



## TECHNICAL PLANNING COMMITTEE MEETING MINUTES

October 1, 2014

Osage Centre - Cape Girardeau

### Technical Planning Committee Members Present:

Mr. Rodney Bollinger, City of Jackson  
Mr. Mike Brandon, Missouri Department of Transportation  
Mr. Tom Caldwell, Illinois Department of Transportation  
Mr. Drew Christian, Southeast Missouri Regional Planning & Economic Development Commission  
Mr. Ron Eskew, City of Scott City  
Mr. Joe Killian, Missouri Department of Transportation  
Mr. Mike Latuszek, Federal Highway Administration (via conference call)  
Mr. Mark Phillips, Cape Special Road District  
Mr. Bill Robinett, Missouri Department of Transportation  
Mrs. Eva Voss, Missouri Department of Transportation  
Mrs. Kelley Watson, Cape Girardeau County Transit Authority

### Staff Present:

Ms. Molly Hood, City of Cape Girardeau  
Mr. Ryan Shrimplin, City of Cape Girardeau

### Call to Order

Chairman Bollinger called the meeting to order at 11:00 a.m.

### Introductions

The group went around the room, with each person giving a brief introduction.

### Public Comments

There were no public comments.

### Adoption of Agenda

The agenda of the October 1, 2014 Technical Planning Committee Meeting was unanimously approved for adoption upon motion made by Mr. Phillips and seconded by Mr. Christian.

### Approval of Minutes

The minutes of the August 6, 2014 Technical Planning Committee Meeting were unanimously approved upon motion made by Mr. Phillips and seconded by Mr. Christian.

### Communications from the Chairman

There were no communications from the Chairman.

### New/Unfinished Business

Mrs. Voss gave a recap of a meeting held on September 12, 2014 between SEMPO staff, SEMO RPC, MoDOT, FHWA, FTA and Steve Duke to discuss the expectations for the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). She reviewed a list of action items that was created based on the discussions at the meeting. Mr. Duke has agreed to provide traffic demand modeling services for the MTP but is not sure if the software he has will work for that purpose. He is going to look into the matter and report back to the group by October 17, 2014. Mr. Killian is currently managing the interim TIP but will transition those duties to the SEMO RPC by October 17, 2014. Also, the interim TIP needs to be developed into a full TIP, with narrative information about SEMPO, funding sources, etc. Mr. Killian agreed to change the format of the TIP to resemble those used by other MPO's. MoDOT, FHWA and FTA staff agreed to review the current MTP draft to determine if any sections are missing. It was suggested that a steering committee be established for the MTP, and that public outreach sessions should be conducted in January or February 2015 to obtain input regarding the goals of the MTP. Mrs. Voss also reviewed the proposed schedules for the MTP and the TIP.

Mr. Christian inquired if MoDOT, FHWA and FTA staff had reviewed the MTP, and if so, were there any sections that need to be added. Mr. Latuszek and Mrs. Voss agreed that all of the required sections were in the current draft, and that the framework looked good.

Mr. Brandon recommended that SEMPO submit the proposed TIP format to MoDOT, FHWA and FTA for review to ensure that it is acceptable.

The group discussed the possibility of establishing a steering committee for the MTP. It was decided that a steering committee will not be established. Instead, staff will invite representatives from key stakeholder groups to TPC meetings, where they will have the opportunity to provide input on the development of the MTP.

### Other Communications

Mr. Killian distributed the new guide and application packet for the Transportation Alternatives Program (TAP). He explained that TAP is authorized under the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) to provide for a variety of alternative transportation projects, including many that were previously eligible activities under separately funded programs, including Transportation Enhancements, Recreational Trails, Safe Routes to School, and Scenic Byways, combining them into a single funding source and program. A 20% local match is required, which must be cash; no in-kind match, work by local forces, or donated credit for construction is allowed. The minimum federal funding amount that can be requested is \$50,000; the maximum amount is \$400,000. For educational projects, the minimum amount is \$20,000. If a consultant or contractor prepares all or part of the application, they must be paid fair market value for their work in order to be eligible to be hired for the project. The application deadline is November 14, 2014. Mr. Shrimplin added that the funds will be managed by MoDOT but the selection of projects will be by a committee consisting of representatives of SEMPO and the RPC's in the Southeast District. Ms. Hood and Mr. Bollinger will serve as SEMPO's representatives on the selection committee.

Adjournment

Upon motion made by Mr. Phillips and seconded by Mr. Christian, the Committee unanimously voted to adjourn the meeting at 11:57 a.m.

Respectfully submitted,

Ryan Shrimplin