

**MINUTES
OF THE
EXECUTIVE POLICY COMMITTEE
Thursday, December 15, 2016 1:30 p.m.
1st Floor Community Room
City/School Administration Center
Rapid City, South Dakota**

MEMBERS PRESENT: Patsy Horton via Proxy for Steve Allender – Mayor of Rapid City ,Brad Remmich via Proxy for the South Dakota Transportation Commission, Matt Whitelock via Proxy for Patrick Dame – Rapid City Airport, Robert Heidgerken – Meade County Commissioner, Larry Larson – Mayor of Box Elder and Lyndell Petersen – Pennington County Commissioner and Linda Rausch – Meade County Commissioner

MEMBERS ABSENT: Scott Allen – Box Elder City Council, Brad Estes – Rapid City Council and Deb Hadcock – Pennington County Commission

STAFF PRESENT: Kelly Brennan, Kip Harrington and Katie Parker – Rapid City Community Planning and Development Services

OTHERS PRESENT: None

Chairperson Heidgerken called the meeting to order at 1:30 p.m.

General Public Comment

There was no general comment.

APPROVAL OF MINUTES OF OCTOBER 13, 2016 MEETING

Larson moved, Rausch seconded and motion carried unanimously to approve the minutes from the October 13, 2016 meeting.

16TP024 – Approve the 2017 Unified Planning Work Program – Final. Horton explained that this program identifies the annual activities, planning studies and products to be developed, initiated and completed by the Metropolitan Planning Organization for 2017. Horton further stated that the proposed funding amounts for City of Rapid City, City of Box Elder and Pennington County for the North Elk Vale Corridor Study, which was directed by the Executive Policy Committee at its August 18, 2016 meeting, are based on a proportional share of each jurisdiction's linear footage for North Elk Vale Road from I-90 north to the Pennington/Meade County line. Discussion ensued.

Rausch moved, Remmich seconded and motion carried unanimously to recommend continuing the 2017 Unified Planning Work Program – Final.

16TP025 – Approve the Agreement between the City of Rapid City and the SDDOT for accomplishing the Rapid City Area Transportation Planning Process in the Amount of \$582,035. Horton detailed to the committee that the City of Rapid City is the designated fiscal agent for transportation planning. Horton noted that this agreement provided funds to conduct activities identified in the 2017 Unified Planning Work Program, and authorizes the reimbursement of funds to the City of Rapid City for work identified in the 2017 Unified Planning Work Program through the Transportation Planning Budget and eligible activities performed by Planning, Public Works and Community Resources staff.

Remmich moved, Petersen seconded and motion carried unanimously to approve the Agreement between the City of Rapid City and the SDDOT for accomplishing the Rapid City Area Transportation Planning Process in the Amount of \$582,035.

16TP031 – Approve the Citizens Advisory Committee Bylaw Revision. Harrington informed the committee that staff is currently in the process of amending Rapid City Area Metropolitan Planning Organization’s Operations Plan to update language that references Fixing America’s Surface Transportation Act (FAST Act), the new highway bill adopted on December 4, 2015. As part of the Operations Plan changes, staff is also proposing revisions to the Citizens Advisory Committee Bylaws. Harrington went on to explain that these changes ensure that the process used by Meade County to appoint committee representation is accurately reflected, and that any member of the public participating in a committee meeting that is not a “voting member” is considered a “non-voting member.” Horton further stated that based on discussion at the Citizens’ Advisory Committee, it was recommended that the bylaws be changed to read the basic requirement for members would be to live or work within the MPO Boundary.

Rausch moved, Remmich seconded and motion carried unanimously to approve the Citizens Advisory Committee Bylaw Revision with a language change stating that the basic requirement for members would be to live or work within the MPO Boundary.

16TP032 – Approve the Technical Coordinating Committee Bylaw Revision. Harrington disclosed that staff is currently in the process of amending Rapid City Area Metropolitan Planning Organization’s Operations Plan to update language that references Fixing America’s Surface Transportation Act (FAST Act), the new highway bill adopted on December 4, 2015. As part of the Operations Plan changes, staff is also proposing revision to the Technical Coordinating Committee Bylaws. Harrington pointed out that these changes ensure that the membership includes an additional staff member from the Rapid City Long Range Planning Division, and removes the Finance Officer for the City of Summerset, to ensure consistency with other smaller community representation. It also adds representation from the Air Transportation, Trucking Industry, and Rail Industry. All of the new members are considered voting members.

Harrington noted the request from the Technical Coordinating Committee.

Petersen moved, Remmich seconded and motion carried unanimously to approve the Technical Coordinating Committee Bylaw Revision with noted changes.

16TP026 – Approve the Operations Plan – Final. Harrington detailed to the committee that the Rapid City Area Metropolitan Planning Organization has revised its Operations Plan to include updates to the current transportation funding bill and requirements to the Fixing America’s Surface Transportation Act (FAST Act), adding the City of Piedmont as a participant in the Metropolitan Planning Process, updated department names and personnel titles, updated funding program names, and updated Citizens’ Advisory Committee and Technical Coordinating Committee Bylaws.

At the request of Heidgerken, staff has been directed to change the bylaws to reflect that a representative of the Meade County Commission and the Pennington County Commission be appointed instead of the Chair of those committees.

Rausch moved, Petersen seconded and motion carried unanimously to approve the Operations Plan – Final with changes to the to the Citizens’ Advisory Committee, Technical Coordinating Committee and Executive Policy Committee bylaws.

16TP027 – Approve the Participation Plan – Final. Harrington explained to the committee that the Participation Plan defines the process to be followed in developing transportation planning documents for the region and how it identifies the actions to be carried out to ensure opportunities exist for the public to be involved in transportation planning activities and establishes policies to follow as required in the current federal transportation act, the Fixing America’s Surface Transportation Act (FAST Act).

Harrington also stated that specific process information has been added on how the Metropolitan Planning Organization will consult with government and environmental agencies to insure the agencies' views are included in the Metropolitan Planning Organization's transportation planning process.

Horton noted that the agency list is updated on a frequent basis, with Rausch suggesting that language be added to note that the list is update on a regular basis.

Rausch moved, Remmich seconded and motion carried unanimously to approve the Participation Plan – Final with suggested changes.

16TP034 – Approve the 2017-2020 Transportation Improvement Program Amendment 17-001. Harrington briefed the committee on this amendment that removes a project programmed in 2019 to construct median crossovers on Interstate 90 and locatoins along Interstate 90 to a maintenance project programmed for 2017, modify turning lanes at the Interstate 90 Exit 67 location in 2017, add a 2017 project to perform a high friction surface treatment on state highways in the region to improve safety, remove a project programmed in 2018 to perform intersection improvements on the region and defers a 2016 project to perform slide repai on Radar Hill Road to 2017. Harrington stated that project number 50 IM 0902 (168)59 should state the location is between Exit 59 and Exit 60, not Exit 19 and Exit 60.

Remmich moved, Rausch seconded and motion carried unanimously to approve the 2017-2020 Transportation Improvement Program Amendment 17-001 with change to project number 50 IM 0902 (168)59.

16TP036 – Approve the Rapid City Area MPO Conflict of Interest Policy. Horton advised the committee on the policy that ensures adherence to SDCL 1-56-10 and SDCL 3-23 by all Rapid City Area Metropolitan Planning Organization committee members. Horton also noted that on future agendas, a disclosure clause will be placed at the beginning of the items. Discussion ensued.

Larson moved, Petersen seconded and motion carried unanimously to approve the Rapid City Area MPO Conflict of Interest Policy.

16TP037 – Approve the 2016 Annual Listing of Obligated Projects. Harrington informed the committee that each year, the Rapid City Area Metropolitan Planning Organization is required to develop the Annual Listing of Obligated Transportation Projects identifying the status of the transportation projects shown in the Transportation Improvement Program for fiscal year 2016.

Harrington noted that the list included in the packets and liked online is dated 2015. Harrington presented the information from 2016 and stated that new links would be sent out with the updated information.

Remmich moved, Larson seconded and motion carried unanimously to approve the 2016 Annual Listing of Obligated Projects.

16TP040 – Acknowledge the 2017 Transportation Product Due Dates. Horton explained to the committee that this document serves as a guideline for workflow during 2017.

Rausch moved, Remmich seconded and motion carried unanimously to acknowledge the 2017 Transportation Product Due Dates.

Election of officers

Rausch opened the nominations for Chair and Vice Chair.

Remmich moved, Rausch seconded and motion carried unanimously to elect Heidgerken as Chair and Larson as Vice Chair.

Other Business

Update on Construction Projects

Bartlett provided information on the current construction projects within the Rapid City Area Metropolitan Planning Organization area. Discussion ensued.

Remmich mentioned the concern from the Citizens' Advisory Committee regarding the timing of the temporary traffic signals on Fifth Street between Meade Street and Flormann Street and stated that after checking with Traffic Engineer for the City of Rapid City, the signals have been coordinated to provide better traffic flow.

Update on Planning Projects

Harrington provided information on the current planning projects within the Rapid City Area Metropolitan Planning Organization area. Discussion ensued.

Heidgerken expressed his appreciation for the reflectors that have been installed on Dyess Avenue.

Horton introduced Brennan and Whitelock to the committee.

There being no further business the meeting adjourned at 2:17p.m.