

**GREATER EGYPT REGIONAL PLANNING AND DEVELOPMENT COMMISSION
EXECUTIVE COMMITTEE MEETING
May 13, 2025**

1. Call to Order and Roll Call

Kathy Lively, 1st Vice-Chair, presided and called the meeting to order at 5:04 pm. A roll call was taken, and it was noted that there is a quorum present.

Officers Present:

<u>Name</u>	<u>Position, Represents</u>
Kathy Lively	1 st Vice-Chair, Herrin
Steve Damron	Secretary, Jefferson County
Cindy Humm	Treasurer, Franklin County
Julie Peterson	3 rd Vice-Chair, Jackson County
Kevin Weston	2 nd Vice-Chair, Perry County
Robert Spencer	4 th Vice-Chair, Pinckneyville

Staff Present - Cary Minnis (Executive Director); Sarah O'Dell (Administrator)

Officers Absent:

<u>Name</u>	<u>Position, Represents</u>
Jeffery Robinson	Chair, Williamson County

2. Consent Agenda

- a) Minutes of March 11, 2025, Executive Committee Meeting
- b) Staff Report – April 2025

A motion was made by Steve Damron and seconded by Kevin Weston to approve the consent agenda. The motion carried unanimously.

3. New Business

- a) EDA Partnership Planning Grant Application Resolution
 - Greater Egypt recently received an invitation to reapply for the EDA Partnership Planning Grant. A key change to the program was noted: while the grant amount remains at \$210,000, the required match has decreased from \$210,000 to \$140,000, reducing the total program budget from \$420,000 to \$350,000. The local match comes from the organization's local share. A resolution is required for the application, authorizing the submission and execution of all related documents and committing \$140,000 in matching funds. A motion to approve the resolution was made by Robert Spencer and seconded by Steve Damron. The motion carried unanimously.
- b) Greater Egypt Safe Routes to School Consultant Selection and Contract Approval –
 - Greater Egypt received a grant from IDOT through the State Planning and Research program to conduct a Safe Routes to School study, modeled after a previous study done for the SIMPO area, which focused on urban locations such as Marion and Carbondale. This new study will expand to include the remaining parts of Greater Egypt outside that planning area, covering rural areas of Williamson and Jackson counties, as well as Perry, Franklin, and Jefferson counties.

The purpose of the study is to identify schools with significant safety concerns for student pedestrians, using data and metrics to prioritize which schools require further, in-depth analysis. Given the large number of schools, a prioritization process will be used to select approximately 15 schools for detailed study.

For each selected school, the consultant will assess the area within a 15-minute walking radius in

all directions, documenting existing infrastructure, identifying safety deficiencies, and observing student drop-off and pick-up procedures. Findings will be supported with photographs and analyzed by traffic engineers, who will develop recommendations for safety improvements.

The final deliverable will include tailored, actionable improvement plans for each selected school, designed in alignment with the Safe Routes to School program, which provides funding for infrastructure improvements. These plans will serve as ready-to-submit grant applications for municipalities interested in securing funding for implementation. A selection committee, consisting of Mayor Spencer, Mayor Messersmith of Benton, and Transportation Planner Katie Zanotti, reviewed and scored consultant proposals. Horner & Shifrin was unanimously recommended. The total contract, fully funded by the IDOT grant, will not exceed \$150,000. A motion was requested to award the contract to Horner & Shifrin.

A motion was made by Robert Spencer and seconded by Cindy Humm. The motion carried unanimously.

- c) Personnel (Closed Session under 2C (1) of the Illinois Open Meetings Act)
 - A roll call vote was conducted to enter a closed session at 5:13pm, all meeting members voted AYE to enter the closed session. A roll call vote with all members voting AYE was conducted to end the closed session at 5:40pm.
- d) FY26 Draft Budget Review –
 - An updated version of the proposed budget was reviewed, which remains largely consistent with the previous version shared, with only minor changes. All staff positions listed reflect the organization’s current personnel, with no new additions. A significant update since the last review is the projected decrease in the IMRF contribution rate for 2026—from the current 10.76% down to 8.08%. This budget is built entirely on existing grants or revenue expected to be generated in the fiscal year and does not rely on local fund reserves.

4. Matters from the Floor

5. Next Meetings:

Full Board Commission Meeting: June 10, 2025, 6:00 p.m.

Executive Committee Meeting: July 8, 2025, Time TBA

6. Adjourn

A motion was made by Robert Spencer and seconded by Steve Damron to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 6:00 pm