



OPEN MEETING NOTICE
MISSOURI TRANSPORTATION ENHANCEMENTS COMMITTEE
Steve Hansen, Chair

There will be a meeting of MARC's Missouri Transportation Enhancements Committee on **Wednesday, September 7, 2011, at 2 p.m. in the Westview Room** on the 2nd floor of the Rivergate Center, 600 Broadway, Kansas City, Missouri.

AGENDA

1. Welcome/Introductions
2. Membership Changes
3. Approval of the July 6, 2011, Meeting Summary*
4. FY 2011 Reprogramming
Confirmation of email vote and discussion of email voting process
5. Reasonable Progress Policy – Project Status Updates
FY 2010-2011 project sponsors are encouraged to attend to provide updates on their projects.
6. MoDOT Updates
 - a. Rescissions
 - b. Staff Changes
 - c. LPA Advisory Group
 - d. Technical Review Team Update
7. Other Business

*Action Items

Getting to MARC: For information on transportation options to the MARC offices, including directions, parking, transit, carpooling, and bicycling, visit <http://marc.org/mapandparking.htm>. If driving, visitors and guests should enter the Rivergate Center parking lot from Broadway and park on the upper level of the garage. An entrance directly into the conference area is available from this level.

Special Accommodations: Please notify the Mid-America Regional Council at (816) 474-4240 at least 48 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.

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**Missouri Transportation Enhancements Committee Meeting Summary
September 7, 2011**

Members and Alternates in Attendance:

Elizabeth Beckett, Clay County
John Benson, Raytown
Jeff Cremer, MoDOT
Jeff Fisher, Belton
Art Gough, Bicycle-Pedestrian Advisory Committee
Steve Hansen, Chair, Liberty
Sheila Lillis, Gladstone
Helen Madison, MoDOT
Lee Morris, Cass County
Brian Nowotny, Platte County
Roscoe Righter, Blue Springs
Gary Welty, Lee's Summit

Others in Attendance:

Dondrea Fisher, Kansas City
Steve Hatfield, Kansas City
Carl Reed, DRG Engineers
Linda Rottinghaus, Affinis

MARC Staff:

Aaron Bartlett
Heidi Schallberg

1. Welcome/Introductions

Steve Hansen welcomed attendees and opened the meeting with introductions.

2. Membership Changes

Mr. Hansen said that Gary Welty is filling the Lee's Summit member position after Foster Paulette's retirement. This meeting was the last official meeting for Roscoe Righter, who is retiring as Blue Springs' Director of Parks and Recreation after working for the city for 32 years. Mr. Righter has been involved with MARC committees for decades, and he was one of the original members of the Missouri TE Committee. Mr. Hansen thanked Mr. Righter for his many years of work on the committee.

3. Approval of the July 6, 2011, Meeting Summary

John Benson motioned to approve the July 6, 2011, meeting summary as drafted. Art Gough seconded the motion, which passed unanimously.

4. FY 2011 Reprogramming

Mr. Hansen reported that the committee's August 18, 2011, email vote passed 12-1. The vote reprogrammed \$483,750 that was returned by Lee's Summit and allocated the funding to Raytown's Downtown Streetscape project. Three projects were approved as a contingency plan for any additional funds returned from the FY 2010-2011 funding round. In order, those are: Belton's Route 58 Trail (requested \$203,655); the KCATA's Antioch Transit Center Improvements (requested \$262,500); and MoDOT's Sidewalk Improvements at Various Intersections (requested \$483,750).

Heidi Schallberg said that the committee's bylaws require email votes to have a larger quorum of 12, and the vote must receive at least 12 votes in favor to pass instead of a simple majority. Staff sought feedback from the committee on the email vote requirements. The provision has not had to be used very often. Mr. Hansen said the ability to conduct votes by email is an important tool for the committee, and everyone sounded fine with the process. Mr. Benson said the supermajority requirement just means that if the email vote doesn't pass, it has to go to the committee for discussion at a meeting, so the committee still has the ability to deal with the issue. The consensus was to retain the email voting provision in its bylaws as is.

5. Reasonable Progress Policy – Project Status Updates

Jeff Cremer said that MoDOT is looking at the reasonable progress process statewide to help address projects that have not been making progress. Mr. Cremer said this committee has done a good job of

clearing out old projects; only three remain from before 2009, and two of those are being led by MoDOT now. He reviewed project statuses as available. Many of the current project sponsors were not in attendance to provide status updates. Mr. Cremer said MoDOT will probably begin holding weekly or biweekly calls with each project sponsor. He acknowledged the timeline for the most recent funding round was accelerated, but the required timeline was included in the application materials, so sponsors were aware of the deadlines they would need to meet. Mr. Hansen noted that sponsors should be able to provide status updates at any committee meeting, not just the next one.

Mr. Gough moved to send letters to sponsors of unobligated projects requesting an appropriate representative attend the committee's November meeting to provide updates on the project status, any challenges they are facing, and a schedule. If an appropriate representative cannot attend that meeting, a written update should be sent in advance of the meeting. Lee Morris seconded the motion, which was unanimously approved.

6. MoDOT Updates

Mr. Cremer said federal funding remains uncertain, and MoDOT will likely delay the next funding round. Any rescissions will be taken out of future funding. MoDOT is still in its reorganization process, and the Local Public Agency (LPA) program staff structure has still not yet been finalized. The plan is to have seven staff members dedicated to the LPA process by the end of the year. The staffing would allow MoDOT to do more training and in person communication with project sponsors. Dan Niec is the new district engineer. Lee Ann Kell remains the district planning manager and will retain the LPA program as part of her duties. MoDOT's LPA advisory group includes members from all parts of the district and consultants. They are currently working on defining roles and responsibilities for project sponsors and MoDOT. MoDOT is also looking at project management tools others can use and is creating a communication plan (such as encouraging local sponsors to hold ribbon cuttings, etc.). If project sponsors have any photos of completed projects they would be willing to let MoDOT use on their statewide LPA web site, please let them know. MoDOT's technical review team is working on standardizing review times, minimizing resubmittals, and providing better comments. Mr. Cremer also said that Federal Highway is working to define the requirement to have a "person in responsible charge" as staff of the LPA, not a consultant. The requirement is intended to ensure someone on staff at the LPA has a working knowledge of the project throughout and to avoid handoffs to consultants to manage and determine when the project is completed. He anticipated that more information would be available by the next funding round.

7. Other Business

Mr. Morris said at a future meeting the committee should review and discuss the information from the subcommittee that was delayed in the July meeting because of time.

With no further business, the meeting was adjourned.

The next scheduled meeting will be Wednesday, November 2, 2011, at 2 p.m.