

**MINUTES
OF THE
TECHNICAL COORDINATING COMMITTEE
Wednesday, September 25, 2002 at 10:00 a.m.
3rd Floor West Conference Room
City/School Administration Center
Rapid City, South Dakota**

MEMBERS

PRESENT: Patsy Horton, Randy Nelson, Klare Schroeder, Doug Adelman, Scott Anderson, Bob Eben, Dale Tech, Terry Keller, Sgt. Dick Gilbert, Mark Hoines (non-voting)

OTHERS

PRESENT: Karen Jones

CALL TO ORDER

The meeting of the Technical Coordinating Committee was called to order by Chair Patsy Horton at 10:10 a.m.

APPROVAL OF THE MINUTES OF THE AUGUST 5, 2002 MEETING

Anderson moved, Schroeder seconded and motion carried to approve the minutes of the August 5, 2002 meeting as presented.

OLD BUSINESS

Construction Updates

Keller distributed copies of the updates and he reviewed the status of various projects currently underway. He noted that the Exit 67 project and the Southeast Connector project are both on/or ahead of schedule. Keller also identified projects that are tentative 2002-2003 bid lettings. Schroeder briefly reviewed the status of the East Omaha Street project.

Study Updates

Horton identified the three studies in progress. Horton reviewed the scope of work for each study.

Horton noted that the completion of the Jackson Boulevard study is expected in mid June of 2003. Horton indicated that the consultant will be moving forward now that the South Dakota Department of Transportation has submitted it's concerns and provided comments regarding the traffic volume forecasts identified in the technical report. In response to a question from Anderson, Horton outlined the tasks involved in the study. She also indicated that an amendment to the contract for a time extension would be included on the October meeting agenda.

Horton indicated that a US Highway 16 traffic projection and volume report is expected by the end of the week for staff review. Horton explained that the study would also address an access management plan.

Horton explained the Travel Demand Forecasting Model conversion from Tmodel to TransCad. She explained that the consultant has been waiting for census data, and she further noted that the 2000 data from the US Census Bureau should be released today. Horton noted that as soon as the necessary information is tallied, the consultant will be able to move forward.

Horton identified the two new studies as the Intelligent Transportation Systems Master Plan and the Eglin Street Corridor Study. Horton reviewed the three phases of the ITS Master Plan Study. Horton advised that the interview and selection process is complete and that consultants have been selected. Horton requested that anyone interested in serving on the technical committee for either study contact her. She indicated that contracts would be forthcoming. In response to Nelson, Horton advised that a team meeting for the US Highway 16 Corridor Study is scheduled for October 11th at 8:00.

NEW BUSINESS

Review and Discussion of Draft Public Participation Plan

Horton indicated that as a result of the South Dakota Department of Transportation Title VI Review, this document has been separated from the Operations Plan. Horton identified the additional methods of public notice to be used in an attempt to increase public involvement in the planning process. Horton explained the 45-day comment period requirement. Discussion followed regarding current public notice procedures. Horton encouraged the committee to forward suggested additions and/or changes to her by the October meeting. She advised the committee that approval of the final document would be requested at the November meeting. In response to a question from Anderson, Horton explained the purpose of the contact list. Discussion followed regarding the inclusion of churches and other religious organizations. Keller suggested that legal staff review this issue. Nelson suggested including the South Dakota Engineering Society, the Black Hills Home Builders Association and other organizations of that nature on the list.

Review and Discussion of Draft MPO Operations Plan

Horton explained the function and content of the Operations Plan, noting that this update came as a result of the removal of the Public Participation Plan. Horton indicated that the City Attorney's office is in the process of drafting wording for the bylaws to address alternative options for meeting notification and voting such as email or teleconferencing. Keller stated that in his opinion the plan appears to be very thorough. Horton indicated that approval of the final document would be requested at the November meeting.

Review and Discussion of Draft 2003 Unified Planning Work Program

Horton noted that this document identifies all transportation planning tasks anticipated for 2003. Horton advised that the South Dakota Department of Transportation has requested that the line items be consolidated to three categories to simplify funding mobility. Horton asked the committee to review and make project suggestions at the October meeting. Horton indicated that the MPO boundary issue would be addressed in 2003, including the revision of all MPO documents to include Meade County.

OTHER

Horton reported that she had received notice that Rapid City's Bicycle Friendly designation is up for renewal. She indicated that she would complete the necessary paperwork and submit.

ADJOURNMENT

There being no further business, Tech moved, Eben seconded and motion carried to adjourn at 10:40 a.m.