:00 a.m. in the Boone/Bancroft Room.

10. Adjournment

Mr. Benz moved and Mr. Henderson seconded to adjourn the meeting at 10:45 a.m.

Respectfully submitted,

Katrina Williams, Transportation Planner

Capital Area Metropolitan Planning Organization

2017 – 2021 New Project Application

Project Name: US 54 Safety Improvements in Callaway County

Primary Project Sponsoring Organization: MoDOT Central District

Project Contact: David Silvester, District Engineer

Sponsor Project Number: 5P3119

Type of Project (check all that apply):

- | | | | |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> Airport/Aviation | <input type="checkbox"/> Bicycle/Pedestrian | <input checked="" type="checkbox"/> Bridge | <input type="checkbox"/> Intersection |
| <input type="checkbox"/> Plans/Studies | <input type="checkbox"/> Roadway Expansion | <input type="checkbox"/> Roadway Preservation | <input type="checkbox"/> Railway |
| <input checked="" type="checkbox"/> Safety | <input type="checkbox"/> Transit | <input type="checkbox"/> Other: <small>Callaway County</small> | |

Project Description: Bridge and safety improvements along US 54 in Callaway County.

Project Location: West of Rte. W to I-70 at Kingdom City.

Project History: See Project Information

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2017	2018	2019	2020	2021	
PE	Federal		NHPP	\$20,000	\$1,062,400					\$1,062,400
PE	State		TCOS		\$265,600					\$265,600
CON	Federal		NHPP		\$7,687,200					\$7,687,200
CON	State		TCOS		\$1,921,800					\$1,921,800
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals				\$20,000	\$10,937,000					
									Total Project Cost =	\$10,957,000

Source of operating / maintenance funding for 10 years after project is completed: MoDOT

Additional Comments: \$1.195M funds are coming from statewide project 0X3018.

Agenda Item 6A.1

Capital Area Metropolitan Planning Organization

2017 – 2021 New Project Application

Project Name: Scoping for Safety Improvements along US 54 in Cole, Miller, and Camden counties.

Primary Project Sponsoring Organization: MoDOT Central District

Project Contact: David Silvester, District Engineer

Sponsor Project Number: SP3222

Type of Project (check all that apply):

- | | | | |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> Airport/Aviation | <input type="checkbox"/> Bicycle/Pedestrian | <input type="checkbox"/> Bridge | <input type="checkbox"/> Intersection |
| <input type="checkbox"/> Plans/Studies | <input type="checkbox"/> Roadway Expansion | <input type="checkbox"/> Roadway Preservation | <input type="checkbox"/> Railway |
| <input checked="" type="checkbox"/> Safety | <input type="checkbox"/> Transit | <input type="checkbox"/> Other: <small>Click here to enter text.</small> | |

Project Description: Safety improvements along US 54 in Cole, Miller, and Camden counties.

Project Location: West of Stadium Boulevard in Jefferson City to Cecil Street in Camdenton.

Project History: Click here to enter text.

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2017	2018	2019	2020	2021	
PE	Federal		Safety	0	\$45,000					\$45,000
PE	State		TCOS		\$5,000					\$5,000
PE	Federal		Safety			\$202,500				\$202,500
PE	State		TCOS			\$22,500				\$22,500
-	-									
-	-									
-	-									
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-	-									
-	-									
Yearly Totals					\$50,000	\$225,000				
									Total Project Cost =	\$275,000

Source of operating / maintenance funding for 10 years after project is completed: MoDOT

Additional Comments: Anticipated future cost is between \$5 to \$10 million.

Agenda Item 6A.2

**Capital Area Metropolitan Planning Organization
Technical Committee**

Voting Members:

City of Jefferson Voting Members (7):

Janice McMillan, Chairman
Matt Morasch
David Bange, Vice Chairman
Britt Smith
Mark Mehmert
Sonny Sanders
JJ Gates

Cole County Voting Members (2):

Larry Benz, Director, Cole County Public Works
Eric Landwehr

Callaway County Voting Member (1):

Paul Winkelmann

Missouri Department of Transportation Voting Members (3):

Bob Lynch
Steve Engelbrecht
Michael Henderson

Private Transportation Interest (1):

Joe Scheppers

Pedestrian or Biking Interest (1):

Cary Maloney

Small Cities Representative – Callaway County (1):

Mark Tate, City of Holts Summit

Small Cities Representative – Cole County (1)

David Elliott, Village of Wardsville

Ex-Officio Members:

Federal Highway Administration:

Enos Han

Federal Transit Administration:

Jeremiah Shuler

City of Jefferson Staff:

Alex Rotenberry, Transportation Planner
Katrina Williams, Transportation Planner
Anne Stratman, Administrative Assistant

Agenda Item 8A