

**AGENDA**  
**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS**  
**BOARD OF DIRECTORS MEETING**  
**WEDNESDAY, OCTOBER 30, 2024 – 10:00 A.M.**

- 1. CALL TO ORDER – PLEDGE OF ALLEGIANCE – ROLL CALL**
- 2. APPROVAL OF MINUTES OF SEPTEMBER 30, 2024**
- 3. DISCUSSION ITEMS**
  - A. Great Rivers Greenway - - Susan Trautman
  - B. Transportation Improvement Program Development Schedule - - Melissa Theiss
  - C. FY 2024 Local Program Obligation Report and Update on Inflationary Adjustments - - Rachael Pawlak
  - D. Great Streets Initiative – Missouri Planning Panel - - Paul Hubberman
  - E. 2024 Federal Certification Review Update - - Cecelie Cochran, FHWA
- 4. ACTION ITEMS**
  - A. Calendar Year 2025 Budget & Personnel Plan Update- - Jim Wild
  - B. Resolution to Modify Signatory Authorization on Council Bank Accounts - - Jim Wild
  - C. Agency Telephone System Service Renewal - - Jim Wild
  - D. Amendment to Consultant Contract to Conduct Comprehensive Compensation Study - - Jim Wild
  - E. Endorsement of MoDOT’s Regional Blueprint for Arterials - - Paul Hubberman
  - F. Functional Classification Update - - Ben Fleschert
  - G. Modifications to the FY 2025-2028 Transportation Improvement Program, *Connected 2050*, and the Related Air Quality Conformity Determination – Requested by Illinois Sponsors - - Alex Hartig
  - H. Regional Security Expenditures - - Samantha Lewis
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

**The meeting can be attended by the public in person or accessed virtually using the link below.**  
Web Registration: <https://attendee.gotowebinar.com/register/9156094462247584864>  
Webinar ID: 738-809-595  
Phone: [1 \(631\) 992-3221](tel:16319923221) (Audio Access Code: 439-962-069)

**ANNUAL MEETING: FRIDAY, NOVEMBER 15, 2024**  
**NEXT MEETING DATE: WEDNESDAY, JANUARY 29, 2025**

## MINUTES

### EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING SEPTEMBER 30, 2024

#### Members in Attendance

Tishaura Jones, Chair, Mayor, City of St. Louis, MO  
Tim Brinker, 2nd Vice-Chair, Presiding Commissioner, Franklin County, MO  
Steve Ehlmann, County Executive, St. Charles County, MO  
Mike Elam, Councilman, St. Charles County, MO  
Dennis Gannon, County Executive, Jefferson County, MO  
Barbara Geisman, Regional Citizen, City of St. Louis, MO  
Megan Green, President Board of Aldermen, City of St. Louis  
Bill Grogan, Regional Citizen, St. Clair County, IL  
Ella Jones, St. Louis County, MO  
Mark Kern, Chairman, St. Clair County Board, IL Board  
John A. Laker, Regional Citizen, St. Clair County, IL  
Tim Lowery, President, Metro St. Louis, St. Louis County, MO  
Lonnie Mosley, St. Clair County, IL  
Steve Pelton, Franklin County, MO  
Herb Roach, Vice-President, SWIL Council of Mayors, IL  
David Schwind, Madison County, IL  
Herb Simmons, President, SW IL Metropolitan & Regional Planning Commission  
Seth Speiser, President, SWIL Council of Mayors, IL  
Tom Blair, MoDOT  
Tom Caldwell, IDOT

#### Members Absent

Kurt Prenzler, Vice-Chair, Chairman, Madison County, IL Board  
George Green, Chairman, Monroe County, IL  
Dr. Sam Page, County Executive, St. Louis County, MO  
Charles Powell III, Mayor, City of East St. Louis, IL  
Don Summers, St. Louis County, MO  
Ron Williams, Madison County, IL  
Taulby Roach, Bi-State Development  
Holly Bieneman, IDOT  
Brock Timmons, Designee, MO Governor's Office

*EWGCOG Staff:*

Jim Wild, Staci Alvarez, Josh Campbell, Nancy Cambria, Anna Chott, Joyce Collins-Catling, Bailey DeJonge, Stephen Ducker, Joe Fetter, Ben Fleschert, Alex Hartig, Paul Hubbman, Saranya Konala, Ted LaBoube, Carol Lawrence, Mary Grace Lewandowski, Samantha Lewis, Maddie Mattli, Maureen McCarthy, Marcie Meystrik, Anna Musial, Rachael Pawlak, Mary Rocchio, Landon Sagez, Quintin Sargent, Ciana Seddon, Himmer Soberanis, Lanie Sulz, Melissa Theiss, Leah Watkins, Derek Wetherell, Aaron Young

CALL TO ORDER

The Board of Directors meeting was called to order by Mayor Jones, Chair, with roll call attendance.

APPROVAL OF MINUTES OF THE AUGUST 28, 2024 MEETING

Motion was made by Mr. Roach seconded by Mr. Elam, to approve the minutes of the August 28, 2024, meeting. Motion carried, all voting aye.

DISCUSSION ITEMS

**2023 Annual Congestion Report**

Quintin Sargent, EWGCOG, provided the board with an update on the 2023 Annual Congestion Report regarding the state of congestion in the region. Mr. Sargent noted that as the MPO for the St. Louis Metropolitan Area, the East-West Gateway Council of Governments is responsible for maintaining a Regional Congestion Management Process (CMP) and updating it yearly. Mr. Sargent reviewed the goals of the report, which included identifying regional congestion, presenting implemented congestion management strategies, and engaging stakeholders to determine and support regional solutions.

Mr. Sargent presented the highlights of the report, which included significant congestion impacts, recurring congestion, interstate analysis, and arterial analysis. Additionally, he gave an overview of the top worst locations by severity and delay impact for 2023. Overall, COVID-19 caused a reduction in vehicular travel; but congestion severity is on the rise due to construction on major highways; and most delays for 2023 are during the evening peak travel time. And, while interstate congestion overall has decreased, arterials have experienced more congestion in 2023. More details can be found in the draft of the report on the East-West Gateway website.

ACTION ITEMS

**Proposed Changes to the Agency Bylaws**

Jim Wild, EWGCOG, provided the board with amendments to the agency's bylaws. He informed the board that the Executive Committee met on August 8 and September 11 to consider and discuss changes to the bylaws. The provided amendments to the bylaws are recommended by the Executive Committee and are "housing keeping" in nature.

Mr. Wild noted that final adoption of changes to the agency bylaws would take place at the Council's annual meeting in November.

Mr. Ehlmann made a motion to the board to add an amendment to the EWG Bylaws. The proposed amendment was written as follows: Amend Bylaws EWGCOG Draft Sept. 20, 2024. Page 11, Article VII Finances, Section 1 – Financial Participation: Line 2; by deleting “a per capita assessment” and replacing it with “a percentage of voting members.”

Following a discussion a roll call vote was held. Seven ayes, nine nays; the motion failed.

Motion to recommend board approval of staff’s recommendation was made by Mr. Grogan, seconded by Ms. Green. Motion carried, all voting aye.

### **St. Louis Regional Freightway Freight Development Project List**

Mary Lamie, St. Louis Regional Freightway, provided the board with an in-depth progress presentation highlighting mission and goals, the multimodal transportation projects list, as well as infrastructure updates. Ms. Lamie also provided marketing efforts, pointing out local and national media snapshots, highlights from the May 2024 Freightweek, and St. Louis spotlight interviews from national magazines.

Ms. Lamie discussed the 2025 Multimodal Transportation Project list process, which included infrastructure priorities and criteria. She also highlighted key accomplishments, funded and unfunded project needs, and other initiatives with various agencies in the region. Additionally, she talked about ongoing efforts such as pursuing funding opportunities, marketing, key accomplishments, funded as well as unfunded project needs, and other initiatives with various agencies in the region.

She added that the Freightway Committee meets regularly and that updates and that more information can be found on the Freightway website. Ms. Lamie also noted that future updates will be made available and provided on priority lists, efforts, and improvement progress.

Staff recommends that the Board of Directors endorse the St. Louis Regional Freightway's Freight Development Project List.

Motion to recommend board approval of staff’s recommendation was made by Mr. Brinker, seconded by Mr. Simmons. Motion carried, all voting aye.

### **Agreement for Venue for Housing First STL: A Summit on Creating Regional Solutions**

Jim Wild, EWGCOG, reminded the board that at their June meeting the board directed staff to convene a Regional Summit on the Homeless and Unhoused and convene a group of experts from peer regions/communities to help provide insight into national best practices and experiences. Since then, staff developed Housing First STL: A Summit on Creating Regional Solutions for the Unhoused scheduled for October 21, 2024. Additionally, staff will convene a practicum scheduled for October 23 to 25, 2024.

Mr. Wild noted that staff evaluated venues to host these events and selected the Eric. P. Newman Education Center at the Washington University School of Medicine (EPNEC). The EPNEC met

the facility type and requirements and had space available on the requested dates. The cost of the venue will not exceed \$35,000 and includes room rental, A/V, wi-fi, parking, and catering.

Staff recommends that the Board of Directors authorize the Executive Director to enter into an agreement with Washington University in St. Louis, School of Medicine, EPNEC to provide the venue and related items for the Housing First STL Summit and practicum for a cost not to exceed \$35,000

Motion to recommend board approval of staff's recommendation was made by Mr. Brinker, seconded by Mr. Schwind. Motion carried, all voting aye.

### **Consultant Selection for Fairview Heights, Illinois Great Streets Planning**

Paul Hubbman, EWGCOG, provided the board with an update on the next Great Streets Planning Project. Mr. Hubbman noted that staff identified a project in the city of Fairview Heights, Illinois, for a Great Streets Initiative planning consistent with the Council's Unified Planning Work Program.

The Council released a Request for Proposals (RFP) on July 12, 2024, with a closing date of August 12, 2024. Three consulting teams responded to the RFP. A selection committee consisting of EWG and Fairview Heights staff evaluated two teams and selected the team led by Confluence. The Council will be the responsible contracting party.

Staff recommends that the Executive Director be authorized to negotiate and enter into a contract with Confluence. The contract amount will not exceed \$550,000. If the Council cannot reach an agreement with Confluence, staff recommends that the Executive Director be authorized to negotiate and enter into a contract with Design Workshop.

Motion to recommend board approval of staff's recommendation was made by Ms. Jones, seconded by Mr. Laker. Motion carried, all voting aye.

### **CMAQ Mid-Performance Period Progress Report**

Christie Holland, EWGCOG, presented the board with an overview and performance measures for the Congestion Mitigation and Air Quality Improvement Program (CMAQ). State DOTs and MPOs must establish annual or biennial performance targets as per federal regulations. She noted that CMAQ provides funding to regions facing the challenge of attaining or maintaining the National Ambient Air Quality Standards (NAAQS) for ozone, carbon monoxide, and/or particulate matter established under the Clean Air Act. She briefly discussed the requirements and responsibilities of State DOTs and MPOs. She noted that 2- and 4-year targets must be established for annual hours of peak hour excessive delay (PHED), non-single occupancy vehicle travel (Non-SOV), and on-road mobile source emissions.

Ms. Holland then reviewed progress towards the two-year targets and discussed maintaining the four-year targets. She pointed out that due to pandemic trends, shifts in travel patterns had led to setting higher targets than the current baseline. Now, anticipating an increase that won't reach

pre-pandemic levels soon, current targets for PHED growth and Total Emissions Reduction for VOC and NOx are recommended to be maintained. Non-SOV travel surpassed targets, and EWG is raising the target to 24.0% to reflect long-term telework adoption, increased bicycle and pedestrian infrastructure investments, and recovering transit ridership. This adjustment aims to align with current performance and enhance accountability in non-SOV travel investments.

Staff recommends approval of the FY 2022-2025 regional performance period 4-year targets for annual hours of peak hour excessive delay, non-single occupancy vehicle travel, and on-road mobile source emissions.

Motion to recommend board approval of staff's recommendation was made by Mr. Mosley, seconded by Ms. Geisman. Motion carried, all voting aye.

**Modifications to the FY 2025-2028 Transportation Improvement Program, *Connected 2050*, and the Related Air Quality Conformity Determination – Requested by Illinois** Melissa Theiss, EWGCOG, informed the board that the Illinois Department of Transportation (IDOT) has requested to amend the FY 2024- 2027 Transportation Improvement Program (TIP), *Connected 2050*, and the related Air Quality Conformity Determination. In all, they requested the addition of seven new projects and the modification of six. Ms. Theiss gave a brief overview of the requests, which can be found in the memo.

Motion to recommend board approval of staff's recommendation was made by Mr. Mosley, seconded by Mr. Simmons. Motion carried, all voting aye.

#### OTHER BUSINESS

Mr. Wild reminded the board about some upcoming dates, these were provided as follows:

- A Homelessness Summit will be held Monday, October 21.
- A Homelessness Practicum will be held Wednesday, October 23 through Friday October 25.
- The EWG Annual meeting and luncheon will be Friday, November 15 at the Hyatt Hotel, 315 Chestnut Street, St. Louis, MO 63102. It will be a morning/early afternoon event, exact time to be determined.

Mr. Wild also noted that EWG's four year certification review will be held the last week of October. They may attend the October board meeting and give a presentation.

Mr. Wild introduced three new staff members. Brandon Sterling, the Save Lives Now! Violence Prevention Director, Kara Rosenkranz STARRS Emergency Preparedness Manager and Bridget Farengo STARRS Emergency Preparedness Coordinator.

ADJOURNMENT

Motion to adjourn the meeting was made by Mr. Elam, seconded by Ms. Green. Motion carried, all voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "James M. Wild". The signature is written in dark ink and is positioned above the printed name.

James M. Wild  
Secretary, Board of Directors



**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**Memo to:** Board of Directors  
**From:** Staff  
**Subject:** Project Notifications  
**Date:** October 16, 2024

Attached is the Project Notification list for September 7 – October 11, 2024. The compiled list contains information about funding requests, grant applications, and announcements/ public notices. It is compiled from the weekly statewide project table sent out by the Missouri Federal Assistance Clearinghouse, Missouri Office of Administration, for comments. If you have any questions regarding this attachment, please contact Maureen McCarthy in the Community Planning Department.

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**Project Reviews for East-West Gateway Council of Governments  
September 7 – October 11, 2024**

<b>JURISDICTION</b>	<b>APPLICANT</b>	<b>PROJECT DESCRIPTION</b>	<b>FEDERAL AGENCY</b>	<b>FEDERAL GRANT/LOAN</b>	<b>FUNDING: STATE, LOCAL/OTHER</b>	<b>TOTAL</b>
St. Louis County	The University of Missouri – St. Louis #2503016	11.307 – Economic Adjustment Assistance  UMSL Re-Shoring the Future of API: A Preparation for Economic Resiliency	DOC	\$6,000,000	Applicant: \$4,128,140	\$10,128,140
St. Charles County	City of St. Charles #2504005	16.738 – Edward Byrne Memorial Justice Assistance Grant Program  Procurement of New License Plate Reader (LPR) Trailer	DOJ	\$12,485	Applicant: \$18,425  Other: \$20,000	\$50,910
St. Louis County	COCA – Center of Creative Arts #2503021	11.307 – Economic Adjustment Assistance  Roof Repair and Restructuring	DOC	\$2,245,648	Other: \$561,412	\$2,807,060
City of St. Louis	BioSTL #2503028	11.307 – Economic Adjustment Assistance  STL BIOTECH: Bioscience Industry Occupational Training Equity Collaborative Hub	DOC	\$7,830,577.45	Applicant: \$3,110,000	\$10,940,577.45

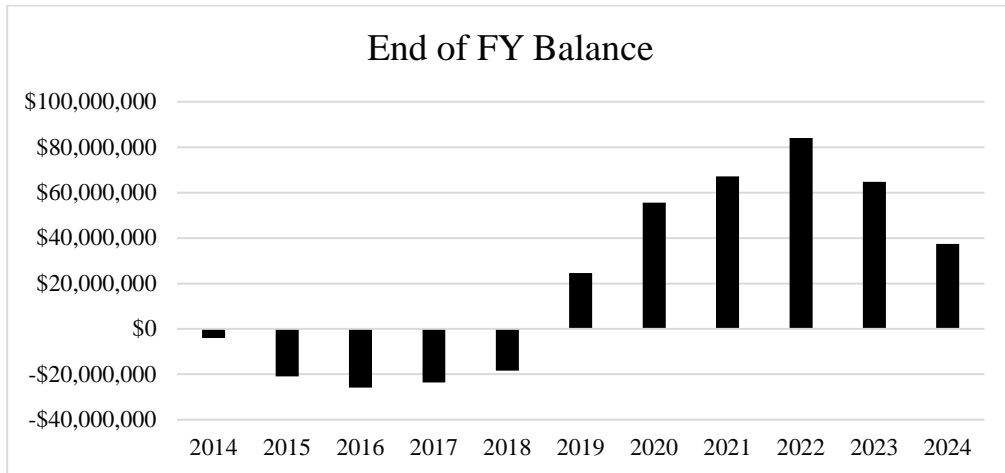


**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**To:** Board of Directors  
**From:** Staff  
**Date:** October 16, 2024  
**Subject:** FY 2024 Local Program Obligation Report and Update on Inflationary Adjustments

East-West Gateway (EWG) has been working with the Missouri Department of Transportation (MoDOT) and partners across the region and state to reduce year-end balances for federal transportation programs since February 2023. Yearly goals are established for the percent of the annual allocation to be obligated and failure to meet these goals could result in loss of federal funds for Local Public Agency (LPA) projects in the St. Louis region. The reason MoDOT made a change to the LPA Policy is because they have been concerned with the higher-than-usual unobligated balances, which started to increase in FY 2019. These increases are largely attributed to the Covid-19 pandemic. The chart below shows the end of fiscal year unobligated balances from FY 2014 – FY 2024:



For FY 2024, MoDOT’s goal was for each Transportation Management Area (TMA) to obligate 120 percent of its annual allocation. A “trigger point” was also established, where if the obligation rate fell below 110 percent of the annual allocation of the end of the fiscal year, the funds would expire. The targets for FY 2024 are shown in the table below:

FY 2024 Targets – St. Louis	
120% Goal	\$107,987,710
110% Trigger Point	\$98,988,734

At the end of FY 2024, the St. Louis region obligated \$117,795,488 (130.23%). The region was able to reduce unobligated funding balances and avoid any loss of federal funds. MoDOT has not released the targets for FY 2025, which began on October 1, 2024.

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To help reach the obligation target, in April 2024 the Board of Directors approved a temporary measure to increase funding on projects that are experiencing inflationary issues. The Board approved \$10 million to be used for this measure, with the provision that the funds must be obligated by the end of the calendar year. To date, EWG staff has processed 19 adjustments, at a federal total of \$5,704,188. There is \$4,295,812 remaining. The inflationary cost increase adjustments are shown in the table below:

Sponsor	Title	TIP #	Low Bid Amt	Total Const –	
				TIP	Fed Increase
Ballwin	Ries Rd Resurfacing	7173-24	\$1,471,491	\$855,773	\$205,385
Florissant	Rue St. Denis Improvements Ph 1	6921-20	\$2,484,704	\$1,000,000	\$240,000
Frontenac	Geyer Rd Ph1	6899-21	\$2,313,168	\$1,100,000	\$231,000
Glendale	E. Essex Ave Reconstruction	6949-21	\$1,078,044	\$710,455	\$170,509
Jefferson County	Gravois Northwest School Improvements	7113A-23	\$3,350,954	\$1,350,000	\$283,500
Jefferson County	Old Lemay Ferry Safety Improvements	6952E-21	\$2,473,981	\$1,652,970	\$396,712
Kirkwood	Historic Kirkwood Train Station Rehabilitation	7158-22	\$4,699,855	\$3,959,841	\$240,916
St. Charles City	South Fifth St Reconstruction	6960-23	\$4,967,274	\$2,300,000	\$450,000
St. Charles County	Gutermuth Rd Ph 3	6923-22	\$3,687,456	\$2,915,000	\$264,993
St. Louis City	20th St Improvements	6982A-20	\$14,405,035	\$8,765,600	\$1,000,000
St. Louis City	Traffic Management Enhancements Ph 4	6982B-20	\$3,211,653	\$3,081,000	\$104,522
St. Louis County	Chesterfield Parkway West (South) Resurfacing	6905D-22	\$2,907,060	\$2,196,900	\$330,000
St. Louis County	Creve Coeur Mill Rd Resurfacing	6834D-21	\$3,248,720	\$1,835,700	\$305,564
St. Louis County	Midland Blvd (East) Resurfacing	6905F-22	\$3,253,578	\$3,083,200	\$88,416
St. Louis County	Midland Blvd Resurfacing	6963F-23	\$1,786,681	\$1,075,600	\$209,742
St. Louis County	New Florissant Rd Resurfacing	6963G-23	\$2,527,890	\$1,846,200	\$332,288
St. Louis County	Paul Ave-Elizabeth Ave Resurfacing	6963H-23	\$1,440,777	\$1,222,800	\$130,786
Washington	Jefferson St Roadway Improvements & ADA Compliance	6970-21	\$1,624,744	\$1,264,925	\$287,855
Wildwood	Manchester Rd & Taylor Rd Resurfacing, Traffic Signal, & ADA Upgrades	7128-23	\$2,985,989	\$1,800,000	\$432,000



**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**Memo to:** Board of Directors

**From:** Staff

**Subject:** Great Streets Initiative – Missouri Planning Panel

**Date:** October 16, 2024

In 2006, the Council launched the Great Streets Initiative, encouraging communities to incorporate a wide range of issues and goals for their significant streets through planning assistance. Since then, the Council has diversified the program to address various scales of planning in our communities. In 2023, EWG piloted the “Planning Panel” approach in Illinois to help with very localized or relatively simple issues that did not fit the existing Great Streets planning assistance program.

The Council is posting a call for projects to select a pool of three or four Missouri communities to participate in a Spring 2025 Great Streets Planning Panel. For those selected, the process includes baseline analysis from a diverse panel of planners and is centered on a four day planning event hosted by East West Gateway. The Panel will provide each community with a clear set of land use, transportation, design, environmental, and engagement strategy recommendations to address their specific issue.

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**Memo to:** Board of Directors  
**From:** Staff  
**Date:** October 18, 2024  
**Subject:** Calendar Year 2025 Budget & Personnel Plan Update

Calendar Year 2025 Budget

Each year the Board of Directors reviews and approves East-West Gateway's calendar year budget and recommends the budget for consideration by the agency's full membership at its annual meeting in November.

The calendar year (CY) 2025 budget includes East-West Gateway's operating expenses as well as sub-awards and other pass-through expenses incurred to provide local agencies, jurisdictions, and organizations services, equipment, software, training, and funds for other project related expenses. The budget also identifies the federal, state, and local revenue that East-West Gateway anticipates receiving during the calendar year. The proposed CY 2025 budget is attached to this memo.

We are proposing a budget of \$13,323,508. Approximately 21 percent of this budget will pay for public safety planning, equipment, software and training that will be provided to our member local governments and area first responder entities. In addition, another 13 percent will provide consulting services for transportation and environmental work. The Council's staff and operating costs are projected to be approximately \$8.1 million.

East-West Gateway's budget includes expenditures for work activities included in the FY 2025 Unified Planning Work Program (UPWP), as well as those activities anticipated to be in the FY 2026 UPWP. We've estimated funding for the transportation, environmental, healthcare preparedness, and homeland security programs along with the non-recurring projects that are anticipated during the year.

Funding in the amount of \$834,811, will be provided in the form of cash or in-kind contributions from the states of Illinois and Missouri. In addition to the state funding, the funds received from the transportation project assessment fee and

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Tim Brinker  
Presiding Commissioner  
Franklin County

**Executive Committee**

Steve Ehlmann  
County Executive, St. Charles County  
Dennis Gannon  
County Executive, Jefferson County

George Green  
County Board Chairman  
Monroe County

Mark A. Kern  
Chairman, St. Clair County Board

Dr. Sam Page  
County Executive, St. Louis County

**Members**

Mike Elam  
Councilman, District 3  
St. Charles County

Megan Green  
President, Board of Aldermen  
City of St. Louis

Ella Jones  
Mayor, City of Ferguson  
St. Louis County

Tim Lowery  
President  
Municipal League of Metro St. Louis

Lonnie Mosley  
St. Clair County

Steven M. Pelton  
Sheriff, Franklin County

Charles Powell III  
Mayor, City of East St. Louis

Herb Roach  
Vice President, Southwestern Illinois  
Council of Mayors

David Schwind  
Madison County

Herbert Simmons  
President, Southwestern Illinois  
Metropolitan & Regional  
Planning Commission

Seth Speiser  
President, Southwestern Illinois  
Council of Mayors

Donald R. Summers, Jr.  
St. Louis County

**Regional Citizens**

Barbara Geisman  
C. William Grogan  
John A. Laker  
Ron Williams

**Non-voting Members**

Holly Bieneman  
Illinois Department of Transportation

Vacant  
Illinois Department of Commerce  
and Economic Opportunity

Patrick McKenna  
Missouri Department of Transportation

Taulby Roach  
Bi-State Development

Aaron Willard  
Missouri Office of Administration

**Executive Director**

James M. Wild

Gateway Tower  
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St. Louis, MO 63102-2451

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Board of Directors  
October 18, 2024  
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the per capita contribution by member counties will also be utilized as match for the federal transportation and environmental grant awards. The voluntary contribution by member counties will remain at 12.5 cents per capita. The contribution represents approximately 2.4 percent of the budgeted agency resources for CY 2025.

Salaries and benefits totaling approximately \$6,699,904 includes funding for 61 full-time equivalent (FTE) employees. The proposed budget also includes a 3.0 percent pay plan adjustment to be effective January 1, 2025 and a projected increase in employee insurance of an average of 5.5 percent. The wage adjustment, along with the associated incremental benefit costs, are projected to be \$239,210. We estimate that East-West Gateway will absorb \$30,644 of the increase for 2025 and the remaining balance of \$208,566 will be provided from our federal, state, and local grant funds.

#### Personnel Plan Update

The Executive Director is required to review East-West Gateway's Personnel Plan at least every two years and make recommendations to the Board of Directors for changes. The Executive Director has reviewed and updated the Personnel Plan, including the Pay Grade Plan and is submitting it to the Board for approval. The Executive Director is recommending a 3 percent pay plan adjustment, which is reflected in the Personnel Plan, Attachment A – Pay Grade Plan. The last significant change to the personnel plan was in 2021; with a minor update in 2022. The updated Personnel Plan with the Pay Grade Plan, will be effective January 1, 2025 and is attached to this memo.

**Staff Recommendation:** Staff recommends that the Board of Directors: approve the proposed CY 2025 budget and recommend its adoption at East-West Gateway's Annual Meeting on November 15, 2024; and adopt the updated Personnel Plan including the Pay Grade Plan.

**East-West Gateway Council of Governments**  
**Calendar Year 2025 Budget**  
**Revenue & Expenses - Calendar Years 2023 - 2025**

	<u>2023 Audited</u>	<u>2024 Budgeted</u>	<u>2025 Proposed</u>
<b>Revenue</b>			
Federal grants	\$ 7,349,741	\$ 11,060,715	\$ 11,158,551
State grants & appropriations	\$ 328,979	\$ 480,672	\$ 533,259
Local fees			
Local contributions	\$ 59,341	\$ 98,424	\$ 99,000
Per capita contributions	\$ 325,076	\$ 325,076	\$ 325,076
Other grants	\$ 267,673	\$ 256,797	\$ 297,691
Transp. project application fees	\$ 532,518	\$ 502,492	\$ 532,518
In-Kind match	\$ 222,589	\$ 262,167	\$ 331,552
Miscellaneous revenue	\$ 186,505	\$ 132,029	\$ 132,044
<b>Total Revenue</b>	<b>\$ 9,272,422</b>	<b>\$ 13,118,372</b>	<b>\$ 13,409,692</b>
<b>Expenses</b>			
Salaries & Wages	\$ 2,764,870	\$ 4,109,721	\$ 4,605,712
Employee Benefits	\$ 1,401,054	\$ 2,054,918	\$ 2,094,192
Services	\$ 1,415,761	\$ 2,567,375	\$ 2,213,075
Property	\$ 397,786	\$ 571,648	\$ 746,485
Facilities	\$ 74,400	\$ 85,122	\$ 86,880
Publications	\$ 14,873	\$ 13,158	\$ 16,055
Meeting & Conferences	\$ 96,688	\$ 45,512	\$ 96,400
Travel & Parking	\$ 38,688	\$ 88,984	\$ 53,394
Supplies	\$ 13,755	\$ 46,656	\$ 18,453
Professional Development	\$ 14,717	\$ 44,301	\$ 30,590
Non-Program Expenses	\$ 140,967	\$ 69,003	\$ 57,881
In-Kind Match	\$ 211,924	\$ 232,167	\$ 301,552
Training & Exercises	\$ 404,291	\$ 224,735	\$ 402,633
Sub-Recipient Expenses	\$ 2,024,929	\$ 2,852,323	\$ 2,600,207
<b>Total Expenses</b>	<b>\$ 9,014,702</b>	<b>\$ 13,005,622</b>	<b>\$ 13,323,508</b>
<b>Change in net position</b>	<b>\$ 257,720</b>	<b>\$ 112,750</b>	<b>\$ 86,184</b>
Net position at beginning of year	\$ 4,480,069	\$ 4,737,788	\$ 4,850,538
Net position at end of year	\$ 4,737,788	\$ 4,850,538	\$ 4,936,722

**East-West Gateway Council of Governments  
Calendar Year 2025 Budget  
Budgeted Revenue - Detail**

**Federal Grants<sup>1</sup>**

<b>U.S. Department of Health and Human Services / Assistant Secretary for Preparedness and Response (ASPR)</b>		
Passed through Missouri Department of Health and Senior Services	\$	232,158
		\$ 232,158
<b>U.S. Department of Homeland Security / Federal Emergency Management Agency</b>		
Passed through the Missouri Office of Homeland Security	\$	3,756,494
Passed through the Missouri State Emergency Management Agency	\$	160,037
		\$ 3,916,531
<b>U.S. Department of Transportation</b>		
Passed Through Bi-State Development Agency	\$	48,712
Passed through Illinois Department of Transportation	\$	1,807,201
Passed through Missouri Department of Transportation	\$	4,493,162
		\$ 6,349,076
<b>U.S. Environmental Protection Agency</b>		
Direct from Environmental Protection Agency	\$	559,884
Passed through Illinois Environmental Protection Agency	\$	40,688
Passed through Missouri Department of Natural Resources	\$	60,215
		\$ 660,787
<b>Total Federal Grants</b>		<b>\$ 11,158,551</b>

**State Grants & Appropriations**

State of Illinois	\$	352,403
State of Missouri	\$	180,856
<b>Total State Grants &amp; Appropriations</b>		<b>\$ 533,259</b>

**Local Fees**

Local contributions	\$	99,000
		\$ 99,000
<b>Per capita contributions (12.5 cents per capita)</b>		
City of St. Louis	\$	37,697
Franklin County	\$	13,085
Jefferson County	\$	28,342
Madison County	\$	33,232
Monroe County	\$	4,370
St. Charles County	\$	50,658
St. Clair County	\$	32,175
St. Louis County	\$	125,516
		\$ 325,076
<b>Other grants</b>		
SWILFPD	\$	279,617
STARRS	\$	18,075
		\$ 297,691
Transportation project application fees	\$	532,518
		\$ 532,518
In-kind match	\$	331,552
		\$ 331,552
<b>Total Local Fees</b>		<b>\$ 1,585,838</b>
<b>Miscellaneous revenue</b> <sup>2</sup>	\$	132,044
		\$ 132,044
<b>Total All Revenue</b>		<b>\$ 13,409,692</b>

1 - Federal Grants reflect the federal portion of the grant.

2 - Miscellaneous includes revenue from interest, annual meeting receipts, etc.



East-West Gateway Council of Governments  
Calendar Year 2025 Budget  
Budgeted Expenses - Detail

Budget Category	2023	2024		2025
	Audited	Budgeted	Estimated	Proposed
Salaries & Wages	\$ 2,764,870	\$ 4,109,721	\$ 2,867,802	\$ 4,605,712
Employee Benefits				
Paid Time Off	\$ 522,229	\$ 635,613	\$ 443,537	\$ 670,472
Taxes & Unemployment	\$ 240,926	\$ 364,969	\$ 254,679	\$ 372,539
Retirement	\$ 175,812	\$ 270,363	\$ 188,662	\$ 290,856
Workers Compensation Insurance	\$ 5,386	\$ 9,600	\$ 6,699	\$ 9,600
Employee Insurance	\$ 456,701	\$ 774,373	\$ 540,365	\$ 750,724
	<b>\$ 1,401,054</b>	<b>\$ 2,054,918</b>	<b>\$ 1,433,941</b>	<b>\$ 2,094,192</b>
Services				
Consultant & Contractual	\$ 1,166,438	\$ 2,254,636	\$ 1,573,307	\$ 1,860,375
Professional	\$ 111,236	\$ 224,139	\$ 156,406	\$ 264,100
Temporary Employee	\$ 122,637	\$ 72,800	\$ 50,801	\$ 72,800
Retirement Plan Administration	\$ 15,450	\$ 15,800	\$ 11,025	\$ 15,800
	<b>\$ 1,415,761</b>	<b>\$ 2,567,375</b>	<b>\$ 1,791,539</b>	<b>\$ 2,213,075</b>
Property				
Depreciation & Amortization	\$ 327,934	\$ 478,181	\$ 333,679	\$ 564,642
Furniture, Fixtures & Equipment	\$ 19,502	\$ 7,742	\$ 5,402	\$ 19,294
Software	\$ 50,350	\$ 85,725	\$ 59,820	\$ 162,549
	<b>\$ 397,786</b>	<b>\$ 571,648</b>	<b>\$ 398,901</b>	<b>\$ 746,485</b>
Facilities				
Office Building	\$ 4,146	\$ 3,691	\$ 2,576	\$ 8,469
Storage	\$ 1,534	\$ 1,534	\$ 1,070	\$ 1,534
Business Insurance	\$ 26,755	\$ 28,151	\$ 19,644	\$ 28,668
Phone & Communications	\$ 35,100	\$ 34,596	\$ 24,141	\$ 40,353
Postage & Delivery	\$ 1,332	\$ 1,210	\$ 844	\$ 1,366
Reproduction	\$ 5,533	\$ 15,940	\$ 11,123	\$ 6,491
	<b>\$ 74,400</b>	<b>\$ 85,122</b>	<b>\$ 59,399</b>	<b>\$ 86,880</b>
Publications	\$ 14,873	\$ 13,158	\$ 9,182	\$ 16,055
Meeting & Conferences	\$ 96,688	\$ 45,512	\$ 31,759	\$ 96,400
Travel & Parking				
Travel	\$ 30,110	\$ 81,216	\$ 56,673	\$ 44,554
Parking	\$ 8,578	\$ 7,768	\$ 5,421	\$ 8,840
	<b>\$ 38,688</b>	<b>\$ 88,984</b>	<b>\$ 62,094</b>	<b>\$ 53,394</b>
Supplies	\$ 13,755	\$ 46,656	\$ 32,557	\$ 18,453
Professional Development				
Dues & Memberships	\$ 12,955	\$ 12,577	\$ 8,777	\$ 15,526
Employee Recruitment & Training	\$ 1,762	\$ 31,724	\$ 22,137	\$ 15,064
	<b>\$ 14,717</b>	<b>\$ 44,301</b>	<b>\$ 30,914</b>	<b>\$ 30,590</b>
Non-Program Expenses	\$ 140,967	\$ 69,003	\$ 48,151	\$ 57,881
In-Kind Match	\$ 211,924	\$ 232,167	\$ 162,008	\$ 301,552
Training & Exercises	\$ 404,291	\$ 224,735	\$ 156,822	\$ 402,633
Sub-Recipient Expenses				
Consultant & Contractual	\$ 821,947	\$ 990,534	\$ 691,204	\$ 862,638
Equipment	\$ 749,702	\$ 1,243,794	\$ 867,931	\$ 1,243,794
Software	\$ 356,601	\$ 400,000	\$ 279,124	\$ 365,516
Phone & Communications	\$ 12,988	\$ 12,995	\$ 9,068	\$ 13,259
Supplies	\$ 73,026	\$ 175,000	\$ 122,117	\$ 85,000
In-Kind Match	\$ 10,665	\$ 30,000	\$ 20,934	\$ 30,000
	<b>\$ 2,024,929</b>	<b>\$ 2,852,323</b>	<b>\$ 1,990,378</b>	<b>\$ 2,600,207</b>
<b>Total Expenses</b>	<b>\$ 9,014,702</b>	<b>\$ 13,005,622</b>	<b>\$ 9,075,446</b>	<b>\$ 13,323,508</b>

**East-West Gateway Council of Governments  
Personnel Plan  
Attachment A - Pay Grade Plan  
2024 & 2025 Combined**

Position	Grade	2024 - Current		2025 - Proposed	
		Minimum Annual	Maximum Annual	Minimum Annual	Maximum Annual
Transportation Analyst V	26	\$101,865	\$151,231	\$104,921	\$155,768
Transportation Analyst IV	22	\$83,602	\$124,144	\$86,110	\$127,868
Transportation Analyst III	20	\$75,793	\$112,429	\$78,067	\$115,802
Transportation Analyst II	15	\$59,380	\$87,823	\$61,161	\$90,458
Transportation Analyst I	12	\$51,296	\$75,793	\$52,835	\$78,067
Information Systems Analyst V	24	\$92,289	\$136,995	\$95,058	\$141,105
Information Systems Analyst IV	21	\$79,603	\$118,129	\$81,991	\$121,673
Information Systems Analyst III	18	\$68,737	\$101,865	\$70,799	\$104,921
Information Systems Analyst II	13	\$53,858	\$79,603	\$55,474	\$81,991
Information Systems Analyst I	10	\$46,529	\$68,737	\$47,925	\$70,799
Planner V	24	\$92,289	\$136,995	\$95,058	\$141,105
Planner IV	20	\$75,793	\$112,429	\$78,067	\$115,802
Planner III	18	\$68,737	\$101,865	\$70,799	\$104,921
Planner II	12	\$51,296	\$75,793	\$52,835	\$78,067
Planner I	9	\$44,322	\$65,475	\$45,652	\$67,439
Research Assistant II	5	\$36,457	\$53,858	\$37,551	\$55,474
Research Assistant I	1	\$30,005	\$44,322	\$30,905	\$45,652
Public Administrator VI	28	\$112,462	\$166,967	\$115,836	\$171,976
Public Administrator V	26	\$101,865	\$151,231	\$104,921	\$155,768
Public Administrator IV	22	\$83,602	\$124,144	\$86,110	\$127,868
Public Administrator III	20	\$75,793	\$112,429	\$78,067	\$115,802
Public Administrator II	15	\$59,380	\$87,823	\$61,161	\$90,458
Public Administrator I	12	\$51,296	\$75,793	\$52,835	\$78,067
Program Aide II	5	\$36,457	\$53,858	\$37,551	\$55,474
Community Relations Coordinator V	22	\$83,602	\$124,144	\$86,110	\$127,868
Community Relations Coordinator IV	17	\$65,475	\$96,947	\$67,439	\$99,855
Community Relations Coordinator III	15	\$59,380	\$87,823	\$61,161	\$90,458
Community Relations Coordinator II	10	\$46,529	\$68,737	\$47,925	\$70,799
Community Relations Coordinator I	8	\$42,213	\$62,352	\$43,479	\$64,223
Public Safety Administrator V	25	\$96,947	\$143,928	\$99,855	\$148,246
Public Safety Administrator IV	20	\$75,793	\$112,429	\$78,067	\$115,802
Public Safety Administrator III	18	\$68,737	\$101,865	\$70,799	\$104,921
Public Safety Administrator II	13	\$53,858	\$79,603	\$55,474	\$81,991
Public Safety Administrator I	10	\$46,529	\$68,737	\$47,925	\$70,799

**East-West Gateway Council of Governments  
Personnel Plan  
Attachment A - Pay Grade Plan  
2024 & 2025 Combined**

Position	Grade	2024 - Current		2025 - Proposed	
		Minimum Annual	Maximum Annual	Minimum Annual	Maximum Annual
Accountant V	26	\$101,865	\$151,231	\$104,921	\$155,768
Accountant IV	22	\$83,602	\$124,144	\$86,110	\$127,868
Accountant III	20	\$75,793	\$112,429	\$78,067	\$115,802
Accountant II	15	\$59,380	\$87,823	\$61,161	\$90,458
Accountant I	12	\$51,296	\$75,793	\$52,835	\$78,067
Accounting Specialist III	7	\$40,171	\$59,380	\$41,376	\$61,161
Accounting Specialist II	5	\$36,457	\$53,858	\$37,551	\$55,474
Accounting Specialist I	3	\$33,074	\$48,857	\$34,066	\$50,323
Accounting Clerk	1	\$30,005	\$44,322	\$30,905	\$45,652
Executive Assistant	13	\$53,858	\$79,603	\$55,474	\$81,991
Administrative Assistant II	6	\$38,294	\$56,557	\$39,443	\$58,254
Administrative Assistant I	3	\$33,074	\$48,857	\$34,066	\$50,323
Office Clerk	1	\$30,005	\$44,322	\$30,905	\$45,652
Graphic Designer III	14	\$56,557	\$83,602	\$58,254	\$86,110
Graphic Designer II	11	\$48,857	\$72,176	\$50,323	\$74,341
Graphic Designer I	4	\$34,704	\$51,296	\$35,745	\$52,835
Printer II	6	\$38,294	\$56,557	\$39,443	\$58,254
Printer I	1	\$30,005	\$44,322	\$30,905	\$45,652

## EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS PERSONNEL PLAN

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1. Purpose. The purpose of East-West Gateway Council of Government's Personnel Plan (Personnel Plan) is to attract and retain employees of the highest caliber.
2. Effective Date & Changes. The original personnel plan was adopted by the Board of Directors and became effective on June 1, 1967. This Personnel Plan is effective January 1, 2025 and rescinds and supersedes any prior personnel plans. The Personnel Plan may be updated from time-to-time and changes must be approved by the Board of Directors. At a minimum, two years after the adoption of this Personnel Plan and every two years thereafter, the Executive Director must re-evaluate the Personnel Plan and submit to the Board of Directors their recommendations for a new plan or amendments to the existing plan.
3. Plan Administration. The Executive Director is responsible for administering and executing the Personnel Plan.
4. Employee Hiring, Advancement & Discipline. The Executive Director is responsible for the final decisions regarding the hiring, advancement, and discipline of employees, including termination of employment. In accordance with the Personnel Plan's purpose, employee advancement will be based solely upon merit.
5. Employee Compensation & Evaluation. The Executive Director will determine the compensation of employees and is responsible for administering and executing the employee evaluation process. The minimum responsibilities are described in Section 5, Parts (a) through (e).
  - a) The Executive Director will determine the job classification, grade, and rate of pay for each of the Council's employees. The rate of pay for employees will be based upon the employee's job classification and grade and in accordance with the Pay Grade Plan approved by the Board of Directors. The Pay Grade Plan is attached to the Personnel Plan in Attachment A.
  - b) The Executive Director will make the final determination about any employee's increase in pay. In general, an increase in an employee's pay will be based upon the employee's job performance as captured in the employee's evaluation or an increase in the employee's job responsibilities.
    - i) At their discretion and when determining such an increase in an employee's pay, the Executive Director may set an employee's rate of pay at an amount above the maximum annual rate for the employee's classification and grade if the employee has been continuously employed at the Council for at least 10 years. This increase in the employee's pay must not cause the employee's rate of pay to exceed the maximum annual rate for the employee's classification and grade by more than 15 percent and the total amount of the increase in the employee's pay may not exceed the then-current, annual change in the Consumer Price Index for All Urban Consumers.
  - c) The Executive Director will review the Pay Grade Plan at least once per year and present adjustments to the Pay Grade Plan to the Board of Directors for approval.
  - d) The Executive Director will determine how frequently employees will be compensated; however, it must not be less than one time per month.

**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS**  
**PERSONNEL PLAN**

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- e) The Executive will administer and execute the process to review and assess employee performance. At a minimum, this process must be conducted annually.

6. Employee Definitions, Overtime & Leave.

- a) **Employee Definitions.** Full-time employees are defined as those who work 40 hours per week. Part-time employees are defined as those who work less than 40 hours per week.
- b) **Overtime Pay.** Non-exempt employees are eligible for overtime compensation. The Executive Director must authorize non-exempt employees to work more than 40 hours in a work week. Overtime compensation will be given as pay at a rate of 1.5 times the employee's regular rate of pay for each hour worked in excess of the Council's 40-hour work week. Overtime pay is based on actual hours worked. Vacation leave, sick leave, jury duty, other paid leave, or any other leave of absence will not be considered hours worked for purposes of determining overtime pay.
- c) **Leave.** Full-time and part-time employees are eligible for leave as described in this Section 6, Part (c). Accrued leave may only be used after it has been earned. The Executive Director is responsible for administering and executing the Council's policies that govern employee leave.
  - i) **Sick Leave.** Full-time employees will accrue sick leave at a rate of one day (8 hours) per month, which is 4 hours per pay. Sick leave hours accrued per pay will be adjusted as needed to reflect hire date or to ensure the maximum hours accrued per year are not exceeded. Additionally, new, full-time employees will receive sick leave as described in Section 6, Part (c)(iii). At their discretion, the Executive Director may provide additional sick leave for an employee in unusual circumstances; however, this additional sick time will not be accrued. Accrued, unused sick leave may carry-over to future years. Accrued, unused sick leave will not be paid out to an employee if they leave the Council's employment for any reason. Part-time employees are not eligible for sick leave.
  - ii) **Vacation Leave.** Full-time and part-time employees will accrue vacation leave based on years of continuous service, as described in the table below. Additionally, new, full-time employees will receive vacation leave as described in Section 6, Part (c)(iii). Accrued, unused vacation leave is subject to the following rules:
    - 1. An employee may carry-over to future calendar years a maximum of 240 hours of accrued, unused vacation leave.
    - 2. Accrued, unused vacation leave in excess of 240 hours, measured at the end of a calendar year, will not carry-over to the next year.
    - 3. Accrued, unused vacation leave will be paid out to an employee who voluntarily leaves the Council's employment and will be paid out up to a maximum of 240 hours. Accrued, unused vacation leave in excess of 240 hours, measured on the last day of the employee's employment, will not be paid out to the employee.

**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS  
PERSONNEL PLAN**

4. For an employee whose employment is involuntarily terminated, accrued, unused vacation leave will be paid out to the employee at the discretion of the Executive Director.

Maximum Vacation Hours - Accrued Per Calendar Year					
Years of Service	Hours	Days	Weeks	Accrued Per Pay <sup>2</sup>	Part-Time Employees <sup>3</sup>
0 to <4 years <sup>1</sup>	120	15	3	5.00	Proportional accrual based on the number of hours worked in a month, up to a maximum of 120 hours per calendar year.
≥4 years and <10 years	160	20	4	6.67	Proportional accrual based on the number of hours worked in a month, up to a maximum of 160 hours per calendar year.
≥10 years and <15 years	200	25	5	8.33	Proportional accrual based on the number of hours worked in a month, up to a maximum of 200 hours per calendar year.
≥15 years	240	30	6	10.00	Proportional accrual based on the number of hours worked in a month, up to a maximum of 240 hours per calendar year.

1 - New hire vacation leave also subject to Section 6, Part (c)(iii).

2 - Vacation hours accrued per pay will be adjusted as needed to reflect start date or to ensure the maximum accrued hours per year are not exceeded.

3 - For purposes of vacation accrual for part-time employees, "hours worked" includes holiday hours.

- iii) **Sick and Vacation Leave for New Employees.** New, full-time employees will receive 20 hours of vacation leave and 16 hours of sick leave that will be available to use after their 1<sup>st</sup> day of work. These employees will not accrue vacation or sick leave until the 5<sup>th</sup> pay period following their start date. Beginning with the 5<sup>th</sup> pay period after their start date, these employees will accrue vacation and sick leave at the rates described in Section 6, Parts (c)(i) and (ii); with adjustments to the accrual rates as needed to reflect start date or to ensure the sick or vacation leave accrued will not cause the employee's total leave accruals to exceed the maximums allowed for the year. If a new employee leaves the Council's employment for any reason prior to the 5<sup>th</sup> pay period, the pay-out of the unused vacation is governed by Section 6, Part (c)(ii) and will be limited to the amount of vacation leave the new employee would have accrued at the rate described in Section 6, Part (c)(ii). Any unused sick leave will not be paid out.
- iv) **Holidays.** Full-time employees will receive up to 11 paid holidays (88 total hours) per calendar year. Part-time employees will receive paid holiday hours in proportion to the number of hours the employee works in a month, up to a maximum of 88 total hours in a calendar year. The total number of paid holidays an employee will receive in a calendar year is measured based on the date the employee's employment begins through the end of the calendar year. The Council's offices will be closed on holidays. Holidays will be observed on the dates designated by law. The Council will observe the following holidays:
- New Year's Day
  - Martin Luther King, Jr. Day
  - President's Day
  - Memorial Day
  - Juneteenth

## EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS PERSONNEL PLAN

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- Independence Day
  - Labor Day
  - Veterans Day
  - Thanksgiving Day
  - Day after Thanksgiving
  - Christmas Day
- v) **Uniformed Service Leave.** Full-time and part-time employees who perform uniformed service may take paid leave to perform their service. A full-time staff person may take up to 160 hours of paid leave in a calendar year. A part-time staff person may take a number of hours of paid leave equal to the number of hours that the staff person is normally scheduled to work, on average, in a 20-day period, up to a maximum of 160 hours of paid leave. Uniformed service leave will be paid at the employee's regular rate of pay. Uniformed service leave does not accrue, it does not carry over to future years, and it will not be paid out to an employee who leaves the Council's employment for any reason.
- vi) **Jury Duty.** Full-time and part-time employees will receive leave with pay when they are required to attend jury duty during regular working hours. The pay for jury duty will be at the employee's regular rate of pay. The employee is not required to remit to the Council any payments they receive from the government for the jury duty.
- vii) **Other Types of Paid and Unpaid Leave.** The Executive Director must approve all leaves of absences without pay. The Executive Director may make provisions for employees to take other leave like Family and Medical Leave and short- or long-term disability.
- viii) **Election Day.** When an election falls on a regular working day, all employees will be provided sufficient time off to vote. This time off will be unpaid; however, the employee may use accrued vacation time to receive pay for the time taken to vote or may obtain the Executive Director's approval to shift their regular work schedule on Election day to allow the employee sufficient time off to vote.
7. **Personnel Travel & Business Expenses.** The Executive Director is responsible for administering and executing the Council's expense reimbursement policy that describes the rules and requirements for reimbursing employees for travel and other business expenses. The expense reimbursement policy must, at a minimum, adhere to the limitations and requirements prescribed by the Council's grant funding agencies. In no case may the policy permit employees to be reimbursed at rates greater than those permitted by the applicable, grant funding agency or for expenses that are not related to the performance of official Council business. Additionally, for costs associated with vehicle travel, employees may only be reimbursed for eligible costs and at a rate not to exceed the lesser of the then-current Internal Revenue Service mileage rate for personal vehicles or the mileage rate set by the Council's funding agencies.

**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS**  
**PERSONNEL PLAN**

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8. Other Personnel Policies. The Executive Director may prescribe additional rules and regulations to maximize employee efficiency and morale or when required to adhere to legislative or regulatory requirements (e.g. affirmative action, nondiscrimination, pandemic or other emergency situations). The Executive Director will ensure that these additional rules and regulations are described in written policies and provided to the Council's employees.
  
9. Employee Benefits. The Executive Director is responsible for administering and executing benefit plans for the Council's employees. These benefit plans include, but are not limited to, group insurance plans like health, dental, vision, life, short- and long-term disability and retirement savings plans. These benefits will be available to full-time and part-time employees in accordance with the eligibility requirements described in the plan documents.
  - a) **Group Insurance Premium Costs.** The Council will pay 100 percent of the individual, employee's premium costs for Council provided health, dental, vision, life, and disability insurance. The Council will pay 50 percent of the employee's dependent premium cost for health and dental insurance.
  
  - b) **Retirement Savings Plan Match.** Eligible employees may elect to participate in the Council's retirement savings plan and the Council will provide employer matching contributions up to a maximum of 6 percent.
  
10. Professional Development. The Executive Director is responsible for administering and executing a professional development program for the Council's staff to provide educational and training opportunities that will improve the employee's performance in their current position or better prepare them for promotional opportunities.

(Approved 10/30/2024)



**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS  
PERSONNEL PLAN**

**Attachment A – Pay Grade Plan**

<b>Position</b>	<b>Grade</b>	<b>Minimum Annual</b>	<b>Maximum Annual</b>
Transportation Analyst V	26	\$104,921	\$155,768
Transportation Analyst IV	22	\$86,110	\$127,868
Transportation Analyst III	20	\$78,067	\$115,802
Transportation Analyst II	15	\$61,161	\$90,458
Transportation Analyst I	12	\$52,835	\$78,067
Information Systems Analyst V	24	\$95,058	\$141,105
Information Systems Analyst IV	21	\$81,991	\$121,673
Information Systems Analyst III	18	\$70,799	\$104,921
Information Systems Analyst II	13	\$55,474	\$81,991
Information Systems Analyst I	10	\$47,925	\$70,799
Planner V	24	\$95,058	\$141,105
Planner IV	20	\$78,067	\$115,802
Planner III	18	\$70,799	\$104,921
Planner II	12	\$52,835	\$78,067
Planner I	9	\$45,652	\$67,439
Research Assistant II	5	\$37,551	\$55,474
Research Assistant I	1	\$30,905	\$45,652
Public Administrator VI	28	\$115,836	\$171,976
Public Administrator V	26	\$104,921	\$155,768
Public Administrator IV	22	\$86,110	\$127,868
Public Administrator III	20	\$78,067	\$115,802
Public Administrator II	15	\$61,161	\$90,458
Public Administrator I	12	\$52,835	\$78,067
Program Aide II	5	\$37,551	\$55,474
Community Relations Coordinator V	22	\$86,110	\$127,868
Community Relations Coordinator IV	17	\$67,439	\$99,855
Community Relations Coordinator III	15	\$61,161	\$90,458
Community Relations Coordinator II	10	\$47,925	\$70,799
Community Relations Coordinator I	8	\$43,479	\$64,223
Public Safety Administrator V	25	\$99,855	\$148,246
Public Safety Administrator IV	20	\$78,067	\$115,802
Public Safety Administrator III	18	\$70,799	\$104,921
Public Safety Administrator II	13	\$55,474	\$81,991
Public Safety Administrator I	10	\$47,925	\$70,799

**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS  
PERSONNEL PLAN**

**Attachment A – Pay Grade Plan**

<b>Position</b>	<b>Grade</b>	<b>Minimum Annual</b>	<b>Maximum Annual</b>
Accountant V	26	\$104,921	\$155,768
Accountant IV	22	\$86,110	\$127,868
Accountant III	20	\$78,067	\$115,802
Accountant II	15	\$61,161	\$90,458
Accountant I	12	\$52,835	\$78,067
Accounting Specialist III	7	\$41,376	\$61,161
Accounting Specialist II	5	\$37,551	\$55,474
Accounting Specialist I	3	\$34,066	\$50,323
Accounting Clerk	1	\$30,905	\$45,652
Executive Assistant	13	\$55,474	\$81,991
Administrative Assistant II	6	\$39,443	\$58,254
Administrative Assistant I	3	\$34,066	\$50,323
Office Clerk	1	\$30,905	\$45,652
Graphic Designer III	14	\$58,254	\$86,110
Graphic Designer II	11	\$50,323	\$74,341
Graphic Designer I	4	\$35,745	\$52,835
Printer II	6	\$39,443	\$58,254
Printer I	1	\$30,905	\$45,652

*(Approved 10/30/2024)*

**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS  
PERSONNEL PLAN**

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**CERTIFICATION OF PERSONNEL PLAN ADOPTION**

The undersigned duly qualified Executive Director of East-West Gateway Council of Governments, acting on behalf of East-West Gateway Council of Governments, certifies that the foregoing is a true and correct copy of the Personnel Plan adopted at a legally convened meeting of the Board of Directors held on October 30, 2024.

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James M. Wild  
Executive Director

---

Date



**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**To:** Board of Directors

**From:** Council Staff

**Subject:** Resolution to Modify Signatory Authorization on Council Bank Accounts

**Date:** October 16, 2024

Staff is requesting that the Banking Resolution be updated to add / modify signers on the Council's bank accounts. The list of authorized signers was previously updated in June 2015. At that time, the Board authorized signatories based on the position held at the Council so that we do not need to seek Board action when incumbents in key positions change. We will continue the practice of identifying positions as signatories. The personnel designated will follow the Council's existing cash management procedures. The resolution required by our banking institution is attached.

**Staff Recommendation:** Staff recommends that the Board of Directors adopt the attached resolution to modify the authorized signers on the Council's bank accounts.

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**RESOLUTION NO. 2024-3**  
**EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS**  
**BANKING RESOLUTION**

A resolution of East-West Gateway Council of Governments (the "Council") that authorizes persons to operate the Council's bank accounts and to act as signatories for the Council's bank accounts.

WHEREAS, the Council, a Missouri corporation, having its principal office located in the City of St. Louis has deposited funds in the Bank of America NA (the "Bank"); and

WHEREAS, the Bank requires the Council to adopt a resolution to authorize operators of and signers for the Council's bank accounts;

NOW, THEREFORE, BE IT RESOLVED BY the East-West Gateway Council of Governments Board of Directors:

1. The individuals holding the positions listed below are authorized, acting alone, including by electronic signature, electronic record or other electronic form to: (a) establish accounts from time-to-time for the Council at the "Bank", as well as to operate and close such accounts; (b) enter into any and all agreements and transactions contemplated by the provision of treasury management services by the Bank, including but not limited to Electronic Funds Transfer Services; and (c) designate persons to operate each such account including closing the account, and to designate persons to act in the name and on behalf of the Council with respect to the establishment and operation of treasury management services.
  - Executive Director
  - Deputy or Assistant Executive Director
  - Director of Administration
  - Chief Financial Officer or Controller
  
2. The individuals holding the positions listed below are designated as Authorized Signers who may authorize payment of moneys from the Council's accounts by signing, including by electronic signature, electronic record or other electronic form, checks or other orders drawn against the Council's accounts and, in accordance with the requirements established by each bank account signature card, and the Bank is authorized to charge any such order against the account.
  - Executive Director
  - Deputy or Assistant Executive Director
  - Director of Administration
  - Director of Research Services
  - Director of Transportation Planning
  - Chief Financial Officer or Controller

3. Checks, drafts, bills of exchange and other orders for the payment of money which are payable to the Council may be endorsed by the incumbents in the positions named in #2 above or may be endorsed in writing or by a stamp without designation of the person endorsing and deposited with the Bank for credit to the account.
4. The Council's accounts shall be governed by Missouri law and subject to the present and future regulations of the Bank relating to deposit accounts.
5. Officers and employees of the Council are hereby authorized to complete and execute forms or other documents required by the Bank consistent with this Resolution.

**CERTIFICATION OF AUTHORIZING RESOLUTION NO. 2024-3**

The undersigned duly qualified Executive Director of East-West Gateway Council of Governments, acting on behalf of East-West Gateway Council of Governments, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the East-West Gateway Council of Governments Board of Directors held on October 30, 2024.

James M. Wild

\_\_\_\_\_  
**Name**

Executive Director

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**



**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**Memo to:** Board of Directors  
**From:** Staff  
**Subject:** Agency Telephone System Service Renewal  
**Date:** October 16, 2024

In 2021 East-West Gateway entered into a 3-year agreement with CSI Telecommunications to provide hosted telephone system service, technical support and maintenance. This agreement expires December 2024 and we are seeking to renew the service for an additional 3-year term.

**Staff Recommendation:** Staff recommends that the Board of Directors authorize the Executive Director to enter into a 36-month telephone service agreement with CSI Telecommunications that includes hosted telephone system service, technical support, maintenance, and the option to add phones at a cost of \$20/phone per month plus a one-time set up and hardware cost of \$250. The anticipated total costs is \$49,750, exclusive of applicable taxes, surcharges and FCC fees.

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**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**To:** Board of Directors  
**From:** Council Staff  
**Subject:** Amendment to Consultant Contract to Conduct Comprehensive Compensation Study  
**Date:** October 16, 2024

The Board authorized us to hire the Segal Group to conduct a comprehensive compensation study for the agency. This study includes a job specification review and update (include a Fair Labor Standards Act analysis); total compensation review that will include both salaries/wages and benefits; recommendations for changes to the agency's compensation structure; and the option for annual updates in years 2 through 5 and a future pay equity analysis.

To date, we have made good progress on our study. Key accomplishments include: staff completed their job description questionnaires, Segal created a peer survey and distributed it to peer COGs/MPOs, Segal completed an initial job specification review, and Segal is completing the initial analysis on the survey data that has been collected to-date from the peer COGs/MPOs.

Based on our recent experience filling open positions and current job market conditions, we believe that we should expand the scope of our study to include data collection from municipalities and/or county governments in the St. Louis region. To accomplish this, we need to expand our scope with Segal. We are requesting authorization to expand the scope of our project to add 8 local government entities from the St. Louis region to our study. The additional work will include the collection and analysis of data from 8 municipalities and/or county governments in the St. Louis region. We believe that adding these peers will bolster our study results and provide a clear and complete assessment of the agency's compensation relative to both our COG/MPO peers and local government entities in our region.

**Staff Recommendation:** Staff recommends that the Board of Directors authorize the Executive Director to execute an amendment to our agreement with the Segal Group to

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expand the scope of our study to include 8 additional peers representing local government entities in the St. Louis region. The cost of the additional work will not exceed \$35,000.



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James M. Wild

**Memo to:** Board of Directors

**From:** Staff

**Subject:** Endorsement of MoDOT's Regional Blueprint for Arterials

**Date:** October 16, 2024

Throughout 2023 and the first half of 2024, East West Gateway and MoDOT St. Louis District staff collaborated in the development of the "Blueprint for Arterials", a resource for roadway engineers and planners working on arterial roads in the Missouri side of our region. The document outlines a process and additional resources beyond MoDOT's existing professional guidance in order to better account for the myriad contexts and goals when working in urbanized areas.

The document outlines recommendations for local engagement, project scoping, expanded tools for improving safety, and a typology of roadway segments to help associate which tools, functions, and physical characteristics to consider for individual roadway segments. The Blueprint for Arterials emphasizes safety for all users, while recognizing established local community goals that may impact a roadway.

While the Blueprint draws from and includes content from various vetted national resources, such as the Federal Highway Administration and NACTO, it does not preclude additional use of additional sources that will continue to become available, such as the recent John Hopkins study on lane width and traffic safety.

Work on the Blueprint concluded in June, 2024 and includes a training curriculum for its description and use. The resources developed are intended for county, municipal, and private engineering and planning professionals, as well as MoDOT staff.

The document can be viewed at: <https://www.ewgateway.org/transportation-planning/blueprint-for-arterials/>

**Staff Recommendation:** East-West Gateway staff recommends that the Board of Directors endorse the Blueprint for Arterials document and process for use in the Missouri portion of East West Gateway's area.

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**Executive Director**

James M. Wild

To: Board of Directors

From: Staff

Subject: Functional Classification Update

Date: October 16, 2024

Functional classification is the process by which all roadways are grouped into classes according to the type of service they provide. The Federal Highway Administration (FHWA) requires the use of functional classification to determine eligibility for federal funding. There are three principal roadway classifications: arterial, collector, and local roads. To be eligible for Surface Transportation Block Grant – Suballocated (STP-S) funds, a roadway must be classified as a minor collector or higher in an urban area or a major collector or higher in a rural area.

In order to accurately reflect changes in land use and travel patterns, staff, along with the Missouri Department of Transportation (MoDOT) and the Illinois Department of Transportation (IDOT) solicits revision applications from member agencies semi-annually and conducts a full system review every three to five years. County and municipal officials submitted applications requesting functional class changes to East-West Gateway in May of 2024. Staff worked with MoDOT, IDOT and local officials to prepare this update.

The applications were reviewed in the context of FHWA guidelines including mobility, accessibility, and connectivity. Requested changes are recommended where it is deemed that a road's current classification is no longer consistent with its function. Sometimes, current conditions do not support a change in classification as requested.

At this time, a total of two changes in Missouri and zero changes in Illinois are recommended to the system. Four applications are not recommended because they do not meet the criteria for a change in classification. A list showing the summary of recommended changes is included in this memo. Once approved by the Board of Directors, the update will be sent to MoDOT headquarters for final review and subsequent submittal to FHWA for final approval.

**Staff Recommendation:**

Staff recommends adoption of the functional classification update as shown on the following pages.

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**East-West Gateway 2024 Functional Classification Application Period**

**Recommended Functional Classification Modifications - Missouri**

Map #	Name	Segment Limits	Mileage	County	Requesting Agency	Federal-Aid Urbanized Area Boundary	Current Classification	Recommended Classification
1-1	Schaper Road	Veterans Memorial Parkway to Interstate Drive	0.48	St. Charles	East-West Gateway	Urban	Local	Major Collector
1-2	Hickory Street	East Allen Street to East Pearce Boulevard	0.04	St. Charles	East-West Gateway	Urban	Local	Minor Collector

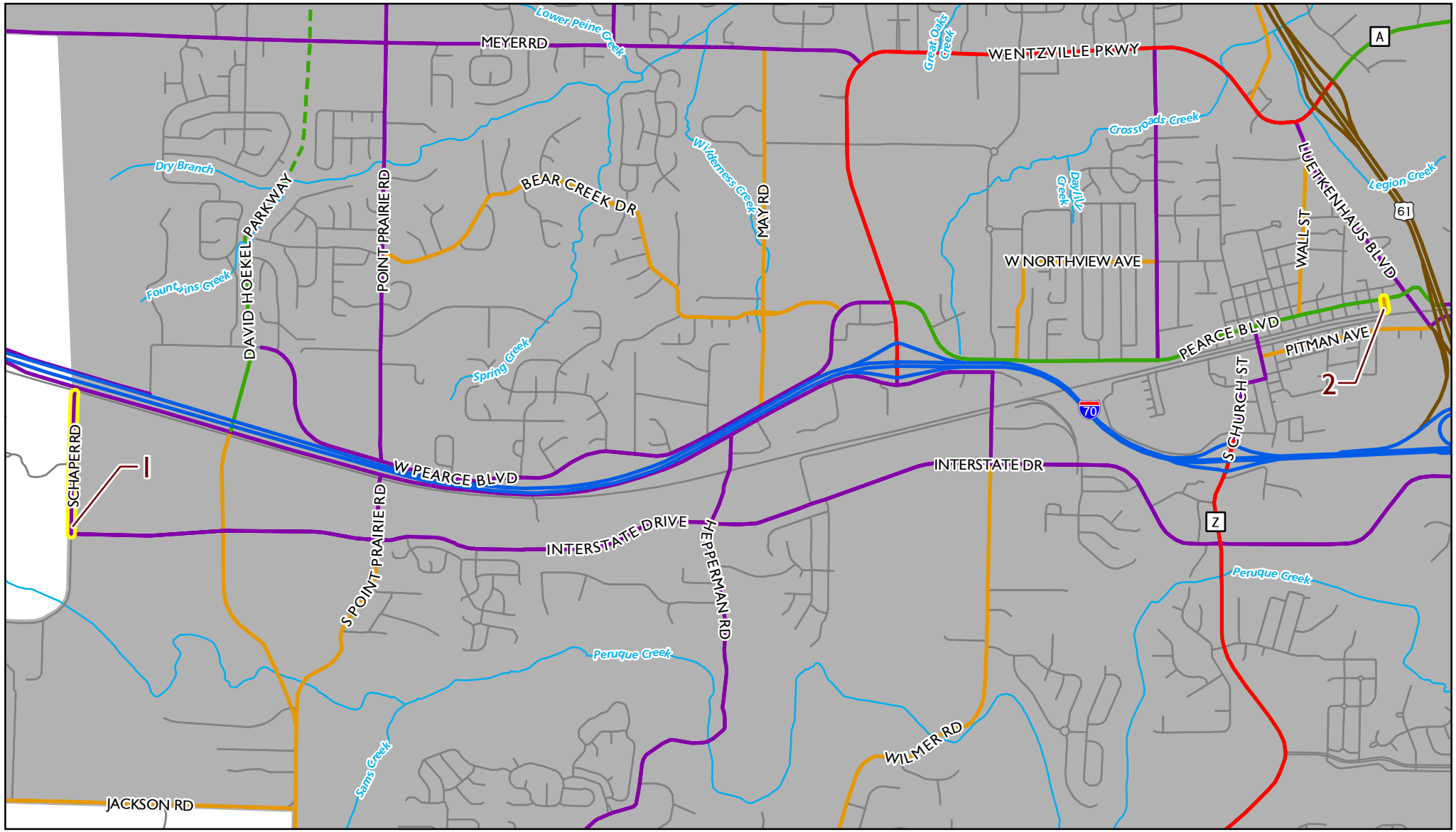
**Not Recommended Functional Classification Modifications - Missouri**

	Name	Segment Limits	Mileage	County	Requesting Agency	Federal-Aid Urbanized Area Boundary	Current Classification	Recommended Classification
	McKinley Road	Manchester Road to Old Warson Road	0.42	St. Louis	City of Rock Hill	Urban	Local	Local
	Hawks Nest South Loop	Veterans Memorial Parkway	0.12	St. Charles	City of St. Charles	Urban	Non-Existent	Non-Existent
	Old Friedens Road	Friedens Road to Fairgrounds Road	0.71	St. Charles	City of St. Charles	Urban	Local	Local

**Not Recommended Functional Classification Modifications - Illinois**

	Name	Segment Limits	Mileage	County	Requesting Agency	Federal-Aid Urbanized Area Boundary	Current Classification	Recommended Classification
	Second Street/West Central Street	Ashbrook Street to Prairie Street	0.63	Madison	City of Bethalto	Urban	Local	Local

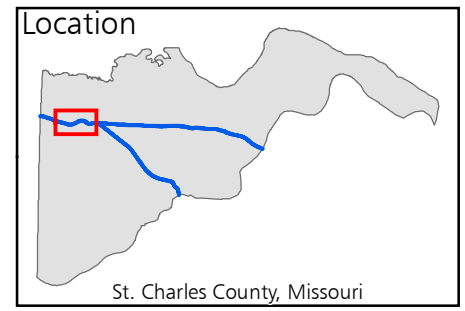
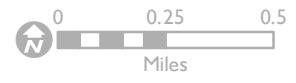
# Map I - St Charles County, Missouri



## LEGEND

- Interstate
- Freeway
- Principal Arterial
- Major Collector
- Minor Arterial
- Minor Collector
- Local Road
- - - Proposed Minor Arterial
- + 2020 Urban Boundary
- County Boundary
- ~ River or Stream

Proposed changes to Functional Classification are indicated by **yellow highlighting** on road segments.





**EAST-WEST GATEWAY**  
**Council of Governments**

Creating Solutions Across Jurisdictional Boundaries

**Memo to:** Board of Directors  
**From:** Staff  
**Subject:** Modifications to the FY 2025-2028 Transportation Improvement Program, *Connected 2050*, and the Related Air Quality Conformity Determination – Requested by Illinois Sponsors  
**Date:** October 16, 2024

The Illinois Department of Transportation (IDOT) and Missouri Department of Transportation (MoDOT) have requested to amend the FY 2025-2028 Transportation Improvement Program (TIP), *Connected 2050*, and the related Air Quality Conformity Determination to add three new projects, modify two projects, and add three scoping projects.

**Illinois New Projects**

IDOT has requested to add two new projects to the FY 2025-2028 TIP. The projects are summarized on the following table.

New Projects – Illinois					
Sponsor/ TIP #	Project Title - Limits	Description of Work	County	Federal Cost	Total Cost
IDOT/ 7384A	I-64 Bridges over IL 161 in New Baden	Bridge Painting	St. Clair	\$315,000	\$350,000
IDOT/ 7384B	Foley Drive – IL 157 in Cahokia Heights to 0.1 mi w/o Gerold Ln in Belleville	Resurfacing	St. Clair	\$2,400,000	\$3,000,000

**Missouri New Project**

MoDOT has requested to add one new project to the FY 2025-2028 TIP. The project is summarized on the following table.

New Project – Missouri					
Sponsor/ TIP #	Project Title - Limits	Description of Work	County	Federal Cost	Total Cost
MoDOT/ 7375A	I-70 – I-64 to Warrenton	Engineering for Safety and Capacity Improvements	St. Charles	\$19,600,000	\$26,500,000

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Bi-State Development  
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**Missouri Modified Projects**

MoDOT has requested to modify two projects. The projects are summarized on the following table.

<b>Modified Project – Missouri</b>				
<b>Sponsor/ TIP #/ County/</b>	<b>Project Title - Limits</b>	<b>Description of Work</b>	<b>Current Cost / Revised Cost</b>	<b>Reason for Change</b>
MoDOT/ 7227A-23/ St. Louis	Ramp from EB I-270 to SB I-170	Replace Bridge	\$4,987,000/ \$4,847,000	Scope Reduction
MoDOT/ 7229T-23/ St. Louis City	I-70 – 0.2 mi w/o Goodfellow Blvd to Kingshighway Blvd	Resurfacing, Preservation Treatment, and Guardrail Upgrade	\$2,310,000/ \$2,310,000	Change in Letting Date to FY2025

**Missouri Scoping Projects**

MoDOT has requested to add three scoping projects. MoDOT's scoping policy is intended to ensure that projects have defined scopes and construction cost estimates before they are committed to the TIP. At this time, there is no construction funding committed to these projects and the projects entail preliminary engineering only (30 percent engineering).

MoDOT intends to use advance construction for TIP # 7383C.

The projects are summarized below:

<b>Scoping Projects – Missouri</b>					
<b>Sponsor/ TIP #</b>	<b>Project Title - Limits</b>	<b>Description of Work</b>	<b>County</b>	<b>Fed/Total Cost for Design</b>	<b>Est. Cost for Construction</b>
MoDOT/ 7383A	Various Locations in the St. Louis District	Scoping to Research Pedestrian Lighting	Multi- County	\$160,000 / \$200,000	n/a
MoDOT/ 7383B	MO 94 – MO D to I-64	Scoping to Add Lanes	St. Charles	\$176,000 / \$220,000	\$2 million to \$5 million
MoDOT/ 7383C	I-70 North Outer Road – at Elaine Dr and St. Dominic Dr	Scoping for Intersection Improvements	St. Charles	\$184,000 / \$230,000	\$1 million to \$2 million

**Staff Recommendation:** Staff recommends that the FY 2025-2028 TIP, *Connected 2050*, and related Air Quality Conformity Determination be revised to add three new projects, modify two projects, and add three scoping projects as summarized above and detailed in the attachment. This memo outlines the requested changes as summarized above and detailed in the attachment. These projects are exempt (40 CFR 93.126) or exempt from regional emissions analyses (40 CFR 93.127) with respect to air quality in accordance with federal regulations.



**Amendment #** 1024-008  
**TIP #** 7384A-25  
**Sponsor #** C-98-039-25

**PROJECT SPONSOR:** IDOT

**ACTION REQUESTED:** Revise the FY 2025-2028 TIP to add a project

**TITLE:** I-64 Bridges over IL 161 in New Baden

**LIMITS:** I-64 Bridges over IL 161 in New Baden

**DESCRIPTION:** Bridge Painting

**COUNTY:** St. Clair

**FUNDING SOURCE:** National Highway Performance Program (NHPP)

	<b>Federal</b>	<b>Match</b>	<b>Total</b>
<b>PE</b>	\$0	\$0	\$0
<b>ROW</b>	\$0	\$0	\$0
<b>Implementation</b>	\$315,000	\$35,000	\$350,000
<b>Total</b>	\$315,000	\$35,000	\$350,000

**AIR QUALITY CONFORMITY:** Exempt (§ 93.126)

**STAFF RECOMMENDATION:** Approval

**Amendment #** 1024-009  
**TIP #** 7384B-25  
**Sponsor #** C-98-056-25

**PROJECT SPONSOR:** IDOT

**ACTION REQUESTED:** Revise the FY 2025-2028 TIP to add a project

**TITLE:** Foley Drive

**LIMITS:** IL 157 to 0.1 mi w/o Gerold Ln

**DESCRIPTION:** Resurfacing

**COUNTY:** St. Clair

**FUNDING SOURCE:** Surface Transportation Block Grant Program (STBG)

	<b>Federal</b>	<b>Match</b>	<b>Total</b>
<b>PE</b>	\$0	\$0	\$0
<b>ROW</b>	\$0	\$0	\$0
<b>Implementation</b>	\$2,400,000	\$600,000	\$3,000,000
<b>Total</b>	\$2,400,000	\$600,000	\$3,000,000

**AIR QUALITY CONFORMITY:** Exempt (§ 93.126)

**STAFF RECOMMENDATION:** Approval

**Amendment #** 1024-010  
**TIP #** 7375A-25  
**Sponsor #** ST0070

**PROJECT SPONSOR:** MODOT

**ACTION REQUESTED:** Revise the FY 2025-2028 TIP to add a project

**TITLE:** I-70 Design-Build

**LIMITS:** I-64 to Warrenton

**DESCRIPTION:** Engineering for Safety & Capacity Improvements

**COUNTY:** St. Charles

**FUNDING SOURCE:** National Highway Performance Program (NHPP)

	<b>Federal</b>	<b>Match</b>	<b>Total</b>
<b>PE</b>	\$0	\$0	\$0
<b>ROW</b>	\$0	\$0	\$0
<b>Implementation</b>	\$19,600,000	\$4,900,000	\$24,500,000
<b>Total</b>	\$19,600,000	\$4,900,000	\$24,500,000

**AIR QUALITY CONFORMITY:** Exempt – Engineering (§ 93.126)

**STAFF RECOMMENDATION:** Approval

# FISCAL YEARS 2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM OCTOBER 2024 - PROJECT LISTING

COUNTY: ST. CHARLES

ID	ORGANIZATION NAME/PROJECT TITLE/DESC	FUNDING CAT	IMPROVEMENTS		2025-2028 TOTAL	2025	2026	2027	2028
7375A-25	MODOT - ST0070 I-70 DESIGN-BUILD I-64 TO WARRENTON ENGINEERING FOR SAFETY & CAPACITY IMPROVEMENTS	NHPP	Preliminary Engineering	PE	\$19,500,000	\$4,500,000	\$5,000,000	\$5,000,000	\$5,000,000
	LENGTH (mi): 17.2		Federal: \$15,600,000	ROW	\$0	\$0	\$0	\$0	\$0
	AIR QUALITY STAT:		State: \$0	IMPL	\$0	\$0	\$0	\$0	\$0
	PROJ PURPOSE: Safety		Local: \$3,900,000	TOTAL	\$19,500,000	\$4,500,000	\$5,000,000	\$5,000,000	\$5,000,000
				ESTIMATED TOTAL PROJECT COST: \$24,500,000					

## FISCAL YEARS 2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM OCTOBER 2024 - PROJECT LISTING

COUNTY: ST. CLAIR

ID	ORGANIZATION NAME/PROJECT TITLE/DESC	FUNDING CAT	IMPROVEMENTS		2025-2028 TOTAL	2025	2026	2027	2028
7384B-25	IDOT - C-98-056-25 FOLEY DRIVE IL 157 TO 0.1 MI W/O GEROLD LN RESURFACING LENGTH (mi): 1.23 AIR QUALITY STAT: PROJ PURPOSE: Preservation	STBG	Resurfacing	PE ROW IMPL  Federal: \$2,400,000 State: \$0 Local: \$600,000	\$3,000,000 \$0 \$0  TOTAL \$3,000,000	\$3,000,000 \$0 \$0  \$3,000,000	\$0 \$0 \$0  \$0	\$0 \$0 \$0  \$0	\$0 \$0 \$0  \$0
					ESTIMATED TOTAL PROJECT COST: \$3,000,000				
7384A-25	IDOT - C-98-039-25 I-64 BRIDGES OVER IL 161 IN NEW BADEN BRIDGE PAINTING  LENGTH (mi): 0.01 AIR QUALITY STAT: PROJ PURPOSE: Preservation	NHPP	Rehabilitate Bridge(s)	PE ROW IMPL  Federal: \$315,000 State: \$0 Local: \$35,000	\$350,000 \$0 \$0  TOTAL \$350,000	\$350,000 \$0 \$0  \$350,000	\$0 \$0 \$0  \$0	\$0 \$0 \$0  \$0	\$0 \$0 \$0  \$0
					ESTIMATED TOTAL PROJECT COST: \$350,000				



## FISCAL YEARS 2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM OCTOBER 2024 - PROJECT LISTING

COUNTY: ST. LOUIS CITY

ID	ORGANIZATION NAME/PROJECT TITLE/DESC	FUNDING CAT	IMPROVEMENTS		2025-2028 TOTAL	2025	2026	2027	2028
7229T-23	MODOT - SL0075 I-70 0.24 MILES W/O GOODFELLOW BLVD TO KINGSHIGHWAY PAVEMENT RESURFACING/TREATMENT & UPGRADE GUARDRAIL LENGTH (mi): 2.34 AIR QUALITY STAT: Exempt - 93.126 PROJ PURPOSE: Preservation	NHPP	Resurfacing	PE ROW IMPL	\$0 \$0 \$2,040,000	\$0 \$0 \$2,040,000	\$0 \$0 \$0	\$0 \$0 \$0	\$0 \$0 \$0
			Federal: \$1,836,000 State: \$204,000 Local: \$0	TOTAL	\$2,040,000	\$2,040,000	\$0	\$0	\$0
				ESTIMATED TOTAL PROJECT COST: \$2,310,000					



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**Memo to:** Board of Directors

**From:** Staff

**Subject:** Regional Security Expenditures

**Date:** October 16, 2024

Staff is requesting authorization to expend funds in support of regional security that will improve the region's disaster preparedness and response capabilities. Funding will come from the U.S. Department of Homeland Security's Urban Area Security Initiative (UASI) grant program. Attachment A summarizes the purchases, totaling \$1,424,930.

**ST. LOUIS REGIONAL TRAINING AND EXERCISE:**

**Hostage Rescue Training Course** - Staff is seeking to hire a consultant to deliver one (1) Hostage Rescue training course to 50 members of the St. Charles law enforcement tactical team, including tactical medical response personnel. This 40-hour training will introduce and train personnel on crucial aspects of hostage rescue operations, including but not limited to hostage rescue concepts, emergency entry tactics, and crisis negotiations, and include field exercises that will improve and enhance tactical operations skills. The total cost for the hostage rescue training course to be delivered by National Tactical Officers Association will not exceed \$52,215 from the UASI grant program.

**Urban Search and Rescue (US&R) Task Force Leadership Training Series Courses** - Staff is seeking approval to hire a consultant to deliver a US&R Task Force Leadership training series courses for US&R task force personnel in the St. Louis Region. The US&R Task Force Leadership training series will provide personnel with the knowledge, skills and abilities to perform various functions for a US&R team during a disaster or planned event, and includes Technical Search Specialist, Planning Team / Technical Information Specialist, Task Force Safety Officer, Logistics Specialist, and Task Force Leader training courses. The total cost for all courses to be delivered by Spec Rescue International will not exceed \$124,500 from the UASI grant program.

**Mass Fatality Exercise Series** - Staff is seeking approval to hire a consultant to develop a regional mass fatality exercise series project that will allow personnel from regional medical examiner and coroner offices to test the St. Louis Bi-State Regional Mass Fatality Resource Coordination Plan's appendices through scenario-based

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tabletop exercises and a full-scale mass casualty incident exercise. The project will identify gaps, address access to critical resources, and clarify roles during a mass casualty incident. The total cost of design, development and delivery of the mass fatality exercise series by Hagerty Consulting, Inc. will not exceed \$316,850 from the UASI grant program.

## **REGIONAL RESPONSE TEAMS:**

**Portable X-Ray Systems for Bomb & Arson Response Teams** - Staff is seeking approval to purchase quantity five (5) ScanXScout portable x-ray systems for the region's three (3) certified bomb and arson teams located in St. Charles County, St. Louis County, and City of St. Louis. The systems enhance the bomb teams' ability to produce larger and clearer x-ray images, which will allow technicians to make accurate assessments of explosive devices, and subsequently make decisions in the render-safe process that will enhance the safety of first responders and the public. The total cost of five (5) portable x-ray systems from Scanna MSC Inc. will not exceed \$186,750 from the UASI grant program.

**Tactical Robot for Regional Tactical Response Team** – Staff is seeking approval to purchase quantity one (1) Icor Mini-Caliber tactical robot for the St. Louis County tactical team. The robot's capabilities of navigating through rough terrain and buildings increases the safety of law enforcement personnel and the public, as the robot can provide video and audio of critical incidents and facilitate communications between first responders and those at the center of critical incidents. The total cost of one (1) tactical robot from Icor Technology, Inc. will not exceed \$ 111,500 from the UASI grant program.

**Night Vision Monoculars for Tactical Response Teams** – Staff is seeking approval to purchase quantity 56 night vision monoculars for the region's tactical response teams. The monoculars will allow tactical teams to visualize their entire surroundings in disaster situations where large areas need to be searched but lack other illumination. The total cost for night vision monoculars for the tactical response teams in Jefferson County, St. Clair County, St. Louis County, and City of St. Louis from U.S. Night Vision Corp. will not exceed \$198,950 from the UASI grant program.

**Tactical Operations Cameras for Tactical Response Teams** - Staff is seeking approval to purchase quantity six (6) tactical operations cameras for the region's six (6) tactical response teams. The cameras provide the tactical teams with wireless, encrypted, recordable camera and monitor systems that can be utilized to protect soft targets and monitor activities during complex coordinated terrorist attack incidents. The total cost of the six (6) Tactical Electronics tactical operations cameras from ABM Supply, LLC will not exceed \$147,800 from the UASI grant program.

**Search Cameras for US&R Teams** - Staff is seeking approval to purchase quantity 10 search cameras for the region's five (5) US&R teams. The cameras allow US&R personnel to search void spaces created by structural collapses in efforts to locate victims in disasters. The total cost of 10 SearchCam 3000 cameras from Safeware, Inc. will not exceed \$201,150 from the UASI grant program.

**Mass Spectrometer Chemical Detection System** - Staff is seeking approval to purchase quantity one (1) handheld, portable high pressure mass spectrometer system for the City of St. Louis Fire Department's hazardous materials response team. The mass spectrometer detects and identifies trace-level chemicals, explosives, narcotics and other dangerous elements within seconds during incident responses and events, which is critical to safety, medical response and decontamination. The total cost of one (1) mass spectrometer chemical detection system from Mountain Horse Solutions will not exceed \$85,375 from the UASI grant program.

**STAFF RECOMMENDATION:**

Staff recommends that the Board approve the expenditure of funds as follows:

- allow the Executive Director to enter into a contract with National Tactical Officers Association of Colorado Springs, CO to provide a Hostage Rescue training course in an amount not to exceed \$52,215;
- allow the Executive Director to enter into a contract with Spec Rescue International of Virginia Beach, VA to provide US&R Task Force Leadership training series courses in an amount not to exceed \$124,500;
- allow the Executive Director to enter into a contract with Hagerty Consulting, Inc., of Evanston, IL to design, develop and conduct a regional mass fatality exercise series in an amount not to exceed \$316,850;
- for the purchase of five (5) ScanXScout portable x-ray systems for the three (3) regional certified bomb and arson response teams from Scanna MSC Inc. of Sarasota, FL in an amount not to exceed \$186,590;
- for the purchase of one (1) Icor Mini-Caliber tactical robot for the St. Louis County tactical response team from ICOR Technology, Inc. of Ottawa, ON in an amount not to exceed \$111,500;
- for the purchase of 56 night vision monoculars for the tactical response teams in Jefferson County, St. Clair County, St. Louis County, and City of St. Louis from U.S. Night Vision Corp. of Loomis, CA in an amount not to exceed \$198,950;
- for the purchase of six (6) Tactical Electronics tactical operations cameras from ABM Supply, LLC of Lenexa, KS for the regional tactical response teams in an amount not to exceed \$147,800;
- for the purchase of 10 SearchCam 3000 search cameras for the five (5) regional US&R teams from Safeware, Inc. of Lanham, MD in an amount not to exceed \$201,150;
- for the purchase of one (1) portable high pressure mass spectrometer system for the City of St. Louis Fire Department's hazardous materials response team from Mountain Horse Solutions of Colorado Springs, CO in an amount not to exceed \$85,375;

for a total amount not to exceed \$1,424,930 from the UASI grant program.

**ATTACHMENT A**

**Expenditures for Equipment and Services  
October 16,**

<u>Vendor</u>	<u>2024 Description</u>	<u>Jurisdiction/Agency</u>	<u>Quantity</u>	<u>Cost</u>
<b>Emergency Response Equipment, Planning, Training &amp; Exercise (UASI)</b>				
National Tactical Officers Association (Colorado Springs, CO)	Hostage Rescue Training Course	St. Charles County, MO	1	\$52,215
Spec Rescue International (Virginia Beach, VA)	Urban Search & Rescue Task Force Leadership Training Series	Regional	5 courses	\$124,500
Hagerty Consulting, Inc (Evanston, IL)	Mass Fatality Exercise Series	Regional	1	\$316,850
Scanna MSC, Inc (Sarasota, FL)	Portable X-Ray Systems	St. Charles County, MO, St. Louis County, MO, City of St. Louis, MO	5	\$186,590
ICOR Technology, Inc (Ottawa, ON)	Tactical Robot	St. Louis County, MO	1	\$111,500
U.S. Night Vision Corp. (Loomis, CA)	Night Vision	Jefferson County, MO, St. Clair County, IL, St. Louis County, MO City of St. Louis, MO	56	\$198,950
ABM Supply, LLC (Lenexa, KS)	Tactical Operations Cameras	Franklin County, MO Jefferson County, MO, St. Charles County, MO St. Clair County, IL, St. Louis County, MO City of St. Louis, MO	6	\$147,800
Safeware, Inc. ( Lanham, MD)	Search Cameras	Regional	5	\$201,150
Mountain Horse Solutions (Colorado Springs, CO)	Mass Spectrometer Chemical Detection System	City of St. Louis, MO	1	\$85,375
<b>TOTAL EXPENDITURES</b>				<b>\$ 1,424,930</b>

**Total UASI Expenditures: \$1,424,930**