City of Columbia, Missouri

Meeting Minutes

Columbia Area Transportation Study Organization (CATSO)

Thursday, August 24, 2017 2:30 PM	Coordinating Committee Meeting	City Hall 701 E. Broadway Conference Room 1B

I. ROLL CALL OF MEMBERSHIP

MEMBERS PRESENT

Mike Matthes, City of Columbia City Manager (Chair)
Tim Teddy, Community Development Director, City of Columbia
David Nichols, Public Works Director, City of Columbia
Thad Yonke, Senior Planner, Boone County (for Dan Atwill)
Mike Henderson, MoDOT Central Office
Jenni Jones, MoDOT Multi-Modal Operations, (For Michelle Teel)
Jeff McCann, Chief Engineer, Boone County Public Works
Natalie Roark, MoDOT Central District, (For David Silvester)

ALSO PRESENT

Mitch Skov, City of Columbia - Planning/CATSO Staff
Leah Christian, City of Columbia - Planning/CATSO Staff

MR. MATTHES: Roll call of membership. Can we go around the table and introduce ourselves and who we represent, and we'll call that a roll call?
MR. MCCANN: Jeff McCann, Boone County Engineering.
MR. YONKE: Thad Yonke. I'm here for Commissioner Atwill, Boone County.
MS. ROARK: Natalie Roark, Missouri Department of Transportation, Central District. I'm here for David Silvester.
MR. MATTHES: Mike Mathes, City Manager of the City of Columbia.
MR. NICHOLS: David Nichols, City of Columbia Public Works Department
MR. TEDDY: Tim Teddy, City of Columbia Community Development Department and the Technical Committee, CATSO.
MS. JONES: Jenni Jones, Missouri Department of Transportation, Multimodal Operations, sitting in for Michelle Teel.
MR. HENDERSON: Mike Henderson, MoDOT, Central Office Transportation Planning.
MS. CHRISTIAN: Leah Christian, City of Columbia Community Development and CATSO Staff.
MR. SKOV: Mitch Skov, CATSO Staff.
MR. MATHES: Thank you all very much.

Present 8 - Mike Matthes, David Nichols, Tim Teddy, Mike Henderson, Mitch Skov, Thad Yonke, Jenni Jones, and Jeff McCann

Absent 22 - Brian Treece, Dan Atwill, David Silvester, Michelle Teel, Brad McMahon, Jeremiah Shuler, Mike Schupp, Steve Engelbrecht, Richard Stone, Drew Brooks, Blake Tekotte, Mike Sokoff, John Glascock, Travis Koestner, Barbara Buffaloe, Angie Hoecker, Eric Curtit, Ben Reeser, Cheryl Ball, Jacob Ray, Dion Knipp, and Kim Tipton

II. APPROVAL OF AGENDA

MR. MATTHES: I think everyone has the agenda. Is -- do I have a motion to approve the agenda or is there an amendment?
MR. YONKE: Move to approve the agenda as written.
MR. MCCANN: Second.
MR. MATTHES: All in favor please say aye. Opposed?
(Unanimous voice vote for approval.)
MR. MATTHES: We have an agenda.

III. APPROVAL OF MINUTES

DRAFT Coordinating Minutes 6-29-17

Attachments: Meeting Minutes 6-29-17

MR. MATTHES: The first order is to approve the minutes. Are there any changes to the minutes?
MR. SKOV: No, Mr. Chairman.
MR. MATTHES: Is there a motion to approve?
MR. YONKE: Move to approve as written.
MR. HENDERSON: Second.
MR. MATTHES: All in favor please say aye. Opposed, nay?
(Unanimous voice vote for approval.)
MR. MATTHES: We have minutes.

IV. PUBLIC HEARING: PROPOSED FY 2018 UNIFIED PLANNING WORK PROGRAM

Proposed FY 2018 Unified Planning Work Program (UPWP)

Attachments: Memo CATSO FY 18 UPWP

CATSO FY18 UPWP, Revised Draft 8-10-17

MR. MATTHES: Okay. Our next two items are both public hearings. We'll take them one at a time and we'll -- this first hearing is the Proposed Fiscal Year '18 Unified Planning Work Program. Staff, please?

MS. CHRISTIAN: All right. So as the metropolitan planning organization, CATSO is the recipient of federal consolidated planning grant funds, and the Unified Work -- the Unified Planning Work Program is one of the documents that's produced in our transportation and planning process, and federal law does require UPWP to be updated annually, and to identify all work tasks and consultant studies to be funded with the consolidated planning grant funds, and I believe local match.
This draft fiscal year 2018 and UPWP narrative describes all CATSO transportation and planning related work activities for our upcoming fiscal year that will start in October and go until September 30th of next year. Our -- this -- this annual work budget includes a total of $443,099 in planning grant funds, and these funds are a combination of Federal

Highway Administration and Federal Transit Administration planning funds, and they also include 20 percent local match.

The -- this year's funding request is somewhat larger than last year's budget. We do have a few capital items that -- that we will be purchasing this year. We have scheduled for our fourth quarter highlighting new by headcount technologies. We've also programmed some funds to pay for our transit planning software license. We have our typical programming for software related services and travel. We also have $80,000 programmed for natural resources inventory data processing.
And you'll see here, just to the comparison from last year's budget, our total funding's a little over $44,000 more than last year. And if you're just looking at the CPG funding, a little bit over $35,000 from what we requested last year.
A lot of these funds do also go to support staff salaries. That's two full-time staff members, Mitch and I, and we also support portions of salaries in other divisions -- well, for other employees in community development and in our geographic information system's division and also some transit employees, too. And a total of 4.9 full-time equivalents that are funded from this year's UPWP.

Our regular work activities generally include the preparation of our -- of our TIP for next year, FY 2019 through '22, and our next year's UPWP. We also, of course, if there are any amendments required to TIP or the UPWP, we will process those. We're also responsible for annual Title VI reporting and, of course, implementation of our long-range transportation plan and transit planning.
Our additional work products specific to fiscal year '18, the first big project that we will be working on is basically to advance the development of our 2045 Long-Range Transportation Plan. That isn't actually slated for completion until February of 2019, but we'll be doing the bulk of the work this upcoming year, you know, reviewing and updating our -- our financial plan, updating a lot of our long-range planning documents, and also working with stakeholders and members of the public to revise our long-term objectives and goals related to that plan. That's going to take up a lot of our time. We'll also, of course, continue to develop and carry out our work program related to Columbia Imagined, which is the comprehensive land-use plan for the Metropolitan planning area.

We're also in the process of establishing a permanent and ongoing bicycle and pedestrian count program. We want to use those numbers to evaluate changes in our bike/ped activity, look at data for safety improvements and, of course, we want to set some goals for increasing bicycle and pedestrian commuters in our 2045 Long-Range Transportation Plan. We're also going to be working on collaborating with local and regional partnerships focused on Vision Zero. The City of Columbia did adopt a Vision Zero action plan with a goal of zero traffic deaths by 2030, and that's also a big federal goal, the safety performance measures, and so we'll be working with that group and integrating those goals into our long-range plan also. We will also be -- and this was included one of our big budget items -- updating our 2007 natural resources inventory. We did procure aerial imagery this past year, and we're going to be working on updating that. This is an important component of understanding, you know, how our planning areas change and -- and updating our land use and land cover inputs for future land-use models.

The consultant, the COMO Transit Master Plan, was completed this year, but now we'll be going through a public process of getting feedback on that plan and going to City Council, basically, to prioritize and implement those plan recommendations this year. And those are most of our big, you know, additional items of work that we'll be doing this year. Our -- our next slide, we'll just sort of give you more detailed information about our

budget. You can see here a breakdown based on all of our planning activities and, again, noting the capital purchases we'll be making and -- and our CATSO staff. And here you can see that we do have a sizable consolidated planning grant balance and carryover from last year, and we do estimate having remaining funds from this year, also.

So -- this is just a real quick CATSO Envision Approach. You know we are made up by staff that really is the coordinating committee and the technical committee that represents a lot of decision-making for CATSO, and we see here the representation from Boone County, MoDOT, and the City of Columbia. The UPWP was reviewed at the August 2nd Technical -- CATSO Technical Committee meeting. The Technical Committee did make a motion to approve and forward the UPWP for this public hearing today. We did also receive fairly comprehensive feedback from the Federal Highways with suggested revisions for the UPWP, and those revisions have been made and then reviewed again by Federal Highways and other CATSO Coordinating Committee members, so that's revised version is what's on today's agenda. So this -- this UPWP may adopted as written or with revisions approved by this committee.

This is the basis for the consolidated planning grant contract between MoDOT and City of Columbia. That contract did actually go to City Council this Monday and once we receive approval from the coordinating committee, we can officially adopt the UPWP. And so staff does request the committee's approval of the 2018 UPWP.

MR. MATTHES: Thank you. Are there any questions of the committee of staff?
MR. HENDERSON: I -- I'll just add one thing, that our federal partners who were very serious about their oversight of these documents mentioned that this UPWP was one of the best that they've seen, so kudos.
MS. CHRISTIAN: Thanks.
MR. NICHOLS: Well, I'm going to get all crushed.
MR. MATTHES: Well, very good. With that, I'll -- I would like to open up the public hearing to any comments that anyone would like to make from the public.

PUBLIC HEARING OPENED
MR. MATTHES: Seeing none.
PUBLIC HEARING CLOSED

MR. MATTHES: Can I have a motion to approve the 2018 UPWP?
MR. YONKE: So moved.
MR. MATTHES: Is there a second?
MR. HENDERSON: Second.
MR. MATTHES: All in favor please say aye. Opposed, nay?
(Unanimous voice vote for approval.)
MR. MATTHES: There we are.

V. PUBLIC HEARING: PROPOSED FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM

Proposed FY 2018-2021 Transportation Improvement Program (TIP)

Attachments: CATSO Staff Memo & Summary - FY 2018-2021 TIP

CATSO TIP FY2018-2021 Revised Draft 8-18-17

MR. MATTHES: Okay. The next item is another public hearing about the proposed FY

'18 through '21 Transportation Improvement Program.

MR. SKOV: Yes, Mr. Chairman. This is our typical annual update of the Transportation Improvement Program. This one, of course, is for the fiscal years 2018 through '21. It covers all those projects for that period in the CATSO Metropolitan planning area. The project list format, the spreadsheet format section of the document is very similar to that of the MoDOT STIP or State Transportation Improvement Program. The primary purpose of the STIP is to list all the federal funds that are programmed for various elements of transportation to include roadways, the GO COMO transit system, as well as some private transportation providers. Get About Columbia, the nonmotorized pilot project grant, the Boone County projects, City of Columbia and, of course, again, private transit providers, such as OATS would be the primary example of that. It also lists anticipated maintenance costs, regional level to see the price CATSO, specifically, it's for the so-called federal aid system classification group that in -- in Columbia Metro area, that system comprises 360-plus mini-miles. And the estimated maintenance cost over the four-year period for those specific roadways are $10.1 million, approximately.

As is typically the case, the TIP has to be physically constrained. In other words, the documented project revenue we project over that four-year scoping scope period from all the different partners has to be enough to cover the projects we have listed.
Again, in order for any global jurisdiction to use any kind of federal funds for transportation purposes, those projects have to be listed in an approved TIP. In this -- or TIP document includes a total of approximately $95.7 million in capital project costs and $31 point -- approximately $31.7 million of that is in federal funds. The majority of those federal funds are for MoDOT roadway construction and GO COMO are the two -- the GO COMO transit projects, as well as some of those projects, so transit, MoDOT roadway construction, and to a lesser degree, the Get About Columbia nonmotorized program, which, I think, is in the $4 million range for this scope period, which was previously larger than that, and a number of the projects have been completed. This is just a financial summary by jurisdiction or section of the document. We've got MoDOT roadways and scoping. Boone County does not have any projects this year, but they certainly had a number of cases in the past. And then Columbia streets and sidewalks, the Get About nonmotorized program, rail highway, which is infrequent as far as having a project, but there is a Federal highway grant program that addresses specifically mostly rail crossing points that -- on streets that are ineligible. And then, of course, the transit section.
So certainly, this shows -- we -- we do show a lot of additional revenue and beyond which is programmed for projects and for maintenance of the federal aid system, nearly it all has to be going to maintenance of the rest of the road system, we're for that. So that's -- that's why there's such an additional large amount here and there, but it is all going to be programmed certainly. It's just not for things that are federally related, per se. The document -- the document is presented for benefit of revisions and amendments suggested that might be -- that might be deemed appropriate by the committee. And once it's approved, we will formally provide it to the Federal Highway or Federal Highway partners at TA and MoDOT before the end of August. In fact, we'll probably try to do that within the next day or two.

At the August 2nd meeting, Technical Committee meeting, we did review post -- post TIP. There was some general discussion on that. Neither of our federal partners were in attendance at the meeting, an extended waiver FTA, though we did get comments from them and then, as a follow up, we had a little meeting with Federal Highway the very next day at their office and spent quite a bit of time going over the documents. And then we've also had further communication extensively with Federal Highway about
the -- the TIP document and revisions that they would let -- want us to make, specifically,

to the financial section primarily. But getting back to the Tech Committee action, the committee did pass a motion to forward that draft document with any kind of appropriate revisions made in the interim period between their meeting and the coordinating committee meeting for -- and it went to the coordinating committee for a public hearing for review and approval.

And, again, this is -- I'm just getting ahead of myself here, but the final staff actions was that we did meet with them in their office in Jeff City to go over those comments that they had provided for us, and we've had, again, a series of back and forths with comments and additional comments, and we did get the go-ahead from Federal Highway that it looks good and that they're okay with it at this point. So, again, most of those comments were about the financial section and the tables, specifically, and it demonstrated fiscal constraint in a way they deemed proper. So again, they have given us the go-ahead, the document's in final format for potential adoption.

So if there's any suggestions any members have for revisions, and after you have reviewed and hold a public hearing, we are asking the committee to give formal approval to the proposed 2018 through 2021 TIP today. Thank you.

MR. MATTHES: Thank you. Are there any proposed changes or questions the committee has of staff?
MR. MCCANN: I have a possible proposed change. Boone County received a block grant for improvements to Route Z and the Clark Lane extension in June, I believe it was.
MR. SKOV: Is that a -- is that a surface transportation block grant, or is that -- is that CDBG related?
MR. MCCANN: It's TIP related.
MR. SKOV: Well, we certainly should add that. I mean, it's not -- they don't consider that to be federal money, though. When I say they, I mean, Federal Highway.
MR. MCCANN: Okay.
MR. SKOV: Not that it isn't appropriate to have it in there based on transparency purposes, but I know I've been told multiple times by Federal Highway and Federal Transit that they don't consider CDBG to be federal. It's -- they consider it local money, even though it's a federal source.
MR. MCCANN: I think that's because it's a local decision generally where it spends CDBG.
MR. HENDERSON: And I'm just going to say from time to time in the past, we have had CDBG sidewalks built in Columbia, for example, showing on the TIP, but it is a voluntary act to do so.
MR. SKOV: We did that, again, with transparency taken -- yeah, I would have liked to have known about that, but that's --
MR. TEDDY: But I would have no objection to adding the County's, as long as you can provide the -- the correct data.
MR. MCCANN: Yeah. And I -- I just wanted to make you aware that the -- we have had in -- and if it runs over a year or not, I'm not sure.
MR. TEDDY: What program year would it be?
MR. MCCANN: Next year or the year after. $1.8 million.
MR. YONKE: That's probably the competitive process. You said that it had an issue, and it wasn't a sure thing or it was --
MR. MCCANN: I think we'll have some public comment on it when we get to the public hearing.
MR. YONKE: Oh, okay.
MR. MATTHES: Well, let's open up the public comment period.

PUBLIC HEARING OPENED
MR. MATTHES: Please -- please illuminate us.
MR. SIGMUND: Ed Sigmund. I'm director of the Mid-Missouri Regional Planning Commission. The community development block grant is from state DED, their program. It's for the American Outdoor Brands Distribution Center, and so it's for those associated with public infrastructures on Route Z. Is that what you're after? When?
MR. TEDDY: Yeah. What year is it going to be constructed?
MR. SIGMUND: I would say in 2018.
MR. HENDERSON: It can be added and then it's traded -- but
it -- it doesn't have to be. It focuses on decisions and can put that in there.
MR. TEDDY: Okay. Okay. So we could pass the TIP as written today, and just resolve as an administrative amendment later?
MR. HENDERSON: Yes. Yes.
MR. YONKE: Our concern was we just want to make sure that, since that had come up after the time we spent on this whole process, that it wouldn't derail.
MR. HENDERSON: It's on the State's system, too.
MR. YONKE: Yeah. Their -- their agreement's to Route Z and to potentially the interchange at I-70, because there's a light that is in potentially on Route Z, Centralia Exit. So I mean, it's got some significant pieces.
MR. TEDDY: Yeah. Mr. Chairman, I personally like the idea of having things like that represented in the TIP because when we seize the construction and we've told that, well, the TIP is something that tells you where we're spending federal funds in the community on transportation, they can connect it with the TIP. It's just a good thing to do.
MR. NICHOLS: The state does --
MR. TEDDY: He said the DED is the --
MR. YONKE: Yeah. It's federal funds, but they're considered local funds. Yeah.
MS. CHRISTIAN: But they're not transportation.
MR. MATTHES: Are there other public comments? Seeing none.
PUBLIC HEARING CLOSED

MR. MATTHES: Is that a motion?
MR. TEDDY: Yeah. I move that we approve the TIP as presented, and resolve to put the county's project in as an administrative figure.
MR. MCCANN: Second.
MR. MATTHES: All in favor, please say aye. Opposed, nay?
(Unanimous voice vote for approval.)
MR. MATTHES: There we have it. Thank you.

VI. DISCUSSION: ADMINISTRATIVE REVISION TO CATSO MAJOR ROADWAY PLAN

CATSO MRP Administrative Revision

Attachments: CATSO Administrative Revision

MR. MATTHES: The next item is a discussion about the administrative revision of CATSO Major Roadway Plan.

MR. SKOV: Yes, Mr. Chairman. This is an FYI for you. I wanted you to be aware of that. This is a very rough sketch of what -- what is being done as far as the CATSO Roadway Plan. But there was a development proposal, Lake -- Arrowhead Lake Subdivision here where there is additional lots being platted along the east side of Arrowhead Lake Drive here. The road had come into question because in order to plat the lots, there was a section -- there was a collector, a north-south collector, this north-south collector here actually extended all the way down to this little connection

piece to Arrowhead Lake, and then there was an east-west connector that extended over that extended over to Stanley Pitts. Now, we were provided more information that in this vicinity, there's hazardous waste dump site. It's always been known that the Sinclair Farm had a hazardous waste site on it. I believe it's a radioactive waste site, but there's -- honestly, we do not want a street constructed across that, and the excavation that would be necessary. So, again, that's in this vicinity. So I said we certainly can review an administrative revision as long as we do not eliminate any links. That would be, to me, it would be an amendment if you were taking something off. The links are all maintained here. We just swung that to collector east, southeast effectively, to avoid the radioactive waste site. So, again, every link is filled there that were there before, but the radioactive waste site is avoided, and that's literally all we did. So I wanted you to be aware of that. If there's an objection to that, I certainly want to know about it, but from my perspective, if we had taken anything off, that would be considered an amendment and it wouldn't be legitimate for something we could just do administratively.

MR. MATTHES: Is there any heartburn about an administrative change --
MR. YONKE: We concurred. We actually had some comment from the public that they wished to have some of those links removed and we thought it was inappropriate to do that without opening it up to the full public process. So we have no problem with the idea that this is just a re-graphic of how the representation of existing stuff on the plan is and that that's why it's appropriate for the administrative. They'll have a chance when we reopen it to make an argument for eliminating links.
MR. MATTHES: Very good.
MR. TEDDY: Mr. Matthes, I'll just add that I think the revised layout works better with the platting in the area, too, because there's, I think, something on the order of three large single-family lots to the west, and wouldn't get a lot of benefit from having them on one side of the collector and having a large open tract on the other, better just running through the open tract.
MR. MATTHES: Very good. I don't believe this needs a vote, it's just discussion. Any other comments about it?

VII. OTHER BUSINESS

MR. MATTHES: All Right. That brings us to other business. Is there other business?

MR. SKOV: Yes, Mr. Chairman. It's been our habit to adopt the so-called CATSO Self-Certification Statement annually. It's just something we include in the TIP appendices that we were advised it would be good to adopt it with a separate motion, so we do have that in the TIP appendices document, and it's literally the last page of the TIP in the attachment that was in your agenda packet. What it does is it certifies that the CATSO staff is being done -- the planning process specifically is being done in accordance with the federal rules as described on the certification statement. We are requesting that the statement be given formal approval by the committee and upon that approval, that it be signed by the two appropriate individuals, which are Mr. Matthes and Mr. Silvester or his representative as district engineer. And that's really all there is to it. We did have our planning process review back in March. I think we mentioned that at the May meeting, but we did not have any corrective actions. There were some recommendations which we're undertaking some of them and giving some thought to others, but we didn't have any issues where we had to do anything specifically to correct anything as far as the process was concerned.

MR. MATTHES: Very good. Any -- any comments about that? May I have a motion to formally approve the statement?
MR. YONKE: Move to approve.

MR. MATTHES: Is there a second?
MR. MCCANN: Second.
MR. MATTHES: All in favor, say aye. Opposed, no.
(Unanimous voice vote for approval.)
MR. MATTHES: There you have it.
MR. MATTHES: All right. The next item is general comments by the --
MR. SKOV: Actually, I just had one more thing -- excuse me, Mr. Chairman.
MR. MATTHES: Oh, sorry. There's more business.

MR. SKOV: Sorry. I -- I just wanted to let you know that there is a revised functional class map now. We've had notification early this morning that there -- they did a revised map at the MoDOT Central office. They provided us a new map approved as of August 8th. It just adds the one small length there that we requested be added, which is the section of Clark Lane between Ballenger and St. Charles Road right here. It's -- and that's a little change, but that has been added as a minor detail, just FYI.
MR. MATTHES: Thank you. Any other, other business? Okay.

VIII. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

MR. MATTHES: Now, it is the time for general comments by the public, members, and staff. Any final -- any final comments? Seeing none.

IX. ADJOURNMENT

MR. MATTHES: I will declare us adjourned. Thank you.

TIME ADJOURNED: 2:57 p.m.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-7214. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.