

Capital Area Metropolitan Planning Organization



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

Board of Directors

Wednesday, December 16, 2015 at 12:15 p.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 18, 2015**
5. **Communications received**
6. **New Business**
 - A. **Amendment #2 to the 2016-2020 Transportation Improvement Program**
 1. TIP #2016-13: Frog Hollow Greenway Trail Extension. Sponsor: City of Jefferson Parks, Recreation and Forestry
 2. TIP #2016-14: Halifax Road Realignment and Sidewalk Construction. Sponsor: City of Holts Summit
 3. TIP #2016-15: Section 5310 Door to Door Service in Jefferson City. Sponsor: OATS
 4. TIP #2016-16: Scoping Bridge Improvements on Route J over US 50. Sponsor: MoDOT
 5. TIP #2016-17: Scoping Safety and Shoulder Improvements on Route B. Sponsor: MoDOT

Action Requested: Approve TIP Amendment #2
 - B. Consultant Services Request for Qualifications - Transit Ridership Study and Travel Demand Model
Action Requested: Discussion
7. **Other Business**
 - A. FY2016 Unified Planning Work Program
 - B. New Federal Highway Transportation Bill (Fixing America's Surface Transportation Act)
 - C. Status of current work tasks
8. **Next Meeting Date** – Wednesday, January 20, 2016 at 12:15 p.m. in the Boone/Bancroft Room #200
9. **Adjournment**

NOTES

Box lunches will be ordered from the Old Brick House Deli at a cost of **\$6.25 per person**. If you wish to order a box lunch, please contact Anne Stratman by 12:00 p.m. on Tuesday, December 15, 2015. Box lunches include a sandwich and chips. Mayonnaise and mustard packets are included.

Sandwich options: ham on French baguette; Italian hero on French baguette; smoked turkey & bacon on whole grain wheat

Deluxe house salad: \$6.25

Cobb Salad: \$6.25

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

Board of Directors CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION

November 18, 2015

12:15 p.m.

BOARD MEMBERS PRESENT

Larry Benz, P.E., Cole County
Brian Crane, City of Holts Summit, Small Cities Representative
Larry Henry, Jefferson City
Jeff Hoelscher, Chairman, Cole County
David Bange, Designee for Ken Hussey, Jefferson City
Doc Kritzer, Callaway County
Janice McMillan, AICP, Jefferson City
Matt Morasch, P.E., Jefferson City
Doug Reece, St. Martins, Small Cities Representative
Mark Schreiber, Jefferson City
Bob Scrivner, Vice Chairman, Jefferson City
Steve Engelbrecht, Designee for David Silvester, P.E., MoDOT

BOARD MEMBERS ABSENT

Mark Mehmert, Jefferson City

EX-OFFICIO MEMBERS ABSENT (Non-Voting)

Bruce Hackmann, Callaway County Economic Development Representative
Michael Henderson, MoDOT
Michael Latuszek, Federal Highway Administration
Jeremiah Shuler, Federal Transit Administration

CAMPO STAFF PRESENT (Non-Voting)

Sonny Sanders, Senior Transportation Planner
Alex Rotenberry, Transportation Planner
Anne Stratman, Administrative Assistant

OTHERS PRESENT

Cary Maloney, CAMPO Pedestrian/Bicycle Advisory Committee
Katrina Williams, Mid-Missouri Regional Planning Commission

1. **Call to order, roll call, and determination of a quorum**
Chairman Hoelscher called the meeting to order at 12:15 p.m. and asked Ms. Stratman to call roll. A quorum was present with 12 of 13 members or their designee present.
2. **Public Comment**
No comments were received.
3. **Adoption of the agenda as printed or amended**
Mr. Benz moved and Mr. Bange seconded to adopt the agenda as printed. The motion passed unanimously.
4. **Approval of the minutes from the meeting of August 19, 2015**
Mr. Morasch moved and Ms. McMillan seconded to approve the minutes from the Regular Meeting of August 19, 2015 as printed. The motion passed unanimously.
5. **Communications Received**
 - A. OneDOT pertaining to the FY2016 Unified Planning Work Program

6. New Business

A. Appointment of Pedestrian or Bicycle Transportation Interest Technical Committee Member

Mr. Rotenberry explained that at their September 3, 2015 meeting the CAMPO Technical Committee recommended Mr. Cary Maloney as the Pedestrian/Bicycle Transportation Interest for the Technical Committee. He stated that Mr. Maloney is a member of the CAMPO Pedestrian/Bicycle Advisory Committee.

Mr. Scrivner moved and Mr. Reece seconded to appoint Mr. Cary Maloney as the Pedestrian/Bicycle Transportation Interest to the Technical Committee. The motion passed unanimously.

7. Other Business

A. MoDOT FY2017 State Transportation Improvement Program

Mr. Sanders explained that the state motor fuel tax, motor vehicle sales tax and vehicle licensing fees come in over projection. He stated that \$30.9 million are available for transportation projects in the Central District. Mr. Sanders explained that the following projects are in the CAMPO planning area: (1) bridge improvements for the Highway J overpass on US 50/63; (2) pavement improvements on Route B from Jefferson City to Highway 133 in Osage County; and (3) addition of 2' shoulders and rumble strip on Route B from Wardsville to Meta. He stated that this is for informational purposes only and no action is required.

Mr. Engelbrecht explained that these are scoping projects. He stated that design work can begin once these projects are in CAMPO's TIP.

B. Adopt 2016 Meeting Schedule

Mr. Benz moved and Mr. Scrivner seconded to adopt the 2016 meeting schedule as proposed. The motion passed unanimously.

C. Status of current work tasks

- Transit Ridership and Travel Demand Model draft RFQ to the CAMPO Technical Committee at their December 3, 2015 meeting.
- Pedestrian/Bicycle Plan Update

8. Election of Officers (CAMPO Board of Directors Member List is attached)

A. Chairman

B. Vice Chairman

Mr. Scrivner, current Vice Chairman, announced that he will not be seeking re-election as his term ends in April 2016.

Mr. Henry volunteered to be nominated Vice Chairman.

Mr. Morasch moved and Ms. McMillan seconded to nominate Mr. Hoelscher, Chairman. Mr. Benz moved and Mr. Morasch seconded to nominate Mr. Henry, Vice Chairman. The motions passed unanimously.

9. Next Meeting Date – Wednesday, December 16, 2015 at 12:15 p.m. in the Boone/Bancroft Room #200

10. Adjournment

Mr. Benz moved and Mr. Morasch seconded to adjourn the meeting at 12:27 p.m.

Respectfully Submitted,

Anne Stratman, Administrative Assistant

Capital Area Metropolitan Planning Organization



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

Memorandum

TO: CAMPO Board of Directors
FROM: Sonny Sanders, Senior Transportation Planner
DATE: December 9, 2015
SUBJECT: Amendment #2 to the 2016-2020 Transportation Improvement Program

Five projects have recently been submitted for inclusion in the Transportation Improvement Program as the second amendment to the 2016 – 2020 TIP:

1. TIP #2016-13: Frog Hollow Greenway Trail Extension. Sponsor: City of Jefferson Parks, Recreation and Forestry
2. TIP #2016-14: Halifax Road Realignment and Sidewalk Construction. Sponsor: City of Holts Summit – #2016-14
3. TIP #2016-15: Section 5310 Door to door service in Jefferson City. Sponsor: OATS
4. TIP #2016-16: Scoping Bridge Improvements on Route J over US 50. Sponsor: MoDOT
5. TIP #2016-17: Scoping Safety and Shoulder Improvements on Route. Sponsor: MoDOT

Attached for your review is detailed project information from the TIP Project Applications. The Technical Committee recommends approval all of these projects as Amendment #2 of the 2016 -2020 TIP.

Agenda Item 6A.1

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.

Capital Area Metropolitan Planning Organization

2016 – 2020 New Project Application

Project Name: Frog Hollow Greenway Trail Extension-Phase 2

Primary Project Sponsoring Organization: City of Jefferson Parks, Recreation & Forestry

Project Contact: J.J. Gates-Park Resources Division Director

Sponsor Project Number: 2015-13

Type of Project (check all that apply):

- Airport/Aviation
- Bicycle/Pedestrian
- Bridge
- Intersection
- Plans/Studies
- Roadway Expansion
- Roadway Preservation
- Railway
- Safety
- Transit
- Other:

Project Description:

This project involves a .18 mile westward extension of the 10' wide concrete trail from the current terminus on Frog Hollow Road. The project involves construction of a low water creek crossing and retaining walls as well as the trail crossing under the Highway 179 bridge which spans the Wears Creek valley in west central Jefferson City.

Project Location:

Frog Hollow Road at Highway 179 in Jefferson City, Missouri

Project History:

This project continues to implement the Jefferson City Area Greenway Master Plan in a phased approach which calls for extension of the trail system along the Frog Hollow Branch of Wears Creek.

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2016	2017	2018	2019	2020	
CON	Federal	FHWA	TA/Rec, Trails		\$200,000					\$200,000
CON	Local	Parks	CIP		\$302,260					\$302,260
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals										
Total Project Cost =										\$502,260

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

The project will be maintained from the annual operating budget of Jefferson City Parks, Recreation & Forestry which primary source of funding is from the Local Parks Sales Tax.

Capital Area Metropolitan Planning Organization
2016 – 2020 New Project Application

Project Name: Halifax Road Realignment and Sidewalk Project

Primary Project Sponsoring Organization: City of Holts Summit

Project Contact: Mark Tate

Sponsor Project Number:

Type of Project (check all that apply):

- Airport/Aviation
- Bicycle/Pedestrian
- Bridge
- Intersection
- Plans/Studies
- Roadway Expansion
- Roadway Preservation
- Railway
- Safety
- Transit
- Other:

Project Description:

The City's use of the Direct Loan shall be specifically to widen Halifax Road to reduce a slight curve, install curb, gutter and sewer for drainage and construct a pedestrian sidewalk

Project Location:

839 Halifax Road to 991 Halifax Road, Holts Summit, MO

Project History:

Traffic Study Conducted in 2010 after fatal accident. Included in LRTP.

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2016	2017	2018	2019	2020	
PE	Federal	MTFC	Study, PE & Const Docs.		\$46,000					\$46,000
RW	Federal	MTFC	Acquisition & Incidentals		\$43,200					\$43,200
CON	Federal	MTFC	Utility Relocation		\$10,000					\$10,000
CON	Federal	MTFC	Construction		\$387,500					\$387,500
CON	Federal	MTFC	Const. Engineering		\$32,300					\$32,300
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals					\$519,000					
									Total Project Cost =	\$519,000

Source of operating / maintenance funding for 10 years after project is completed: City Street Fund

Additional Comments: NONE

**Capital Area Metropolitan Planning Organization
2016 – 2020 New Project Application**

Project Name: Transportation for Seniors & People with Disabilities
 Primary Project Sponsoring Organization: OATS, Inc.
 Project Contact: Jack Heusted
 Sponsor Project Number:
 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 type="checkbox"/> Safety | <input checked="" type="checkbox"/> Transit | <input type="checkbox"/> Other: | |

Project Description: OATS receives federal funding to provide general public transportation in rural areas; however, there is no such funding available for areas designated as small urban. Therefore, we submitted an application to the MO Department of Transportation for Federal Transit Administration Section 5310 funding which is for services for seniors and people with disabilities. OATS serves Jefferson City on a limited basis providing door-to-door service with the drivers helping passengers on and off the vehicle and with their packages. The fare is \$5. This funding allows OATS to expand services and keep fares low.

Project Location: Jefferson City, MO

Project History: OATS received a Section 5310 grant administered by the MO Department of Transportation for the period 7/1/15 – 6/30/16. OATS is applying for \$84,000 to continue services in FY17 (7/1/16-6/30/17).

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2016	2017	2018	2019	2020	
-	-	MoDOT	Transit		46,000	168,000	184,800	203,280	223,608	412,844
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals										
									Total Project Cost =	825,688

Source of operating / maintenance funding for 10 years after project is completed: FTA funding, fares, donations, social service contracts.

Additional Comments: We started low in 2016 to begin build up; if we are successful with our 2017 grant application, then we will re-apply each year with at least a 10% increase to cover rising costs.

**Capital Area Metropolitan Planning Organization
2016 – 2020 New Project Application**

Project Name: Rte. J – Bridge Improvements

Primary Project Sponsoring Organization: MoDOT

Project Contact: David Silvester – District Engineer

Sponsor Project Number: 5S3146

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 type="checkbox"/> Safety | <input type="checkbox"/> Transit | <input type="checkbox"/> Other: | |

Project Description: Scoping for bridge improvements over Rte. 50 near Taos. Project involves bridge A3200.

Project Location: Rte. J over Rte. 50 near Taos.

Project History: New Project

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2016	2017	2018	2019	2020	
PE	State	MoDOT	TCOS		7	15				22
PE	Federal	FHWA	STP		28	61				89
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals										
									Total Project Cost =	5,111,000

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

Additional Comments:

**Capital Area Metropolitan Planning Organization
2016 – 2020 New Project Application**

Project Name: Rte. B – Pavement and shoulder improvements.

Primary Project Sponsoring Organization: MoDOT

Project Contact: David Silvester – District Engineer

Sponsor Project Number: 5S3149

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 checked="" type="checkbox"/> Roadway Preservation | <input type="checkbox"/> Railway |
| <input checked="" type="checkbox"/> Safety | <input type="checkbox"/> Transit | <input type="checkbox"/> Other: | |

Project Description: Scoping for pavement and shoulder improvements from Lorenzo Green Drive in Jefferson City to Rte. 133 in Meta.

Project Location: From Lorenzo Green Drive in Jefferson City to Rte. 133 in Meta.

Project History: New Project

Project Timeline, Cost and Funding Sources:

Project Phase	Funding Source	Funding Agency	Agency Funding Category	Prior Years	CAMPO Fiscal Years					Funding Source Totals
					2016	2017	2018	2019	2020	
PE	State	MoDOT	TCOS		22	44				66
PE	Federal	FHWA	STP		86	176				262
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
-	-									
Yearly Totals										
									Total Project Cost =	\$328,000

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

Additional Comments:

Capital Area Metropolitan Planning Organization



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Memorandum

TO: CAMPO Board of Directors
FROM: Sonny Sanders, Senior Transportation Planner
DATE: December 9, 2015
SUBJECT: Transit Ridership Study and Travel Demand Model Request for Qualifications

As the STP grant funding contract is anticipated to be executed by the City of Jefferson and MoDOT in December, it is time to start the process of selecting a consultant for upcoming services.

The Technical Committee was consulted regarding the release of the request for qualifications for the two projects. The consensus of the Technical Committee was to stager the two projects; moving the Transit Analysis Study forward now and starting the request for qualifications for the Travel Demand Model Update and list of recommended improvements shortly afterwards.

The reasoning for starting the Travel Demand Model Update was to avoid overloading staff and the timing of the completion of the Lafayette Interchange. Much work can begin on the Travel Demand Model Update by staff and the consultant prior to the interchange completion, but it is desired to let the interchange open and traffic to normalize prior to traffic counts, which are an essential component of the modelling process. Staff intends to start the Travel Demand Model Update request for qualifications process in late winter or early spring of 2016, after the Transit Analysis Study has commenced and the new planner has been hired.

The scope of services included in the request for qualifications is to be broad in nature and after consultant selection, during negotiations narrowed and more defined. Below are the broad scope of services for the two projects.

Transit Analysis Study. The Capital Area Metropolitan Planning Organization (CAMPO) is seeking qualifications for a JEFFTRAN system-wide assessment, focusing on service goals and performance measures, consulting responsibilities may include but are not limited to the following:

- Evaluate existing service.
- Peer system review.
- Ridership forecasting.
- Service plan development.
- Data collection advice, support or recommendations to support above activities.

Travel Demand Model Update. The Capital Area Metropolitan Planning Organization (CAMPO) is seeking qualifications for the update of the current CAMPO travel demand model and development of a list of short and long range recommendations for the construction of thoroughfare and intersection enhancements.

No action is required, these projects have been identified in the current Unified Planning Work Program and this is for informational purposes only.

Agenda Item 6B.1

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Memorandum

TO: CAMPO Board of Directors
FROM: Sonny Sanders, Senior Transportation Planner
DATE: December 9, 2015
SUBJECT: FY 2016 Unified Planning Work Program

The ONE DOT letter of approval for the current FY 2016 Unified Planning Work Program stated the approval was contingent upon clarification of work elements, specifically, adjustments to descriptions within Work Element 2. ONE DOT has reviewed the clarifications and is satisfied.

The following italicized note has been included in the FY 2016 UPWP:

ONE DOT approval of this Unified Planning Work Program was contingent upon clarifications of work elements. At time of ONE DOT approval, the originally submitted Unified Planning Work Program was found to support Federal Highway Administration and Federal Transit Administration funded technical studies and grant activities.

This document includes the clarifications requested by ONE DOT, which were reviewed and accepted by CAMPO Technical Committee and Board of Directors at their respective regularly scheduled meetings in December 2015:

- *Work Element 2 - Added the word "Coordination" to the end of the work element title.*
- *Work Element 2 - Replaced the word, "development" with "crafting," in the first paragraph of the "Purpose" section.*
- *Work Element 2 - Added the phrase "the transportation component of" prior to references to comprehensive planning documents in both the first paragraph of the "Purpose" section and the first objective in the "Objectives / Activities" section.*
- *Work Elements 3 and 5 clarified responsible parties for tasks of each work element.*

And attached is the revised Work Element 2 page from the FY 2016 Unified Planning Work Program, in order to view the changes in context. No action is required; this is for informational purposes only.

Agenda Item 7A.1

Work Element 2 - General Development and Comprehensive Planning Coordination

Purpose

Not all of the CAMPO member organizations have planning staff or current comprehensive planning documents in place. In order to facilitate transportation planning by incorporating the vision and goals for the member organizations and the public, CAMPO will provide assistance in the development crafting of the transportation component of local comprehensive planning documents, as practical. This task may include the development and maintenance of related spatial and non-spatial data collection and analysis; examples include land use, housing, human services, environmental/natural resources, recreation/open space, and public facilities.

Accomplishments during Previous Work Program Period

Provided technical assistance in various grant application processes for transportation projects with in the CAMPO area. CAMPO staff also provided pro bono publico services such as: participation in the development of local comprehensive plans of member organizations, provided GIS analysis/data (elevations, demographic, street ROW, etc.) to support development, and grant application activities.

Objectives / Activities

- Provide technical planning assistance to CAMPO members in the development of the transportation component of comprehensive and other planning documents, including GIS support.
- Assist jurisdictions in the acquisition and use of GIS and other data for use in plans, transportation grant applications, measuring performance, and forecasting provided by the US Census, MoDOT and others.

Products for FY 2016

- Various inputs for comprehensive planning documents - ongoing for multiple years.

Responsible Parties

- CAMPO staff supports local jurisdictions in the development of their plans, but the local jurisdictions have ultimate responsibility for the development and publishing of their planning documents.

Funding Sources

- Local Match Funds \$16,300 (20%), Federal Funds \$65,200 (80%, CPG funds \$8,000 and STP Funds \$57,200).

Planning Factors Addressed

- 1, 5, and 7.