**CATSO Technical Committee Meeting**

**August 3, 2016**

**Members Present:**

Tim Teddy City of Columbia— Community Development

Mike Henderson MoDOT—Central District

Thad Yonke Boone County—Planning

Mitch Skov City of Columbia— CATSO Staff

Drew Brooks City of Columbia— COMO Connect

Jenny Jones (for Steve Engelbrecht) MoDOT—Central District

Brad McMahon (ex-officio) Federal Highway Administration

Jacob Ray (for Richard Stone) City of Columbia—Public Works

**Members Absent:**

Dion Knipp MoDOT Multi-modal

Dave Nichols City of Columbia—Public Works

Blake Tekotte (ex-officio) Columbia Public Schools

Derin Campbell Boone County Public Works

**Others Present:**

Leah Christian City of Columbia - CATSO Staff

Jack Barlow KOMU News

**Item 1: Call to Order**

Chair Tim Teddy called the meeting to order at 1:31.

**Item 2: Review and Approval of Agenda**

Thad Yonke made a motion to approve the agenda as presented, with a second by Mike Henderson. The motion passed.

**Item 3: Review and Approval of the February 3, 2016 meeting minutes**

After review, Mr. Yonke made a motion to approve the meeting minutes as written. The motion was seconded by Mr. Henderson. The motion passed.

**Item 4: FY 2017 Unified Planning Work Program**

Mitch Skov discussed the draft UPWP that includes an anticipated total budget of $509,339 for Consolidated Planning Grant work activities in FY 2017. In addition to salaries, a number of non-salary expenses are planned, including two aerial photography projects (leaf-on and leaf-off) for updated coverage of the Columbia metropolitan planning area; costs for the consultant preparing the new COMO Connect Master Plan will be carried over into FY 2017, the process began in later FY 2016; and other related services, e.g. software maintenance, travel/meeting expenses, etc. Additional emphasis will need to be placed on performance measures necessary to meet FAST Act requirements, and staff will continue to participate in the MoDOT conference calls. An example of a new work product is the creation of a GIS database for all bicycle and pedestrian facilities within Columbia MPA – a sidewalks database exists, but not a GIS inventory of all facilities, e.g. intersections with ped actuated signals, or related ped facilities.

Mr. Teddy inquired if the aerial photography is exclusive to CATSO.

Mr. McMahon suggested that if the product will be used by other entities, staff needs to carve out and identify how much that is and apply a cost to it. Such costs can even be pro-rated. In addition, he wants to encourage that all estimated and prior balances and allocations are shown in the budget summary.

Mr. McMahon also requested clarifications for Appendix C, CATSO staff. He would like clarification for the dedicated CATSO staff member that is listed as half time. He also requested specific staff roles or names to be identified for the .9 CATSO staff listing. Finally, for staffing and work activities the only terms that need to be used are CATSO or MoDOT staff, unless the work is being completed by a consultant or a different outside source.

Mr. Yonke made a motion to forward the UPWP, with appropriate revisions, to the CATSO Coordinating Committee for review and discussion at the August 25th meeting. Mr. Henderson seconded and the motion passed.

**Item 5: FY 2017-2020 Transportation Improvement Program (TIP)**

Mr. Skov discussed the draft TIP that includes an anticipated total budget of $107,712,893 for capital projects for the FY 2017-2020 period: a total of 26 new projects, with 16 in MoDOT, 3 in Columbia Streets, 1 in Columbia Sidewalks, 1 in Rail/Highway, and 5 in Transit. Projected revenues for the TIP scope period, as well as anticipated maintenance costs for roadways and COMO Connect, are also noted in the TIP. Related to the TIP, the City of Columbia has filed applications for funding assistance for the state Missouri Moves Cost Share program for six projects, including three currently listed in the draft TIP.

Mr. McMahon requested further clarifications for the Transit budget. He feels that the transit budget should include the same level of detail that is included in the roadways budget.

Mr. Yonke expressed concerns over the extension of Discovery Parkway to Rolling Hills Road. If the project moves forward without also completing a project 2 miles north, where Rolling Hills turns into Grace Lane, the area will not be able to accommodate the increased traffic and the County does not have the revenue to make enhancements at Rolling Hills and Grace Lane, thus the only alternative would be for the county to sever the road. When the city initially discussed the Discovery Parkway/Rolling hills project it was understood that it would be done in conjunction with a Rolling Hills/Grace Lane project, but currently there is no evidence of plans for the latter project.

Mr. Henderson and Mr. McMahon suggested that all of the road project finance charts need to show total local project funds that will be used, despite the fact that the city does not budget out past one year. If the funding source changes as new federal or state funds become available, the finance charts can be amended accordingly.

Jenny Jones suggested talking to public works to be sure that all of the STP funds were obligated by September 2018, since that is when all STP funds will expire. The current STP fund balance for Columbia is more than 1 million.

Mr. Henderson made a motion to forward the TIP, with appropriate revisions, to the CATSO Coordinating Committee for review and discussion at the August 25th meeting. Jacob Ray seconded and the motion passed.

**Item 6: Discussion – Potential Major Roadway Plan amendment – Southampton extension to Route KK/Old Mill Creek Road**

Mr. Skov discussed the idea of a Southampton extension to Route KK, a possible neighborhood collector extension west across the University of Missouri Sinclair Farm property. Presuming an eventual sale of the Sinclair Farm property for (presumed residential) development, a neighborhood collector street would be warranted. Most recent Southampton traffic count – (2009, counter west of Bethel) was 5,911 ADT, but the further west you go (past Forum Boulevard) the more the volume drops off. No counts are available for the section of Southampton west of Forum. Related, the existing CATSO Major Roadway Plan does include a future neighborhood collector street extension of Crabapple Lane across the MU Sinclair Farm property to Sinclair Road.

Mr. Yonke noted that the suggestion made sense from a mapping perspective, but to be aware that the area neighborhood does not want a road extension on the map.

Mr. Yonke did move to bring the idea of a Southampton extension to Old Mill Creek/Route KK to the CATSO Coordinating Committee for review and discussion at the August 25th meeting. Henderson seconded and the motion passed.

**Item 7. Other Business**

None

**Item 8: Public Comment**

None

**Item 9: Adjourn**

Mr. Yonke made a motion to adjourn the meeting, which was seconded by Mr. Skov. The meeting adjourned at 3:02 p.m.