



## **BOARD OF DIRECTORS MEETING MINUTES**

February 19, 2014

Osage Centre - Cape Girardeau

### Board Voting Members Present:

Mr. Chauncy Buchheit, Southeast Missouri Regional Planning & Economic Development Commission  
Mr. Charlie Herbst, Cape Girardeau County  
Mr. Scott Meyer, City of Cape Girardeau  
Mr. Tom Mogelnicki, Cape Girardeau County Transit Authority  
Mr. Harry Rediger, City of Cape Girardeau  
Mr. Jim Roach, City of Jackson

### Board Ex-Officio Members Present:

Mr. Dan Overbey, Southeast Missouri Regional Port Authority  
Mr. Matt Seiler, Missouri Department of Transportation  
Ms. Betsy Tracy, Federal Highway Administration (via conference call)

### Technical Planning Committee Members Present:

Mr. Drew Christian, Southeast Missouri Regional Planning & Economic Development Commission  
Ms. Beth Glaus, Southeast Missouri State University - Transit  
Mr. Brian Okenfuss, Missouri Department of Transportation  
Mr. Larry Payne, Cape Girardeau Area Chamber of Commerce (Transportation Committee)  
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 Buchheit called the meeting to order at 2:03 p.m.

### Introductions

The group went around the room, with each person giving a brief introduction. Beth Glaus was introduced as a representative of Southeast Missouri State University's Transit Office.

## Public Comments

There were no public comments.

## Adoption of Agenda

The February 19, 2014 Board Meeting Agenda was unanimously approved for adoption upon motion made by Mr. Mogelnicki and seconded by Mr. Roach.

## Minutes

The minutes of the January 15, 2014 Board Meeting were unanimously approved upon motion made by Mr. Roach and seconded by Mr. Rediger.

## Communications from the Chairman

There were no communications from the Chairman.

## New/Unfinished Business

Chairman Buchheit presented **Resolution No. 2014-01, A Resolution amending the FY 2014-2017 Interim Transportation Improvement Program**. Mr. Shrimplin explained that the MoDOT Southeast District Office recently identified two pavement repair projects that were accidentally omitted from the document because the locations referenced originally did not appear to fall within SEMPO's boundary. The projects have been added as TIP Project Numbers M-14-11 and M-14-12. The proposed amended document was posted on the website for public comment last month. The Technical Planning Committee passed a motion recommending approval of the proposed amended document on February 10, 2014. Mr. Meyer made a motion to approve Resolution No. 2014-01. Mr. Mogelnicki seconded the motion. The motion passed by a vote of 6 in favor, 0 in opposition, and 0 abstaining.

Mr. Shrimplin presented the initiative petition process scope of services document that Jeff Glenn presented to the Technical Planning Committee on February 10, 2014. Per the document, the first task is to develop a prioritization assessment process and submit it to MoDOT by the February 28, 2014 deadline. The second task is to conduct outreach meetings in March for key transportation stakeholders, facilitated by the consulting team. A list of the stakeholders will be prepared, and notice of the meeting provided via SEMPO's website, social media, and other means. The third task is to solicit ranked value propositions from stakeholders through an online survey ("Important to Us") conducted in March. The consulting team will then take the information obtained from the survey and develop a scoring tool for the Technical Planning Committee. In early April, the consulting team will present the results and the weighting criteria for the scoring tool. The Committee members will then utilize the scoring tool to assign a score to each project in the project list. In late April, the Committee will meet to prioritize the list and recommend approval to the Board of Directors. The Board will then meet later that day to approve the final prioritized list for submission to MoDOT by the April 30, 2014 deadline. In order to meet this schedule, the Technical Planning Committee agreed to hold two meetings in April. The first meeting will be held on April 9, 2014 with the second meeting to be held on April 23, 2014. Mr. Shrimplin explained that the Board would also need to meet on April 23, after the Technical Planning Committee meeting, to approve the final prioritized

transportation project list for release to MoDOT. The Board agreed to hold a meeting on April 23, 2014 starting at 1:30 p.m. The Technical Planning Committee passed a motion recommending approval of the scope of services document on February 10, 2014. Chairman Buchheit stated that this same process is proposed for the SEMO RPC, who shared the document with the stakeholders for input. Mr. Seiler stated that since the process is the same for both organizations, SEMPO does not need to solicit stakeholder input as well. Mr. Roach made a motion to approve the scope of services document submitted by Jeff Glenn for developing a final prioritized transportation project list. Mr. Rediger seconded the motion. The motion passed by a vote of 6 in favor, 0 in opposition, and 0 abstaining.

Mr. Shrimplin presented a tentative schedule for upcoming meetings and tasks. Between now and July, SEMPO will be working on finalizing the Title VI Program, the Public Participation Plan, the FY 2015 Unified Planning Work Program, and working on a draft of the Metropolitan Transportation Plan (formerly the Long Range Transportation Plan), in addition to developing the final prioritized transportation project list for the initiative petition.

### Other Communications

Each person shared an update on their organization. Mr. Overbey explained that the Interim TIP currently shows zero dollar amounts for the Southeast Missouri Regional Port Authority projects. The reason for this is because the Port Authority's projects and priorities change frequently based on user needs, and as such the Port Authority typically applies for grants on short notice. Funding typically comes from various sources, which also poses challenges in getting committed projects for the TIP. Ms. Tracy emphasized that the TIP only includes fiscally constrained projects (i.e. funding awarded).

Mr. Seiler stated that the initiative petition ballot was voted out of the House Committee to go to the floor. He thanked SEMPO for its work on assisting MoDOT with developing a prioritized transportation project list.

Mr. Seiler stated that the Freight Forum has been rescheduled for February 25, 2014 at 9:00 a.m. The meeting has moved to the MoDOT Southeast District Office in Sikeston.

Mrs. Watson stated that the FTA Region VII Office in Kansas City has requested that SEMPO submit a letter explaining that the Cape Girardeau County Transit Authority (CGCTA) is a primary recipient of FTA Section 5307 funds, with Southeast Missouri State University as a sub-recipient. The letter must also include the ratio of disbursement and the amounts. She will provide Mr. Shrimplin with a copy of the Memorandum of Understanding between the CGCTA and the University to use in preparing the letter.

### Adjournment

Upon motion made by Mr. Rediger, seconded by Mr. Mogelnicki, the meeting was adjourned unanimously at 2:51 p.m.

Respectfully submitted,

Ryan Shrimplin  
Acting Executive Director