



TECHNICAL PLANNING COMMITTEE MEETING MINUTES

February 7, 2024

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 RPC
Mr. Scott Perry, Bootheel RPC (via Zoom)
Mr. Ryan Shrimplin, City of Cape Girardeau
Mr. Mark Phillips, Cape Special Road District

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

Mr. Tom Caldwell, Illinois Department of Transportation (IDOT) (via Zoom)
Ms. Cecelie Cochran, Federal Highway Administration (FHWA) – Mo Division (via Zoom)
Mr. Jake Garrard, City of Cape Girardeau
Mr. Mike Henderson, Missouri Department of Transportation (MoDOT) (via Zoom)
Mr. Joe Killian, Missouri Department of Transportation (MoDOT)
Ms. Betsy Tracy, Federal Highway Administration (FHWA) – ILL Division (Via Zoom)
Mr. Jason Williams, Missouri Department of Transportation (MoDOT)

Others Present:

Staff Present:

Mr. Alex McElroy, City of Cape Girardeau

Program Administration/Support Consultant Present:

Ms. Marla Mills, KLG Engineering

Call to Order

Mr. Shrimplin filled in as chair in the absence of chair, calling the meeting to order at 11:02 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 February 7, 2023, meeting was unanimously adopted.

Approval of Minutes

Upon a motion by Mr. Phillips, seconded by Mr. Bollinger, the minutes of the January 3, 2023, Technical Planning Committee Meeting were unanimously approved.

Communications from the Vice Chairman

Mr. Shrimplin stated he would fill in as chair until that position was filled. It is vacant due to the departure off the committee by Kelley Watson from CTA.

Public Comments

Mr. Shrimplin 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 Discussion** – Mr. McElroy noted that two open houses were held, one on January 24 at the Jackson Civic Center in Jackson, and the other on January 25 at Shawnee Sports Complex in Cape. He said they were not heavily attended but there was good feedback from those that did attend. He said it was a valuable process with consultants providing boards showing the High Injury Network and other charted statistics. In addition to the open houses, he said the stakeholder meetings were in process, noting that school representatives met on the 29th. He said this was followed up by the Bike/Ped group on the 30th and yesterday met with Public Safety officials. Tomorrow there is a scheduled zoom with stakeholders from the human services/underserved populations representatives. He noted that in addition to the public engagement and more behind the scenes the group is still doing data collection analysis and project coordination. He said next steps are building programs and policies and safety toolkits. He said consultants will start looking at VMT reduction strategies and will have an administrative draft to review by mid-July. Sometime in October there will be a third open house to share all the information. He noted that he had a very detailed timeline and if anyone wanted to see it, he would share it.
- **SEMPO Region Trail Connection Study Discussion** – Mr. McElroy said he had sent an executed contract to PBS so he will be working with them to schedule a project kick off, tentatively at the next TPC meeting.
- **Intersection Studies Discussion** – Mr. McElroy said there was an open house last night at Jackson Middle School. He said it was not heavily attended but provided good feedback on proposed solutions with positive support. He noted that that intersection study would be prioritized in terms of generating a final report. This timing will align with other opportunities for Jackson to figure out how to approach finding a solution for that corridor. He went on to say that in the April or May timeframe, the final report on 621 and Perryville Road should be delivered. He said he has been impressed with the consultants on this project, noting they went beyond what they were contracted to do. He said they didn't have an open house scheduled but did one anyway and did a very good job with the presentation of materials. Mr. Bollinger noted they had created a temporary website that was useful. He will be working with the school district on some grant applications and would ask for a resolution from SEMPO. Mr. McElroy will share the link to the website.
- **TIP Tool Selection Discussion** – Mr. McElroy noted he has negotiated a contract with EcoInteractive and sent it to them on Monday. He noted he submitted a request to the current

provider for the SEMPO files and he will be working on getting the files transferred. He said we have a three-year agreement with EcoInteractive and previously had a five-year agreement. Mr. Shrimplin asked about pricing compared to the current provider. He noted the new program is more expensive but will be much more user friendly.

- **Origin & Destination Analytical Tool** - Mr. McElroy noted that, along with the chamber and SEMO Redi, there have been two demonstrations. He said the two were similar but one leaned toward Economic Development and the other toward transportation. Mr. McElroy said they were still discussing if it was beneficial to use the same vendor or not.

- **FY25 Unified Planning Work Program** – Mr. McElroy provided a few documents to assist the group in development of the UPWP. The first is a table showing the timeline for updating the required MPO plans and documents. He noted which documents were up for renewal or update. The largest planning document done by SEMPO is the MTP and it expires April 2026. He noted that if the process for renewal was started in the next fiscal year, it would only provide ten months for completion. If it were programmed for 2025 FY it would allow 22 months. He commented it would be best to have the extra time as this is a time-consuming process. Mr. Caldwell noted that on the Illinois side the consultants are behind, and it would be good to start early. For these reasons, Mr. McElroy noted that he put this first on a list of potential UPWP projects for FY 2025 which he also provided to the group. The next suggested project is the TIP update. Mr. McElroy noted that MoDOT suggested updating this every 2 years. Mr. Henderson said many MPO's update every year and he suggested SEMPO update every two years if not annually. Mr. McElroy noted that trying to do it in two years would coincide with the Tip Tool update and we might need to wait an additional year to update in three years to utilize the new software. Mr. Shrimplin noted that we should wait if possible until the transition to the new TIP tool is complete. Mr. Christian noted that it would be helpful to keep changes to the TIP at a minimum until the software transition is complete. All agreed that waiting until the TIP tool transition is complete is best, maybe doing a three year update this time and then going to a two-year update. Mr. McElroy noted the Trail project will carry over as we won't be able to complete it this year. He said the Title VI Plan & Language Assistance Plan is scheduled to expire in June 2025 so this needs to be updated. Mr. McElroy noted there were some additional projects listed that were proposed last year and still on the table. He asked the committee to consider all these projects and prioritize them for discussion at the next meeting. Mr. Henderson suggested he add the UPWP itself to the list. He said he would put some budget figures to it and discuss at the next meeting.

Member Reports

City of Cape Girardeau – Mr. Garrard reported first on TTF5 projects, noting that West End Blvd. is complete, and they are closing it out and Main Street is still under design. He noted a decision will be made soon as to whether the city will move forward with Independence or if that money gets reallocated. Mr. Garrard said that on TTF 6, Sprigg Street in house design is under way, Bertling will be started after Sprigg is designed. He noted that the Lexington projects are moving forward with Nip Kelley Equipment under contract and notice to proceed will be issued by the end of month. He said Veterans Memorial Drive Phase VI is in final engineering with Bowen. and plans are due in late May. Mr. Garrard said that on the maintenance projects, work is complete on 2022 CIST and closeout is under way. He said the design is under way on the 2024 CIST. He said on the concrete street repair 2023 they are working on Lyndwood Hills and three other streets will come after that. He reported that a few of the streets were completed before the asphalt plants closed for the winter and they are preparing Bessie and Luce to be ready when they reopen. They will move to other streets after that. He said they are working on getting the streets determined

for the concrete street and asphalt program 2024 to move them forward and complete both 23 and 24 by the end of the year. Mr. Garrard said that on the grant projects, Kingshighway crosswalks are done except for the pedestrian signal heads that will be installed as soon as they are delivered. He said that the Hwy 74 and Minnesota light agreement has been executed and the next step is to go out to bid. Mr. Garrard said they are pursuing a time extension for the Cape Rock sidewalks due to a scope change. He said the LaCroix Trail is moving forward.

City of Jackson – Mr. Bollinger reported that staff accompanied MoDOT engineers on the bi-annual bridge inspections last Friday with a report due in March. He said an initial concept design is being developed in house for the Deerwood roundabout at Hwy 61. MoDOT's Hwy 61 continues with utility relocation and weekly progress meetings. He said the bid documents are being prepared for the 2024 concrete pavement improvement program. Mr. Bollinger went on to say that staff has been notified by Bacon Farmer Workman to expect a significant cost increase to the East Main Street sidewalk project due to the height of the retaining wall needed on one of the properties. He said engineering design is under way by Koehler Engineering for the extension of Industrial Drive to the soccer park. He said currently half is concrete and half is gravel, and the gravel portion will be replaced with asphalt or concrete. He went on to say the plans and specs for the East Main St lighting project are being finalized by Strickland and the city still needs to enter into a lighting agreement with MoDOT.

Cape Special Road District – Mr. Phillips reported that on February 13 they will be opening bids on the 2024 asphalt overlay project for about nine miles of road.

Airport – Ms. Amos reported that for the airline they finished December about 4% under last year. It is under the normal threshold, but she said it appears they will still be receiving the one million dollars due to a continuing resolution with the federal government, but she is waiting to receive confirmation on that. She said they did receive one million dollars last year. Ms. Amos noted that SkyWest purchased 25% of Contour. She thinks this is a positive move for Contour. She went on to say the terminal is progressing with interior walls and drywall being installed. She noted that it is on schedule at this time. She noted they have begun negotiations for the lease of the current terminal. She said they are waiting on an updated schedule for the dirt work for the T Hangars but should see progress soon. She went on to say they are in design phase of Delta, Echo and Foxtrot being reconstructed.

SEMO RPC - Mr. Christian noted they are starting the prioritization process with TAC in next month or so to be completed by July. They will get a survey out to the communities and have a meeting in April.

Bootheel RPC – Mr. Perry had nothing to report.

MoDOT – Mr. Williams reported the Highway Commission will meet next Wednesday. He said the jobs up for award at that meeting are the resurfacing of EE from Delta to Chaffee and a bridge replacement on Route D in Cape Girardeau County. He said there is a letting next Friday for Hwy 72 from 34 to 25 including 61. He said the work includes night work from Farmington Road to the east. He said it has a November 2025 completion date to give flexibility and reduce bid prices, but it is their preference to have it completed in 2024. Mr. Williams noted that they are discovering issues with the utility relocation on 61 as the infrastructure is old. He went on to say that the Rt. 25 and K roundabout awarded to Fronabargar Concreters has a preconstruction meeting this Thursday resulting in more information about the completion timeline. He said it has a November 2024 completion date so should be done this year.

Mr. Killian noted they are still working on STIP development. He anticipates most of it should be done by the middle of March with a draft to Mr. Christian by the first of April. Mr. Killian said they are anticipating a call for the next TAP cycle in early March. He said the TEAP program will have a call in August and the BRO and bridge formula program will have a call in October. He said the next cost share application deadline is April 12 and the next MTFC, which is a low interest loan program for infrastructure projects, has a deadline the middle of March but more feasible deadlines are June 18 and August 13. He said the statewide planning partner meeting is February 29 in Jefferson City.

Mr. Henderson noted that the registration for the statewide planning partner meeting ends tomorrow but will likely be extended and encouraged everyone to register as soon as possible.

IDOT – Mr. Caldwell noted it was good to see the intersection study in UPWP for next year.

FHWA MO Division – Ms. Cochran noted she will be at the statewide planning partner meeting and open to listening meetings while there. She also said there will be new updates for resources for SS4A and freight resiliency. Ms. Cochran said she would be happy to come for a listening session in addition to attending the meetings.

FHWA IL Division – Ms. Tracy had nothing additional to report.

Staff Report

Mr. McElroy had nothing to report.

Other Business and Communications

Adjournment Motion

Upon a motion by Mr. Bollinger and seconded by Mr. Christian, the meeting was adjourned at 11:45 a.m.

Respectfully submitted,

Marla Mills