

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, October 19, 2016 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

Presentation: Sidewalk Management System Update – Buster Schrage, City of Jefferson GIS Department

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 September 21, 2016**
5. **Communications received**
6. **Old Business/Public Hearing**
 - A. Draft Capital Area Pedestrian and Bicycle Plan
Action Requested: Public Hearing and Adoption by Resolution RS2016-11.
Staff Report: In September, the Board voted to open a 25 day public comment period. No comments have been received as of agenda publication. The Technical Committee has reviewed the draft plan and is forwarding it to the Board of Directors with a recommendation to approve and incorporate into the Metropolitan Transportation Plan. A draft of the Capital Area Pedestrian and Bicycle Plan is available for review at http://www.jeffersoncitymo.gov/CAMPO/DRAFT_2016_bikepedplan.pdf.
7. **New Business**
 - A. Transportation Alternatives Program (TAP) Letters of Support
Action Requested: Letters of Support from CAMPO
Staff Report: Applications for TAP Grants are to be submitted to the Missouri Department of Transportation on or before November 1, 2016. As per the CAMPO Bylaws, Article I, Section 6.1, C: Requests for letters of support for competitive funding opportunities, or which will involve CAMPO in the project prioritization or selection process, shall be forwarded to the Technical Committee (time permitting) and the Board of Directors for consideration at a regular or special meeting, with notice as specified by the Bylaws. The Board's support or prioritization shall be documented by Resolution. The Executive Director, or his or her designee, shall provide the adopted Resolution to the applicant, the funding agency, and others upon request. As part of the application process the following applicants have requested letters of support.
 - Holts Summit – S. Summit Drive Sidewalk Connection (Perrey Drive to Ellsworth Street).
 - City of Jefferson – Missouri Boulevard Sidewalk (Waverly Street to Beck Street).
 - City of Jefferson – Miller Street and other streets Pedestrian and Bikeway Connection between the Wears Creek Greenway and the East Branch Greenway
 - St. Martins - St. Martins Business 50 West Complete Streets and Safety Enhancements – Phase 1 (St. Martin School to Verdant Lane).
8. **Other Business**
 - A. Status of current work tasks
9. **Election of Officers** (CAMPO Board of Directors Member List is attached)
 - A. Chairman
 - B. Vice Chairman
10. **Next Meeting Date** – Wednesday, November 16, 2016 at 12:15 p.m. in the Boone/Bancroft Room #200
11. **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.

Box lunches will be ordered from the Firehouse Subs 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, October 18, 2016. Box lunches include a sandwich, chips and a cookie. Mayonnaise and mustard packets are included. Sandwich options: smoked turkey, honey ham and roast beef. Salad options include: Firehouse salad with turkey, grilled chicken or ham \$7.00; Italian with grilled chicken salad: \$7.00; and Hook and Ladder salad: \$6.50.

MINUTES

Board of Directors CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION

September 21, 2016
12:15 p.m.

BOARD MEMBERS PRESENT

Doc Kritzer, Callaway County
Larry Benz, P.E., Cole County
Rick Hess, Holts Summit
Larry Henry, Vice Chairman, Jefferson City
David Bange, P.E., Designee for Ken Hussey, Jefferson City
Janice McMillan, AICP, Jefferson City
Mark Mehmert, Jefferson City
Doug Reece, St. Martins, Small Cities Representative
David Bange, P.E., Designee for Mark Schreiber, Jefferson City
Travis Koestner, P.E., Designee for David Silvester, P.E., MoDOT
Erin Wiseman, Jefferson City*
*Arrived Late

BOARD MEMBERS ABSENT

Jeff Hoelscher, Chairman, Cole County
Matt Morasch, P.E., Jefferson City

EX-OFFICIO MEMBERS ABSENT (Non-Voting)

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

CAMPO STAFF PRESENT (Non-Voting)

Sonny Sanders, AICP, PTP, GISP, Senior Transportation Planner
Katrina Williams, GISP, Transportation Planner
Anne Stratman, Administrative Assistant

1. **Call to order, roll call, and determination of a quorum**
Vice Chairman Henry called the meeting to order at 12:15 p.m. and asked Ms. Stratman to call roll. A quorum was present with 10 of 13 members or their designee present.
2. **Public Comment**
No comments were received.
3. **Adoption of the agenda as printed or amended**
Mr. Kritzer requested to amend the agenda by adding discussion of the Missouri Moves Initiative.

Mr. Benz moved and Mr. Reece seconded to adopt the agenda as amended. The motion passed unanimously.
4. **Approval of the minutes from the meeting of August 17, 2016**
Mr. Benz moved and Mr. Koestner seconded to approve the minutes from the Regular Meeting of August 17, 2016 as printed. The motion passed unanimously.
5. **Communications Received**
 - A. *Communication received from Jeff Briggs regarding the Clark Avenue Roundabout*
Mr. Sanders referred to a communication from Mr. Jeff Briggs requesting CAMPO's consideration of improvements to the Clark Avenue overpass. He explained that Mr. Briggs suggested constructing roundabouts to improve safety and accessibility at the Clark Avenue intersection.

Mr. Bange explained that there is interest from the City to pursue this project in conjunction with Cole County with shared capital improvement sales tax funds. He stated that \$1.2 million of City/County funds have been set aside for this area.

Mr. Benz explained that they have been thinking about starting the design from East McCarty Street past Dunklin Street. He stated that it would be more feasible to do this project in phases.

B. OneDOT pertaining to the approval of the FY2017 Unified Planning Work Program

Ms. Wiseman arrived at 12:20 p.m.

6. Old Business

A. Draft Letters of Support Policy

Mr. Sanders explained that Staff wishes to amend the CAMPO Bylaws in order to develop a policy and procedure for writing letters of support that will be fair to all CAMPO member jurisdictions and reflect the priorities of CAMPO.

Ms. Wiseman moved and Ms. McMillan seconded to amend the Bylaws by adding a new Section 6, Specific CAMPO Policies pertaining to Letters of Support and Recommendation Policy by Resolution RS2016-10. The motion passed with Mr. Hess abstaining.

7. New Business

A. Amendment #1 to the 2017-2021 Transportation Improvement Program

TIP #2017-01: Intersection Improvements at Liberty Road. Sponsor: MoDOT

Mr. Sanders explained that MoDOT recently changed the scope of the Route 50/Liberty Road safety improvements project to include the intersection of Lisletown Road and Route 50. He stated that because of this change in design scope, which is 0.7 miles east of Route J at Taos, this requires an amendment to the Transportation Improvement Program.

Mr. Koestner explained that MoDOT will be replacing the Route J overpass at Taos. He stated that they will be making improvements at Lisletown Road in order to handle traffic during this time.

Vice Chairman Henry opened the public hearing at 12:28 p.m. With no comments received, Vice Chairman Henry closed the public hearing at 12:29 p.m.

Mr. Benz moved and Ms. McMillan seconded to approve Amendment #1 to the 2017-2021 Transportation Improvement Program. The motion passed unanimously.

B. Draft Capital Area Pedestrian and Bicycle Plan

Ms. Williams explained that the Capital Area Pedestrian and Bicycle Plan will improve safety, mobility and connectivity for pedestrians and cyclists in the CAMPO region. She stated that the Plan will be a component of the Metropolitan Transportation Plan. Ms. Williams explained that all activities undertaken by CAMPO staff must be supported by the Unified Planning Work Program. She stated that as strategies are implemented and funding is made available projects may be programed into the CAMPO Transportation Improvement Program. Ms. Williams explained that the Plan will also include a Livable Streets policy.

Mr. Henry commended those who worked on the plan. He commented that the Plan will be a great addition to our community. Mr. Henry inquired whether law enforcement has participated in meetings and has been educated on the Plan.

Mr. Sanders explained that Officer Collins attended Advisory Committee meetings and provided input.

Mr. Bange explained that he is working on scheduling training with law enforcement to be hosted by PedNet.

Mr. Bange moved and Mr. Benz seconded to open the 25 day public comment period to be concluded with a public hearing on October 19, 2016. The motion passed unanimously.

Ms. Williams reported that an open house is scheduled for October 13, 2016 from 3:00 p.m. to 6:00 p.m.

8. Other Business

A. Adopt 2017 Meeting Schedule

Mr. Benz moved and Mr. Hess seconded to adopt the 2017 meeting schedule as proposed. The motion passed unanimously.

B. Fast-ACT Performance Measure Update

Mr. Sanders explained that MAP 21 and the Fast Act identified several performance measures. He stated that the two performance measures that will impact CAMPO are Metropolitan and Statewide Planning and MPO Coordination and Planning Area Reform. Mr. Sanders explained that JEFFTRAN will have to develop a Transit Asset Management System and transit providers must implement a bus safety and safety management system.

C. Status of current work tasks

Mr. Sanders gave an update on the following: (1) Sidewalk Management System; (2) JEFFTRAN System-Wide Assessment; (3) Travel Demand Model RFQ; and (4) public involvement for vision, goals and objectives.

D. Missouri Moves Initiative

Mr. Kritzer commented that the rural counties are at a disadvantage on how the scoring matrix was setup. He explained that 20 points was assigned if your project was on the statewide system as opposed to one point if your project was not on the statewide system. Mr. Kritzer stated that the scoring needs to be fair to give everyone a chance.

Mr. Koestner explained that multimodal projects were not part of the scoring criteria. He stated that they did give partial credit for off system projects.

9. Next Meeting Date – Wednesday, October 19, 2016 at 12:15 p.m. in the Boone/Bancroft Room #200

10. Adjournment

Mr. Benz moved and Mr. Bange seconded to adjourn the meeting at 1:03 p.m.

Respectfully Submitted,

Anne Stratman, Administrative Assistant

RESOLUTION

RS2016-11

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION A RESOLUTION ADOPTING THE CAPITAL AREA BICYCLE AND PEDESTRIAN PLAN FOR THE JEFFERSON CITY URBANIZED AREA

WHEREAS, the Board of Directors of the Capital Area Metropolitan Planning Organization (CAMPO) is the Executive Body of the metropolitan planning organization designated by the Governor of the State of Missouri for the Jefferson City Urbanized Area, and responsible for carrying out the provisions of Section 134 Title 23 U.S. Code and Section 5303 Title 49 U.S. Code; and

WHEREAS, the federal regulations for Metropolitan Transportation Planning, as specified in 23 CFR Part 450.300, requires that CAMPO conducts a continuing, cooperative, and comprehensive transportation planning process; and

WHEREAS, the Capital Area Bicycle and Pedestrian Plan has been developed with extensive public outreach and stakeholder participation; and

WHEREAS, this plan has been submitted for review to the CAMPO Technical Committee and the Board of Directors; and

WHEREAS, the Technical Committee endorsed the Capital Area Bicycle and Pedestrian Plan and recommended approval and adoption by the Executive Committee.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Capital Area Metropolitan Planning Organization hereby approves and adopts the Capital Area Bicycle and Pedestrian Plan.

Adopted this 19th day of October, 2016.

Jeff Hoelscher, Chairman

Attest: _____
Anne Stratman, Administrative Assistant

RESOLUTION

RS2016-12

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION A RESOLUTION SUPPORTING THE CITY OF HOLTS SUMMIT TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION

WHEREAS, the City of Holts Summit is applying for a Transportation Alternatives Program grant to construct new sidewalks along the east side of S. Summit Drive between Perrey Drive to Ellsworth Street; and

WHEREAS, this proposed sidewalk is located on a heavily traveled roadway and will connect North Elementary School, City Hall, a city park, post office, and the central business district; and

WHEREAS, this proposed sidewalk will allow school-aged children and citizens to access community facilities on a paved surface in lieu of sharing the street or using the shoulder of the road; and

WHEREAS, this proposed sidewalk will enhance safety, connectivity, mobility, and improve compliance with the Americans with Disabilities Act; and

WHEREAS, the proposed sidewalk is identified as a need in the City of Holts Summit Bicycle, Pedestrian, and Transit Plan and is identified in the Illustrative Needs List of the Metropolitan Transportation Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Capital Area Metropolitan Planning Organization fully supports the City of Holts Summit Transportation Alternatives Program Grant Application.

Adopted this 19th day of October, 2016

Jeff Hoelscher, Chairman

Attest: _____
Anne Stratman, Administrative Assistant

RESOLUTION

RS2016-13

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION A RESOLUTION SUPPORTING THE CITY OF JEFFERSON TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION

WHEREAS, the City of Jefferson is applying for a Transportation Alternatives Program grant to construct new sidewalk along the north side of Missouri Boulevard from Waverly Street to Beck Street; and

WHEREAS, the location of this proposed sidewalk would serve low-to-moderate income neighborhoods, improve access to several local businesses, and improve access to transit stops; and

WHEREAS, the location of this proposed sidewalk is located on the most heavily traveled roadway in Jefferson City that is not a US Highway. Missouri Boulevard, also known as US Business 50, serves several local businesses, commercial chain stores, the Missouri Department of Transportation Central District Office, Washington Park, Washington Park Ice Arena, and is located on the most heavily used JEFFTRAN transit route; and

WHEREAS, this proposed sidewalk will enhance safety, connectivity, mobility, and improve compliance with the Americans with Disabilities Act; and

WHEREAS, the proposed sidewalk is identified as a required sidewalk according to the City of Jefferson Master Sidewalk Plan, was the focus of the 2016 Missouri Boulevard Safety Assessment, and is identified in the Illustrative Needs List of the Metropolitan Transportation Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Capital Area Metropolitan Planning Organization fully supports the City of Jefferson Transportation Alternatives Program Grant Application.

Adopted this 19th day of October, 2016

Jeff Hoelscher, Chairman

Attest: _____
Anne Stratman, Administrative Assistant

RESOLUTION

RS2016-14

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION A RESOLUTION SUPPORTING THE CITY OF JEFFERSON TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION

WHEREAS, the City of Jefferson is applying for a Transportation Alternatives Program grant to construct pedestrian and bicycle improvements along Mulberry Street, Miller Street, and Broadway Street. The proposed improvements will include shared bike lanes, sections of greenway trail and sidewalk, a pedestrian crossing across US 50/63, and signage; and

WHEREAS, the location of this proposed project would improve connectivity between the Greenway Trailhead at Dunklin Street and the East Branch Greenway at Marshall Street and McCarty Streets to downtown Jefferson City; and

WHEREAS, this proposed project will enhance safety, connectivity, mobility, and improve compliance with the Americans with Disabilities Act; and

WHEREAS, the proposed project includes sidewalk that is identified as a required sidewalk according to the City of Jefferson Master Sidewalk Plan; and

WHEREAS, the proposed project is identified in the Jefferson City Greenway Master Plan and in the Illustrative Needs List of the Metropolitan Transportation Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Capital Area Metropolitan Planning Organization fully supports the City of Jefferson Transportation Alternatives Program Grant Application.

Adopted this 19th day of October, 2016

Jeff Hoelscher, Chairman

Attest: _____
Anne Stratman, Administrative Assistant

RESOLUTION

RS2016-15

CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION A RESOLUTION SUPPORTING THE CITY OF ST. MARTINS TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION

WHEREAS, the City of St. Martins is applying for a Transportation Alternatives Program grant to construct new sidewalk along the north side of West Business 50 between St. Martins School and Verdant Lane; and

WHEREAS, this proposed sidewalk is located on a heavily traveled roadway that serves St. Martins School, a senior housing complex, a low-income housing complex, 2 apartment buildings, multiple businesses, 22 single-family homes and St. Martins City Hall; and

WHEREAS, a 2015 Transportation Engineering Assistance Program grant was conducted on this roadway and suggested the sidewalk improvements for which funding is being requested; and

WHEREAS, Approximately 2,700 vehicles a day use this two-lane stretch of West Business 50 which has two 12-foot lanes and no shoulders for pedestrians; and

WHEREAS, this proposed sidewalk will allow school-aged children and citizens to access community facilities on a paved surface in lieu of sharing the street or using the unsafe shoulder of the road; and

WHEREAS, this proposed sidewalk will enhance safety, connectivity, mobility, and improve compliance with the Americans with Disabilities Act; and

WHEREAS, the proposed sidewalk is identified as a need in the Capital Area Pedestrian and Bicycle Plan and aligns with the strategies of the Metropolitan Transportation Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Capital Area Metropolitan Planning Organization fully supports the City of St. Martins Transportation Alternatives Program Grant Application.

Adopted this 19th day of October, 2016

Jeff Hoelscher, Chairman

Attest: _____
Anne Stratman, Administrative Assistant

Capital Area Metropolitan Planning Organization



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

Memorandum

TO: CAMPO Technical Committee
FROM: Sonny Sanders, Senior Transportation Planner
DATE: October 14, 2016
SUBJECT: Status of Current Work Tasks

Major active work tasks to be discussed at the October 19, 2016 Board of Directors Meeting include:

- Travel Demand Model and List of Recommended Improvements RFQ, along with the Visioning/Goals consultant assistance RFQ. The LPA procurement process has been placed on hold until the funding agreement is in place. Staff has begun work on the updating the current land use model to support these projects.
- CAMPO has received both the PL funds and STP funds agreements for FY 2017 from MoDOT and the execution process has commenced.
- JEFFTRAN System-Wide Assessment. We are working with the preferred consultant to develop a well-defined project scope, budget and timeline. Once completed, the city attorney will request a contract which will subsequently be approved by the City of Jefferson City Council.
- Staff assisted City of Jefferson Public Works with a Bicycle/Motors guide on the use of bicycle lanes.

If you have any questions prior to the meeting on these or other issues, please feel free to contact Sonny Sanders at 573-634-6439 or ssanders@jeffcitymo.org.

Agenda Item 8A

Capital Area Metropolitan Planning Organization Board of Directors

Voting Members

City of Jefferson (7) Voting Members:

Councilman Larry Henry, *Vice Chairman*
Councilman Ken Hussey
Councilman Mark Schreiber
Councilwoman Erin Wiseman
Janice McMillan, AICP, Director, Planning & Protective Services
Matt Morasch, P.E., Director of Public Works
Mark Mehmert, Transit Division Director

Cole County (3) Voting Members:

Jeff Hoelscher, Eastern District Commissioner, *Chairman*
Larry Benz, P.E., Director of Public Works
Doug Reece, Small City Representative

Callaway County (1) Voting Member:

Donald "Doc" Kritzer, Associate Commissioner

Missouri Department of Transportation (1) Voting Member:

David Silvester, P.E., Central District Engineer

City of Holts Summit (1) Voting Member:

Rick Hess, City Administrator

Ex-Officio Members

Missouri Department of Transportation (1)

Michael Henderson

Federal Highway Administration (1)

Michael Latuszek

Federal Transit Administration (1)

Jeremiah Shuler

Another Federal or State Agency (1)

Cathy Brown, Division of Design and Construction

Jefferson City Area Chamber of Commerce (1)

Randall Allen, President/CEO

Callaway County Economic Development Representative

Bruce Hackmann

City of Jefferson Staff

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