

**MINUTES
OF THE
EXECUTIVE POLICY COMMITTEE
Thursday, November 2, 2006; 1:30 p.m.
1st Floor Community Room
City/School Administration Center
Rapid City, South Dakota**

MEMBERS PRESENT: Ken Simmons for Mason Short – Rapid City Regional Airport, Jerry Shoener – South Dakota Transportation Commission, Bob Mallow – Meade County Commissioner, Ken Davis – Pennington County Commissioner, Curt Nupen – Meade County Commissioner, Mike Kenton – Rapid City School District, Tom Johnson – Rapid City City Council, Mayor Jim Shaw – City of Rapid City and Mayor Al Dial – City of Box Elder

OTHERS PRESENT: Malcom Chapman – Rapid City City Council, Brad Remmich and Monica Heller – South Dakota Department of Transportation, Mark Hoines – Federal Highway Administration, Rod Proffitt, Marcia Elkins and Jeanne Nicholson – Rapid City Growth Management Department, and Al Foster – FMG Engineering

PUBLIC INPUT

None

APPROVAL OF MINUTES OF SEPTEMBER 28, 2006

Mallow moved, Mayor Shaw seconded and motion carried unanimously to approve the minutes of the September 28, 2006 meeting.

OLD BUSINESS

Construction Updates

Heller reported that the Cambell Street project should be completed next week and the work scheduled to be completed this year on Mountain View Road is done. She noted that as weather permits, work will continue on Mountain View Road.

Elkins informed the Committee that the County reported that Radar Hill Road is completed.

In response to a question from Johnson regarding the Mountain View Road project, Heller reviewed the remaining time schedule for the project. A brief discussion followed regarding the signage in this construction zone.

Study Updates

No updates were reported.

Request Approval of the Sheridan Lake Road Traffic Analysis, Route Alignment Study and Environmental Assessment Professional Services Agreement with HDR, Inc. in the amount of \$160,000.00

Elkins requested the Committee to continue this item to the November 30, 2006 meeting.

Simmons moved, Nupen seconded and motion carried unanimously to continue the Approval of the Sheridan Lake Road Traffic Analysis, Route Alignment Study and Environmental Assessment Professional Services Agreement with HDR, Inc. in the amount of \$160,000.00 to the November 30, 2006 meeting.

NEW BUSINESS

2007 Unified Planning Work Program – Final Report

Elkins advised that the Final Report includes the changes requested by the South Dakota Department of Transportation, Box Elder's funding request and the Wayfinding Sign Plan discussed at the time the Draft Report was approved.

Hoines advised that the Manual on Uniform Traffic Control Devices does not include provisions for Wayfinding Sign Plans and that a draft revision considering Wayfinding Sign Plans is being drafted. He added that funding may be available for Wayfinding Sign Plans on an experimental basis but an application would need to be submitted to the Federal Highway Administration for consideration.

Elkins added that the South Dakota Department of Transportation and the Federal Highway Administration would be involved in the preparation of the Request for Proposals for the Wayfinding Sign Plan.

Shoener moved, Simmons seconded and motion carried unanimously to approve the 2007 Unified Planning Work Program – Final Report.

Mayor Al Dial entered the meeting at this time.

2007 – 2011 Transportation Improvement Program Amendment #07-004

2007 – 2011 Transportation Improvement Program Amendment #07-005

2007 – 2011 Transportation Improvement Program Amendment #07-006

2007 – 2011 Transportation Improvement Program Amendment #07-007

2007 – 2011 Transportation Improvement Program Amendment #07-008

2007 – 2011 Transportation Improvement Program Amendment #07-009

2007 – 2011 Transportation Improvement Program Amendment #07-010

Elkins advised that these amendments are to correct the funding sources and costs for several projects listed in the 2007 – 2011 Transportation Improvement Program.

Johnson moved, Simmons seconded and motion carried unanimously to approve the 2007 – 2011 Transportation Improvement Program Amendment #07-004, 2007 – 2011 Transportation Improvement Program Amendment #07-005, 2007 – 2011 Transportation Improvement Program Amendment #07-006, 2007 – 2011 Transportation Improvement Program Amendment #07-007, 2007 – 2011 Transportation Improvement Program Amendment #07-008, 2007 – 2011 Transportation Improvement Program Amendment #07-009 and 2007 – 2011 Transportation Improvement Program Amendment #07-010.

Contract Extension for the Southeast Connector Neighborhood Area Future Land Use Plan (No cost, time extension only)

Elkins advised that progress on this contract has been delayed because of the inability to hire a Future Land Use Planner. She requested the Committee to approve the extension of the contract to December 31, 2007.

Mallow moved, Simmons seconded and motion carried unanimously to approve the Contract Extension (No cost, time extension only) for the Southeast Connector Neighborhood Area Future Land Use Plan to December 31, 2007.

Request approval of the 2007 Agreement between the City of Rapid City and the South Dakota Department of Transportation for accomplishing the Rapid City Area Transportation Planning Process – Federal Highway Administration Planning Funds in the amount of \$576,664

Elkins stated that this is an annual Agreement between the City of Rapid City and the South Dakota Department of Transportation for funding from the Federal Highway Administration to finance the Metropolitan Planning Organization funds necessary to complete the transportation planning process. She noted that the South Dakota Department of Transportation has requested that the statement “All subcontracts must contain all of the provisions of this agreement.” needs to be added to the end of Item 12 on page 7.

Shoener moved, Simmons seconded and motion carried unanimously to approve the 2007 Agreement between the City of Rapid City and the South Dakota Department of Transportation for accomplishing the Rapid City Area Transportation Planning Process – Federal Highway Administration Planning Funds in the amount of \$576,664 with the statement “All subcontracts must contain all of the provisions of this agreement.” being added to the end of Item 12 on page 7.

Request approval of the 2007 Agreement between the City of Rapid City and the South Dakota Department of Transportation for accomplishing the Rapid City Area Transportation Planning Process – Federal Transit Administration Planning Funds in the amount of \$82,989

Elkins explained that this is the annual Agreement between the City of Rapid City and the Federal Transit Administration to finance the Metropolitan Planning Organization funds necessary to complete the transportation planning process.

Simmons moved, Shoener seconded and motion carried unanimously to approve the 2007 Agreement between the City of Rapid City and the South Dakota Department of Transportation for accomplishing the Rapid City Area Transportation Planning Process – Federal Transit Administration Planning Funds in the amount of \$82,989.

Request for Approval of the 2007 Agreement between the City of Rapid City and the City of Box Elder in the amount of \$136,000

Elkins cautioned the City of Box Elder that they will need to comply with all of the federal requirements, not enter into any contracts prior to the execution of this contract and comply with all of the requirements of the selection process or they will not be reimbursed with federal funds.

Elkins informed the Committee that the statement, “All subcontracts must contain all of the provisions of this agreement.” needs to be added to the agreement and that a couple of typographical errors need to be corrected on page 10.

Mayor Shaw moved, Mallow seconded and motion carried unanimously to approve the 2007 Agreement between the City of Rapid City and the City of Box Elder in the amount of \$136,000 with the addition of the statement, “All subcontracts must contain all of the provisions of this agreement.” being added at the end of Item 12 on page 8 and to correct typographical errors on page 10.

OTHER

Staff Report on lane configuration of Twilight Drive at S.D. Highway 44

Heller advised that the South Dakota Department of Transportation has monitored this intersection and no significant delays have occurred for vehicles turning right onto S.D. Highway 44 from Twilight Drive. She added that the South Dakota Department of Transportation will continue to monitor this intersection.

Staff Report on Anamosa Street Reconstruction Project (Haines Avenue to North LaCrosse Street)

Al Foster, FMG Engineering, reviewed the proposed time schedule and the constructions plans for the Anamosa Street Reconstruction Project. He addressed the road width, dedicated turn lanes, drainage improvements and water and sanitary sewer line improvements. A brief discussion followed regarding the Maple Street intersection.

Rapid City School District Membership on the Executive Policy Committee

Elkins reminded the Committee that at the last meeting, the Committee requested that a map be provided outlining the boundaries of the Rapid City Area Metropolitan Planning Organization, Rapid City School District, Meade County School District and Douglas School District.

In response to Mayor Shaw's question regarding the Metropolitan Planning Organization boundary, Elkins advised that the boundary is based on census information.

Davis expressed his opinion that both the Rapid City School District and the Douglas School District should have representation on the Executive Policy Committee.

Elkins reminded the Committee that the City of Box Elder submitted a letter requesting that they have two members on the Executive Policy Committee and that the Douglas School District be a member of the Technical Coordinating Committee. She added that the Executive Policy Committee has approved the addition of a Box Elder City Council representative to the Committee but have continued the Douglas School District membership on the Technical Coordinating Committee to this meeting. Discussion followed.

Mayor Dial expressed his opinion that the School Districts should be treated equally and have the same representation at the Metropolitan Planning Organization Committee meetings.

Kenton stated that the Rapid City School District would like to retain their membership on the Executive Policy Committee.

Mayor Shaw moved to continue this item to the November 30, 2006 meeting to allow additional time to review and obtain additional information. The motion was seconded by Chapman.

Additional discussion followed.

The motion to continue this item to the November 30, 2006 meeting to allow additional time to review and obtain additional information carried unanimously.

Davis expressed his opinion that the Rapid City Area Metropolitan Planning Organization representing Meade County, Pennington County, the City of Rapid City and the City of Box Elder, should submit a letter to DM&E Railroad expressing concern about the placement of signs in the right-of-way. Discussion followed.

Shaw moved, Mallow seconded and motion carried unanimously to direct staff to draft a letter to our Congressional delegation expressing the Rapid City Area Metropolitan Planning Organization's support for the DM&E railroad as an entity and that as the loan process proceeds, we would like the sign issue to be reviewed.

There being no further business, Mallow moved, Simmons seconded and motion carried unanimously to adjourn the meeting at 2:15 p.m.