



Greater St. Joseph Area  
**MPO**  
Metropolitan Planning Organization

ST. JOSEPH AREA TRANSPORTATION  
STUDY ORGANIZATION  
1100 Frederick Avenue, Room 204  
St. Joseph, MO 64501  
Telephone: (816) 271-4653

<http://stjoempo.org/>

*The Federally Designated Organization for the Kansas & Missouri Departments of Transportation; Counties of Buchanan, Doniphan, and Andrew; Cities of Wathena, Elwood, Savannah, and St. Joseph; Village of Country Club.*

**Agenda**  
**Technical Committee Meeting**

**DATE:** Thursday, July 12<sup>th</sup>, 2018  
**TIME:** 10:30 to Noon  
**LOCATION:** Elwood Community Building: 701 Massachusetts St., Elwood, KS 66024

**I. OPENING REPORTS**

- A. Roll Call of Voting Members
- B. Approval of Minutes from Last Meeting May 10<sup>th</sup>, 2018

**II. NEW BUSINESS**

- A. I-229 Update (HG Consultant Inc.)  
No Action Needed: FYI
- B. TAM Memo/ TAM Plan Information  
Action Needed: Approval
- C. TIP Scoring Sheet Finalization  
Action Needed: Approval
- D. STP Project List  
No Action Needed: FYI
- E. Newsletter  
No Action Needed: FYI
- F. Joint September Meeting with Coordinating Committee  
Action Needed: Approval

**III. MISCELLANEOUS**

- A. Opportunity for Public Comments and Questions
- B. Next Meeting: September 27<sup>th</sup>, 2018  
City Hall 4<sup>th</sup> Floor Joint Meeting with Coordinating Committee

**IV. OTHER/ADJORNMENT**

SJATSO fully complies with Title VI of the Civil Rights Act of 1964 and related statues and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form please visit [www.stjoempo.org](http://www.stjoempo.org) or call (816) 236-1471.

## ST. JOSEPH AREA TRANSPORTATION STUDY

### Technical Committee

Clasby Community Center, 500 E. Duncan, Savannah, MO 64485

May 10, 2018

#### Voting Members Present:

Shannon Kusilek	Vice-Chair	MoDOT - NW
Mike Henderson		MoDOT – Central Office
Andrew Clements		City of St. Joseph
Brady McKinley		City of St. Joseph
Caitlin Zibers		SJATSO
Chance Long		SJATSO
Julie Noel		City of St. Joseph
Elmer Mayse		Country Club Village
Scott Gatewood		City of St. Joseph
Keven Schneider		City of St. Joseph

#### Staff:

Caitlin Zibers	MPO Staff
Chance Long	MPO Staff

#### Other:

Adam Watson	MoDot-NW
Mary Gaston	Transit General Manager
Chris Crain	City of St. Joseph

### OPENING REPORTS

Roll Call of Voting Members. A quorum was present. Vice Chair Shannon Kusilek called the meeting to order. Shannon welcomed everyone and thanked them for attending.

Approval of minutes. Mike Henderson made the motion to approve the minutes from the last meeting and Keven Schneider seconded. Minutes from the Technical Committee Meeting on March 8, 2018 were **unanimously approved.**

### NEW BUSINESS

TIP Final Approval: Transportation Improvement Program (TIP) is a four year plan that outlines all federally funded projects. This was presented as a draft at the last meeting. Final approval is needed to send this document to the Coordinating Committee. After their review it will be sent to MoDOT and then to the Governor to sign. The goal is to have this in effect by July 1. Until it is

approved, no projects listed can move forward. An interactive map of the projects is available on the SJATSO website. Andy Clements motioned to accept the TIP as proposed and Brady McKinley seconded. Approval was unanimous.

Public Involvement Plan (PIP): After the last meeting, the 2045 PIP was returned to the consultants to update the narrative portion and create a timeline for the plan that made the priorities clear and more usable. Brady McKinley motioned to approve the PIP as proposed and Mike Henderson seconded. This plan was unanimously approved by the committee.

MetroQuest Survey: This is a short, interactive, broad survey that asks the participant to rank their priorities and to drop pins at specific locations of concern. Responses will be analyzed and funneled down to more specific surveys in the future. No action needed.

Northwest Regional Freight Summit Update: 2018 NW Missouri Freight Summit, in partnership with the regional planning commissions, will be held June 14, 2018 at Remington Nature Center for any person or company involved in the movement of freight in the area. No action needed.

Blue Print Grant Application: The MPO submitted grant applications this year for giveaway items and t shirts for bike to work week for 2019. The second application is for the Hours Project. This is a MoDOT program that is presented over lunch to spark safe driving policies for businesses. The program is presented by MoDOT and the MPO would coordinate and schedule presentations at area businesses. The last grant application is for safety improvements near Minnie Cline Elementary in Savannah. The application was for LED stop sign upgrades, hand held crossing signs, safety vests and crosswalk improvements for students walking to school. The annual grant application period is closed, but ideas for next year are welcomed and grants should be awarded in July.

STP Fund Update: The allocation of STP Funds to MPOs was discontinued in the summer of 2016, but there is a balance of approximately \$561,000 remaining that must be obligated before September 2019. In the past funds have been used for trail development and some street repair projects. There is an 80/20 match component to the funds. The MPO is looking for projects and project sponsors to use the remaining funds. An emergency amendment to the TIP will likely be necessary to add projects and move quickly. No action needed at this time.


Technical Committee Chairperson Nomination: Previous Chairperson Adrienne Korsen moved to the Wichita area and therefore a new chair was nominated to finish the term ending in January 2019. Rather than form a committee and nominate a new chair for the time remaining, Vice Chair Shannon Kusilek volunteered to take the position and Brady McKinley was nominated to be the Vice Chair. By unanimous consent this action was approved.

## **MISCELLANEOUS**

May is Bike to Work Month. Sign up for Bike to Work Day May 18th on the website for t shirts and other items.

Next Meeting: July 12, 2018, 10:30 at Elwood Community Building, 701 Massachusetts St., Elwood, KS 66024

**ADJOURN:** Mike Henderson motioned to adjourn the meeting. Shannon Kusilek seconded the motion and the motion passed.



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### **I-229 Update**

HG Consultants have been hired to do a study on the I-229 Double Decker Bridge. They will be providing an update and a brief overview of their scope of work.



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### **Transit Asset Management Plan**

The transit asset management plan is one of the performance measures required to be approved by the Technical Committee and Coordinating Committee. The plan will be attached at a later date. The plan outlines and assigns a condition rating to all assets \$10,000 to \$50,000. The condition rating was assessed by the Maintenance Manager at Transit, Project Manager in the Engineering Department and the Transit Planning Manager.

Staff recommends that the Technical Committee votes to move the plan to the Coordinating Committee.




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### **TIP Scoring Sheet Finalization**

The Technical Work Session in April was centered on the Transportation Improvement Program (TIP) development, and more specifically the scoring sheet used to assess whether projects are eligible for inclusion in the TIP. All recommendations have been taken into account and the score sheet is attached. Discussion and approval is needed at this time.



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### STP Project Draft List

Caitlin will give a brief overview of the STP projects that have been proposed so far.