



FY 2015 Unified Planning Work Program Cape Girardeau – Jackson Urbanized Area

**Adopted
June 18, 2014**

**Amended
March 18, 2015**

**Effective
July 1, 2014 – June 30, 2015**

**Southeast Metropolitan Planning Organization
C/O City of Cape Girardeau Development Services Department
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Attachment

SEMPO Metropolitan Planning Area Boundary Map

This document was prepared in cooperation with the U.S. Department of Transportation, including the Federal Highway Administration and the Federal Transit Administration, as well as the Missouri Department of Transportation and the Illinois Department of Transportation.

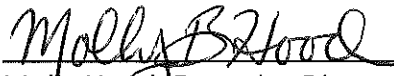
METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.334, the Southeast Metropolitan Planning Organization (the Metropolitan Planning Organization for the Urbanized Area), the Missouri Department of Transportation, and Illinois Department of Transportation hereby certify that the transportation planning process is addressing major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the bases of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the SAFETEA-LU (pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990(42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial-aid assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

We further certify that we are aware of what this certification represents and have been briefed accordingly.

SOUTHEAST METROPOLITAN PLANNING ORGANIZATION


Molly Hood, Executive Director

8/12/14
Date

MISSOURI DEPARTMENT OF TRANSPORTATION


Mark Shelton, Southeast District Engineer

8/8/14
Date

ILLINOIS DEPARTMENT OF TRANSPORTATION



7/24/14
Date

Karen Shoup, Bureau Chief of Urban Program Planning

LOBBYING CERTIFICATION FORM

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed under Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for such failure.

SIGNATURE: _____

Molly B. Wood

TITLE: _____

Executive Director

DATE: _____

June 13, 2014

SEMPO Board of Directors

Voting Members:

Chairperson – Chauncy Buchheit, Southeast Missouri Regional Planning and Economic Development Commission

Vice Chairperson – Barbara Lohr, City of Jackson

Charlie Herbst, Cape Girardeau County

Scott Meyer, City of Cape Girardeau

Tom Mogelnicki, Cape Girardeau County Transit Authority

Harry Rediger, City of Cape Girardeau

Jim Roach, City of Jackson

Ex-Officio Members:

Joe Aden, Village of East Cape Girardeau

Mark Bechtel, Federal Transit Administration – Region 7

Mike Brandon, Missouri Department of Transportation

Jamie Burger, Scott County

Sheila Clements, Federal Transit Administration - Region 5

Steve Duke, Bootheel Regional Planning Commission

Jeffrey Keirn, Illinois Department of Transportation

Michael Latuszek, Federal Highway Administration - Missouri Division

Harold McNelly, Alexander County

Dan Overbey, Southeast Missouri Regional Port Authority

Mark Phillips, Cape Special Road District

Doug Richards, Southeast Missouri State University Transit

Matt Seiler, Missouri Department of Transportation

Mark Shelton, Missouri Department of Transportation

Betsy Tracy, Federal Highway Administration - Illinois Division

Staff:

Molly Hood, City of Cape Girardeau – Executive Director

Ryan Shrimplin, City of Cape Girardeau

SEMPO Technical Planning Committee

Voting Members:

Chairperson – Larry Payne, Cape Girardeau Area Chamber of Commerce – Transportation Committee
Vice Chairperson – Rodney Bollinger, City of Jackson

Joe Aden, Village of East Cape Girardeau
Mike Brandon, Missouri Department of Transportation
Jamie Burger, Scott County
Drew Christian, Southeast Missouri Regional Planning and Economic Development Commission
Jeff Denny, Alexander County Highway Department
Steve Duke, Bootheel Regional Planning Commission
Ron Eskew, City of Scott City
Charlie Herbst, Cape Girardeau County
Joe Killian, Missouri Department of Transportation
Bruce Loy, City of Cape Girardeau
John Mehner, Cape Girardeau Area MAGNET
Tom Mogelnicki, Cape Girardeau County Transit Authority
Carrie Nelson, Illinois Department of Transportation
Dan Overbey, Southeast Missouri Regional Port Authority
Mark Phillips, Cape Special Road District
Doug Richards, Southeast Missouri State University Transit
Kelley Watson, Cape Girardeau County Transit Authority

Ex-Officio Members:

Mark Bechtel, Federal Transit Administration – Region 7
Steve Billings, Missouri Department of Transportation – Multi-Modal/Transit
Tom Caldwell, Illinois Department of Transportation
Sheila Clements, Federal Transit Administration - Region 5
Michael Latuszek, Federal Highway Administration - Missouri Division
Brian Okenfuss, Missouri Department of Transportation
Matt Seiler, Missouri Department of Transportation
Betsy Tracy, Federal Highway Administration - Illinois Division
Eva Voss, Missouri Department of Transportation

Staff:

Molly Hood, City of Cape Girardeau – Executive Director
Ryan Shrimplin, City of Cape Girardeau

Introduction

A metropolitan planning organization (MPO) is a federally mandated and funded policy-making organization that oversees transportation planning for an urbanized area. The requirements for MPO's are contained in 23 U.S.C. 134 and 23 CFR 450.308. One of the key requirements is that the MPO conduct a metropolitan transportation planning process that is continuous, cooperative, and comprehensive. As part of this process, the MPO must adopt a Unified Planning Work Program (UPWP) that provides for consideration and implementation of projects, strategies and services that will address the following eight factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

As the MPO for the Cape Girardeau – Jackson urbanized area, the Southeast Metropolitan Planning Organization (SEMPO) is responsible for meeting the federal metropolitan planning regulations for the specified geographic area that includes the City of Cape Girardeau, the City of Jackson, and portions of Cape Girardeau County and Scott County, Missouri, as well as portions of the Village of East Cape Girardeau and Alexander County, Illinois. A map showing the SEMPO metropolitan planning area boundary is included as an attachment. This area is faced with the challenge of maintaining a number of transportation systems that meet the needs of a growing region, including highways, railways, ports, airports, transit, bicyclists, and pedestrians. Addressing this challenge is SEMPO's top priority, followed by planning for expansion of these systems to accommodate future growth.

SEMPO was designated by the Governor of Missouri as the metropolitan planning organization for the urbanized area on March 12, 2013, and by the Governor of Illinois on February 7, 2013. It is comprised of a Board of Directors and a Technical Planning Committee. The Board of

Directors consists of elected and appointed officials from the above jurisdictions, as well as various federal, state, and regional transportation agencies and local transit authorities. The Technical Planning Committee primarily consists of staff from these jurisdictions and agencies; it serves in an advisory capacity to the Board of Directors on technical matters. The City of Cape Girardeau provides administrative services and staff support for SEMPO, as authorized in the Memorandum of Understanding and the Bylaws.

This UPWP covers the period from July 1, 2014 to June 30, 2015. It serves as a management tool for identifying, scheduling, budgeting and monitoring SEMPO's planning activities, and serves as the basis for funding agreements with the Missouri Department of Transportation (MoDOT) and Illinois Department of Transportation (IDOT). There are a number of activities that are considered eligible expenses for transportation planning funds, such as: data collection and maintenance, map preparation, land use studies, traffic volume studies, economic and fiscal studies, project evaluation studies, and similar studies relating to transportation.

Tables 1 through 6 show SEMPO's funding sources, budget, and allocations for Fiscal Year 2015.

Table 1: SEMPO Funding Sources

SEMPO FY 2015 FUNDING SOURCES	Amount
Missouri	
FFY 2013 Consolidated Planning Grant (Carryover Balance)	\$ 68,342
FFY 2014 Consolidated Planning Grant (Carryover Balance)	\$ 136,727
FFY 2015 Consolidated Planning Grant (Estimate)	\$ 136,526
FY 2015 Local Match ¹	\$ 17,486
Subtotal	\$ 359,081
Illinois	
FFY 2013 Federal State Planning & Research Grant (Carryover Balance)	\$ 50,000
FFY 2013 State Metro Planning Grant (Carryover Balance)	\$ 12,500
FFY 2015 PL, FTA Grants (Estimate)	\$ 1,764
FFY 2015 State Match (Estimate)	\$ 441
Subtotal	\$ 64,705
TOTAL	\$ 423,786

1 – Represents the amount to be collected for FY 2015. Invoices to MoDOT will be 80% reimbursable regardless of the amount collected.

Table 2: Local Match Funding Sources

SEMPO FY 2015 LOCAL MATCH - MISSOURI¹	Percentage	Amount
City of Cape Girardeau	28.60%	\$ 5,001
City of Jackson	28.60%	\$ 5,001
Cape Girardeau County Transit/SEMO ²	14.30%	\$ 2,500
Cape Girardeau County/Special Road District ³	14.30%	\$ 2,500
Southeast Missouri Regional Planning & Economic Development Commission	14.20%	\$ 2,484
TOTAL	100.00%	\$ 17,486

1 – Missouri local match is \$17,486 to be paid by the SEMPO membership. No local match is required for Illinois.

2 - Transit match will be provided annually by Cape Girardeau County Transit Authority and Southeast Missouri State University, with each paying 7.15%.

3 - Cape Girardeau County match will be provided annually by Cape Girardeau County and the Cape Special Road District, with each paying 7.15%.

Table 3: SEMPO Budget

SEMPO FY 2015 BUDGET			
	Missouri + Illinois	Local Match	Subtotal
Staff Labor			
Salaries	\$ 39,022	\$ 6,855	\$ 45,877
Benefits	\$ 11,383	\$ 1,999	\$ 13,382
Subtotal	\$ 50,405	\$ 8,854	\$ 59,259
Intergovernmental Services			
Data Acquisition & Maintenance	\$ 8,809	\$ 1,547	\$ 10,356
Transportation Planning – Metropolitan Transportation Plan	\$ 25,979	\$ 4,563	\$ 30,542
Transportation Planning - Transportation Improvement Program	\$ 4,169	\$ 732	\$ 4,901
Subtotal	\$ 38,956	\$ 6,843	\$ 45,799
Other Direct Costs			
Advertising	\$ 680	\$ 120	\$ 800
Postage	\$ 425	\$ 75	\$ 500
Printing	\$ 851	\$ 149	\$ 1,000
Food	\$ 255	\$ 45	\$ 300
Office Supplies	\$ 128	\$ 22	\$ 150
Copies	\$ 851	\$ 149	\$ 1,000
Website	\$ 64	\$ 11	\$ 75
Books/Publications	\$ 213	\$ 37	\$ 250
Meetings/Conferences	\$ 2,552	\$ 448	\$ 3,000
Training/Education	\$ 2,552	\$ 448	\$ 3,000
Liability Insurance	\$ 766	\$ 134	\$ 900
Utilities/Telephone	\$ 851	\$ 149	\$ 1000
Subtotal	\$ 10,186	\$ 1,789	\$ 11,975
Indirect Costs	--	--	--
TOTAL EXPENSES	\$ 99,547	\$ 17,486	\$ 117,033
Unspent/Carryover to FY 2016	\$ 260,921	\$ 45,832	\$ 306,753
TOTAL FUNDS	\$ 360,468	\$ 63,318	\$ 423,786

Table 4: Staff Labor Data for Budget

SEMPO FY 2015 STAFF LABOR				
City of Cape Girardeau	# of Hours	% of Staff Time	Total Salaries	Total Benefits
Planning Staff (3)	1144	18%	\$ 35,507	\$ 9,853
Administrative Staff (2)	166.4	4%	\$ 2,369	\$ 935
Public Information Staff (2)	270.4	6.5%	\$ 4,769	\$ 1,573
Finance Staff (2)	124.8	3%	\$ 3,232	\$ 1,021
Subtotal	1705.6	9%	\$ 45,877	\$ 13,382
TOTAL SALARIES + BENEFITS				\$ 59,259

Table 5: Intergovernmental Services Data for Budget

SEMPO FY 2015 SOUTHEAST MISSOURI REGIONAL PLANNING & ECONOMIC DEVELOPMENT COMMISSION				
Labor	# of Hours	% of Staff Time	Total Salaries + Benefits	Subtotal
Planning Staff (4)	687	4.4%	\$ 27,217	
Mapping Staff (2)	280	6.7%	\$ 12,398	
Finance Staff (1)	36	1.7%	\$ 1,338	
Subtotal	1003	4.3%	\$ 40,953	\$ 40,953
Other Direct Costs				\$ 4,846
TOTAL SALARIES + BENEFITS + OTHER DIRECT COSTS				\$ 45,799

Table 6: Budget Allocations by Work Element and Task

SEMPO FY 2015 ALLOCATIONS BY WORK ELEMENT AND TASK						
Work Element	Task	Missouri	Illinois	Missouri + Illinois	Local Match	Subtotal
Program Administration and Support - 60%		\$ 20,905	\$ 38,823	\$ 59,728	\$ 10,492	\$ 70,220
1.1	Program Support - 60%	\$ 12,543	\$ 23,293	\$ 35,836	\$ 6,296	\$ 42,132
1.2	Public Outreach - 20%	\$ 4,181	\$ 7,765	\$ 11,946	\$ 2,098	\$ 14,044
1.3	Education and Training - 20%	\$ 4,181	\$ 7,765	\$ 11,946	\$ 2,098	\$ 14,044
Data Acquisition and Maintenance - 9%		\$ 3,136	\$ 5,823	\$ 8,959	\$ 1,574	\$ 10,533
2.1	Data Acquisition & Maintenance - 100%	\$ 3,136	\$ 5,823	\$ 8,959	\$ 1,574	\$ 10,533
Transportation Planning - 31%		\$ 10,801	\$ 20,059	\$ 30,860	\$ 5,420	\$ 36,280
3.1	Metropolitan Transportation Plan - 86%	\$ 9,289	\$ 17,251	\$ 26,540	\$ 4,661	\$ 31,200
3.2	Transportation Improvement Program - 14%	\$ 1,512	\$ 2,808	\$ 4,320	\$ 759	\$ 5,080
TOTAL		\$ 34,842	\$ 64,705	\$ 99,547	\$ 17,486	\$ 117,033

Table 6a: Budget Allocations by Work Element and Task (TEAP – City of Cape Girardeau)

3.3	Cape Girardeau Downtown Parking Analysis TEAP-1501(007) ¹	\$ 8,000	-	\$ 8,000	\$ 7,000	\$ 15,000
TOTAL		\$ 8,000	-	\$ 8,000	\$ 7,000	\$ 15,000

¹ – Refer to Work Element 3.3 for details.

Elements of the FY 2015 Unified Planning Work Program

The UPWP is the management plan for the MPO. It identifies and schedules all of the planning activities that need to be accomplished on an annual basis. It integrates policy, planning, and programming activities. This is also where the allocation of staff and funding resources occurs.

There are three work elements in this year's UPWP. Each element consists of sections that identify the responsible agency; background; program activities; products (with estimated completion dates); and budget. The budget allocations for these elements are shown in **Tables 6 and 6a**.

The SEMPO FY 2015 UPWP consists of the following work elements:

- 1.0 Program Administration and Support
- 2.0 Data Acquisition and Maintenance
- 3.0 Transportation Planning

1.0 Program Administration and Support

This work element addresses the administrative and support functions for SEMPO, such as the Unified Planning Work Program, coordination of third party services, public outreach, education and training.

1.1 Program Support

1.1.1 Lead Agency: SEMPO

1.1.2 Objective

SEMPO will conduct its activities in accordance with applicable federal, state, and local laws as well as its own plans and programs. The UPWP will be prepared and adopted annually, and will serve as the basis for the transportation planning process, including technical and administrative support. Staff will coordinate all activities and provide the necessary resources. SEMPO will participate in meetings with other agencies to ensure that its transportation planning process is properly coordinated with statewide and regional processes, and to provide input on matters affecting transportation in Southeast Missouri.

1.1.3 Program Activities

- a. Prepare agendas, minutes, presentations, information and materials for meetings of the SEMPO Board of Directors, Technical Planning Committee, and other committees as needed.
- b. Develop the annual budget and Unified Planning Work Program for FY 2016; prepare and submit FY 2015 UPWP quarterly progress reports, billings and invoices; amend documents as needed.
- c. Contract with third party agencies and consultants on an as-needed basis, in accordance with the Consolidated Planning Grant Agreement with MoDOT and the Intergovernmental Agreement with IDOT; coordinate and review contracted work products.
- d. Participate in coordination and partnering programs with MoDOT and IDOT, and in intergovernmental organizations such as the Southeast Missouri Regional Planning Commission and the Bootheel Regional Planning Commission.
- e. Respond to requests for information from outside jurisdictions, agencies, and the public.

- f. Maintain compliance with Title VI requirements; address complaints and environmental justice issues as necessary.
- g. Maintain compliance with applicable federal, state, and local laws and regulations.

1.1.4 FY 2014 Accomplishments

- a. Prepared and adopted FY 2014 Unified Planning Work Program
- b. Prepared and adopted FY 2014-2017 Title VI Program
- c. Prepared and adopted Prioritized Project List for Transportation Sales Tax
- d. Prepared and adopted Transportation Needs and Priorities List
- e. Participated in regional prioritization meetings with MoDOT Southeast District and RPC's
- f. Adopted SEMPO logo
- g. Established SEMPO website

1.1.5 FY 2015 Work Products (estimated completion dates)

- a. Meeting agendas, minutes, presentations, information and materials (ongoing)
- b. FY 2016 UPWP (June 2015)
- c. FY 2015 UPWP progress reports (submitted with invoices to MoDOT and IDOT)

1.1.6 Budget: \$42,132

1.2 Public Outreach

1.2.1 Lead Agency: SEMPO

1.2.2 Objective

SEMPO will conduct public outreach activities in accordance with the Public Participation Plan. This Plan, adopted on May 21, 2014, outlines a process for obtaining public input on SEMPO's planning documents, including the Public Participation Plan, the Title VI Program, the Unified Planning Work Program, the Metropolitan Transportation Plan, and the Transportation Improvement Program.

1.2.3 Program Activities

- a. Provide public access to SEMPO information including meeting schedules, agendas, minutes, data, work products, and opportunities for public input.
- b. Provide the public with timely notice of SEMPO meetings and public input sessions.
- c. Conduct public input sessions in accordance with the Public Participation Plan.
- d. Promote communication with, and encourage participation from, persons in the communities served by SEMPO, including those traditionally underserved by transportation.

1.2.4 FY 2014 Accomplishments

- a. Prepared and adopted Public Participation Plan
- b. Conducted outreach meetings for Title VI Program and surveys for transportation sales tax

- c. Held public hearings on Public Participation Plan, FY 2014 UPWP and FY 2015 UPWP

1.2.5 FY 2015 Work Products (estimated completion dates)

- a. Conduct public outreach activities via SEMPO website, postings in public buildings, legal advertisements, public input sessions, etc. (ongoing)
- b. Review Public Participation Plan to determine if an update is necessary (June 2015)

1.2.6 Budget: \$14,044

1.3 Education and Training

1.3.1 Lead Agency: SEMPO

1.3.2 Objective

The SEMPO Board of Directors, Technical Planning Committee, and staff will be knowledgeable in applicable federal, state, and local laws; SEMPO policies, procedures, and funding; and other matters affecting the purpose, function, and activities of SEMPO. Education and training are essential to maintaining knowledge that is up-to-date and relevant.

1.3.3 Program Activities

- a. Attend meetings, seminars, workshops and conferences focusing on transportation planning and related issues, as well as professional development needed for proper administration of SEMPO.

Examples include:

- American Planning Association (APA) national and state chapter conferences
- Association of Metropolitan Planning Organizations Annual Conference
- MoDOT Statewide Planning Partners Meeting
- Missouri MPO Conference
- Illinois MPO Conference
- Transit Midwest Conference
- Federal and state workshops and training on the topics of civil rights, grant administration, transportation planning legislation and Department of Transportation regulations
- Emergency management and safety planning training
- Geographic information systems training
- Data collection and analysis training
- Computer software training

1.3.4 FY 2014 Accomplishments

- a. Attended Missouri Highways and Transportation Commission Meeting
- b. Attended MoDOT Statewide Planning Partners Meeting
- c. Attended MoDOT Title VI Workshop
- d. Attended MoDOT MAP-21 Performance Measures Meeting
- e. Attended MoDOT Initiative Petition Process Kickoff Meeting
- f. Attended MO American Planning Association Chapter Conference

- g. Submitted article on SEMPO to MO American Planning Association Chapter newsletter

1.3.5 FY 2015 Work Products (estimated completion dates)

- a. Verbal and/or written summaries of education and training received (ongoing)
- b. Distributed materials received from meetings, seminars, workshops and conferences (ongoing)

1.3.6 Budget: \$14,044

2.0 Data Acquisition and Maintenance

This work element addresses the data collection and maintenance function for SEMPO.

2.1 Data Acquisition and Maintenance

2.1.1 Lead Agency: SEMPO, with support from the Southeast Missouri Regional Planning and Economic Development Commission (via intergovernmental agreement with the City of Cape Girardeau)

2.1.2 Objective

The Southeast Missouri Regional Planning and Economic Development Commission will collect data and maintain databases and maps as needed to assist the SEMPO Board of Directors, Technical Planning Committee, and staff in fulfilling their respective duties. This information will also be available to outside jurisdictions and agencies as well as the public.

2.1.3 Program Activities

- a. Coordinate with MoDOT, IDOT, Bootheel Regional Planning Commission, and other agencies in obtaining data for the SEMPO metropolitan planning area.
- b. Conduct studies to obtain needed information not currently available.
- c. Compile data and maintain databases for various data types such as demographics, socioeconomics, land uses, traffic counts, traffic accidents, and crashes for the SEMPO Metropolitan Planning Area.
- d. Maintain an inventory of multi-modal transportation facilities and services within the metropolitan planning area for transit, rail, river, aviation, freight, and other transportation modes.
- e. Prepare maps for analysis, presentations, and work products.
- f. Serve as a data and information resource for SEMPO members, outside jurisdictions and agencies, and the public.

2.1.4 FY 2014 Accomplishments

- a. Created GIS interactive map for SEMPO planning area
- b. Prepared maps for regional prioritization meetings with MoDOT Southeast District and RPC's
- c. Compiled data for SEMPO planning area

2.1.5 FY 2015 Work Products (estimated completion dates)

- a. Databases and maps containing demographic, socioeconomic, land use, traffic, and other data for the SEMPO Metropolitan Planning Area (ongoing)

2.1.6 Budget: \$10,533

3.0 Transportation Planning

This work element addresses the transportation planning function for SEMPO, including the Metropolitan Transportation Plan and the Transportation Improvement Program.

3.1 Metropolitan Transportation Plan (MTP)

3.1.1 Lead Agency: SEMPO, with support from the Southeast Missouri Regional Planning and Economic Development Commission (via intergovernmental agreement with the City of Cape Girardeau)

3.1.2 Objective

The Metropolitan Transportation Plan (MTP) will consider a wide range of factors, including highway, rail, water and air transportation systems; transit systems; bicycle and pedestrian systems; environmental systems; transportation security; and safety. The MTP will address at least a 20-year planning horizon and include long-range and short-range strategies or actions that lead to developing an integrated, intermodal transportation system to facilitate the safe and efficient movement of people and goods.

3.1.3 Program Activities

- a. Obtain updated demographic, socioeconomic, land use, traffic, and other data for the SEMPO metropolitan planning area.
- b. Obtain comprehensive plans from SEMPO communities.
- c. Analyze data, evaluate comprehensive plans, and identify transportation needs and priorities within the SEMPO Metropolitan Planning Area.
- d. Include public outreach in the MTP process.

3.1.4 FY 2014 Accomplishments

- a. Prepared outline of MTP sections
- b. Gathered existing land use plans and other background information
- c. Researched traffic data modeling options and interviewed potential subconsultants

3.1.5 FY 2015 Work Products (estimated completion dates)

- a. MTP (March 2016)

3.1.6 Budget: \$31,200

3.2 Transportation Improvement Program (TIP)

3.2.1 Lead Agency: SEMPO, with support from the Southeast Missouri Regional Planning and Economic Development Commission (via intergovernmental agreement with the City of Cape Girardeau)

3.2.2 Objective

The Transportation Improvement Program (TIP) will be a prioritized, fiscally-constrained, multi-year list of federally funded transportation projects and improvements within the SEMPO metropolitan planning area, which authorizes the obligation of federal funds for listed projects and operations. Every 2 years,

the proposed improvement projects, plans, studies, and other activities expected to occur over the next 4 years will be taken from the MTP and entered into the programming process, culminating in the development of a TIP, and then included by reference in the Statewide Transportation Improvement Program. Each year, SEMPO will certify its compliance with federal, state, environmental, and civil rights regulations.

3.2.3 Program Activities

- a. Certify the transportation planning process for compliance with federal, state, and local laws.
- b. Incorporate annual transit Program of Projects public participation activities into the TIP public participation activities.
- c. Include public outreach in the TIP process.

3.2.4 FY 2014 Accomplishments

- a. Prepared, adopted and amended FY 2014-2017 Interim TIP

3.2.5 FY 2015 Work Products (estimated completion dates)

- a. TIP (March 2016)

3.2.6 Budget: \$5,080

3.3 Cape Girardeau Downtown Parking Analysis TEAP-1501(007)

3.3.1 Lead Agency: City of Cape Girardeau

3.3.2 Objective

The Traffic Engineering Assistance Program (TEAP) is a federally funded program that allows local public agencies (LPA's) to receive engineering assistance for studies pertaining to traffic engineering problems on public roads that are not a part of the state system. The City of Cape Girardeau was awarded TEAP funds to conduct a parking analysis for congested corridors in the downtown. Once completed, the parking analysis report will assist the City and its development partners with implementing recommended courses of action to increase and enhance public parking facilities and alleviate congestion in the downtown.

3.3.3 Program Activities

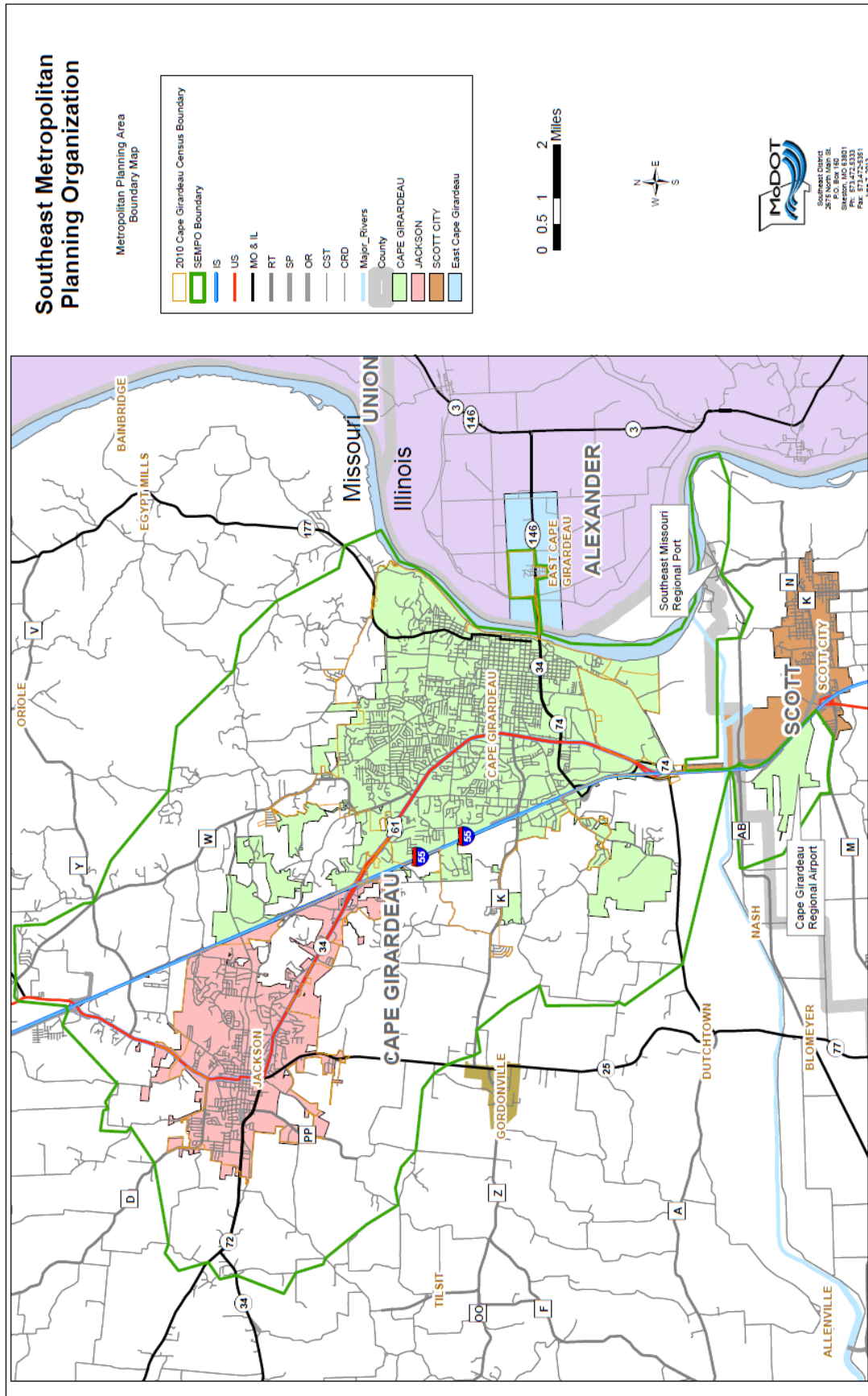
- a. Inventory and analysis of existing parking
- b. Parking demand modeling based on various scenarios
- c. Recommendations

3.3.4 FY 2015 Work Products (estimated completion dates)

- a. Parking analysis report (September 2015)

3.3.6 Budget: \$15,000 (\$8,000 TEAP Funds + \$7,000 Local Match provided by the Industrial Development Authority of Cape Girardeau (\$4,000) and the Cape Girardeau Special Business District (\$3,000))

Attachment **SEMPO Metropolitan Planning Area Boundary Map**



SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2015-01

A RESOLUTION AMENDING THE FY 2015 UNIFIED PLANNING WORK PROGRAM

WHEREAS, the Board of Directors of the Southeast Metropolitan Planning Organization adopted the FY 2015 Unified Planning Work Program on June 18, 2014 in accordance with federal law; and

WHEREAS, the FY 2015 Unified Planning Work Program identifies and schedules all federally funded transportation planning activities within the planning area of the Southeast Metropolitan Planning Organization; and

WHEREAS, the City of Cape Girardeau has been awarded federal funds through the Traffic Engineering Assistance Program to conduct a parking analysis for congested corridors in the downtown; and

WHEREAS, it is necessary to amend the FY 2015 Unified Planning Work Program to include the City of Cape Girardeau parking analysis as a transportation planning activity; and

WHEREAS, the proposed amendment to the FY 2015 Unified Planning Work Program has been presented to the public for review and comment; and

WHEREAS, the Technical Planning Committee has recommended to the Board of Directors that the FY 2015 Unified Planning Work Program be amended to include the City of Cape Girardeau parking analysis.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Southeast Metropolitan Planning Organization hereby amends the FY 2015 Unified Planning Work Program to include the City of Cape Girardeau parking analysis.

PASSED AND APPROVED THIS 18TH DAY OF MARCH, 2015.


Chauncy Buchheit

Chairman

ATTEST:


Molly B. Hood
Executive Director