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FY 2017 Unified Planning Work Program Cape Girardeau – Jackson Urbanized Area

**Adopted
June 15, 2016**

**Amended
December 21, 2016 and May 17, 2017**

**Effective
July 1, 2016 – June 30, 2017**

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The preparation of this document was financed in part by the U.S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration in cooperation with the Missouri Department of Transportation and the Illinois Department of Transportation. The opinions, findings, and conclusions expressed in this document are not necessarily those of the above agencies. SEMPO operates its programs and services without regard to race, color, or national origin, in accordance with Title VI of the Civil Rights Act of 1964. To request information on SEMPO's nondiscrimination obligations or if information is needed in another language, contact:

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Program Administration/Support Consultant

Kelly Green, KLG Engineering

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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 planning area 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, 2016 to June 30, 2017. 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 5a show SEMPO's funding sources, budget, and allocations for Fiscal Year 2017.

Table 1: SEMPO Funding Sources

SEMPO FY 2017 FUNDING SOURCES	
Missouri	
FFY 2013 Consolidated Planning Grant (Carryover Balance)	\$ 68,342
FFY 2014 Consolidated Planning Grant (Carryover Balance)	\$ 136,727
FFY 2015 Consolidated Planning Grant (Carryover Balance)	\$ 135,534
FFY 2016 Consolidated Planning Grant (Carryover Balance)	\$ 140,465
FFY 2017 Consolidated Planning Grant (Estimate)	\$ 140,465
FY 2017 Local Match ¹	\$ 36,704
Subtotal	\$ 658,237
Illinois	
FFY 2017 PL, FTA Grants (Estimate)	\$ 1,780
FFY 2017 State Match (Estimate)	\$ 445
Subtotal	\$ 2,225
TOTAL	\$ 660,462

1 – Represents the amount to be collected for FY 2017. Invoices to MoDOT will be 80% reimbursable regardless of the amount collected.

Table 2: Local Match Funding Sources

SEMPO FY 2017 LOCAL MATCH - MISSOURI¹		
City of Cape Girardeau	28.60%	\$ 10,497
City of Jackson	28.60%	\$ 10,497
Cape Girardeau County Transit/SEMO ²	14.30%	\$ 5,249
Cape Girardeau County/Cape Special Road District ³	14.30%	\$ 5,249
Southeast Missouri Regional Planning & Economic Development Commission	14.20%	\$ 5,212
TOTAL	100.00%	\$ 36,704

1 – Missouri local match is \$36,704 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 2017 BUDGET			
	Missouri + Illinois	Local Match	Subtotal
Staff Labor – City of Cape Girardeau			
Salaries	\$ 45,501	\$ 11,205	\$ 56,706
Benefits	\$ 12,193	\$ 3,003	\$ 15,196
Subtotal	\$ 57,694	\$ 14,208	\$ 71,902
Consultant Contract – KLG Engineering, LLC			
Program Support	\$ 10,030	\$ 2,470	\$ 12,500
Public Outreach	\$ 6,018	\$ 1,482	\$ 7,500
Education and Training	\$ 4,012	\$ 988	\$ 5,000
Subtotal	\$ 20,060	\$ 4,940	\$ 25,000
Consultant Contract – Southeast Missouri Regional Planning & Economic Development Commission			
Data Acquisition and Maintenance	\$ 7,836	\$ 1,930	\$ 9,766
Transportation Planning - Metropolitan Transportation Plan	\$ 5,744	\$ 1,414	\$ 7,158
Transportation Planning - Transportation Improvement Program	\$ 7,979	\$ 1,965	\$ 9,944
Subtotal	\$ 21,559	\$ 5,309	\$ 26,868
Consultant Contract – Lochmueller Group, Inc.			
Regional Bicycle and Pedestrian Plan	\$ 40,119	\$ 9,881	\$ 50,000
Subtotal	\$ 40,119	\$ 9,881	\$ 50,000
Other Direct Costs			
Advertising	\$ 642	\$ 158	\$ 800
Postage	\$ 401	\$ 99	\$ 500
Printing	\$ 802	\$ 198	\$ 1,000
Food	\$ 241	\$ 59	\$ 300
Office Supplies	\$ 120	\$ 30	\$ 150
Copies	\$ 802	\$ 198	\$ 1,000
Website	\$ 60	\$ 15	\$ 75
Books/Publications	\$ 201	\$ 49	\$ 250
Meetings/Conferences	\$ 2,407	\$ 593	\$ 3,000
Training/Education	\$ 2,407	\$ 593	\$ 3,000
Liability Insurance	\$ 722	\$ 178	\$ 900
Utilities/Telephone	\$ 802	\$ 198	\$ 1,000
Subtotal	\$ 9,609	\$ 2,366	\$ 11,975
Indirect Costs	--	--	--
TOTAL EXPENSES	\$ 149,041	\$ 36,704	\$ 185,745
Unspent/Carryover to FY 2018	\$ 474,717	--	\$ 474,717
TOTAL FUNDS	\$ 623,758	\$ 36,704	\$ 660,462

Table 4: Staff Labor Data for Budget

SEMPO FY 2017 STAFF LABOR				
City of Cape Girardeau	# of Hours	Salaries	Benefits	Salaries + Benefits
Planning Staff (3)		\$ 52,293	\$ 12,607	\$ 64,900
Administrative Staff (1)	52	\$ 890	\$ 237	\$ 1,127
Public Information Staff (1)	52	\$ 1,214	\$ 323	\$ 1,537
Finance Staff (2)	125	\$ 3,297	\$ 1,041	\$ 4,338
TOTAL		\$ 57,694	\$ 14,208	\$ 71,902

Table 5: Intergovernmental Services Data for Budget

SEMPO FY 2017 SOUTHEAST MISSOURI REGIONAL PLANNING & ECONOMIC DEVELOPMENT COMMISSION			
Labor	# of Hours	Salaries + Benefits	Subtotal
Planning Staff (4)	374	\$ 14,976	
Mapping Staff (2)	251	\$ 10,050	
Finance Staff (1)	46	\$ 1,842	
Subtotal	671	\$ 26,868	\$ 26,868
Other Direct Costs			\$
TOTAL			\$ 26,868

Table 6: 5: Budget Allocations by Work Element and Task

SEMPO FY 2017 ALLOCATIONS BY WORK ELEMENT AND TASK						
Work Element	Task	Missouri	Illinois	Missouri + Illinois	Local Match	Subtotal
Program Administration and Support - 59%		\$ 86,058	\$ 1,304	\$ 86,362	\$ 21,515	\$ 108,877
1.1	Program Support - 60%	\$ 51,635	\$ 783	\$ 52,417	\$ 12,909	\$ 65,326
1.2	Public Outreach - 20%	\$ 17,212	\$ 261	\$ 17,472	\$ 4,303	\$ 21,775
1.3	Education and Training - 20%	\$ 17,212	\$ 261	\$ 17,472	\$ 4,303	\$ 21,775
Data Acquisition and Maintenance - 5%		\$ 7,720	\$ 117	\$ 7,837	\$ 1,929	\$ 9,766
2.1	Data Acquisition & Maintenance - 100%	\$ 7,720	\$ 117	\$ 7,837	\$ 1,929	\$ 9,766
Transportation Planning - 36%		\$ 53,039	\$ 804	\$ 53,842	\$ 13,260	\$ 67,102
3.1	Metropolitan Transportation Plan - 11%	\$ 5,834	\$ 88	\$ 5,923	\$ 1,459	\$ 7,158
3.2	Transportation Improvement Program - 15%	\$ 7,956	\$ 121	\$ 8,076	\$ 1,989	\$ 9,944
3.3	Regional Bicycle and Pedestrian Plan - 74%	\$ 39,249	\$ 595	\$ 39,843	\$ 9,812	\$ 50,000
TOTAL		\$ 146,816	\$ 2,225	\$ 149,041	\$ 36,704	\$ 185,745

Table 6a: 5a: Budget Allocations by Work Element and Task (TEAP – City of Jackson)

3.4	East Main Street Intersection Evaluations TEAP-9900(079) ¹	\$ 8,000	-	\$ 8,000	\$ 2,000	\$ 10,000
TOTAL		\$ 8,000	-	\$ 8,000	\$ 2,000	\$ 10,000

Elements of the FY 2017 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 lead agency; objective; program activities; prior year accomplishments; work products (with estimated completion dates); and budget. The budget allocations for these elements are shown in ~~Table 6.~~ **Tables 5 and 5a.**

The SEMPO FY 2017 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 staff with support via consulting contract with KLG Engineering, LLC

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. 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. SEMPO staff and KLG Engineering will coordinate all activities and provide the necessary resources. Recognizing that SEMPO staff members are full-time employees of the City of Cape Girardeau with duties separate from SEMPO, a need has arisen to provide additional support for SEMPO. After several unsuccessful attempts to hire an in-house transportation and land use planner, the City sought to procure a consultant to assist with the staff support function. Through a competitive process, the City selected KLG Engineering, LLC for this purpose. The division of responsibilities between staff and KLG has yet to be finalized, but it is proposed that KLG will handle general duties such as preparing

and distributing meeting agendas, minutes, financial statements, project lists, schedules, etc. It is also proposed that KLG will serve as the primary point of contact for MAP-21 and FAST Act implementation as well as consultants procured for transportation studies such as the Regional Bicycle and Pedestrian Plan.

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 2018; prepare and submit FY 2017 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 2016 Accomplishments

- a. Prepared and adopted FY 2017 Unified Planning Work Program (June 2016)
- b. Prepared Board and TPC 2016 Meeting Schedules (December 2015)
- c. Submitted Bridge Replacement/Pavement Overlay/Safety Needs Lists to MoDOT for STIP consideration (September/October 2015)

1.1.5 FY 2017 Work Products (estimated completion dates)

- a. Meeting agendas, minutes, presentations, information and materials (ongoing)
- b. FY 2018 UPWP (June 2017)
- c. FY 2017 UPWP progress reports (submitted quarterly)

1.1.6 Budget: \$65,326 (\$52,826 SEMPO Staff + \$12,500 KLG Engineering, LLC)

1.2 Public Outreach

1.2.1 Lead Agency: SEMPO staff with support via consulting contract with KLG Engineering, LLC

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 2016 Accomplishments

- a. Conducted public input sessions on 2016-2040 MTP (September 2015)
- b. Held public hearing on 2016-2040 MTP and FY 2016-2019 TIP (December 2015)
- c. Held public hearing on FY 2017 Unified Planning Work Program (May 2016)
- d. Posted draft planning documents for public comment in accordance with Public Participation Plan

1.2.5 FY 2017 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 2017)

1.2.6 Budget: \$21,775 (\$14,275 SEMPO Staff + \$7,500 KLG Engineering, LLC)

1.3 Education and Training

1.3.1 Lead Agency: SEMPO staff with support via consulting contract with KLG Engineering, LLC

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 pertaining to 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 2016 Accomplishments

- Attended MoDOT Statewide Planning Partners Meeting (February 2016)
- Attended MO American Planning Association Chapter Conference (October 2015)

1.3.5 FY 2017 Work Products (estimated completion dates)

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

1.3.6 Budget: \$21,775 (\$16,775 SEMPO Staff + \$5,000 KLG Engineering, LLC)

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 via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission

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

- Coordinate with MoDOT, IDOT, Bootheel Regional Planning Commission, and other agencies in obtaining data for the SEMPO planning area.
- Conduct studies to obtain needed information not currently available.
- Compile data and maintain databases for various data types such as demographics, socioeconomics, land uses, traffic counts, traffic accidents, and crashes for the SEMPO planning area.
- 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 2016 Accomplishments

- a. Obtained/prepared data tables and maps for 2016-2040 MTP and FY 2016 2019 TIP (January-October 2015)
- b. Prepared maps for public input sessions on 2016-2040 MTP (September 2015)
- c. Maintained GIS interactive map for SEMPO planning area
- d. Compiled data for SEMPO planning area

2.1.5 FY 2017 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: \$9,766

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 via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission

3.1.2 Objective

The 2016-2040 Metropolitan Transportation Plan (MTP) was adopted by the Board of Directors on February 17, 2016. The MTP describes the existing transportation systems in the SEMPO planning area and identifies future transportation improvements that may be necessary, based on multiple-scenario forecasts. It also contains goals and objectives, as well as possible actions that could be taken to achieve them. The financial plan of the MTP is divided into two categories: fiscally constrained and illustrative. This long-range, multi-modal, regional transportation plan will serve as the principal guide for developing an integrated, intermodal transportation system to facilitate the safe and efficient movement of people and goods. Federal regulations require the MTP to be updated every five (5) years, at a minimum. Because the MTP and the Transportation Improvement Program (TIP) must be closely aligned, it is anticipated the MTP may need to be amended prior to the five (5) year update.

3.1.3 Program Activities

- a. Amend 2016-2040 MTP as necessary.

3.1.4 FY 2016 Accomplishments

- a. Conducted travel demand forecasting (August 2015)
- b. Held public input sessions (September 2015)
- c. Submitted draft to MoDOT, IDOT, FHWA and FTA for review (October 2015)
- d. Released for 30-day public comment period (December 2015)
- e. Held public hearing (December 2015)

- f. Held teleconference to review and address FHWA and FTA comments (January 2016)
- g. Recommended adoption (February 2016)
- h. Adopted 2016-2040 MTP (February 2016)

3.1.5 FY 2017 Work Products (estimated completion dates)

- a. 2016-2040 MTP Amendments (TBD – as necessary)

3.1.6 Budget: \$7,158

3.2 Transportation Improvement Program (TIP)

3.2.1 Lead Agency: SEMPO via consulting contract with the Southeast Missouri Regional Planning and Economic Development Commission

3.2.2 Objective

The FY 2016-2019 Transportation Improvement Program (TIP) was adopted by the Board of Directors on February 17, 2016. The TIP is a prioritized, fiscally-constrained, multi-year list of federally funded transportation projects and improvements within the SEMPO planning area, which authorizes the obligation of federal funds for listed projects and operations. At least 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. In addition, SEMPO will make amendments and administrative modifications to the TIP as necessary to reflect project additions, deletions, and changes.

3.2.3 Program Activities

- a. Make amendments and administrative modifications to FY 2016-2019 TIP as necessary.
- b. Certify the transportation planning process for compliance with federal, state, and local laws.
- c. Incorporate annual transit Program of Projects public participation activities into the TIP public participation activities.
- d. Include public outreach in the TIP process.

3.2.4 FY 2016 Accomplishments

- a. Requested and obtained project information (April-October 2015)
- b. Submitted draft to MoDOT, IDOT, FHWA and FTA for review (October 2015)
- c. Released for 30-day public comment period (December 2015)
- d. Held public hearing (December 2015)
- e. Held teleconference to review and address FHWA and FTA comments (January 2016)
- f. Recommended adoption (February 2016)
- g. Adopted FY 2016-2019 TIP (February 2016)

3.2.5 FY 2017 Work Products (estimated completion dates)

- a. FY 2016-2019 TIP Amendments and Administrative Modifications (TBD – as necessary)

3.2.6 Budget: \$9,944

3.3 Regional Bicycle and Pedestrian Plan

3.3.1 Lead Agency: SEMPO via consulting contract with Lochmueller Group, Inc.

3.3.2 Objective

As part of the 3-C (continuous, cooperative, and comprehensive) planning process, SEMPO is authorized to conduct studies and prepare plans pertaining to transportation in the SEMPO planning area. For FY 2017, SEMPO plans to develop a regional bicycle and pedestrian plan, which will serve as both a reference and a guide for integrated planning and implementation of bicycle and pedestrian facilities into the existing multi-modal system, and into future projects, thereby expanding opportunities for non-motorized forms of transportation and recreation.

3.3.3 Program Activities

- a. Initial consultant meeting
- b. Information gathering
- c. Develop area profile
- d. Field visit
- e. Existing conditions base maps
- f. Public outreach – stakeholder engagement
- g. Public outreach – online engagement
- h. Planning-level traffic analysis
- i. Preliminary bicycle and pedestrian routes
- j. Planning-level cost estimates of identified routes
- k. Draft written report
- l. Public & agency review and comment period
- m. Final written report
- n. Presentation of final report
- o. Facilitate and lead up to two public workshops

3.3.4 FY 2017 Work Products (estimated completion dates)

- a. Regional Bicycle and Pedestrian Plan (January 2018)

3.3.5 Budget: \$50,000

3.4 East Main Street Intersection Evaluations TEAP-9900(079)

3.4.1 Lead Agency: City of Jackson

3.4.2 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 Jackson was awarded TEAP funds to conduct a study of two intersections on the east side of the city (East Main Street at Shawnee Boulevard and East Main Street at Oak Hill Road). Both intersections are subject to traffic backing up and heavy congestion, particularly during school arrival and dismissal periods. The study will evaluate the operation, traffic

control, and configuration of each intersection. If warranted, improvement modifications will be recommended. The study will be the first step in updating the City's Comprehensive Traffic Study, which was completed in 2003.

3.4.3 Program Activities

- a. Traffic Counts and Capacity Analysis
- b. Safety Analysis
- c. Conceptual Layout
- d. Cost Estimates
- e. Final Report/Recommendations

3.4.4 FY 2017 Work Products (estimated completion dates)

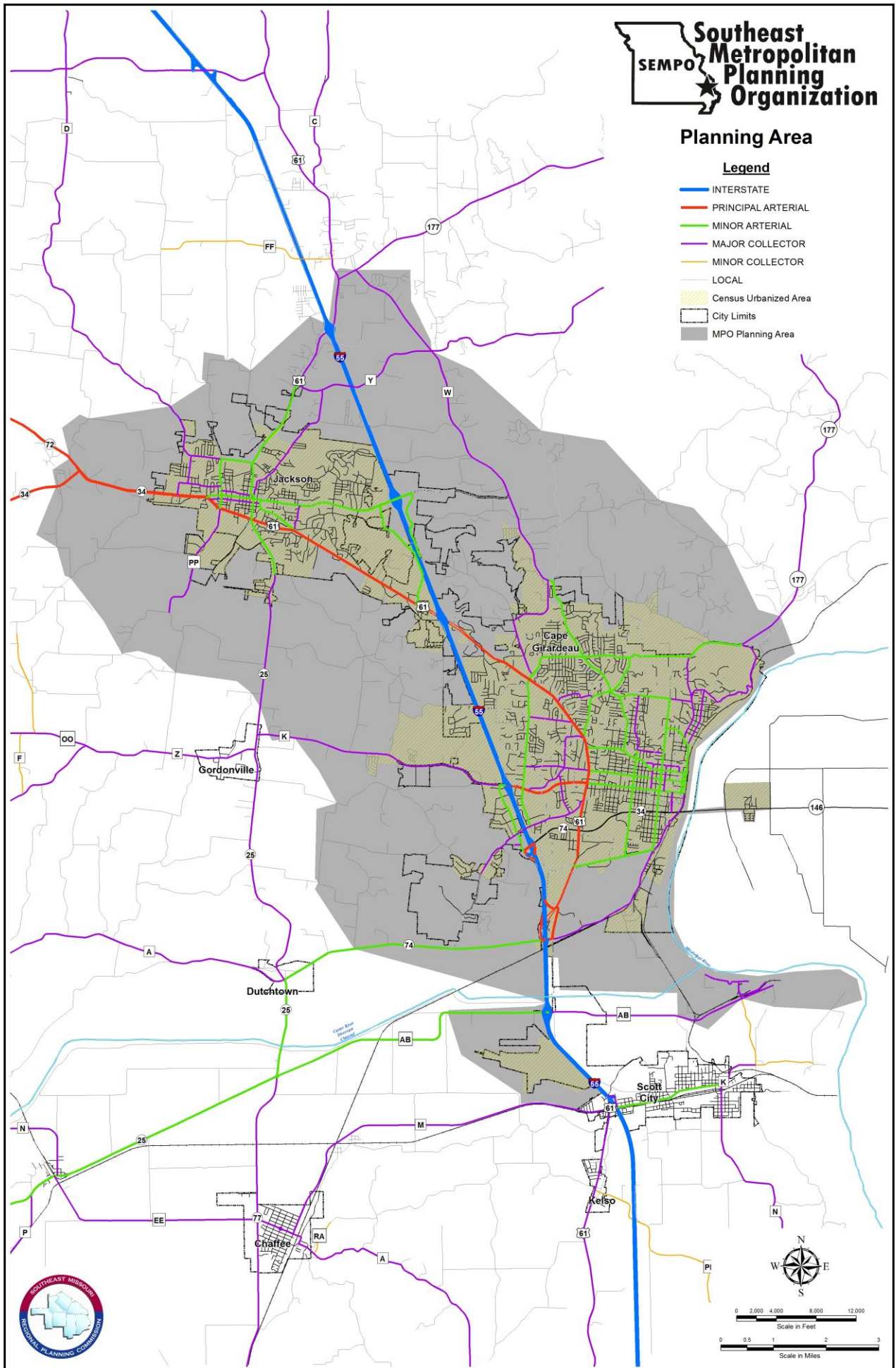
- a. East Main Street Intersection Analysis Report (May 2017)

3.4.5 Budget: \$10,000 (\$8,000 TEAP Funds + \$2,000 Local Match provided by the City of Jackson)

Planning Area

Legend

- INTERSTATE
- PRINCIPAL ARTERIAL
- MINOR ARTERIAL
- MAJOR COLLECTOR
- MINOR COLLECTOR
- LOCAL
- Census Urban Area
- City Limits
- MPO Planning Area



SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2016-05

**A RESOLUTION ADOPTING THE
FY 2017 UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the Board of Directors of the Southeast Metropolitan Planning Organization is the Executive Body of the metropolitan planning organization designated by the Governor of the State of Missouri and the Governor of the State of Illinois for the Cape Girardeau - Jackson urbanized area, and responsible for carrying out the provisions of 23 U.S.C. 134 and 49 U.S.C. 5303; and

WHEREAS, the Southeast Metropolitan Planning Organization is charged with the preparation and adoption of an annual Unified Planning Work Program as specified in 23 CFR 450.314 as part of a continuous, cooperative, and comprehensive transportation planning process; and

WHEREAS, the FY 2017 Unified Planning Work Program has been prepared in accordance with the federal regulations; and

WHEREAS, the FY 2017 Unified Planning Work Program has been presented to the public for review and comment; and

WHEREAS, the Technical Planning Committee has recommended adoption of the FY 2017 Unified Planning Work Program to the Board of Directors.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Southeast Metropolitan Planning Organization hereby adopts the FY 2017 Unified Planning Work Program as shown in the attached exhibit, which is incorporated herein by reference.

PASSED AND APPROVED THIS 15TH DAY OF JUNE, 2016.

Chauncy Buchheit, Chairman

ATTEST:

Molly B. Hood, Executive Director

SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2016-15

**A RESOLUTION AMENDING THE
FY 2017 UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the Board of Directors of the Southeast Metropolitan Planning Organization adopted the FY 2017 Unified Planning Work Program on June 15, 2016 in accordance with federal law; and

WHEREAS, the FY 2017 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 Jackson has been awarded federal funds through the Traffic Engineering Assistance Program to conduct the East Main Street Intersection Evaluations; and

WHEREAS, it is necessary to amend the FY 2017 Unified Planning Work Program to include the City of Jackson East Main Street Intersection Evaluations as a transportation planning activity; and

WHEREAS, the proposed amendment to the FY 2017 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 2017 Unified Planning Work Program be amended to include the City of Jackson East Main Street Intersection Evaluations.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Southeast Metropolitan Planning Organization hereby amends the FY 2017 Unified Planning Work Program to include the City of Jackson East Main Street Intersection Evaluations.

PASSED AND APPROVED THIS 21st DAY OF DECEMBER, 2016.

Chauncy Buchheit, Chairman

ATTEST:

Molly B. Hood, Executive Director

SOUTHEAST METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2017-02

**A RESOLUTION APPROVING AMENDMENT NO. 2 TO THE
FY 2017 UNIFIED PLANNING WORK PROGRAM**

WHEREAS, the Board of Directors of the Southeast Metropolitan Planning Organization adopted the FY 2017 Unified Planning Work Program on June 15, 2016 and amended said Program on December 21, 2016 in accordance with federal law; and

WHEREAS, the FY 2017 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, Amendment No. 2 to the FY 2017 Unified Planning Work Program (“Amendment No. 2”) has been prepared for the purpose of assigning certain transportation planning activities to specific consultants via contracts; and

WHEREAS, Amendment No. 2 has been presented to the public for review and comment; and

WHEREAS, the Technical Planning Committee has recommended to the Board of Directors that Amendment No. 2 be approved.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Southeast Metropolitan Planning Organization hereby approves Amendment No. 2 to the FY 2017 Unified Planning Work Program as shown in the attached exhibit, which is incorporated herein by reference.

PASSED AND APPROVED THIS 17th DAY OF MAY, 2017.

Chauncy Buchheit, Chairman

ATTEST:

Ryan Shrimplin, Executive Director