



**BOARD OF DIRECTORS  
MEETING MINUTES**  
October 21, 2020  
Osage Centre

Board Voting Members Present:

Mr. Bob Fox, City of Cape Girardeau  
Mr. Dwain Hahs, City of Jackson  
Mr. Scott Meyer, City of Cape Girardeau  
Mr. Jeremy Tanz, Southeast Missouri Regional Planning & Economic  
Development Commission (SEMO RPC) (via zoom)

Board Non-Voting Members Present:

Ms. Betsy Tracy, Federal Highway Administration (FHWA) IL Division (via zoom)

Technical Planning Committee (TPC) Members Present:

Ms. Katrina Amos, Cape Girardeau Regional Airport (Cape Airport) (via zoom)  
Mr. Rodney Bollinger, City of Jackson  
Mr. Joe Killian, Missouri Department of Transportation (MoDOT) (via zoom)  
Mr. Brian Okenfuss, Missouri Department of Transportation (MoDOT) (via zoom)  
Mr. Mark Phillips, Cape Special Road District  
Mr. Ryan Shrimplin, City of Cape Girardeau

Staff Present on Call:

Mr. Alex McElroy, City of Cape Girardeau, SEMPO

Program Administration/Support Consultant Present:

Ms. Marla Mills, KLG Engineering

Other:

Cheryl Sharp, Lochmueller Group (zoom)

Call to Order

Chairman Hahs called the meeting to order at 2:02 p.m.

### Introductions

Those present both in person and by zoom made an introduction, identifying themselves and their organization.

### Adoption of Agenda

The agenda of the October 21, 2020 Board of Directors Meeting was unanimously approved upon a motion made by Mr. Fox and seconded by Mr. Phillips.

### Approval of Minutes

The minutes of the September 16, 2020 Board of Directors meeting were unanimously approved upon a motion made by Mr. Bollinger and seconded by Mr. Meyer.

### Communications from the Chairman

Chairman Hahs reserved his comments for member reports.

### Public Comments Regarding Items Not on the Agenda

Chairman Hahs asked if there were any comments from the public regarding items not on the agenda. There were none.

### New/Unfinished Business

- **Americans with Disabilities Act Pedestrian Transportation Infrastructure Condition Assessment – Draft Community Plans Presentation** - Mr. McElroy noted that this project is near final. He introduced Cheryl Sharp with Lochmueller group who joined the meeting virtually to go over the 2 draft plans.

Ms. Sharp shared a power point that presented:

- Purpose of plan which covers the public rights of way in the district
- Area covered noting there were approximately 47 miles in Jackson, 159 miles in Cape Girardeau and 5 miles in Cape Girardeau county. There were no data points in the county, so a plan was not prepared.

Process

- Info gathering & GIS
- Survey Tool
- Data Collection and Quality Checks in 13 zones
- Findings showing 12,722 non-compliant data points total with 10,489 in Cape Girardeau and 2,233 in Jackson with most prevalent non-compliant feature being the 2% cross slope on sidewalks and entrances
- Prioritization with recommendations in reports using:
  - Land Use with recommendation to start with Public Institutional land use
  - Frequency of Use

- Historic Districts do have different rules and she recommended bringing in a historic preservation expert to assist in determinations
- Costs Estimates
  - Cape Girardeau costs were estimated at \$16M to \$19M
  - Jackson costs were estimated at \$4M to \$5M
- Funding Sources were identified
- Grievance Procedure is required by Title II of the ADA
- Next Steps
  - Adopt a Grievance Policy
  - Prepare, monitor, and update an implementation schedule
  - Prepare a self-evaluation and transition plan for public buildings/facilities

Ms. Sharp noted they will be providing a geo database to both cities with the data points identified.

Mr. McElroy noted that this report is not a transition plan. Each community needs to develop their own transition plan using this assessment to develop a schedule of what is being planned and when it will be accomplished to be in compliance with the Department of Justice.

Mr. McElroy noted that he will be accepting comments on the assessment report until December 2 and those will be incorporated in report presented at the first TPC meeting in December. The final report can then be completed and presented to the Board in January 2021.

Mr. Meyer asked what the deadline was for implementation. Mr. Okenfuss noted that MoDOT's deadline is 2027 for completion but it was at least a 15-year plan. He noted they are slowly making progress on the plan by addressing some issues each year. Ms. Sharp suggested at least a 15 to 20-year plan. She noted that it should be a living document addressing the current issues but also adding additional concerns as they arise. She suggested this be used on conjunction with current projects, trying to incorporate some of the issues as projects are being done. Ms. Sharp also noted that public engagement was not part of this current plan but needs to be part of development of the transition plans for each community. Mr. Shrimplin noted that it is a point of liability and a plan needs to address the priority areas as money is available and it is important to have a plan even if it is more than 20 years. Ms. Sharp agreed that the important part is to have a plan and show progress toward accomplishment of the plan. She noted that it is hard and that is why after 30 years since ADA was adopted, so many communities still do not have a plan.

Mr. Bollinger asked if this plan would be formally approved or adopted. Mr. McElroy noted it would be more a recognition of work complete with a motion accepting the plan.

- **MoDOT STIP 2022-2026 – Identification and prioritization of Road & Bridge and Multimodal needs** - Mr. McElroy noted that the prioritization list was presented to the TPC but there was not a quorum at the meeting. He noted he sent the list to the TPC and asked for input. Mr. McElroy asked the Board to review the plan and provide any input. He noted there is no action needed today but after the TPC finalizes at their next meeting, the Board will need to act.
  
- **Metropolitan Transportation Plan (MTP) Update – Discussion**  
Mr. McElroy noted no time is being wasted in moving forward with the update. After the contract was awarded to KLG/Lochmueller, they held a kick-off meeting on September 29 and the first steering committee meeting on October 9. They have begun scheduling the focus and stakeholder groups. Mr. McElroy noted there are 9 groups:
  - Aviation
  - Bike/Pedestrian
  - Economic Development & Tourism
  - Emergency Management
  - Freight and Port
  - Neighborhood Groups
  - Transit
  - Accessibility
  - GeneralMr. McElroy asked the Board to forward information on anyone who needs to be in any of those groups. He noted that this project has a short timeline, and they are working with MoDOT and IDOT reps on what that looks like and how to satisfy the current deadline. There will be discussions with FHWA regarding the timeline to make sure we stay in compliance. It was noted that the focus groups are virtual, and all scheduled for next week. Also, there will be a survey and the Board is asked to push this out to the general population.

### Member Reports

City of Cape Girardeau – Mr. Fox noted that not a lot has changed since last month. The city is finishing large TTF5 projects and all are moving forward at different stages. He noted that the airport presented the terminal plan update to City Council this week and the plan cost is approximately \$7.4 million. Ms. Amos noted that they do plan to add a conference room and a few other items to the project so actual cost will be more like \$8 million rather than 7.4. In addition to cost, safety, additional operational costs, runway, and airfield operations were all considered. She noted this is an opportunity to take care of needs that the airport has had for a long time. With everything considered, it did look like the least expensive option is the best option with the most value overall. This process is not complete as they must send for review and consideration at the federal level before moving forward.

City of Jackson – Mr. Hahs noted the city of Jackson is wrapping up concrete projects. He noted they are looking at traffic plans for water line work on Old Cape Road. He reported that they have picked an engineering company who is giving some options for the two low water bridges. They are looking at completion of one in 2021 and the other in 2022 with a total cost of \$1.5 for both. Mr. Bollinger noted that city crews have completed about 600 feet of new recreational trail at Parkview St. He noted they are receiving good comments on the trail.

Cape Special Road District - Mr. Phillips noted that they did take bids on the box culvert on Old Sprigg. Penzel was awarded with the low bid. He said they would be starting in next few weeks. He noted that Penzel construction will be doing construction only as district crews will take out the old culvert. They hope to have this project completed by end of the year.

Airport – reported under City of Cape Girardeau

SEMO RPC – Mr. Tanz noted that they have their TAC meeting on the 29<sup>th</sup> at the Catalyst Center in Perryville. The meeting is at 1:00 and they will be doing the prioritization process at this meeting.

MoDOT – Mr. Okenfuss reported on Center Junction. He said they are working on Stages 2 and 3 of the traffic control plan. Stage 3 is just about complete with stage 2 possibly being done next week. Mr. Okenfuss noted that this would complete everything east of the ramps. He said they are planning to pour the southbound bridge deck on the 30<sup>th</sup> and hope to switch traffic to the new southbound bridge by Thanksgiving. They are on track for the December 1 completion of the bridge.

FHWA – No report from Ms. Tracy.

#### Staff Report

Mr. McElroy noted that MoDOT and IDOT adopted their 2021 performance targets on October 1<sup>st</sup>. MPOs have 180 days to adopt those or develop their own. Mr. McElroy said he would get them out to the Board for review. He noted that the only other project currently being worked on is a website improvement as outlined in the UPWP.

#### Other Business and Communications

There was no other business or communications.

#### Adjournment

There being no further business, the meeting was unanimously adjourned at 3.06 p.m. upon motion made by Mr. Meyer and seconded by Mr. Fox.

Respectfully submitted,  
Marla Mills