

Minutes

Citizens Advisory Committee of the Sioux Falls Metropolitan Transportation Planning Process

November 7, 2007

Members Present

Aware, Qadir (In – 3:04, Out 3:28)
Boris, Greg (3:06)
Gallo, Kevin (3:30)
Gould, Jeff
Gusso, Nick
Heligas, Kate
Jackson, Dave
Santee, Charles

Members Absent

Hanavan, Perry
Hohn, Fred

Staff Present

Gaikowski, Debra
Gibson, Amber
Keller, Lynne

Others Present

Remmich, Brad - SDDOT
Reuer, Cliff - SDDOT

With a quorum present, Chairperson Heligas called the meeting to order at 3:02 p.m.

1. **Public Input on Non-Agenda Items:** No Public Input.
2. **Approval of the September 12, 2007 Minutes:** Jeff Gould made a motion to approve the minutes and was seconded by Dave Jackson. The motion passed unanimously.

At this point, Qadir Aware joined the meeting.

3. **Election of Officers for 2008:** Jeff Gould made a motion to nominate Kate Heligas for Chair and Dave Jackson for Vice-Chair for Calendar Year 2008. Charles Santee seconded the motion. Charles Santee made a motion that nominations cease and was seconded by Qadir Aware. The motion to appoint Kate Heligas Chair and Dave Jackson Vice-Chair passed unanimously.

At this point, Greg Boris joined the meeting.

4. **Final Draft – Public Participation Plan (PPP):** The Public Participation Plan is a document that serves as a manual to transportation planning staff, transportation planning committee members, stakeholders and the general public to meet the public participation needs of the local transportation planning process as a whole. Amber Gibson provided an overview of suggested changes. Discussion followed. Dave Jackson made a motion to recommend approval of the Public Participation Plan with the suggested changes and was seconded by Charles Santee. The motion passed unanimously.
5. **2007 UPWP Budget Amendment – SECOG:** Amber Gibson presented a 2007 UPWP budget amendment on behalf of SECOG to transfer \$25,000 from Lincoln County's Capital Resources budget to SECOG's Personnel Services budget. The transfer would not increase the total 2007 UPWP budget. Greg Boris made a motion to recommend approval of the transfer of \$25,000 from Lincoln County Capital Resources to SECOG Personnel Services. The motion was seconded by Charles Santee and passed unanimously.
6. **2007 UPWP Budget Amendment – City of Sioux Falls:** Amber Gibson presented a 2007 UPWP budget amendment on behalf of the City of Sioux Falls to transfer \$100,000 from its Professional Services/Consultants budget to its Personnel Services budget. The transfer would not increase the total 2007 budget amount for the City of Sioux Falls. Jeff Gould made a motion to recommend approval of the transfer of \$100,000 from the City of Sioux Falls' Professional Services/Consultants budget to its Personnel Services budget. The motion was

seconded by Qadir Aware and passed unanimously.

7. **2007 UPWP Budget Amendment – Minnehaha County:** Amber Gibson presented a 2007 UPWP budget amendment on behalf of Minnehaha County to transfer \$5,000 from its Capital Resources budget to its Personnel Services budget. The transfer would not increase the total 2007 budget amount for Minnehaha County. Qadir Aware made a motion to recommend approval of the transfer of \$5,000 from Minnehaha County’s Capital Resources budget to its Personnel Services budget. The motion was seconded by Greg Boris and passed unanimously.
8. **2008 UPWP Budget Amendment – City of Sioux Falls:** Debra Gaikowski presented a 2008 UPWP amendment on behalf of the City of Sioux Falls to add an activity to the UPWP which would allow the City of Sioux Falls to purchase art to display on bus shelters throughout the City. Gaikowski also requested an increase in the 2008 transit budget in the amount of \$2,500 to carry out the activity. Discussion followed including whether the space on the bus shelters could be sold for advertising to generate additional revenue. Greg Boris made a motion to recommend approval of a 2008 UPWP Budget Amendment adding, “Sioux Falls City staff will purchase products and materials to incorporate quality design and art into its transit projects funded by FTA,” to the 2008 Work Activities and increase the budget by \$2,500 to fund the activity. Qadir Aware seconded the motion. Additional discussion occurred. Qadir Aware departed the meeting at this time. A vote was taken with all remaining members voting, “Yes,” and Gould voting, “No.” Motion carried.
9. **2008-2012 TIP Amendment – Bus Shelter Art:** This item was removed from the agenda.
10. **2008-2012 TIP Amendment – 08-002:** Brad Remmich presented a 2008-2012 TIP Amendment to add the Dunham Park, Skunk Creek, 12th Street, and I29 to Sertoma Park Bike Path project for FY 2008 since the scheduled bid letting in FY2007 did not occur. During the discussion, Kevin Gallo joined the meeting. Greg Boris made a motion to recommend approval of amending the 2008-2012 TIP to include the Dunham Park and Skunk Creek Earmark in FY 2008. The motion was seconded by Dave Jackson and passed unanimously.
11. **2008-2012 TIP Amendment – 08-001:** Brad Remmich presented a 2008-2012 TIP Amendment for SD 42, SD11, and Powderhouse Road projects. The projects include grading, storm sewer, curb and gutter and portland cement concrete paving from Gordon Drive to the south Junction of SD 11, grading and surfacing of the remainder of SD42/SD11; and grading, curb and gutter, asphalt concrete surfacing; and bike path and intersection lighting on Powderhouse Road. The changes were recommended due to development plans adjacent to SD11. The improvements will aid in handling the increased traffic volumes. Discussion followed. Nick Gusso made a motion to recommend approval of amendment 08-001 to the 2008-2012 TIP. The motion was seconded by Dave Jackson and passed unanimously.
12. **CAC Bylaw Revision:** The CAC subcommittee, comprised of Kate Heligas, Nick Gusso, and Charles Santee, presented its recommended changes to the bylaws. The main changes included: increasing the CAC membership from 11 to 13, revising the citizen groups and organizations list, and providing defined terms for CAC members. Discussion followed. Greg Boris made a motion to recommend approval of the revised CAC Bylaws subject to the approval of the UDC and was seconded by Dave Jackson. The motion passed unanimously.
13. **CAC Request to Serve Form Revision:** The CAC subcommittee, comprised of Kate Heligas, Nick Gusso, and Charles Santee, presented its recommended changes to the “Request to Serve” form. Amber Gibson presented a suggested change on behalf of Brad Remmich that would replace the requirement to include a resume with, “Please include a short biography or resume along with a statement as to why you believe you would be a good representative for the group or organization you have indicated above.” Discussion followed. Nick Gusso made a motion to recommend approval of the revised CAC Request to Serve form with the suggested changes and was seconded by Kevin Gallo. The motion passed unanimously.
14. **Appointment of New CAC Members:** The CAC subcommittee, comprised of Kate Heligas, Nick Gusso, and Charles Santee, recommended appointing Glen Klemme, Dean Nielsen, and Doug Van Santen to fill the vacancy created by the resignation of Verne Carlson and the two new positions created by the revision to the Bylaws.

Discussion followed. Greg Boris made a motion to recommend approval of the appointment of Glen Klemme, Dean Nielsen, and Doug Van Santen to the CAC subject to concurrence of the UDC. The motion was seconded by Dave Jackson and pass unanimously.

15. **Resignation of Nick Gusso:** Jared Gusso applied for membership on the CAC. His father, Nick Gusso, currently serves on the CAC. In order to avoid an appearance of a conflict of interest, Nick Gusso submitted his resignation so that his son, Jared Gusso, could serve on the CAC. Jeff Gould made a motion to recommend approval of Nick Gusso's resignation and to recommend approval to appoint Jared Gusso to replace him subject to the UDC's approval. The motion was seconded by Dave Jackson and pass unanimously.

16. **CAC Committee Terms:** The revised Bylaws created defined terms for the CAC members. CAC members were asked to draw lots to determine which term he or she would fill. Kate Heligas drew lots for the new CAC members and members that were absent. The terms will expire in December of each year.

2008: Greg Boris, Kevin Gallo, Qadir Aware

2009: Perry Hanavan, Dave Jackson, Doug Van Santen

2010: Jeff Gould, Charles Santee, Jared Gusso

2011: Kate Heligas, Fred Hohn, Glen Klemme, Dean Nielsen

17. **Land Use Report:** This item was deferred to January.

18. **SDDOT Strategic Highway Safety Plan:** Cliff Reuer presented the SDDOT Strategic Highway Safety Plan. The Strategic Highway Safety Plan focuses the State's safety partners on a coordinated and comprehensive effort to improve highway safety. The goals of the Strategic Highway Safety Plan are to increase cooperation and communication among local, state, tribal and federal agencies; engineers; law enforcement officials; educators; emergency medical services officials; metropolitan planning organizations; safety advocacy groups; and others concerned in highway safety in South Dakota. Discussion followed. This item was informational only.

19. **Other Business.** Greg Boris indicated that he would like to be placed on the agenda to discuss child booster seat legislation at the January MPO meetings. Greg Boris made a suggestion to schedule a social gathering for the newly appointed CAC members to meet the current CAC members. He also expressed that he would like to include past CAC member, Verne Carlson. After some discussion, the date of the next CAC meeting (January 16, 2008), was the suggested date.

Adjourn. Greg Boris made a motion to adjourn, and the motion was seconded by Dave Jackson. The motion passed unanimously. Meeting adjourned at 4:40 p.m.