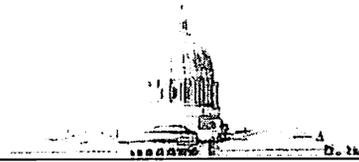


Capital Area Metropolitan Planning Organization



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

Technical Committee

Thursday, August 4, 2016 at 10:00 A.M.
Boone/Bancroft Room # 200 - John G. Christy Municipal Building
320 E. McCarty Street, 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 May 5, 2016**
5. **Communications received**
 - A. OneDOT pertaining to the 2017-2021 Transportation Improvement Program
6. **Old Business**
7. **New Business**
 - A. **Draft Capital Area Pedestrian and Bicycle Plan**
Action Requested: Review, discussion and recommendation to the Board of Directors
 - B. **Draft Letters of Support Policy**
Action Requested: Review and discussion
 - C. **Missouri Moves Cost Share Program Project Application Feedback**
Action Requested: Discussion and possible recommendation
 - D. **Administrative Modification to the 2017-2021 Transportation Improvement Program**
 1. **TIP Project No. 2017-02: US 50 Pavement Improvements (Sponsor: MoDOT)**
Action Requested: For informational purposes only, no action is required.
8. **Other Business**
 - A. Status of current work tasks
 - B. Member Updates
9. **Next Meeting Date - Thursday, September 1, 2016 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**

May 5, 2016
10:00 a.m.

VOTING MEMBERS PRESENT

Callaway County: Paul Winkelmann
Cole County: Larry Benz
Jefferson City: David Bange, Vice Chairman
Mark Mehmert
Sonny Sanders
Britt Smith
MoDOT: Steve Engelbrecht
Michael Henderson
Bob Lynch
Wardsville: David Elliott
Pedestrian or Biking Interest: Cary Maloney

VOTING MEMBERS ABSENT

Eric Landwehr, Cole County
Mark Tate, Holts Summit
Janice McMillan, Jefferson City
Matt Morasch, Jefferson City
JJ Gates, Jefferson City
Joe Scheppers, Private Transportation Interest

EX-OFFICIO MEMBERS PRESENT

Michael Latuszek, 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

Anthony Nichols, MO Rides

Presentation: Mobility Manager Update by Mr. Anthony Nichols, MO RIDES

Mr. Nichols gave a brief overview of the mobility management project activities and the types of calls they have received. He explained that a large part of their demographics are disabled, seniors and low income individuals.

- 1. Call to order, roll call, and determination of a quorum**
Mr. Bange called the meeting to order at 10:23 a.m. and asked Ms. Stratman to call roll. A quorum of 11 voting members was present.
- 2. Public comment**
None received.
- 3. Adoption of the agenda as printed or amended**
Mr. Benz moved and Mr. Smith seconded to adopt the agenda as printed. The motion passed unanimously.
- 4. Approval of the minutes from the meeting of April 7, 2016**
Mr. Smith moved and Mr. Benz seconded to approve the minutes from the meeting of April 7, 2016 as printed. The motion passed unanimously.

5. **Communications from the presiding officer**
None.

6. **Old Business**

A. *Draft 2017 – 2021 Transportation Improvement Program*

Mr. Rotenberry explained that he has addressed final comments from MoDOT, Federal Highway Administration and Federal Transit Administration. He stated that it is anticipated that the public comment period will begin at the Board of Directors May 18, 2016 meeting.

Mr. Smith moved and Mr. Benz seconded to adopt Resolution RS2016-02 to recommend that the Board of Directors commence the 25 public comment period at their May 18, 2016 meeting. The motion passed 11-0 with the following roll call vote:

Aye: Bange, Benz, Elliott, Engelbrecht, Henderson, Lynch, Maloney, Mehmert, Sanders, Smith, Winkelmann

B. *Draft FY2017 Unified Planning Work Program*

Mr. Sanders explained that new work items include: (1) update of the Coordinated Public Transit Human Services Transportation Plan; (2) update of the CAMPO Title VI Plan; (3) evaluation of effectiveness of the CAMPO public participation process; and (4) pavement management system. He stated that CAMPO will contribute \$10,000 towards software support for the pavement management system project. Mr. Sanders explained that funds will be rolled over to FY2017 for the Travel Demand Model and JEFFTRAN System-wide Assessment.

Mr. Smith moved and Mr. Mehmert seconded to adopt by Resolution RS2016-03 to recommend approval by the Board of Directors at their May 18, 2016 meeting. The motion passed 11-0 with the following roll call vote:

Aye: Bange, Benz, Elliott, Engelbrecht, Henderson, Lynch, Maloney, Mehmert, Sanders, Smith, Winkelmann

7. **New Business**

A. *Metropolitan Transportation Plan Amendment (MTP) – TIP Incorporation*

Mr. Rotenberry explained that staff will be amending the MTP with elements from the Transportation Improvement Program on an annual basis. He stated that amendments to the MTP include: (1) replaced references to MAP-21 with the FAST Act; (2) added numerous local plans; (3) made changes to the member lists; (4) updated the planning factors; (5) addition of 2017-2021 projects, maps, updated fiscal restraint and financial numbers; (6) addition of projects from the Holts Summit Bicycle, Pedestrian and Transit Plan; and (7) addition of JEFFTRAN program of projects.

Mr. Sanders explained that future projects proposed by the City of Jefferson would be added to the illustrative list, as well.

Mr. Benz moved and Mr. Mehmert seconded to adopt Resolution RS2016-04 to recommend the Board of Directors commence the 25 public comment period at their May 18, 2016 meeting. The motion passed 11-0 with the following roll call vote:

Aye: Bange, Benz, Elliott, Engelbrecht, Henderson, Lynch, Maloney, Mehmert, Sanders, Smith, Winkelmann

Mr. Smith left at 10:50 a.m.

B. *MoDOT Functional Classification Change on US 50, US 54 and US 63*

Mr. Engelbrecht explained that MoDOT is revising the functional classification in the urban areas to expressway/freeway on Highway 50, 54 and 63.

C. *JEFFTRAN System-Wide Assessment Selection Committee*

Mr. Sanders requested members to participate in the selection committee. The following members volunteered to serve on the selection committee: Mr. Sanders, Ms. McMillan, Mr. Mehmert, Mr. Landwehr and Mr. Knipp.

Mr. Sanders moved and Mr. Benz seconded to adopt Resolution RS2016-05 to recommend to the Board of Directors that Mr. Sanders, Ms. McMillan, Mr. Mehmert, Mr. Landwehr and Mr. Knipp serve on the consultant selection committee. The motion passed 10-0 with the following roll call vote:

Aye: Bange, Benz, Elliott, Engelbrecht, Henderson, Lynch, Maloney, Mehmert, Sanders, Winkelmann

8. Other Business

A. Status of current work tasks

- Transit Study RFQ
- Missouri Boulevard Safety Assessment on May 26, 2016
- Pedestrian and Bicycle Plan Open House on May 25, 2016

B. Member Updates

Jefferson City

--Mr. Bange gave an update on the Wayfinding Signage Plan; and the Stadium Boulevard/Jefferson Street project.

--Mr. Mehmert reported that JEFFTRAN will be selling \$20.00 student passes for unlimited rides during the summer months.

Missouri Department of Transportation

--Mr. Henderson gave an update on legislative issues.

9. Next Meeting Date - Thursday, June 2, 2016 at 10:00 a.m. in the Boone/Bancroft Room.

10. Adjournment

Mr. Benz moved and Mr. Sanders seconded to adjourn the meeting at 11:09 a.m.

Respectfully submitted,

Anne Stratman, Administrative Assistant



Federal Transit Administration
901 Locust Street, Room 404
Kansas City, MO 64106
816-329-3920
816-329-3921 (fax)

Federal Highway Administration
3220 W. Edgewood
Jefferson City, MO 65109
573-636-7104
573-636-9283 (fax)

U.S. Department of Transportation

July 1, 2016

Mr. Patrick K. McKenna
Director
Missouri Department of Transportation
PO Box 270
Jefferson City, Missouri 65102

RE: ONE DOT Approval to Incorporate CAMPO FY2017-2021 TIP into FY2016-2020 Missouri STIP

Dear Mr. McKenna:

ONE DOT hereby approves the Missouri Department of Transportation (MoDOT) request of June 29, 2016, to incorporate the Capital Area Metropolitan Planning Organization (CAMPO) FY2017-2021 Transportation Improvement Program (TIP) into the Missouri FY2016-2020 Statewide Transportation Improvement Program (STIP).

The CAMPO Board of Directors approved this amendment on June 15, 2016. The Governor of Missouri approved this amendment on June 29, 2016.

We find this STIP amendment is based on a statewide transportation planning process that substantially meets the requirements of 23 U.S.C. 134 and 135; 49 U.S.C. 5303 and 5304; and 23 CFR 450 Subparts A, B, and C.

If you have questions or require additional information please contact Mr. Mike Latuszek of FHWA at (573) 638-2619, or Mr. Jeremiah Shuler of FTA at (816) 329-3940.

Mokhtee Ahmad
Regional Administrator
Federal Transit Administration

Sincerely,

For: Kevin Ward, P.E.
Division Administrator
Federal Highway Administration

Cc: David Sylvester – MoDOT
Steve Engelbrecht – MoDOT
Jeremiah Shuler – FTA

Sonny Sanders – CAMPO
Janice McMillan – CAMPO
Alex Rotenberry – CAMPO

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 Technical Committee
FROM: Katrina Williams, Transportation Planner
DATE: July 28, 2016
SUBJECT: Draft of Capital Area Pedestrian & Bicycle Plan

At the July 21, 2016 Steering Committee meeting, committee members voted to move the draft plan forward to the Technical Committee for review. Staff requests that Committee members read through the draft and forward any comments or concerns back to staff by the August 4, 2016 Technical Committee meeting or you may bring them up at the meeting for discussion. Pending review and discussion, staff recommends the Technical Committee forward the Capital Area Pedestrian & Bicycle Plan to the Board of Directors with a recommendation for approval.

The process to develop the Capital Area Pedestrian & Bicycle Plan included intensive public outreach, gathering input from local, state, regional, and federal planning partners, city and county staff, local business owners, advocacy groups, and most importantly, the general public. Through the use of surveys, committee recommendations, and public comments, CAMPO staff was able to access a wide range of public input. This public input was used to create the vision, goals, and strategies used in this plan.

The plan is intended as a resource to improve safety, connectivity, and mobility for pedestrian and bicycle users in the CAMPO planning area. Additionally, the goals, recommendations, and strategies outlined in the plan can be used by jurisdictions to develop an individualized implementation strategy to fit the unique pedestrian and bicycle needs of individual jurisdictions.

A draft of the Capital Area Pedestrian and Bicycle Plan is available for review on the CAMPO website at http://www.jeffersoncitymo.gov/CAMPO/DRAFT_2016_bikepedplan.pdf. If you have questions or require additional information, please contact Katrina Williams, Alex Rotenberry, or Sonny Sanders at 573-634-6410.

Agenda Item 7A

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



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: July 28, 2016
SUBJECT: Letters of Support and Letters of Recommendation Draft Policy

Periodically, CAMPO is requested to write a letter of support for transportation related projects for grant applications or other funding requests. Some letters may have a direct impact on awarding the grant and others merely a formality. CAMPO may be asked to rank projects or participate in the determination of successful grant applications.

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. Attached is a draft policy for discussion.

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 7B.1

Proposed Amendment to CAMPO Bylaws
Amends Article I by adding a new Section 6, Specific CAMPO Policies

Article I

Section 6. Specific CAMPO Policies

Section 6.1 Project Support Letters and Resolutions

This policy is intended to address the request for letters of support for transportation related projects for grant applications or other funding requests. Some letters may have a direct impact on awarding the grant and others merely a formality. This policy also addresses the process to be followed when CAMPO is asked to rank projects or participate in the determination of successful grant applications.

A. Project Verification Letter

Requests for letters that verify a transportation project is represented in a CAMPO planning document or will contribute to the achievement of a documented strategy or goal, may be fulfilled by the Executive Director, or his or her designee.

B. Non-Competitive Funding Letter

Requests for a letter of support for non-competitive funding opportunities for transportation projects that are documented in CAMPO planning documents, may be executed by the Executive Director, or his or her designee. Copies shall be provided to the Technical Committee and Board of Directors, for informational purposes.

C. Competitive Funding Resolution

Upon learning of a competitive grant opportunity, CAMPO staff will notify member jurisdictions of the grant opportunity. 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.

D. Letter Pertaining to or Supporting Projects Not Identified in CAMPO Planning Documents

Requests for letters of support for projects not identified in CAMPO planning documents will be forwarded to the Technical Committee (time permitting) for determination of a recommendation to the Board of Directors. Upon passage of a supporting resolution by the Board of Directors, the Executive Director will draft the letter of support documenting the Board of Directors actions. The resolution will be referenced and attached to the letter of support.

Agenda Item 7B.2

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: July 28, 2016
SUBJECT: Missouri Moves Cost Share Program Project Application Feedback

The Missouri Moves Cost Share Program is intended “to build partnerships with local entities to pool efforts and resources to deliver transportation projects.” The program is administered by the Missouri Department of Transportation (MoDOT), but is funded with General Revenue appropriations from the General Assembly. One-third of appropriations are set-aside for multimodal (air, rail, waterways, and transit) and bicycle/pedestrian projects. If applications for multimodal and bicycle/pedestrian projects are insufficient to utilize one-third of the appropriations, the residual is eligible for road and bridge projects.

Applications are due July 29, 2016. At this time CAMPO has provided letters of support for three projects within our area. CAMPO will be involved with the ranking and prioritization of projects within the MoDOT Central District. CAMPO staff requests that Technical Committee members review the submitted applications, as they are made available, and provided comments. CAMPO staff will distribute information about the applications as information is received.

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 7C

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 Technical Committee
 FROM: Alex Rotenberry, Transportation Planner
 DATE: July 28, 2016
 SUBJECT: Program Year 2017-2021 TIP Administrative Modification
 TIP Project 2017-02, US 50 Pavement Improvements

MoDOT has informed us that due to modifications in the federal funding amounts regarding *US 50 Pavement Improvements*, to accelerate the deployment of intelligent compaction and infrared scanning devices for pavements on this project during construction. The change involves including Federal Accelerated Innovation Deployment Funds to accelerate the deployment of intelligent compaction and infrared scanning devices for pavements on this project. There was no increase of federal or state matching funds; rather the use of separate federal funding categories National Highway Performance Program and Federal Accelerated Innovation Deployment Funds have been changed.

CAMPO has confirmed that the administrative modification requirements have been met. For your information, below are the before and after TIP project listings.

TIP Project Listing before Administrative Modification:

| MoDOT | | Funding | | Prior Funding | State Fiscal Year - July 1 to June 30 | | | | | | | |
|--|-----------------------------|-----------------------|----------|---------------|---------------------------------------|-------------|------|------|------|--------|--------|-------------|
| | | Source | Category | | 2017 | 2018 | 2019 | 2020 | 2021 | Future | Totals | |
| Project Name: | US 50 Pavement Improvements | EN G | FHWA | NHPP | | \$138,400 | | | | | | \$138,400 |
| | | | MoDOT | TCOS | \$20,000 | \$34,600 | | | | | | \$54,600 |
| | | | Local | | | | | | | | | \$0 |
| | | | Other | | | | | | | | | \$0 |
| TIP # | 2017-02 | RO W | FHWA | | | | | | | | | \$0 |
| | | | MoDOT | | | | | | | | | \$0 |
| | | | Local | | | | | | | | | \$0 |
| | | | Other | | | | | | | | | \$0 |
| MoDOT# | 5P3127 | C O N S T | FHWA | NHPP | | \$2,096,800 | | | | | | \$2,096,800 |
| | | | MoDOT | TCOS | | \$524,200 | | | | | | \$524,200 |
| | | | Local | | | | | | | | | \$0 |
| | | | Other | | | | | | | | | \$0 |
| Description & Location: Pavement improvements eastbound from east of Moreau River to Lisletown Road and westbound from near Osage River to Moreau River at Jefferson City. | | | | | | | | | | | | |
| Comments: Scoping done as 2016-06. Award date Fall 2016. | | | | | | | | | | | | |
| Total Project Cost: \$2,814,000 | | | Total | \$20,000 | \$2,794,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,814,000 |

TIP Project Listing after Administrative Modification:

| MoDOT | | Funding | | Prior Funding | State Fiscal Year - July 1 to June 30 | | | | | | | |
|--|-----------------------------|-----------------------|----------|---------------|---------------------------------------|-------------|------|------|------|--------|--------|-------------|
| | | Source | Category | | 2017 | 2018 | 2019 | 2020 | 2021 | Future | Totals | |
| Project Name: | US 50 Pavement Improvements | EN G | FHWA | NHPP | | \$138,400 | | | | | | \$138,400 |
| | | | MoDOT | TCOS | \$20,000 | \$34,600 | | | | | | \$54,600 |
| | | | Local | | | | | | | | | \$0 |
| | | | Other | | | | | | | | | \$0 |
| TIP # | 2017-02 | RO W | FHWA | | | | | | | | | \$0 |
| | | | MoDOT | | | | | | | | | \$0 |
| | | | Local | | | | | | | | | \$0 |
| | | | Other | | | | | | | | | \$0 |
| MoDOT# | 5P3127 | C O N S T | FHWA | NHPP | | \$2,047,800 | | | | | | \$2,047,800 |
| | | | MoDOT | TCOS | | \$524,200 | | | | | | \$524,200 |
| | | | Local | | | | | | | | | \$0 |
| | | | FHWA | AID | | \$49,000 | | | | | | \$49,000 |
| Description & Location: Pavement improvements eastbound from east of Moreau River to Lisletown Road and westbound from near Osage River to Moreau River at Jefferson City. | | | | | | | | | | | | |
| Comments: Scoping done as 2016-06. Award date Fall 2016. Now includes Federal Accelerated Innovation Deployment (AID) Funds. | | | | | | | | | | | | |
| Total Project Cost: \$2,814,000 | | | Total | \$20,000 | \$2,794,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,814,000 |

This communication is for information purposes only, if you have any questions, please contact Alex Rotenberry at (573) 634-6410.

Agenda Item 7D

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



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: July 28, 2016
SUBJECT: Status of Current Work Tasks

Major active work tasks to be discussed at the August 4, 2016 Technical Committee Meeting include:

- Travel Demand Model and List of Recommended Improvements RFQ. The LPA procurement process has been placed on hold until next year's funding agreement is in place. Staff has begun work on the management of updating the current land use model to support this project.
- Sidewalk Management System. Staff has been working with the City of Jefferson GIS staff on the data scheme of the database supporting this project. CAMPO currently maintains the inventory of sidewalks, crosswalks, and public bicycle parking within the region.
- JEFFTRAN System-wide Assessment. Consultant Interviews held on July 27.
- Missouri Boulevard Pedestrian, Bicycle and Transit Safety Assessment. The assessment is complete and can be found on the CAMPO [website](#) along with an interactive story [map](#). Mr. Rotenberry and Ms. Williams will present the assessment process and results at the Missouri American Planning Association Chapter state conference in October.
- FAST-Act Performance Measure. CAMPO staff continues to attend monthly FAST Act webinars conducted by MoDOT Central Office and has participated in a *Transportation Performance Management for Safety Class webinar* and *Missouri Safety Target Setting Coordination Workshop*. CAMPO staff will be attending a two day Capacity Building Program Workshop on Data Management, Data Usability and Analysis in late August.
- Training and Education. Mr. Rotenberry attended National Environmental Policy Act and Environmental Justice trainings in May and June, respectively. Ms. Williams will be attending the Missouri Mappers Association Conference in August.
- Internal Performance Measures. A survey regarding how staff facilitates the planning process and effectiveness of staff assistance in decision-making processes was conducted in June. Between the Technical Committee and Board of Directors, eleven responders rated staff as Very Good or Excellent in both categories.

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**

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.