



## **TECHNICAL PLANNING COMMITTEE MEETING MINUTES**

October 4, 2023

Osage Centre

1625 N. Kingshighway, Cape Girardeau, MO 63701

### Technical Planning Committee (TPC) Voting Members Present:

Ms. Katrina Amos, Cape Girardeau Regional Airport  
Mr. Rodney Bollinger, City of Jackson  
Mr. Drew Christian, SEMO Regional Planning Commission (SEMO RPC)  
Mr. Scott Perry, Bootheel RPC (via Zoom)  
Mr. Mark Phillips, Cape Special Road District  
Mr. Ryan Shrimplin, City of Cape Girardeau (via ZOOM)  
Ms. Kelley Watson, Cape County Transit (CTA)

### Technical Planning Committee (TPC) Non-Voting Members Present:

Ms. Cecelie Conchran, Federal Highway Administration – MO Division (via Zoom)  
Mr. Joe Killian, Missouri Department of Transportation (MoDOT)

### Others Present:

Ms. Kelly Green, KLG Engineering (via Zoom)  
Mr. Scott Meyer, Lochmueller Group  
Ms. Cheryl Sharp, Lochmueller Group (via ZOOM)  
Mr. Peter Williams, Lochmueller Group

### Staff Present:

Mr. Alex McElroy, City of Cape Girardeau

### Program Administration/Support Consultant Present:

Ms. Marla Mills, KLG Engineering

### Call to Order

Chairwoman Watson opened the meeting at 11:01 a.m.

### Introductions

Each person introduced themselves and their organization and Mr. McElroy identified those participating by Zoom.

### Adoption of Agenda

Upon a motion by Mr. Bollinger and seconded by Mr. Christian, the agenda of the October 4, 2023, meeting was adopted.

### Approval of Minutes

The minutes of the September 6, 2023, Technical Planning Committee Meeting were unanimously approved upon a motion by Mr. Christian and seconded by Mr. Bollinger.

### Communications from the Vice Chairman

Ms. Watson stated that she will reserve her communications for Member Reports.

### Public Comments

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

### New/Unfinished Business

- **SS4A Comprehensive Safety Action Plan Kickoff Meeting** – Mr. McElroy explained that the Board approved engaging Lochmueller Group for the development of a Comprehensive Safety Action Plan and the team is present for the project kick off. He introduced Project Manager Cheryl Sharp from Lochmueller Group who introduced the rest of the team; Assistant Project Manager Peter Williams, Scott Meyer, and subcontractor KLG Engineering team members Kelly Green and Marla Mills.

To start, a kickoff agenda was distributed and is included in the minutes of this meeting. Ms. Sharp first discussed the project goals. She asked that, in addition to the Plan meeting all the technical goals and requirements of SS4A, what else would the TPC members want included in the plan for it to be considered successful. Mr. McElroy noted that he felt it was important to have an objective look at the true high injury network and not just those that are perceived as such, though those need to be looked at as well. Mr. McElroy noted that historically, in the City of Cape Girardeau, Broadway has consistently been identified with too high of speed travel. He noted the city had attempted a low-cost solution with breakaway pedestrian signage. These had mixed results. He went on to say that Hwy 74 has been scrutinized for the lack of pedestrian access for North/South mobility. Mr. Shrimplin echoed that downtown and the state highways are the main areas for safety concerns. He noted this would include Kingshighway as well. Ms. Sharp added that if others produced additional concerns, let her know.

Ms. Sharp went on to review the scope of work for the project which started with the kickoff today. She said the next work item is the Work Plan Timeline and Plan Development. Ms. Sharp said they currently have milestone dates that were in the RFP and proposal but would get a more detailed schedule developed in the next few weeks.

She went on to do discuss Project Plan and Coordination noting there will be a virtual monthly meeting with the Project Development Advisory Committee (PDAC). She went on to discuss the development of that committee, noting that a smaller coordination committee would be advisable and is outlined in the Self Certification Eligibility Worksheet for SS4A plans to get implementation dollars. She said that they included using the committee for implementation and monitoring. She said this would be an advisory committee for the plan's development but will live beyond the plan, working on implementation and monitoring. She noted that there need not be a decision today about who is on the group. She recommended a committee of 6-8 people and suggested someone from Cape, Jackson, the County, IDOT and MoDOT, the

University, a bike/ped representative, and including Mr. McElroy. Mr. McElroy suggested Ms. Sharp send him the suggested list and he could invite them to participate.

The next item discussed was Stakeholder and Public Engagement Program. She noted that Ms. Green will develop the details of the plan by the end of the month. In addition to the open house(s), the team anticipates doing stakeholder interviews or focus groups and an online survey.

Ms. Sharp noted that the next items to discuss regarding the plan are the technical items, Incident Data Collection and Review. She said they would be reviewing and analyzing crash records for trends and crash severity. She noted they would also use network screening tools at the segment and intersection levels to develop metrics. She said this would all be used to develop a High Injury Network (HIN) and crash rate analysis. She noted that a technical memo summarizing this would be one of the first deliverables.

Ms. Sharp noted that another key part of the Safety Action Plan is Equity. She said they would develop equitable target areas and utilize USDOT explorer tool and EJ Screen to make sure the solutions, recommendations and prioritized projects include an equity component. This will result in a technical memo to be submitted to SEMPO.

She said they will be looking at Climate Change, Sustainability, and Economic Competitiveness considering a reduction on vehicle miles traveled (VMT) strategies.

Mr. Williams discussed the Dashboard and Toolkit components of the plan. He noted they are looking at two components. A standalone crash dashboard could be used internally or external on the website and would allow for quick detection of crash patterns. The second part would be a web-based complementary piece to the plan. This would be a more interactive version of the plan built through GIS. Ms. Sharp asked if the group had an immediate opinion as to whether it should be more internal or external. Mr. Phillips noted it should likely be internal. Mr. Killian said he thought most of the information obtained through MoDOT would be restricted. Mr. Killian suggested a further look at this. Mr. McElroy noted he prefers as much public facing as possible. Ms. Sharp said they will start with internal and make the decisions moving forward.

Ms. Sharp noted that a countermeasure Safety Toolkit would be developed, looking at both systemic improvements as well as specific improvements, allowing for a proactive approach.

Ms. Sharp noted that once the countermeasures are identified, a project list will be developed working with the advisory committee and looking at cost estimates and implementation timeline and funding opportunities. It would also identify unfunded projects as short, mid, or long term. Along with the project list, they will start looking at policies and procedures and programs, or the softer side of safety.

She noted that at the end of the scope, all the work would be put into a Draft and Final Plan which will be provided for review and comments. She said the document will include an Executive Summary and Fact Sheet.

Ms. Sharp went on to say that there was another item to consider for the Self Certification. She said it requires a governing body to declare a goal of zero roadway fatalities and serious injuries. She noted this required some target dates. She asked if SEMPO would be that body and whether SEMPO would want to consider having its member organizations also adopting

a statement. Mr. Shrimplin noted SEMPO supports MoDOT's performance measure targets and wondered if that would cover it. Ms. Sharp will investigate whether the adoption of those measures would cover it.

Ms. Green addressed the Community Engagement Strategy, noting they intend to develop a Stakeholder and Public Engagement Plan and will provide it to SEMPO for approval. Ms. Green noted that the intent is to do an online survey. She said the focus group process was successful in the past and they would like to do these in addition to public meetings. Ms. Green asked the group for any ideas in addition to the initial thoughts on stakeholders including the bike/ped group and United Way Transportation Coalition. Ms. Green noted they would work with Mr. McElroy on location. She noted that public engagement is important, and they will work to reach as many people as possible. Ms. Sharp asked if anyone had additional ideas. Mr. McElroy suggested the SE District Roadway Safety Coalition. He noted they have quarterly meetings. Ms. Watson noted the United Way Coalition has representation from transit and other expanded groups. Mr. McElroy also suggested including school districts.

Ms. Sharp moved on to Challenges and Opportunities asking what else needs to be known such as key issues or challenges in the community, providing local experience. Mr. McElroy noted concerns that a number of high injury networks will be identified and associated with high-cost solutions. He said he hoped that some lower cost, easily implementable temporary solutions could be identified to address these until the longer-term solutions could be accomplished.

Ms. Sharp went on to ask about how to handle interstates. She noted that some plans don't include them as the group really doesn't have control over them. Mr. McElroy noted he would like a better understanding of the relationship between SEMPO and the approved performance targets. If SEMPO was to develop their own targets, would it require including a long term zero vision? His hesitation is the performance measures have not been punitive but if SEMPO includes highways and don't achieve the goals, this could result in punitive actions. This would be his only objection to including highways. Mr. Christian noted his concern in not including them as if there are issues identified, this might help encourage MoDOT to address them. He suggested we might look at doing it both ways. Ms. Sharp noted it is good to do it initially including the interstates and discuss again later.

Ms. Sharp noted she as Project Manager and Peter Williams is Assistant Project Manager should be included in communications with Mr. McElroy. She said that the deliverables and comments should go through Mr. McElroy. She said they are pulling together the Request for Information Memo and will deliver it to Mr. McElroy soon. Ms. Sharp noted they will move the plan forward as quickly as possible and work to accelerate the timeline if possible.

- **2024-2027 Transportation Improvement Plan Amendment No. 2** - Mr. McElroy reported this is for the for Sunset Drive Bridge BRO project in Jackson. Upon a motion made by Mr. Phillips, seconded by Mr. Bollinger, and passed unanimously, the 2024-2027 Transportation Improvement Plan Amendment No 2 was recommended for approval to the Board.
- **2024-2027 Transportation Improvement Plan Administrative Modification A** - Mr. McElroy noted that this is informational only and was for the installation of closed-circuit TVs on several routes through the area.

- **MoDOT & IDOT 2024 Safety Performance Targets** Mr. McElroy noted a handout showing the targets was included in the agenda packet. He said the targets are due to the states by February 27. He said they are based on zero by 2030 on fatality reductions and zero by 2040 for serious injury reductions and considers a 1% vehicle miles traveled increase and nonmotorized reductions based on overall fatality and serious injury reductions. Upon a motion made by Mr. Christian, seconded by Mr. Phillips, and passed unanimously, the MoDOT & IDOT 2024 Safety Performance Targets were recommended to the Board for approval.
- **SEMPO Region Trail Connection Study** – Mr. McElroy stated the kickoff meeting with the subcommittee meeting was yesterday. He noted the initial meeting was seeking guidance on how to approach the study and how to move forward. He reported the group was in favor of issuing a formal RFP or RFQ for the consultant work. Mr. McElroy said he would draft something for them to review with the final ready to go out in the next month or two.
- **Intersection Studies** – Mr. McElroy noted the steering committee reviewed SEMPO's service agreements and made a recommendation of CBD Transportation Engineers and Planners and instructed Mr. McElroy to negotiate a task order.
- **GIS Audit** – Mr. McElroy noted some maps developed by SEMO RPC are pending and he would notify the group when they are online.
- **TIP Tool Selection** – Mr. McElroy said he had a draft RFP ready to be issued and noted that Mr. Christian and Mr. Killian will be helping him with vendor selection.
- **Origin & Destination Analytical Tool** – Mr. McElroy noted this was intended to be the last project to kick off. He said he is still not ready to start but would like to discuss with Lochmueller what SEMPO could accomplish with that analytical tool and what experience they have had with similar products. He noted once he had that insight, he would work with the review committee on demos and will report back in future meetings.

#### Member Reports

City of Cape Girardeau – Mr. McElroy noted he would see if Mr. Jake Girard had a report he could attach to the minutes.

City of Jackson – Mr. Bollinger said the 2023 Concrete Program is complete and the Asphalt Program is close to finish. He said roundabout/Hwy 61 has a revised plan expected this week. He noted the design is ongoing on the East 9<sup>th</sup> St. sidewalk project and the Hubble Creek Trail Phase 3. He said the Greensferry Road striping and rumble strip project is expected to be complete the second week of October. He said there was a preconstruction meeting last week and the parking lot sealing project for various projects is scheduled this week.

Cape Special Road District – Mr. Phillips noted they recently completed the CR 657 bridge replacement project, and they are reseeding and mulching on the Hopper Road bridge replacement project.

CTA – Ms. Watson noted they will be participating this Friday in Project Hope to promote transit and recruit drivers. She said they are looking at bids for additional replacement vehicles. She said October is reporting month for Federal programs and they will be working on that this month.

Cape Girardeau Regional Airport – Ms. Amos reported the Terminal is moving along and the T hangars are still in design phase. She said she is coordinating with the FAA to completely reconstruct Taxiways Echo and Delta. She said design would start in December and should go out to bid in June or July of 2024. She noted this will affect Taxiway Foxtrot as well as it now has access to an active runway and that will have to be shifted to meet the new guidelines.

SEMO RPC - Mr. Christian noted he has finished the amendments and ad mod and working on the Tip Tool research and GIS audit.

Bootheel RPC – Mr. Perry said they are working on Human Services transit plan and their annual meeting is on October 26<sup>th</sup>.

MoDOT –

Mr. Killian noted Andy Meyer retired and his spot has been filled by Jason Williams who was the project manager for the exit 99 diverging diamond. He went on to say they are working on the next iteration of the STIP for FY 25-29 and starting to look at overlays and other projects with work on going with that.

FHWA – MO Division Cecilie – Ms. Chochran reported she has relocated to Missouri and will try to attend some future meetings in person.

#### Staff Report

Mr. McElroy had nothing to report.

#### Other Business and Communications

There was no other business or communications.

#### Adjournment Motion

Upon a motion by Mr. Bollinger and seconded by Mr. Christian, the meeting was adjourned at 12:02 a.m.

Respectfully submitted,

Marla Mills