



## **BOARD OF DIRECTORS MEETING MINUTES**

December 20, 2023

Osage Centre

1625 N. Kingshighway, Cape Girardeau, MO 63701

### Board Voting Members Present:

Mr. Rodney Bollinger, City of Jackson

Mr. Dwain Hahs, City of Jackson

Mr. Charlie Herbst, County of Cape Girardeau

Ms. Ginny Smith, Cape County Transit (CTA)

Mr. Jeremy Tanz, SEMO Regional Planning Commission (SEMO RPC)

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

Ms. Katrina Amos, Cape Airport

Mr. Tom Caldwell, Illinois Department of Transportation (IDOT) (via Zoom)

Mr. Drew Christian, SEMO Regional Planning Commission (SEMO RPC)

Mr. Joe Killian, Missouri Department of Transportation (MoDOT)

### Other: Mr. John Voss, State Representative District 47

Mr. Christopher Borro, Southeast Missourian (via Zoom)

### Staff Present:

Mr. Alex McElroy, City of Cape Girardeau

### Program Administration/Support Consultant Present:

Ms. Marla Mills, KLG Engineering

### Call to Order

Chairman Tanz called the meeting to order at 2:01 p.m.

### Introductions

All those present introduced themselves and Mr. McElroy introduced those participating via zoom.

### Adoption of Agenda

The agenda of the December 20, 2023, Board of Directors Meeting was unanimously approved upon motion by Mr. Herbst seconded by Mr. Hahs.

### Approval of Minutes

The minutes of the November 15, 2023, Board of Directors Meeting were unanimously approved upon motion by Mr. Roach seconded by Mr. Herbst.

### Communications from the Chairman

Chairman Tanz had no communication at this time.

### Public Comments

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

### New/Unfinished Business

- **RESOLUTION NO. 2023-14, A Resolution Authorizing the Executive Director to Negotiate and Execute a Contract for Professional Services for the Development of a SEMPO Region Trail Connection Study** - Mr. McElroy noted that the subcommittee has scored the three proposals, and their recommendation is Planning Design Studio (PDS). This Resolution would empower Mr. McElroy to begin negotiations with PDS and execute a contract. Upon a motion by Mr. Herbst and seconded by Mr. Roach, RESOLUTION NO. 2023-14, A Resolution Authorizing the Executive Director to Negotiate and Execute a Contract for Professional Services for the Development of a SEMPO Region Trail Connection Study was unanimously approved.
- **RESOLUTION NO. 2023-15, A Resolution Authorizing the Executive Director to Negotiate and Execute a Contract for the Transportation Improvement Program Online Management Services** - Mr. McElroy noted that Mr. Killian and Mr. Christian were empaneled as a subcommittee and they too opted for an RFP, considering the procurement threshold. The two RFPs have been scored and the TPC previously agreed to support the recommendation of the subcommittee. The recommendation of the subcommittee was to go with Eko Interactive. Mr. McElroy noted they were impressed with the functionality and visual aesthetics of the program. The contract would be for a five-year maintenance agreement, similar to the agreement on the current TIP tool. It was determined by the subcommittee that this vendor had enhanced capabilities over the current vendor. Upon a motion by Mr. Hahs and seconded by Mr. Herbst, RESOLUTION NO. 2023-15, A Resolution Authorizing the Executive Director to Negotiate and Execute a Contract for the Transportation Improvement Program Online Management Services was unanimously approved.
- **SS4A Comprehensive Safety Action Plan** – Mr. McElroy noted that this project is well under way with the kickoff meeting in October and, more recently, the first Safety Oversight committee meeting on December 7. He noted that two public meetings will be held in January, one in Jackson and one in Cape and tentatively looking at January 24<sup>th</sup> and 25<sup>th</sup>. He said the consultants are working on data collection but have finalized a timeline and public engagement plan. The next tangible thing will be publicizing for the open houses and in the meantime the consultants are working on the visuals for these open houses.
- **Intersection Studies** – Mr. McElroy reported that although these were scheduled as a pilot project, he felt the group chose two good intersections with a lot of stakeholder input. The two intersections are 621/Perryville Rd and Rt D corridor in Jackson. He said the Open House for the 621/Perryville Road intersection was held on November 27<sup>th</sup> and on the Rt. D Corridor on December 7<sup>th</sup> and consultants and stakeholders were in attendance. There was an initial discussion about potential solutions with packets of information including traffic counts, crash statistics, speed volumes, and level of service analysis. The level of service analysis was based on the travel demand model conducted as part of the Metropolitan Transportation Plan. Mr. McElroy noted that consultants are now working on the information they were able to gather at the meetings. He said they expect a final report in April or May but may prioritize the Rt D corridor, based on the solutions and what can be done about it.

- **GIS Audit** – Mr. McElroy stated this is still ongoing. He noted that the RPC has created a number of maps that have been added to SEMPO's website, but additional maps can be added, and he asked for any additional ideas regarding the maps.
- **Origin & Destination Analytical Tool** – Mr. McElroy stated this will be the last project for the year. Mr. McElroy is working with the Cape Chamber and SEMO REDI to see if there are any synergies and the potential of collaborations on an investment in a tool.

### Member Reports

City of Jackson – Mr. Hahs reported the city approved a budget for the next fiscal year. He noted that regarding transportation they included planning and costs to complete the Deerwood and Sunset Hills projects. He noted the regular maintenance programs were held at same amount and funding was included for the Hwy 61 project. He noted that a project was added into the plan to add streetlights on East Jackson Blvd. He asked MoDOT to look at this and to expedite as quickly as possible as the funds for this came from ARPA funds so they would like to get it completed as soon as possible.

Cape Girardeau County – Mr. Herbst said they overlaid 18.7 miles of existing asphalt this year and paved 2.3 miles of new asphalt. He noted there are three miles of road ready for next year for new asphalt.

CTA – Ms. Jenny Smith introduced herself as the new executive director of CTA. She said they have had some additional staff changes as well. No additional report.

Cape Airport – Ms. Amos noted they have several projects underway. She said the terminal is making substantial progress. She said they are working on design for taxiways Echo, Delta, and Foxtrot and are getting ready to start grading and remediation for the new t-hangars.

SEMO RPC – Mr. Tanz said they are starting the next Comprehensive Economic Development Strategy (CEDS) Process and will be looking for input, threats, and priorities for the region regarding long range transportation needs. He said the CEDS are normally developed on a five-year cycle but theirs was delayed this time due to a restructuring of the process.

IDOT – Mr. Caldwell had no report.

MoDOT – Mr. Killian noted they are working on the new STIP. This work includes updating estimates and looking at the inflation factor. He said normal is 3% but they were using 7% this year, and the new STIP will have a mix, noting that some new projects are coming in lower than expected but not across the state. He said he has submitted the Urban Boundaries for the region. He noted that they are being double checked and staff is not approving all the changes. These are updated every ten years and are connected to the Federal Aid Designations. Mr. Crocker added that few projects are going on at this time except Rt 61 at Hubble Creek in Jackson. They are getting the utilities relocated at this time and not much construction will be done until this is complete. He said the public meeting for the Rt 61 corridor from Fruitland to the 25 and 61 interchange. It also included an intersection study at Donna Drive which is included in the STIP. He said the popular option was to close Kimbel Lane. He said a tentative schedule for TAP and BRO will be coming out soon and encouraged everyone to start preparing for this. He noted that it is just a one-year call so it might be more competitive. He said this is the last call under the current federal funding. Mr. Crocker went on to say they are working through agreements with the

city of Cape on the Lexington roundabout sculpture and the lighting and maintenance agreements for the Minnesota Avenue cost share project.

Staff Report

Mr. McElroy said Merry Christmas and Happy Holidays.

Other Business and Communications

There was no other business or communications.

Adjournment Motion

There being no further business, the meeting was unanimously adjourned at 2:27 p.m. upon motion made by Mr. Herbst and seconded by Mr. Hahs.

Respectfully submitted,

Marla Mills