

EASTERN SHORE MPO

BALDWIN COUNTY CENTRAL ANNEX II

22070 STATE HWY 59

ROBERTSDALE, ALABAMA 36567

TELEPHONE: (251) 990-4640 (251)-990-4643

WWW.EASTERNSHOREMPO.ORG

COMBINED MEETING AGENDA

AS OF 10/07/2024

Policy Board Work Session:	Wednesday, October 9, 2024; 10:00 AM Daphne City Hall 1705 Main Street Daphne, AL 36526
Bike/Pedestrian Advisory Committee:	Tuesday, October 15, 2024; 9:00 AM Daphne City Hall 1705 Main Street Daphne, AL 36526
Citizens Advisory Committee:	Tuesday, October 15, 2024; 1:00 PM Daphne City Hall 1705 Main Street Daphne, AL 36526
Technical Advisory Committee:	Wednesday, October 16, 2024; 10:00 AM Daphne City Hall 1705 Main Street Daphne, AL 36526
Policy Board:	Wednesday, October 23, 2024; 10:00 AM Daphne City Hall 1705 Main Street Daphne, AL 36526

CALL TO ORDER/INVOCATION/PLEDGE

ROLL CALL

APPROVAL OF MINUTES

PUBLIC COMMENT

NEW BUSINESS

- 1. Action** – Amending 2045 LRTP and FY 24-27 TIP (**All**)
- 2. Discussion** – Amending Bylaws (**All**)

3. Informational – Sain Associates 2050 LRTP Update (All)

4. Informational – MPO Director's Report (All)

- ALDOT Project Update:
 - SR 181 Widening (SR 104 – CR 32)
 - Mobile River Bridge and Bayway Project
 - Causeway Access Management
 - US-31 Corridor Study
 - SR 181 at Corte-Austin Signal
- MPO Project Update:
 - Loxley Transit Project
 - US 98 Access Management Project
 - CR 64 Resurfacing and Intersection Improvements at Pollard Road
 - CR 64 Widening and Intersection Improvements (SR181 - Montelucia Way)
 - Pleasant Road Extension
 - Roundabout at Flower Clock
 - Parker Road Sidewalk
- Project Indirect Cost Rate for FY25
- Sweet Trails Alabama Draft Plan
- HSIP, ATRIP-II Call for Applications
- Advisory Committee Vacancies
 - Citizens Advisory Committee
 - Baldwin County Commission (2)
- International Walk to School Day
- Planning and Development Update

NEXT MPO MEETINGS (All)

- **Policy Board Work Session:** Wednesday, January 8, 2025; 10:00 AM; Daphne City Hall
- **BPAC Meeting:** Tuesday, January 14, 2025; 9:00 AM; Daphne City Hall
- **CAC Meeting:** Tuesday, January 14, 2025; 1:00 PM; Daphne City Hall
- **TAC Meeting:** Wednesday, January 15, 2025; 10:00 AM; Daphne City Hall
- **Policy Board Meeting:** Wednesday, January 22, 2025; 10:00 AM; Daphne City Hall

PUBLIC FORUM (All)

- **Members of the Public:**
- **Members of the Press:**
- **Board/Committee Members:**

ADJOURNMENT (All)

APPROVAL OF MINUTES
APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETINGS

Eastern Shore MPO AGENDA ACTION FORM
<p>Policy Board Work Session – October 9, 2024</p> <p>Bicycle and Pedestrian Advisory Committee – October 15, 2024</p> <p>Citizens Advisory Committee – October 15, 2024</p> <p>Technical Advisory Committee – October 16, 2024</p> <p>Policy Board – October 23, 2024</p>
SUMMARY
<p>Approval of Meeting Minutes:</p> <ul style="list-style-type: none">• Bicycle and Pedestrian Advisory Committee (BPAC)• Citizens Advisory Committee (CAC)• Technical Advisory Committee (TAC)• Policy Board
ATTACHMENT(S)
<ol style="list-style-type: none">1.) July 2024 BPAC Meeting Minutes2.) July 2024 CAC Meeting Minutes3.) July 2024 TAC Meeting Minutes4.) July 2024 Policy Board Meeting Minutes

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)
DAPHNE, ALABAMA
July 15, 2024
9:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Acting Chairman Mark Wetzel called the meeting to order at 9:09 A.M.
- Invocation was said by Mrs. Kathie LaRose.
- Pledge was led by all.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Gary Gover, City of Fairhope; Ms. Kathie LaRose, City of Spanish Fort; Mr. Luis Planas, City of Daphne; Ms. Liz Thomson, Baldwin County; Ms. Nancy Johnson, Baldwin County; Mr. Mark Wetzel, City of Daphne; Ms. Gail Yongue, Baldwin County; Mr. Payton Rogers, City of Daphne; Mr. Jim Ayres, City of Daphne.
- **Members absent:** Ms. Brooke Flowers, Town of Loxley; Mr. Paul Ammon, City of Fairhope; Mr. Jeff Hudson, City of Fairhope; Mr. Jeff Sheldon, City of Spanish Fort; Mr. Will Ervin, Baldwin County; Mr. Raymond Lovell, City of Loxley; Ms. Katie Bolton, City of Fairhope.
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Vince Beebe, ALDOT; Mr. Kevin Harrison, Sain Associates.

APPROVAL OF MINUTES

MOTION: By Mr. Payton Rodgers to approve the April 2024 minutes. The motion was seconded by Mrs. LaRose.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. **Action** – Resolution Adopting FY 2025 Unified Work Program (UPWP) (**All**)
Mrs. Sislak stated MPO Staff has completed the Draft FY 2024 Unified Planning Work Program (UPWP). She explained the UPWP is the planning and administrative budget for the MPO and outlines tasks to be undertaken by the MPO in fiscal year 2025. The document was published for public comment for 30 days from June 3rd to July 3rd, and that no comments were received. She stated that the federal amount increased by \$5,448 in FY25. She further stated the Draft version will be adopted as the Final.

MOTION: By Mrs. LaRose to recommend the Policy Board adopt the FY25 UPWP. The motion was seconded by Mr. Rodgers.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – 2050 Long Range Transportation Plan (LRTP) Funding Match (All)

Mrs. Sislak outlined the funding arrangement for the 2050 Long-Range Transportation Plan (LRTP). She stated that Sain Associates' fee of \$199,949.84 will be funded 80 percent through Planning (PL) funds, with the remaining 20 percent match to be covered by member governments. A chart was provided to illustrate the funding breakdown.

MOTION: By Mr. Rodgers to recommend the Policy Board adopt the 2050 LRTP Funding Match. The motion was seconded by Mrs. Nancy Johnson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Resolution Appointing Citizens Advisory Committee (CAC) Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee has vacant positions and MPO staff received an application for one of the vacancies. Mr. Jim Howard applied to represent the City of Fairhope.

MOTION: No action required.

- Discussion: N/A
- In favor: N/A
- Opposed: N/A
- Result: N/A

4. Information – MPO Director's Report

- Sain Associates: Presentation/Discussion on 2050 LRTP Goals, Strategies, Other
 - Mr. Kevin Harrison presented the plan development process, draft Goals and Objectives, draft public survey, and requested feedback from Advisory Committees.
- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Environmental documents must be reevaluated, currently no funding for the reevaluation.
 - **Mobile River Bridge and Bayway Project**
 - ALDOT was awarded \$550 million from the Bridge Investment Program, which has prompted reengagement of the design-build teams and scope to move forward.

- **US-31 Corridor Study**
 - Volkert is working on historical data and surveying.
- **SR 181 at Corte-Austing Signal**
 - Design has begun, construction is scheduled to start in December.
- **MPO Project Update:**

Mrs. Sislak presented project updates.

 - **Fairhope Transit Project**
 - Essentially complete, ribbon cutting held May 10th, City will continue making improvements including staining of the Parking Deck and art to be added.
 - **Loxley Transit Project**
 - Under Construction. Expected to be complete in early April 2025.
 - **US 98 Access Management Project**
 - Signal poles and mast arms are installed along US 98. Lavender Ln is projected to be open to traffic next week.
 - Construction activities ongoing at Van Ave, Halls Ln, and US 98 Median work. Construction is currently 72% complete.
 - **CR 64 Resurfacing and Intersection Improvements at Pollard Road**
 - Utility work is ongoing. Construction is currently 2%.
 - **CR 64 Widening and Intersection Improvements (SR181-Montilucia Way)**
 - Plans are at 85%, utility estimates & utility plans in progress.
 - ROW acquisition in progress (90% finished, should complete by September 30th)
 - **Pleasant Road Extension**
 - in design, exploring alternative drainage design
 - **Roundabout at Flower Clock**
 - Awaiting Authorization, construction packet has been submitted
- Ms. Jessica Mayo presented quarter two of 2024 P&D update. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

- **Policy Board Work Session:** Wednesday, October 9, 2024; 10:00 AM; Daphne City Hall
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PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mrs. LaRose to adjourn the meeting. The motion was seconded by Mr. Rodgers.
Meeting adjourned at 10:00 AM.

Jeff Hudson, Chairperson

Date: _____

DRAFT

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
CITIZENS ADVISORY COMMITTEE (CAC)
DAPHNE, ALABAMA
July 15, 2024
1:00 PM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman Will Ervin called the meeting to order at 1:06 P.M.
- Invocation was said by Mr. Greg Walker.
- Pledge was led by all.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Stephen Savage, City of Daphne; Mr. Kevin Morgan, City of Spanish Fort; Mr. Greg Walker, Baldwin County; Mr. William Ervin, City of Loxley; Mr. Mark Stejskal, City of Fairhope; Mr. Richard Jaehne, City of Daphne; Mr. David Stejskal, City of Fairhope; Mr. Curt Fonger, City of Daphne; Mr. Rick Davis, City of Daphne.
- **Members absent:** Mrs. Coley Boone, City of Fairhope; Mr. Michael Hall, City of Loxley; Mr. Shane Perry, Baldwin County; Mr. Richard Ullo, City of Spanish Fort.
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Vince Beebe, ALDOT; Mr. Kevin Harrison, Sain Associates.

APPROVAL OF MINUTES

MOTION: By Mr. Mark Stejskal to approve the April 2024 minutes. The motion was seconded by Mr. Richard Jaehne.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. Action – Resolution Adopting FY 2025 Unified Work Program (UPWP) (All)

Mrs. Sislak stated MPO Staff has completed the Draft FY 2024 Unified Planning Work Program (UPWP). She explained the UPWP is the planning and administrative budget for the MPO and outlines tasks to be undertaken by the MPO in fiscal year 2025. The document was published for public comment for 30 days from June 3rd to July 3rd, and that no comments were received. She stated that the federal amount increased by \$5,448 in FY25. She further stated the Draft version will be adopted as the Final.

MOTION: By Mr. Walker to recommend the Policy Board adopt the FY25 UPWP. The motion was seconded by Mr. David Stejskal.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – 2050 Long Range Transportation Plan (LRTP) Funding Match (All)

Mrs. Sislak outlined the funding arrangement for the 2050 Long-Range Transportation Plan (LRTP). She stated that Sain Associates' fee of \$199,949.84 will be funded 80 percent through Planning (PL) funds, with the remaining 20 percent match to be covered by member governments. A chart was provided to illustrate the funding breakdown.

MOTION: By Mr. Jaehne to recommend the Policy Board adopt the 2050 LRTP Funding Match. The motion was seconded by Mr. M. Stejskal.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Resolution Appointing Citizens Advisory Committee (CAC) Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee has vacant positions and MPO staff received an application for one of the vacancies. Mr. Jim Howard applied to represent the City of Fairhope.

MOTION: No action required.

- Discussion: N/A
- In favor: N/A
- Opposed: N/A
- Result: N/A

4. Information – MPO Director's Report

- Sain Associates: Presentation/Discussion on 2050 LRTP Goals, Strategies, Other
 - Mr. Kevin Harrison presented the plan development process, draft Goals and Objectives, draft public survey, and requested feedback from Advisory Committees.
- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Environmental documents must be reevaluated, currently no funding for the reevaluation.
 - **Mobile River Bridge and Bayway Project**
 - ALDOT was awarded \$550 million from the Bridge Investment Program, which has prompted reengagement of the design-build teams and scope to move forward.
 - **US-31 Corridor Study**
 - Volkert is working on historical data and surveying.

- **SR 181 at Corte-Austing Signal**
 - Design has begun, construction is scheduled to start in December.
- **MPO Project Update:**

Mrs. Sislak presented project updates.

 - **Fairhope Transit Project**
 - Essentially complete, ribbon cutting held May 10th, City will continue making improvements including staining of the Parking Deck and art to be added.
 - **Loxley Transit Project**
 - Under Construction. Expected to be complete in early April 2025.
 - **US 98 Access Management Project**
 - Signal poles and mast arms are installed along US 98. Lavender Ln is projected to be open to traffic next week.
 - Construction activities ongoing at Van Ave, Halls Ln, and US 98 Median work. Construction is currently 72% complete.
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 - Utility work is ongoing. Construction is currently 2%.
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 - **Pleasant Road Extension**
 - in design, exploring alternative drainage design
 - **Roundabout at Flower Clock**
 - Awaiting Authorization, construction packet has been submitted
- **Planning and Development Update**

Ms. Jessica Mayo presented quarter two of 2024 P&D update. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

- **Policy Board Work Session:** Wednesday, October 9, 2024; 10:00 AM; Daphne City Hall
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PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mr. M. Stejskal to adjourn the meeting. The motion was seconded by Mr. Stephen Savage.

Meeting adjourned at 2:06 PM.

Will Ervin, Chairperson

Date: _____

DRAFT

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)
DAPHNE, ALABAMA
July 16, 2024
10:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman Richard Johnson called the meeting to order at 10:01 A.M.
- Invocation was said by Chairman Johnson.
- Pledge was led by Mr. Vince Beebe.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mr. Vince Beebe (as proxy for Mr. Edwin Perry), ALDOT Southwest Region; Mr. Seth Peterson (as proxy for Mr. Mark Acreman), Baldwin County; Mr. Casey Raines (Proxy for Carl Nelson), City of Spanish Fort; Mrs. Ann Simpson, Baldwin Regional Area Transit System; Mr. Hunter Simmons, City of Fairhope; Mr. Richard Johnson, City of Fairhope; Ms. Casey Gay Williams, Eastern Shore Chamber of Commerce.
- **Members absent:** Mr. Don Lagarde, City of Fairhope Airport Authority; Mr. Greg Smith, City of Robertsedale; Mr. Robert B. Dees, ALDOT Bureau; Mr. Aaron Dawson, FHWA; Ms. Gail Quezada, Central Baldwin Chamber of Commerce; Mr. Buford King, Baldwin County; Mr. Robert Davis, City of Loxley; Mr. Josh Newman, City of Daphne; Mrs. Adrienne Jones and, City of Daphne; Mr. Michael Malm, Baldwin County Board of Education
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Kevin Harrison, Sain Associates. Mr. James Watkins, ALDOT.

APPROVAL OF MINUTES

MOTION: By Mr. Beebe to approve the April 2023 minutes. The motion was seconded by Mr. Seth Peterson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. **Action** – Resolution Adopting FY 2025 Unified Work Program (UPWP) (**All**)
Mrs. Sislak stated MPO Staff has completed the Draft FY 2024 Unified Planning Work Program (UPWP). She explained the UPWP is the planning and administrative budget for the MPO and outlines tasks to be undertaken by the MPO in fiscal year 2025. The

document was published for public comment for 30 days from June 3rd to July 3rd, and that no comments were received. She stated that the federal amount increased by \$5,448 in FY25. She further stated the Draft version will be adopted as the Final.

MOTION: By Mr. Vince Beebe to recommend the Policy Board adopt the FY25 UPWP. The motion was seconded by Mr. Hunter Simmons.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – 2050 Long Range Transportation Plan (LRTP) Funding Match (All)

Mrs. Sislak outlined the funding arrangement for the 2050 Long-Range Transportation Plan (LRTP). She stated that Sain Associates' fee of \$199,949.84 will be funded 80 percent through Planning (PL) funds, with the remaining 20 percent match to be covered by member governments. A chart was provided to illustrate the funding breakdown.

MOTION: By Mrs. Ann Simpson to recommend the Policy Board adopt the 2050 LRTP Funding Match. The motion was seconded by Mr. Seth Peterson.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Resolution Appointing Citizens Advisory Committee (CAC) Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee has vacant positions and MPO staff received an application for one of the vacancies. Mr. Jim Howard applied to represent the City of Fairhope.

MOTION: No action required.

- Discussion: N/A
- In favor: N/A
- Opposed: N/A
- Result: N/A

4. Information – MPO Director's Report

- Sain Associates: Presentation/Discussion on 2050 LRTP Goals, Strategies, Other - Mr. Kevin Harrison presented the plan development process, draft Goals and Objectives, draft public survey, and requested feedback from Advisory Committees.
- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
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 - **Pleasant Road Extension**
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 - **Roundabout at Flower Clock**
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- **Planning and Development Update**
Ms. Jessica Mayo presented quarter two of 2024 P&D update. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

NEXT MPO MEETINGS (All)

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- **Policy Board Meeting:** Wednesday, October 23, 2024; 10:00 AM; Daphne City Hall

PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By all.

Meeting adjourned at 10:53 AM.

Richard Johnson, Chairman

Date: _____

DRAFT

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD
DAPHNE, ALABAMA
July 24, 2024
10:00 AM

CALL TO ORDER/PLEDGE/INVOCATION.

- Chairman councilman Jack Burrell called the meeting to order at 10:06 A.M.
- Invocation was said by Mayor Mike McMillan.
- Pledge was led by Mr. Matt Ericksen.

ROLL CALL

Mrs. Sislak called the roll.

- **Members present:** Mayor Sherry Sullivan, City of Fairhope; Mr. Troy Strunk (as proxy for councilmember Ron Scott), City of Daphne; Mayor Robin LeJeune, City of Daphne; Mr. Seth Peterson (as proxy for Commissioner Matt McKenzie), Baldwin County; Mr. Matt Ericksen, ALDOT Southwest Region; Councilman Jack Burrell, City of Fairhope; Mayor Richard Teal, City of Loxley; Mr. Mark Acreman (as proxy for Commissioner Billie Jo Underwood), Baldwin County; Mayor Mike McMillan, City of Spanish Fort.
- **Members absent:** None
- **Others present:** Mrs. Sarah Sislak, MPO Director; Ms. Jessica Mayo, MPO Transportation Planner; Mr. Kevin Harrison, Sain Associates; Mr. James Gordon; Ms. Taylor Bufkin; Mr. Scott Mosley.

APPROVAL OF MINUTES

MOTION: By Mayor Sherry Sullivan to approve the April 2024 minutes. The motion was seconded by Mr. Mark Acreman.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

PUBLIC COMMENT

No comments.

NEW BUSINESS

1. **Action** – Resolution Adopting FY 2025 Unified Work Program (UPWP) (**All**)
Mrs. Sislak stated MPO Staff has completed the Draft FY 2024 Unified Planning Work Program (UPWP). She explained the UPWP is the planning and administrative budget for the MPO and outlines tasks to be undertaken by the MPO in fiscal year 2025. The document was published for public comment for 30 days from June 3rd to July 3rd, and that no comments were received. She stated that the federal amount increased by \$5,448

in FY25. She further stated the Draft version will be adopted as the Final.

MOTION: By Mayor Sullivan to adopt the FY25 UPWP. The motion was seconded by Mayor Robin LeJeune.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

2. Action – 2050 Long Range Transportation Plan (LRTP) Funding Match (All)

Mrs. Sislak outlined the funding arrangement for the 2050 Long-Range Transportation Plan (LRTP). She stated that Sain Associates' fee of \$199,949.84 will be funded 80 percent through Planning (PL) funds, with the remaining 20 percent match to be covered by member governments. A chart was provided to illustrate the funding breakdown.

MOTION: By Mr. Acreman to adopt the 2050 LRTP Funding Match. The motion was seconded by Mayor McMillan.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

3. Action – Resolution Appointing Citizens Advisory Committee (CAC) Member (Policy Board)

Mrs. Sislak stated Citizens Advisory Committee has vacant positions and MPO staff received an application for one of the vacancies. Mr. Jim Howard applied to represent the City of Fairhope.

MOTION: By Mayor Sullivan to appoint Mr. Jim Howard to the CAC. The motion was seconded by Mr. Acreman.

- Discussion: None
- Abstain: None
- In favor: All
- Opposed: None
- Result: Passed

4. Informational – Sain Associates Presentation on 2050 LRTP Goals, Strategies, and Other (All)

Mr. Kevin Harrison, a senior planner from Sain Associates, presented the draft goals and objectives for the 2050 LRTP and draft public survey. He outlined four key goals: create a user-friendly plan, engage the public for feedback, enhance regional mobility, and maintain the transportation system by identifying maintenance needs. Mr. Harrison requested feedback on the goals and objectives from the Policy Board and Advisory Committees.

MOTION: No action required.

- Discussion: N/A

- In favor: N/A
- Opposed: N/A
- Result: N/A

5. Information – MPO Director’s Report

- ALDOT Project Update:
 - **SR 181 (SR 104 to CR 32)**
 - Environmental documents must be reevaluated, currently no funding for the reevaluation.
 - **Mobile River Bridge and Bayway Project**
 - ALDOT was awarded \$550 million from the Bridge Investment Program, which has prompted reengagement of the design-build teams and scope to move forward.
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Ms. Jessica Mayo presented quarter two of 2024 P&D update. The data presented is available on our website (easternshorempo.org) under Other Planning Documents.

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PUBLIC FORUM (All)

- **Members of the Public:** No comments
- **Members of the Press:** No comments
- **Board/Committee Members:** No comments

ADJOURNMENT (All)

MOTION: By Mr. Troy Struck to adjourn the meeting. The motion was seconded by Mayor Richard Teal.

Meeting adjourned at 10:46 AM.

Jack Burrell, Chairperson

Date: _____

AGENDA ITEM 1
ACTION – AMENDING THE 2045 LRTP AND FY24-27 TIP

Eastern Shore MPO AGENDA ACTION FORM
<p>Policy Board Work Session – October 9, 2024</p> <p>Bicycle and Pedestrian Advisory Committee – October 15, 2024</p> <p>Citizens Advisory Committee – October 15, 2024</p> <p>Technical Advisory Committee – October 15, 2024</p> <p>Policy Board – October 23, 2024</p>
SUMMARY
<p>Projects that include federal funding and are located within the Eastern Shore MPO planning area are required to be in the MPO’s Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP).</p> <p>The Alabama Department of Transportation (ALDOT) has submitted the following project for inclusion in the 2045 LRTP and FY2024-2027 TIP:</p> <p>Additional Lanes On SR-181 From CR-32 To SR-104</p> <ul style="list-style-type: none">• Project: 100079507 (PE) Federal aid number: RP A157; County: Baldwin• Target Start Date: 12/01/2024• Engineers Estimate: \$1,750,000.00
RECOMMENDATION
<ul style="list-style-type: none">• BPAC recommends:• CAC recommends:• TAC recommends:
ATTACHMENT(S)
<ol style="list-style-type: none">1. Map2. Financially Constrained List3. Resolution

SR - 181

PHASE

CPMS

PE - 100044792

RW - 100044793

UT - 100044794

CN - 100044795

PE - 100044788

RW - 100044789

UT - 100044790

CN - 100044791

PE - 100044784

RW - 100044785

UT - 100044786

CN - 100044787

PE - 100044780

RW - 100044781

UT - 100044782

CN - 100044783

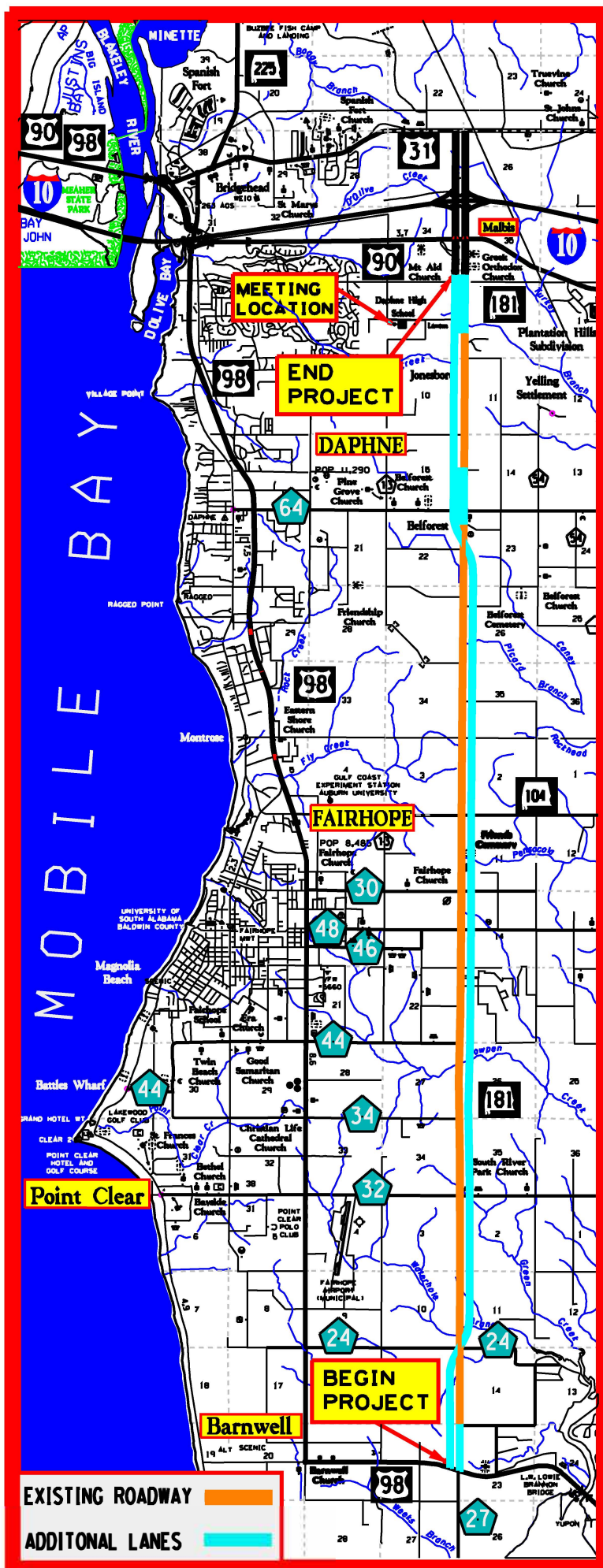


Figure 3-13
Financially Constrained Projects

			Project Termini							
Project Type	Project No.	Project Name	Begin	End	Length (mi)	Total Project Evaluation Score	Planning Level Cost Estimate (millions)	Priority	Recommended for LRTP?	LRTP Cumulative Cost
Road Widening Projects	W5.1	US Highway 98	Interstate 10	D'Olive Creek	0.34	11	\$ 2.5	High	YES	2.5
	W4.1	US Highway 31	Jimmy Faulkner Drive (CR 27)	Old Highway 31	1.32	9	\$ 9.8	High	YES	12.3
	W5.2	US Highway 98	D'Olive Creek	North Main Street (Daphne)	1.51	9	\$ 11.2	High	YES	23.5
	W4.2	US Highway 31	Old Highway 31	Redmond Lane	2.60	8	\$ 18.2	High	YES	41.7
	W4.3	US Highway 31	Redmond Lane	State Route 59	1.96	8	\$ 14.5	Medium	YES	56.2
	W9	Daphne Ave (CR 64)	US Highway 98	Pollard Road	0.74	6	\$ 5.5	Medium	YES	61.6
	W10	County Road 64	State Route 181	County Road 54	1.00	6	\$ 5.6	Medium	YES	67.2
	**W11	I-10 Bayway (MRB and Bayway Project Phase 1)	US-90/98 Interchange (Exit 35)	Baldwin/Mobile County Line	6.00	N/A	\$ 10.25	High	YES	77.5
W11	State Route 181	CR 32	US Highway 98	4.20	N/A	\$ 1.7	High	YES	79.2	
New Roads	N2	Johnson Road to Glover Lane Connector	Johnson Road	Glover Lane	0.70	3	\$ 2.5	High	YES	81.6
	N3	Pleasant Road Extension	SR 181	Rigsby Road	0.50	2	\$ 2.6	Medium	YES	84.2
	N4	Lawrence Road Connector	State Route 104	Gayfer Road Ext.	1.00	2	\$ 2.5	Medium	YES	86.7
Minor Improvements	M10	US Highway 31 at Eastern Shore Boulevard	US Highway 31	Eastern Shore Boulevard	N/A	N/A	\$ 0.150	High	YES	86.9
	M2	State Route 59	US Highway 31	US Highway 90	7.94	11	\$ 11.9	High	YES	98.8
	M9	US Highway 98	North Main Street (Daphne)	Nichols Avenue	7.94	6	\$ 11.9	High	YES	110.7
	M5	State Route 104	State Route 181	County Road 55	6.00	6	\$ 12.0	High	YES	122.7
	M1	The Causeway (US 31-US 90-US 98)	US Highway 98 Interchange	I-10 Interchange	3.40	5	\$ 6.8	Medium	YES	129.5
	M8.1	County Road 32	State Route 181	County Road 9	2.65	4	\$ 5.3	Medium	YES	134.8
	M3	US 90	State Route 181	State Route 59	6.20	4	\$ 12.4	Medium	YES	147.2
	M4.1	County Road 54	County Road 64	County Road 49	5.77	4	\$ 11.5	Low	YES	158.7
	M4.2	County Road 54	County Road 49	State Route 59	3.39	3	\$ 6.8	Low	YES	165.5
	M6	Volanta Avenue (Not a Federal Aid Route)	Greeno Road (US 98)	North Section Street	0.80	3	\$ 1.0	Low	YES	166.5
M7	County Road 48	State Route 181	County Road 9	3.80	3	\$ 7.6	Low	YES	174.1	
NOTE: High Priority projects should be addressed in the first 10 years of plan implementation							\$ 379.4	TOTAL		\$ 174.09
*Projected funding levels based on allocations from previous years; funding sources include ALDOT Capacity, Operations and Maintenance, and MPO Designated Funds										

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2025-01

Amending the 2045 Long Range Transportation Plan and FY 2024-2027 Transportation Improvement Program (TIP)

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the Infrastructure Investment and Jobs Act, Section 11201, November 2021); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, Title 23 USC 134 and 23 CFR 450.324 require that transportation projects in urbanized areas, funded by the Federal Highway Administration and the Federal Transit Administration, be included in a Transportation Improvement Program (TIP), amended as often as required, and adopted by the Eastern Shore Metropolitan Planning Organization (MPO); and

WHEREAS, consistent with the declaration of these provisions, the Eastern Shore Metropolitan Planning Organization, in cooperation with the Alabama Department of Transportation and Federal Highway Administration, prepared and adopted the 2045 Long Range Transportation Plan (Resolution 2021-01) and the Final FY 2024-2027 Transportation Improvement Program (Resolution 2023-18); and

WHEREAS, the Alabama Department of Transportation has requested the 2045 LRTP and FY 2024-2027 TIP be amended to include the following project:

- Project: 100079507 (PE) Federal aid number: RP A157; County: Baldwin; Project Description: Additional Lanes On SR-181 From CR-32 To SR-104; Target Start Date: 12/01/2024; Engineers Estimate: \$1,750,000.00

WHEREAS, the requested amendments do not involve Eastern Shore MPO funds; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization has reviewed the requested amendments to the 2045 Long Range Transportation Plan and FY 2024 to 2027 Transportation Improvement Program and does hereby approve the changes.

The foregoing resolution was adopted and approved on the 23rd day of October 2024, by the Eastern Shore Metropolitan Planning Organization Policy Board.

Jack Burrell, Chairperson

ATTEST:

AGENDA ITEM 2
DISCUSSION – AMENDING ESMPO BYLAWS

Eastern Shore MPO AGENDA ACTION FORM
<p>Policy Board Work Session – October 9, 2024 Bicycle and Pedestrian Advisory Committee – October 15, 2024 Citizens Advisory Committee – October 15, 2024 Technical Advisory Committee – October 16, 2024 Policy Board – October 23, 2024</p>
SUMMARY
<p>Discussion regarding the following sections of the ESMPO Bylaws:</p> <ol style="list-style-type: none">1. Proposed Revision to Section 5.3D: Election of Officers2. Proposed Revision to Section 5.4B: Quarterly Meeting Schedule3. Proposed Revision to Section 6.3D: Election of Officers4. Proposed Revision to Section 7.3D: Election of Officers5. Proposed Revision to Section 8.3D: Election of Officers
RECOMMENDATION
N/A
ATTACHMENT(S)
<ol style="list-style-type: none">1. ESMPO Bylaws

Eastern Shore Metropolitan Planning Organization

BYLAWS

Honorable Jack Burrell, Chairperson, presiding

October 2022

PREAMBLE

The following constitutes the bylaws, procedures, and responsibilities which will serve to establish, organize, and guide the proper functioning of the Eastern Shore Metropolitan Planning Organization and the Urbanized Area Transportation Planning Process. The intent is to provide for an organization that will be responsible for fulfilling the requirements of amended Title 23 United States Code (USC) 134 (FAST Act, Section 6001, August 2005), and 23 Code of Federal Regulation (CFR) 450 *et al*, and all other subsequent laws and regulations establishing standards for multimodal transportation planning. This planning task will be accomplished within the guidelines of the 3C (*cooperative, comprehensive, continuing*) planning process framework as established in *An Agreement Concerning A Transportation Planning Process for the Eastern Shore Urbanized Area Between the County of Baldwin and the Municipalities of Daphne, Fairhope, Spanish Fort, Loxley, and the State of Alabama*. Further, this organization shall carry out any other transportation planning and programming functions as set forth in any agreements entered into by this process and the State of Alabama, the Alabama Department of Transportation (ALDOT), the United States Department of Transportation (USDOT), the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Environmental Protection Agency (EPA), or in such manner as events shall dictate.

Section 1.0: Process Name and Organization Name

A. The name for the ongoing transportation process shall be the Eastern Shore Urbanized Area Transportation Planning Process.

B. The name for the organization conducting the Urbanized Area Transportation Planning Process for the Metropolitan Planning Area (MPA) shall be the Eastern Shore Metropolitan Planning Organization (ESMPO).

Section 2.0: The Organizational Structure

A. The organization shall consist of one (1) Policy Board and three (3) Advisory Committees: (1) the Eastern Shore Metropolitan Planning Organization (Policy Board), (2) the Technical Advisory Committee (TAC), (3) the Citizens Advisory Committee (CAC), and (4) the Bicycle and Pedestrian Advisory Committee. The Advisory Committees serve at the pleasure of the Policy Board. Additional committees and subcommittees shall be formed as deemed necessary.

Section 3.0: General Policies

A. All general policies shall apply to the members of the Policy Board and all committees and participants of the Eastern Shore Metropolitan Planning Organization and the Urbanized Area Transportation Planning Process for the Metropolitan Planning Area (MPA).

B. All reports, programs and plans shall be reviewed by the Advisory Committees for comment and recommendations to the Policy Board. The Technical Advisory Committee and Citizens Advisory Committee shall be afforded sufficient time to comment on drafts prior to action by the Eastern Shore Metropolitan Planning Organization (Policy Board). Reports, programs, and plans become official process documents following adoption by resolution of the Eastern Shore Metropolitan Planning Organization (Policy Board).

C. The Policy Board and three (3) committees shall proceed with their respective responsibilities and duties with proper consideration at all times, for all modes of transportation and associated facilities.

D. All studies undertaken in this process shall be coordinated with individual modal planning programs and with comprehensive planning efforts in the urban area.

E. Transportation planning activities shall be used to promote efficient urban development. Reasonable forecasts of land use and socioeconomic conditions shall be made to guide these activities.

F. All published data and/or reports shall be made available to the ALDOT, FHWA, FTA, other federal and state agencies, the general public, and interested parties on request.

Section 4.0: Amendment of Bylaws

A. Any section herein contained may be amended at any meeting of the Eastern Shore Metropolitan Planning Organization (Policy Board) provided such amendment is delivered to the Chair of the Eastern Shore Metropolitan Planning Organization (Policy Board) at least ten (10) days prior to the meeting at which the amendment is to be presented to the Eastern Shore Metropolitan Planning Organization (Policy Board). It shall be the duty of the Chair of the Eastern Shore Metropolitan Planning Organization (Policy Board) to include in the notice of such meeting, notice of the proposed amendment setting out the exact form of the proposed amendment. Such amendment shall be adopted if it has been advertised for public comment for a minimum of fourteen days and receives an affirmation vote of a majority of a quorum of voting members present.

B. These rules shall be revised, updated, or amended as circumstances dictate. This shall be the responsibility of the Metropolitan Planning Organization Coordinator.

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION (POLICY BOARD) BYLAWS

Section 5.0: Purpose

A. The purpose of the Eastern Shore Metropolitan Planning Organization (Policy Board) will be to serve the Eastern Shore Metropolitan Planning Area as the official decision making body for the Eastern Shore Urbanized Area Transportation Planning Process.

Section 5.1: Responsibilities

A. To give overall guidance to the transportation planning process.

B. To have overall responsibility for review and approval of all planning activities, formal planning documents and products, and transportation programs which are developed by the process.

C. To organize and appoint members of the Technical Advisory Committee and the Citizens Advisory Committee.

D. To appoint any other personnel necessary to fulfill and complete the duties and tasks relative to the Eastern Shore Metropolitan Planning Organization and the Urbanized Area Transportation Planning Process.

E. To take official action on committee recommendations and other matters pertaining to furthering the planning process.

F. To adopt transportation goals and objectives to guide the Eastern Shore Urbanized Area Transportation Planning Process.

G. To adopt the formal planning documents as required by ALDOT, FHWA, FTA and other federal agencies. These include, but are not limited to: Unified Planning Work Program (UPWP), Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Public Participation Plan (PPP) and others as may be determined by those agencies.

H. To submit plans and recommendations to participating member governments and obtain resolutions for adoption from those member governments.

I. To establish and maintain Urbanized Area boundaries, and a Metropolitan Planning Area/Study Area boundary consistent with 2010 US Census data and future census updates.

J. To change the designated membership as deemed necessary by the Policy Board.

K. To ensure that citizen participation is achieved in the transportation planning process in accordance with the requirements of 23 CFR 450.316.

Section 5.2: Membership

A. Metropolitan Planning Organization (Policy Board) – Voting Members

1. Mayor, City of Daphne
2. Mayor, City of Fairhope
3. Mayor, City of Spanish Fort
4. Elected Official of City Council, City of Daphne
5. Elected Official of City Council, City of Fairhope
6. Elected Official of City, City of Loxley
7. Baldwin County Commissioner, District 2
8. Baldwin County Commissioner, District 3
9. Southwest Region Engineer, Alabama Department of Transportation

B. Metropolitan Planning Organization (Policy Board) – Non-Voting Members

1. Bureau Chief, Transportation Planning and Modal Programs, Alabama Department of Transportation
2. Division Administrator, Federal Highway Administration
3. Chair, Technical Advisory Committee
4. Chair, Citizens Advisory Committee

C. The voting members of the Eastern Shore Metropolitan Planning Organization (Policy Board) serve terms on the committee coinciding with the terms of their respective offices.

D. Each voting member may name an alternate or proxy (in writing) for a particular meeting or vote. The proxy's power must be delineated in the written notice. The member is responsible for notifying the proxy of meetings.

E. The Metropolitan Planning Organization (Policy Board) shall appoint additional voting and non-voting members as is deemed essential or necessary.

Section 5.3: Officers

A. Presiding officers (Chairperson, Vice Chairperson) of the Eastern Shore Metropolitan Planning Organization (Policy Board) shall be chosen from the voting members of the Eastern Shore Metropolitan Planning Organization (Policy Board) and shall be elected public officials.

B. The Chairperson shall be elected by the majority of the members in a duly constituted meeting.

C. A Vice Chairperson shall be elected by the majority of the members in a duly constituted meeting to serve in the Chairperson's absence or if Chairperson vacates elected office.

D. Election of officers shall be in October of each year, to be installed no later than January 1 of the new year.

E. The Metropolitan Planning Organization Coordinator will serve as the Executive Secretary on behalf of this committee.

Section 5.4: Meeting Procedure

A. The rules of order herein contained shall govern deliberations and meetings of the Eastern Shore Metropolitan Planning Organization (Policy Board) and the Advisory Committees. Any point of order applicable to the deliberations by this Board and the Advisory Committees shall be governed by Roberts Rules of Order.

B. Meetings of the Eastern Shore Metropolitan Planning Organization (Policy Board) shall be held quarterly (the fourth Wednesday in January, April, July and October). Notices will be provided by U. S. Mail and email to ALDOT and FHWA – Alabama Division. All meetings must be held in accordance with the provisions of the Alabama Open Meetings Act (2005-40). Additional meetings can be held as required after public notice.

C. Meetings will normally be initiated by the Metropolitan Planning Organization Coordinator. When providing notification for a meeting, at least fourteen days notice shall be provided describing the time and location. The Metropolitan Planning Organization Coordinator shall also provide notification to the news media at least fourteen days before the meeting. A proposed agenda should also be provided to the Eastern Shore Metropolitan Planning Organization (Policy Board), ALDOT, and FHWA to ensure that adequate preparation will occur.

D. A quorum shall consist of five (5) voting members of the Eastern Shore Metropolitan Planning Organization (Policy Board), their alternates or proxies. The member may designate proxies (in writing) if the member will be unable to attend a meeting. No action shall be taken by the Eastern Shore Metropolitan Planning Organization (Policy Board) without a quorum. If a quorum is not present at a regular or special meeting, those present may tentatively reschedule the meeting to another day when a quorum can be obtained.

E. Voting shall be by voice vote; however, upon the request of at least one (1) voting member, voting shall be by roll call. In the event of a tie vote, the motion before the Eastern Shore Metropolitan Planning Organization (Policy Board) shall fail.

F. All meetings of the Eastern Shore Metropolitan Planning Organization (Policy Board) shall be open to the general public. The public is encouraged to attend meetings and participate in Committees & and Board meetings. The public will be allowed to speak during the Public Forum portion of the meetings. Any citizen wishing to speak must first fill out a card requesting

to speak and provide information including name, address, phone, email, and subject matter. The citizen will be limited to three minutes unless the Chairperson permits an extension of time.

G. At the discretion of the Metropolitan Planning Organization Coordinator and with the approval of the Chairperson of the Policy Board, a regularly scheduled meeting can be canceled. Notification of the cancellation will be sent to the board members, ALDOT, FHWA, the news media, and posted to the website.

H. At the discretion of the Metropolitan Planning Organization Coordinator and with approval of the Chairperson, special meetings outside of the regularly scheduled quarterly meetings may be called. Notice of the special meeting will be sent to board members, Advisory Committees, ALDOT, FHWA, the news media, and posted to the website three (3) days in advance. The purpose of the special called meeting will be provided in the notice.

I. The presiding officer may move, second, and debate from the Chair and shall not be deprived of any of the rights and privileges of a member by reason of his/her acting as the presiding officer.

Section 5.5: Order of Business

A. The business of the Policy Board shall be taken up for consideration and disposition in the following order, unless the order shall be suspended by the unanimous consent.

1. Call to order by Chair
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of minutes of previous meeting
6. Communications from the presiding officer
7. Report of officers and/or committees
8. Public Forum - Agenda Items
9. Old Business
10. New Business
11. Public Comment
12. Adjournment

TECHNICAL ADVISORY COMMITTEE BYLAWS

Section 6.0: Purpose

A. The purpose of the Technical Advisory Committee is to provide the Eastern Shore Metropolitan Planning Organization (Policy Board) with technical support and to provide a linkage between planning and implementation.

Section 6.1: Responsibilities

A. To recommend technical methods, procedures, and standards to the Eastern Shore Metropolitan Planning Organization (Policy Board) to further the planning process.

B. To help coordinate the work of member local governments, operating departments, and federal and state agencies participating in this process.

C. To discuss and recommend alternative transportation plans and programs to the Eastern Shore Metropolitan Planning Organization (Policy Board).

D. To comment on and make recommendations on the draft reports of the Unified Planning Work Program (UPWP), the Long Range Transportation Plan (LRTP) the Transportation Improvement Program (TIP), the Public Participation Plan (PPP), and other plans and reports.

Section 6.2: Membership

A. Voting – by Government, Organization, or Agency

CITY OF DAPHNE

Director of Public Works

Director of Community Development

CITY OF FAIRHOPE

Planning and Building Director

Public Works Director

CITY OF SPANISH FORT

Planning Commission Chairman

TOWN OF LOXLEY

Superintendent of Utilities

BALDWIN COUNTY

Baldwin County Highway Department Representative

Director, Baldwin County Regional Transit System

ALABAMA DEPARTMENT OF TRANSPORTATION

Southwest Region Pre-Construction Engineer

BALDWIN COUNTY BOARD OF EDUCATION

Board of Education Representative

***BALDWIN COUNTY BOARD OF EDUCATION**

Transportation Director

*(*Voting member when present)*

B. Non-Voting – by Government, Organization, or Agency

Transportation Metropolitan Planning Engineer (ALDOT, Montgomery)
U.S. Army Corps of Engineers Representative
Eastern Shore Chamber of Commerce Representative
Central Baldwin Chamber of Commerce Representative
Director, City of Fairhope Airport Authority
Trucking Representative
Representative, City of Daphne
Representative, City of Fairhope
Representative, City of Spanish Fort
Representative, Town of Loxley
Representative, Baldwin County
Representative, City of Robertsedale
Representative, Federal Highway Administration (FHWA)
Representative, Federal Transit Administration (FTA)

C. Additional members shall be appointed by the Eastern Shore Metropolitan Planning Organization (Policy Board) as a whole.

D. Each member of the Technical Advisory Committee may name a proxy (in writing) for a particular meeting or vote. The proxy must be from the same agency, jurisdiction, or organization which the member represents. The proxy's power must be delineated in the written notice. The member is responsible for notifying the proxy of meetings.

Section 6.3: Officers

A. A Chairperson shall be elected by the committee.

B. A Vice Chairperson shall be elected by the committee to serve in the Chair's absence.

C. The Chairperson and Vice Chairperson shall be elected by the majority of the members in a duly constituted meeting.

D. Election of officers shall be in October of each year for installation by January 1 of the new year.

E. The Metropolitan Planning Organization Coordinator will serve as the Executive Secretary on behalf of this committee.

Section 6.4: Meeting Procedure

A. The rules of order herein contained shall govern deliberations of the Technical Advisory Committee. Any point of order applicable to the deliberations by this committee shall be governed by Roberts Rules of Order.

B. Meetings of the Technical Advisory Committee shall be held quarterly (the third Wednesday in January, April, July and October).

C. Meetings will normally be initiated by the Metropolitan Planning Organization Coordinator. When providing notification for a meeting, at least fourteen days notice will be provided describing the time and location. A proposed agenda should also be provided to ensure that adequate preparation occurs.

D. A quorum shall consist of five (5) members or their alternates, or proxies. Of the five members, there must be a representative from at least three of the following: the City of Daphne, the City of Fairhope, Baldwin County, the Town of Loxley, the City of Spanish Fort or the Alabama Department of Transportation. Also, no decision that involves one of the above listed entities can be made unless a representative from that group is present.

E. All meetings of the Technical Advisory Committee shall be open to the general public, and will follow the same procedure as in Section 5.4.

F. At the discretion of the Metropolitan Planning Organization Coordinator and with the approval of the Chair of the committee, a regularly scheduled meeting can be canceled. Notification of the cancellation shall be sent to the committee members at least three (3) days prior to the date of the scheduled meeting and posted on the MPO website.

G. The Chairperson may move, second and debate from the Chair and shall not be deprived of any of the rights and privileges of a member by reason of his/her acting as the presiding officer.

Section 6.5: Order of Business

A. The business of the Committee shall be taken up for consideration and disposition in the following order, unless the order shall be suspended by unanimous consent.

1. Call to order by Chair
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of minutes of previous meeting
6. Communications from the presiding officer
7. Report of officers and/or committees
8. Old Business
9. New Business
10. Public Forum for citizens wishing to address the Committee.
11. Adjournment

CITIZENS ADVISORY COMMITTEE BYLAWS

Section 7.0: Purpose

A. The purpose of this committee is to serve as the formal means through which active citizen participation is provided to aid and support the Eastern Shore Metropolitan Planning Organization and Urbanized Area Transportation Planning Process.

Section 7.1: Responsibilities

- A.** To review and respond to local transportation plans prepared for the area.
- B.** To assess the local transportation related needs as perceived by area residents.
- C.** To afford area residents the opportunity to input ideas, suggestions, needs, and concepts concerning the transportation planning process to the Eastern Shore Metropolitan Planning Organization (Policy Board) and/or Technical Advisory Committee (TAC).
- D.** To provide ideas and suggestions for consideration by the Eastern Shore Metropolitan Planning Organization (Policy Board) and Technical Advisory Committee (TAC).
- E.** To objectively assess the social, economic, and physical impact of all transportation reports submitted by the Eastern Shore Metropolitan Planning Organization (Policy Board) or Technical Advisory Committee.
- F.** To assist the transportation planning staff, where possible, in the development of specific program solutions to area-wide needs as identified through community research and public meetings.

Section 7.2: Membership

- A.** The Citizens Advisory Committee shall consist of the following voting members.
 - 1. Four (4) representatives from the City of Daphne
 - 2. Four (4) representatives from the City of Fairhope
 - 3. Four (4) representatives from Baldwin County
 - 4. Two (2) representatives from the City of Spanish Fort
 - 5. Two (2) representatives from the Town of Loxley

This will be an open application process with applications submitted directly to the MPO Coordinator. The MPO may publicly request applications and process those according to membership requirements.

- B.** All committee members shall be at least twenty-one years of age, U.S. or naturalized citizens, and either reside or work within the MPA.

C. The Eastern Shore Metropolitan Planning Organization (Policy Board) voting members from the City of Daphne, the City of Fairhope, Baldwin County, the City of Spanish Fort and the Town of Loxley will be responsible for selecting and appointing members to the CAC.

D. The duration of the terms of the representatives shall be two years from date of appointment.

E. Citizens Advisory Committee members who miss three (3) consecutive Citizens Advisory Committee meetings shall be automatically removed from the committee unless there are extenuating circumstances. Members may be dismissed for cause at any time by the Policy Board.

Section 7.3: Officers

A. A Chairperson shall be elected by the committee.

B. A Vice Chairperson shall be elected by the committee to serve in the absence of the Chairperson.

C. The Chairperson and Vice Chairperson shall be elected by the majority of the members in a duly constituted meeting.

D. Election of officers shall be in October of each year to assume duties by January 1 of the new year.

E. The Metropolitan Planning Organization Coordinator will serve as the Executive Secretary on behalf of this committee.

Section 7.4: Meeting Procedure

A. Committee meetings shall follow a printed agenda. Meeting times and venues will be announced as an item of business during MPO Policy Board Meetings. Agendas will be distributed by US Mail, email, posting on the MPO website, public libraries, and common sites throughout the MPA.

B. Meetings of the Citizens Advisory Committee (CAC) shall be held quarterly (the third week in January, April, July and October). To the extent possible, CAC meetings shall be held on Tuesday, but the ESMPO Coordinator shall have wide discretion to schedule each CAC meeting at a date and time convenient to all members.

C. Meetings will normally be initiated by the Metropolitan Planning Organization Coordinator. When providing notification for a meeting, at least fourteen days notice will be provided describing the time and location. A proposed agenda should be provided to ensure that adequate preparation occurs.

D. Pursuant to the Alabama Open Meetings Act, a quorum shall consist of a majority of the members of the Eastern Shore Metropolitan Planning Organization Citizens Advisory Committee. No action shall be taken by the Eastern Shore Metropolitan Planning Organization Citizens Advisory Committee without a quorum.

E. All meetings of the committee shall be open to the general public and will follow the same procedure as in Section 5.4.

F. All cancellations should be avoided; however, in the event unforeseen circumstances, the Metropolitan Planning Organization Coordinator with the approval of the Chairperson of the committee, can cancel a regularly scheduled meeting. Notification of the cancellation shall be sent to committee members at least 3 days prior to the date of the scheduled meeting and posted on the MPO website.

Section 7.5: Sub-Committees

A. Sub-committees may be set up on an ad hoc or continuing basis by members of the Citizens Advisory Committee to consist of members and/or concerned citizens.

B. Members of the general public may participate in these sub-committees.

C. Meetings of these sub-committees may occur on an informal basis or in conjunction with the regularly scheduled Citizens Advisory Committee meeting.

D. The results of the sub-committee meetings shall be documented and made available to the members of the Citizens Advisory Committee.

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE BYLAWS

Section 8.0: Purpose

A. The purpose of this committee is to serve as the formal means through which active and interested parties from the bicycle and pedestrian community can aid and support the Eastern Shore Metropolitan Planning Organization and Urbanized Area Transportation Planning Process.

Section 8.1: Responsibilities

A. To review and respond to draft bicycle and pedestrian plans prepared for the MPO.

B. To assess local bicycle and pedestrian transportation related needs as perceived by area residents.

C. To afford area residents the opportunity to input ideas, suggestions, needs, and concepts concerning the bicycle and pedestrian transportation planning process to the Eastern Shore Metropolitan Planning Organization (Policy Board) and/or Technical Advisory Committee (TAC).

D. To provide ideas and suggestions for consideration by the Eastern Shore Metropolitan Planning Organization (Policy Board) and Technical Advisory Committee (TAC).

E. To objectively assess the social, economic, and physical impact of all bicycle and pedestrian transportation reports submitted by the Eastern Shore Metropolitan Planning Organization (Policy Board) or Technical Advisory Committee.

F. To assist the transportation planning staff, where possible, in the development of specific program solutions to area-wide bicycle and pedestrian needs as identified through community research and public meetings.

Section 8.2: Membership

A. The Bicycle and Pedestrian Advisory Committee (BPAC) shall consist of the following voting members.

1. Four (4) representatives from the City of Daphne
2. Four (4) representatives from the City of Fairhope
3. Four (4) representatives from Baldwin County
4. Two (2) representatives from the City of Spanish Fort
5. Two (2) representatives from the Town of Loxley

This will be an open application process with applications submitted directly to the MPO Coordinator. The MPO may publicly request applications and process those according to membership requirements.

B. All committee members shall be at least twenty-one years of age, U. S. or naturalized citizens, and either reside or work within the MPA.

C. The Eastern Shore Metropolitan Planning Organization (Policy Board) voting members from the City of Daphne, the City of Fairhope, Baldwin County, the City of Spanish Fort and the Town of Loxley will be responsible for selecting and appointing members to the BPAC.

D. The duration of the terms of the representatives shall be two years from date of appointment.

E. Bicycle and Pedestrian Advisory Committee members who miss three (3) consecutive Citizens Advisory Committee meetings shall be automatically removed from the committee unless there are extenuating circumstances. Members may be dismissed for cause at any time by the Policy Board.

Section 8.3: Officers

- A.** A Chairperson shall be elected by the committee.
- B.** A Vice Chairperson shall be elected by the committee to serve in the absence of the Chairperson.
- C.** The Chairperson and Vice Chairperson shall be elected by the majority of the members in a duly constituted meeting.
- D.** Election of officers shall be in October of each year to assume duties by January 1 of the new year.
- E.** The Metropolitan Planning Organization Coordinator will serve as the Executive Secretary on behalf of this committee.

Section 8.4: Meeting Procedure

- A.** Committee meetings shall follow a printed agenda. Meeting times and venues will be announced as an item of business during MPO Policy Board Meetings. Agendas will be distributed by US Mail, email, posting on the MPO website, public libraries, and/or common sites throughout the MPA.
- B.** Meetings of the Bicycle and Pedestrian Advisory Committee (BPAC) shall be held quarterly (the third week in January, April, July and October). To the extent possible, BPAC meetings shall be held on Tuesday, but the ESMPO Coordinator shall have wide discretion to schedule each BPAC meeting at a date and time convenient to all members.
- C.** Meetings will normally be initiated by the Metropolitan Planning Organization Coordinator. When providing notification for a meeting, at least fourteen days' notice will be provided describing the time and location. A proposed agenda should be provided to ensure that adequate preparation occurs.
- D.** Pursuant to the Alabama Open Meetings Act, a quorum shall consist of a majority of the members of the Eastern Shore Metropolitan Planning Organization Bicycle and Pedestrian Advisory Committee. No action shall be taken by the Eastern Shore Metropolitan Planning Organization Bicycle and Pedestrian Advisory Committee without a quorum.
- E.** All meetings of the committee shall be open to the general public, and will follow the same procedure as in Section 5.4.
- F.** All cancellations should be avoided; however, in the event unforeseen circumstances, the Metropolitan Planning Organization Coordinator with the approval of the Chairperson of the committee, can cancel a scheduled meeting. Notification of the cancellation shall be sent to committee members at least 3 days prior to the date of the scheduled meeting and posted on the MPO website.

Section 8.5: Sub-Committees

A. Sub-committees may be set up on an ad hoc or continuing basis by members of the Bicycle and Pedestrian Advisory Committee to consist of members and/or concerned citizens.

B. Members of the general public may participate in these sub-committees.

C. Meetings of these sub-committees may occur on an informal basis or in conjunction with the regularly scheduled Bicycle and Pedestrian Advisory Committee meeting.

D. The results of the sub-committee meetings shall be documented and made available to the members of the Bicycle and Pedestrian Advisory Committee.

METROPOLITAN PLANNING ORGANIZATION COORDINATOR BYLAWS

Section 9.0: Purpose

A. The purpose of the coordinator is to ensure that all requirements of the Transportation Planning Process for the Eastern Shore Urbanized Area, as prescribed by the Agreement with the Alabama Department of Transportation, are met.

Section 9.1: Designation

A. The Metropolitan Planning Organization Coordinator of the Baldwin County Commission shall be the Metropolitan Planning Organization Coordinator of the Eastern Shore Metropolitan Planning Organization. In the absence of the Metropolitan Planning Organization Coordinator, that individual shall designate a staff member to serve as Coordinator.

Section 9.2: Duties

A. To act as a liaison between the parties of the *Agreement Concerning a Transportation Planning Process for the Eastern Shore Urbanized Area* and assist in various phases of the process.

B. To coordinate the process through the Eastern Shore Metropolitan Planning Organization (Policy Board), Technical Advisory Committee, and the Citizens Advisory Committees.

C. To arrange meetings, set agendas, and serve as Executive Secretary for the Eastern Shore Metropolitan Planning Organization (Policy Board), Technical Advisory Committee, and the Citizens Advisory Committee.

D. To develop a draft and final Unified Planning Work Program (UPWP) for submission on an annual basis.

E. To present suggested changes of the recommended plan to the Eastern Shore Metropolitan Planning Organization and others, as appropriate, for their consideration and/or approval. To present a draft document for approval to Metropolitan Planning Section, Bureau of Transportation and Modal Programs, ALDOT.

F. To provide staff and clerical assistance for Eastern Shore Metropolitan Planning Organization activities.

G. To monitor transportation planning in the Eastern Shore urban area and report apparent conflicts to the Eastern Shore Metropolitan Planning Organization (Policy Board).

AGENDA ITEM 3
INFORMATIONAL – SAIN ASSOCIATES 2050 LRTP UPDATES

Eastern Shore MPO AGENDA ACTION FORM
<p>Policy Board Work Session – October 9, 2024</p> <p>Bicycle and Pedestrian Advisory Committee – October 15, 2024</p> <p>Citizens Advisory Committee – October 15, 2024</p> <p>Technical Advisory Committee – October 16, 2024</p> <p>Policy Board – October 23, 2024</p>
SUMMARY
<p>Kevin Harrison, Senior Planner at Sain Associates, will present the results from the public survey on the 2050 Long Range Transportation Plan and provide an update on the Plan’s development.</p>
RECOMMENDATION
N/A
ATTACHMENT(S)
N/A

AGENDA ITEM 4
INFORMATIONAL – MPO DIRECTOR’S REPORT

Eastern Shore MPO AGENDA ACTION FORM
<p>Policy Board Work Session – October 9, 2024 Bicycle and Pedestrian Advisory Committee – October 15, 2024 Citizens Advisory Committee – October 15, 2024 Technical Advisory Committee – October 16, 2024 Policy Board – October 23, 2024</p>
SUMMARY
<ul style="list-style-type: none">• ALDOT Project Update:<ul style="list-style-type: none">▪ SR 181 Widening (SR 104 – CR 32)▪ Mobile River Bridge and Bayway Project▪ Causeway Access Management▪ US-31 Corridor Study▪ SR 181 at Corte-Austin Signal• MPO Project Update:<ul style="list-style-type: none">▪ Loxley Transit Project▪ US 98 Access Management Project▪ CR 64 Resurfacing and Intersection Improvements at Pollard Road▪ CR 64 Widening and Intersection Improvements (SR181 - Montelucia Way)▪ Pleasant Road Extension▪ Roundabout at Flower Clock▪ Parker Road Sidewalk• Project Indirect Cost Rate for FY25• Sweet Trails Alabama Draft Plan• HSIP, ATRIP-II Call for Applications• Advisory Committee Vacancies<ul style="list-style-type: none">○ Citizens Advisory Committee<ul style="list-style-type: none">▪ Baldwin County Commission (2)• International Walk to School Day• Planning and Development Update
RECOMMENDATION
N/A
ATTACHMENT(S)
1. Letter RE Indirect Cost Rate



ALABAMA DEPARTMENT OF TRANSPORTATION

Local Transportation Bureau

1409 Coliseum Blvd., Montgomery, Alabama 36110-2060

Phone: (334) 242-6207 FAX: (334) 353-6530

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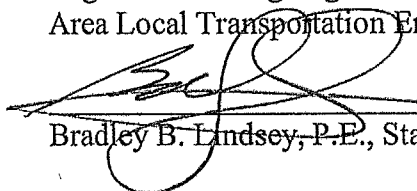
Kay Ivey
Governor

John R. Cooper
Transportation Director

September 11, 2024

LOCAL TRANSPORTATION BUREAU MEMORANDUM 2024-11

TO: County Engineers
Metropolitan Planning Organizations
Regional Planning Organizations
Area Local Transportation Engineers

FROM: 
Bradley B. Lindsey, P.E., State Local Transportation Engineer

RE: Project Indirect Cost Rate for Fiscal Year 2025

RECEIVED

SEP 17 2024

BALDWIN COUNTY
HIGHWAY DEPARTMENT

The Alabama Department of Transportation (ALDOT) applies an indirect cost rate to the qualifying projects it administers. On October 2, 2023, Memorandum 2024-03 was issued by this office outlining the indirect cost rate will increase in two steps to 15.00% by October 1, 2024.

Therefore, effective October 1, 2024, the indirect cost rate will increase from 14.00% to 15.00%.

In accordance with the agreement with FHWA, the indirect cost rate will be applied to the following:

- Allowable transactions for all Federal Aid projects (let through State Services or locally), except those projects funded as pass-through projects, enhancement projects, and projects in large urban areas using urban attributable funds.
- Allowable transactions for Special Work Authorizations (SWAs).

Please make estimate adjustments to qualifying projects submitted to this office for letting after October 1, 2024.

Contact this office if you should have any questions concerning this matter.

C: Mr. Edward N. Austin, P.E., Chief Engineer
Mr. Clay P. McBrien, P.E. Assistant Chief Engineer, Policy & Planning
Mr. Jeff Hornsby, Chief Financial Officer
Mr. Joe Lister, P.E., State Office Engineer