



City of Columbia, Missouri

Meeting Minutes

Columbia Area Transportation Study Organization (CATSO)

Wednesday, November 1, 2017
1:30 PM

Technical Committee Meeting

City Hall
701 E. Broadway
Conference Room 1B

I. CALL TO ORDER

Members Present:

Tim Teddy, City of Columbia- Community Development
Mitch Skov, City of Columbia- CATSO Staff
Drew Brooks, City of Columbia- GoCOMO
Thad Yonke, Boone County-Planning
Dion Knipp-MoDOT Multi-modal
Mike Henderson, MoDOT-Central Office
Steve Engelbrecht, MoDOT-Central District
Blake Tekotte (ex-officio)-Columbia Public Schools

Members Absent:

Brad McMahon (ex-officio)-Federal Highway Administration
Richard Stone, City of Columbia-Public Works
Mike Sokoff (ex-officio)-University of Missouri
Jeremiah Shuler (ex-officio) -----Federal Transit Administration
Mike Schupp, MoDOT -Central District
Jeff McCann, Boone County-Chief Engineer

Others Present:

Kim Tipton, MoDOT-Central District
Leah Christian, City of Columbia - CATSO Staff
Lawrence Simonson, PedNet Coalition

Item 1: Call to Order

Chair Tim Teddy called the meeting to order at 1:30 pm.

Present 9 - Tim Teddy, Mike Henderson, Mitch Skov, Thad Yonke, Mike Schupp, Steve Engelbrecht, Drew Brooks, Blake Tekotte, and Dion Knipp

Absent 21 - Mike Matthes, Brian Treece, Dan Atwill, David Nichols, David Silvester, Michelle Teel, Brad McMahon, Jeremiah Shuler, Richard Stone, Mike Sokoff, John Glascock, Travis Koestner, Barbara Buffaloe, Angie Hoecker, Jenni Jones, Eric Curtit, Ben Reeser, Cheryl Ball, Jacob Ray, Jeff McCann, and Kim Tipton

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MINUTES

Minutes

Attachments: [CATSO Tech Draft Minutes 8-2-17](#)

Thad Yonke made a motion to approve the minutes, with a second by Mike Henderson. The motion passed unanimously.

IV. Proposed FY 2018-2021 Transportation Improvement Program (TIP) Amendment

Proposed TIP Amendment

Attachments: [Item 4 Tech 11-1-17 TIP Amd](#)
[MoDOT Amendments to FY 2018-2021 TIP - Nov. 2017](#)

Mitch Skov discussed two proposed CATSO FY 2018-2021 Transportation Improvement Program (TIP) amendments. Both amendments are additional MoDOT roadway projects. One is a payment to the City of Columbia from the cost share program for roundabout construction at the Keene Street and I-70 Drive Southeast intersection. It includes \$316,000 from the cost share program and the total project cost is \$326,000. The other is a new project to implement safety improvements for wrong way countermeasures at various ramps. It includes \$432,000 of Statewide Safety funds. The total budget is \$505,000.

Thad Yonke made a motion to approve forwarding the proposed TIP amendments to the CATSO Coordinating Committee for review and approval at the special November 13, 2017 meeting, with a second by Drew Brooks. The motion passed unanimously.

V. Proposed FY 2018 Unified Planning Work Program (UPWP) Amendment

Proposed UPWP Amendment

Attachments: [Item 5 Tech 11-1-17 UPWP Amd](#)
[Description of proposed CATSO FY 2018 UPWP amendment - staff report](#)
[Approved UPWP2018 Budget](#)

Skov discussed a proposed amendment to the FY2018 UPWP to purchase a one-year subscription for CATSO staff to access the Urban Canvas Modeler web-based platform that will provide the spatial allocation (housing and employment) for land use forecasts to the travel demand model transportation analysis zones (TAZ's). The pre-built Urban Sim models are at the Census block level. As an accessory to

the software subscription, CATSO will contract with Urban Sim staff to provide scripting of TransCAD with Urban Canvas Modeler to automate the exchange of model output used by both software applications.

The software subscription for one year is \$9,600, and additional funds in the range of \$5,000 to \$10,000 are anticipated for related contract data work by Urban Sim staff, a potential total of \$20,000. Although Skov anticipates that this project will be implemented with the current approved FY 2018 UPWP budget allocated for long-range transportation planning, Mike Henderson suggested that staff more explicitly show where the funds will come from, based on program areas where there have been past surplus funds. Staff agreed to provide more details on where the funds are expected to come from at the November 13th CATSO Coordinating meeting.

Thad Yonke made a motion to approve forwarding the proposed UPWP amendment to the CATSO Coordinating Committee for review and approval at the special November 13, 2017 meeting, with a second by Mike Henderson. The motion passed unanimously.

VI. Go COMO FAST Act Transit Asset Management Targets

Transit Asset Management Targets

Attachments: [Tech Staff Memo - Item 6, 11-1-17](#)

Leah Christian explained that the Transit Asset Management targets are the first of a number of performance measures that CATSO is required to establish, per the FAST ACT. Since CATSO has recently become aware of the asset management targets established by GoCOMO, which mirror the transit asset management targets set by MoDOT, it must adopt and affirm the GoCOMO targets. GoCOMO manager Drew Brooks explained that the Columbia Transit Agency has always tracked its assets but it has reconfigured its system to fit into the new legislative performance measurement requirements. Dion Knipp stated that agencies are allowed to change their targets on an annual basis. Brooks explained that Go COMO decided to develop its own targets, which currently mirror the state targets, so that they can change the targets at a later date if needed.

Thad Yonke made a motion to approve forwarding the proposed Transit Asset Management Targets to the CATSO Coordinating Committee for review and approval at the special November 13, 2017 meeting, with a second by Mike Henderson. The motion passed unanimously.

VII. DRAFT Population Projections for LRTP Update

Population Projections

Attachments: [Item 7 Tech 11-1-17](#)

[Draft CATSO-County-City Pop Projections 2045](#)

Mitch Skov discussed the draft population projections for the Columbia Metro Area, Boone County, and the City of Columbia for use in the CATSO Long-range transportation plan (LRTP) Update. 2016 American Community Survey (ACS) population estimates are used as a base number for the projections. CATSO staff believes that a 1.5% annual growth rate would be a reasonable presumption to use for a 2045 population projection. The growth rate for the previous 6 years has been 1.88%, but with current economic trends, and the decline in enrollment at the University of Missouri, this growth rate is anticipated to be lower in the future.

Tim Teddy asked about the development of a population pyramid for the area to analyze what percentage of the population is made up by University students. Skov responded that it would be possible to spend more time analyzing the data, but that the growth percentages included are in the range of what has been utilized in the past to derive a projection number. Yonke mentioned that the City and County growth rates would most likely correspond into the future because leadership in both entities has adopted similar approaches to future development. In conclusion the Tech Committee agreed that a 1.5% growth rate was acceptable, as it still demonstrated strong growth but accounted for the drop in University enrollment, which is what fueled the high growth rate for the past few years.

Thad Yonke made a motion to approve forwarding the proposed population projections to the CATSO Coordinating Committee for review and approval at the special November 13, 2017 meeting, with a second by Drew Brooks. The motion passed unanimously.

VIII. Proposed Revision of CATSO By-Laws

By-Law Revisions

Attachments: [Tech Staff Memo - Item 8, 11-1-17](#)

[CATSO-By-Laws-12-5-2013](#)

[CATSO-Public-Participation-Plan-2014](#)

[Proposed Revisions to CATSO By-Laws, 10-25-17](#)

Leah Christian explained that the CATSO by-laws were recently examined as part of a City of Columbia effort to ensure that all City affiliated meetings are in compliance with the Missouri Sunshine Law. As a result of that process, two CATSO by-laws changes are recommended. Article 6, Section B, in relation to CATSO meeting notices, needs to be clarified to show the different procedures for providing meeting notices for public hearings, versus nonpublic hearings. Whereas

Article 9, Quorum and Voting, needs to be revised to disallow online or telephone voting, as such voting is not open to the public and therefore violates the Sunshine Law. Consequently, in the interest of allowing quick decisions to be made in relation to project letters of support and minor administrative revisions, authority to finalize these items is provided to CATSO staff and the Coordinating Committee Chair. Details on what requires a public vote have been added to the Voting section and a section related to minor administrative revisions and project letters of support has also been added to the by-laws.

The committee agreed that these by-law changes were acceptable. Thad Yonke made a motion to approve forwarding the proposed by-law revisions to the CATSO Coordinating Committee for review and approval at the special November 13, 2017 meeting, with a second by Mike Henderson. The motion passed unanimously.

IX. OTHER BUSINESS

Skov explained that we had planned on having the upcoming special November 13 CATSO Coordinating Committee meeting replace the regularly scheduled December 7th meeting, but that FHWA and FTA had an interest in scheduling a ONE DOT listening session for CATSO on December 7th. Henderson explained that they had held operations listening sessions with MoDOT that had gone very well. Jefferson City is holding the first MPO listening session, and he plans to attend and report back to the other MPOs. The plan is for all of the MPOs to schedule the listening sessions right after their upcoming Coordinating meetings, but he wasn't certain if that would be the best approach for CATSO since it had to reschedule its upcoming Coordinating meeting. Skov was under the impression that there was a timeline for the meetings, and that it wouldn't be possible to schedule the session after the February Coordinating meeting. Henderson offered to discuss with Brad McMahan from Federal Highways to clarify.

X. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

None

XI. ADJOURNMENT

Thad Yonke made a motion to adjourn the meeting, with a second by Mitch Skov. Meeting adjourned at 2:21 pm.

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.

