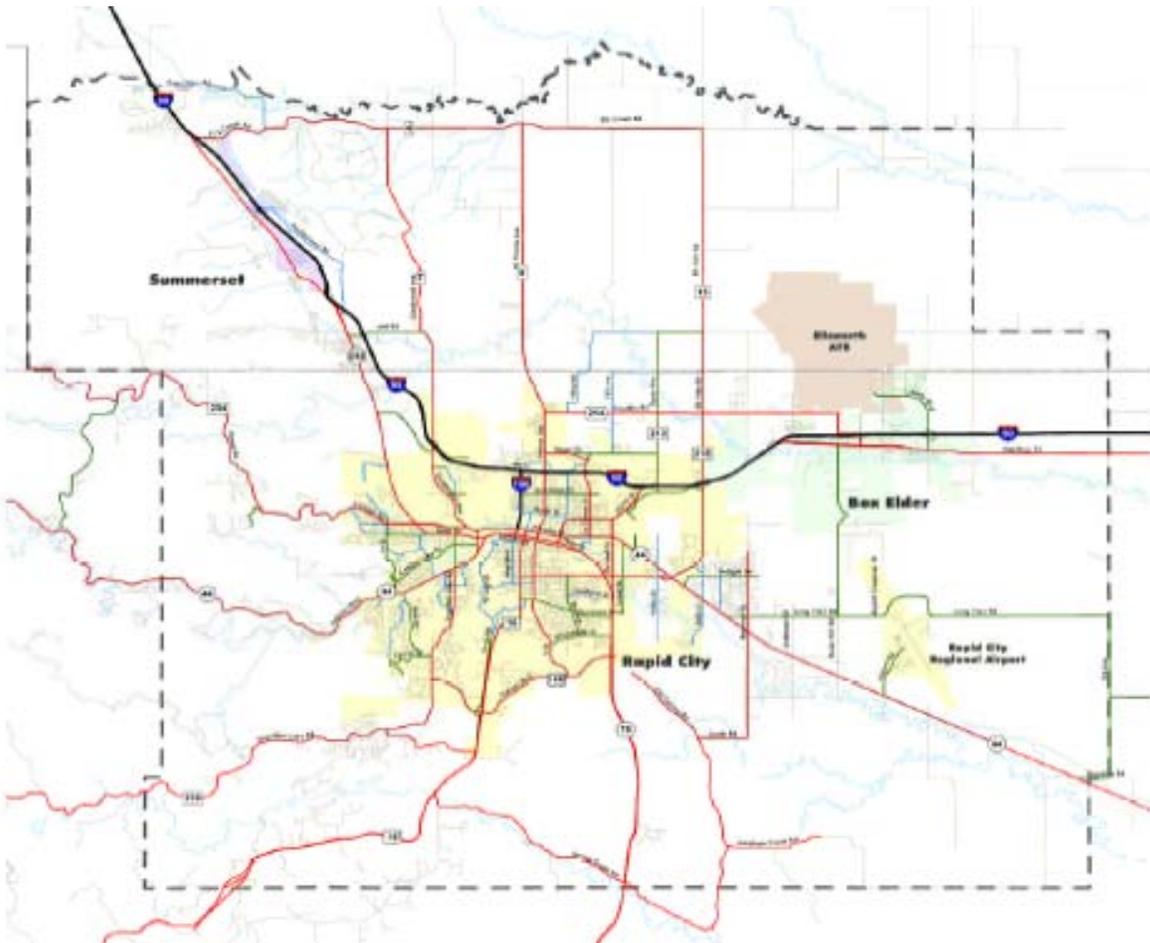




PARTICIPATION PLAN
For the
Rapid City Area
Metropolitan Planning Organization
Transportation Planning Process



Prepared by the
City of Rapid City, Pennington County,
Meade County, City of Box Elder, City of Summerset
South Dakota Department of Transportation

In cooperation with the
U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration

The Rapid City Area Metropolitan Planning Organization (MPO) provides services without regard to race, color gender, religion, national origin, age or disability, according to the provisions contained in SDCL 20-13, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990 and Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994.

Any person who has questions concerning this policy or who believes they have been discriminated against should contact the Rapid City Area MPO at 605-394-4120.

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Chapter 1 - Introduction

The Rapid City Area Metropolitan Planning Organization (MPO) was created in 1977 as an advisory body to coordinate transportation planning in the Rapid City area. As the designated metropolitan planning organization for the area, the Metropolitan Planning Organization carries out various requirements mandated by the United States Department of Transportation. The Metropolitan Planning Organization boundary includes the City of Rapid City, the City of Box Elder, the City of Summerset, the City of Piedmont, Ellsworth Air Force Base, a portion of Pennington County, and a portion of Meade County, including the unincorporated areas of Black Hawk.

This report documents the actions to be carried out by the Rapid City Area Metropolitan Planning Organization to ensure that opportunities exist for the public and other interested parties to be involved in transportation planning activities, pursuant to Title 23 CFR 450.316 of Subpart C - Metropolitan Transportation Planning and Programming.

The report also serves as the statement of transportation public participation policies adopted by the Rapid City Area Metropolitan Planning Organization. Participation of the public in transportation planning activities is vitally important to the Rapid City Area Metropolitan Planning Organization. The emphasis of the adopted policies in this report is on regional system planning products regularly produced in the transportation planning process. Specific project-level public participation procedures and practices are defined by implementing agencies. Only the relationship of regional participation processes to project planning is included here.

Chapter 2 - Participation Policy

A. Federal Mandates

1) General Requirements Under FAST Act

Federal regulations require a public participation component for the metropolitan transportation planning process. The Fixing America's Surface Transportation Act (FAST Act) was signed into law in 2015. The Rapid City Area Metropolitan Planning Organization implements FAST Act through plans and programs that consider all modes of transportation, which are continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

- 1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- 2) Increase the safety of the transportation system for motorized and non-motorized users;
- 3) Increase the security of the transportation system for motorized and non-motorized users;

- 4) Increase accessibility and mobility of people and freight;
- 5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- 6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- 7) Promote efficient system management and operation;
- 8) Emphasize the preservation of the existing transportation system;
- 9) Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- 10) Enhance travel and tourism.

The metropolitan planning process “shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.” [23 CFR part 450.316(a)].

Coordination with other government agencies which are affected by transportation is important. Title 23 Part 450.316 also requires the Metropolitan Planning Organizations to appropriately involve the Federal land management agencies in the planning process, in particular, the development of long-range transportation plans and Transportation Improvement Programs. The Rapid City Metropolitan Planning Organization will coordinate or consult with the South Dakota Department of Transportation, Federal Highway Administration, Federal Transit Administration, United States Fish and Wildlife Service, State Historic Preservation Office, United States Corps of Engineers, South Dakota Game, Fish and Parks, South Dakota Department of Environment and Natural Resources and the United States Forest Service in developing its plans and programs. These “Resource Agencies” are valuable in identifying environmental, social and historical obstacles early in the planning process. Identifying potential obstacles early can save valuable time and money for planned transportation investments. These agencies will also be counted on for transportation studies where their area of expertise is needed to identify and/or mitigate potential obstacles.

The United States Forest Service has a major role for access into the Black Hills from the Rapid City area. Coordination of planned infrastructure both inside of and extending

from the Rapid City urban area into the Black Hills is important to the region. The Metropolitan Planning Organization will include the United States Forest Service in the development of long-range transportation plans to ensure cohesion of the transportation system. The Forest Service is included on the main distribution list of the Metropolitan Planning Organization for coordination of documents regularly produced by the organization and is invited to be a member of the Technical Coordinating Committee.

The Consultation Process with Government and Environmental Agencies is included as *Appendix A, Consultation Process with Government and Environmental Agencies*. Additional Metropolitan Planning Organization public participation requirements and criteria are specified in *Appendix B, Federal Regulation on MPO Public Participation Process*.

2) Requirement Addressing Low-Income Communities and Minority Communities

Title VI of the Civil Rights Act of 1964 states that “no person in the United States shall, on the grounds of race, color or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance” [42 USC 2000d]. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority and Low-Income Populations, was signed by President Clinton on Feb. 11, 1994 and published in the Feb. 16, 1994 Federal Register, Vol. 59, No. 32. The Executive Order and accompanying memorandum reinforced the requirements of Title VI of the Civil Rights Act of 1964 that focus federal attention on the environmental and human health condition in minority and low-income communities. Together these two laws promote non-discrimination in federal programs affecting human health and the environment, and provide minority and low income communities access to public information and an opportunity to participate in matters relating to transportation and the environment.

The Executive Order is oriented not only toward project level decision-making in the engineering and design phases for projects, but also toward long-range and project programming activities. Metropolitan Planning Organization self certification reviews conducted by the FHWA and FTA in metropolitan areas stress the public participation efforts within potential environmental justice communities.

Through the regional planning process, the Metropolitan Planning Organization and partner agencies will thoroughly analyze the three fundamental environmental justice principles. The principles are:

- To avoid, minimize or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects of programs, policies and activities on minority populations and low-income populations;
- To ensure full and fair participation by all potentially affected communities in the transportation decision-making process; and
- To prevent the denial of, reduction of, or significant delay in the receipt of transportation benefits by minority and low-income populations.

The Metropolitan Planning Organization's public participation methods to address the full and fair participation of all populations are described in *Chapter 3: Opportunities for Participation*.

3) Requirements Addressing People with Disabilities

The Americans with Disabilities Act of 1990 (ADA) requires involving persons with disabilities in the development and improvement of transportation services. Planners, engineers, and builders must provide access for the disabled at sidewalks and ramps, street crossings, and in parking or transit access facilities. Persons with disabilities must also be able to access the sites where public participation activities occur as well as the information presented.

The Metropolitan Planning Organization's public participation methods to address the Americans with Disabilities Act are described in *Chapter 3: Opportunities for Participation*.

B. Rapid City Area Metropolitan Planning Organization Participation Policy

Though the meaningful engagement of diverse interests may be challenging at times, transportation decisions are ultimately more responsive to local needs as a result of the public participation process. Public participation is vital to the Rapid City Area Metropolitan Planning Organization. It provides the Metropolitan Planning Organization with the broadest spectrum of relevant, available information prior to its decision-making, and it provides the public an opportunity to raise concerns that can be considered with discussion of technical, political and economic issues. The Metropolitan Planning Organization welcomes the early and continued participation of the public in developing the agency's regional policies and plans. The Metropolitan Planning Organization seeks to establish a process that encourages public reflection, reaction and discussion of the wide-ranging issues with which the Metropolitan Planning Organization and public are involved.

Of particular importance is the identification of audiences which would be affected by or have a business or other affinity with the issues under consideration. Inclusive participation and sharing of views and concerns is encouraged. In this context, minority views include those whose perspectives may not be fully reflected by larger segments of the public. It is the intent of the Metropolitan Planning Organization to actively solicit comments and engage the interests of the public through the participation process. It is the responsibility of the Metropolitan Planning Organization to balance the public's needs and desires with the Metropolitan Planning Organization's responsibilities and visions for the future of the region.

Effective public input requires reasonable access to technical and policy information used in the development of plans and open meetings. The following policies support public involvement in the planning activities for the Rapid City Area Metropolitan Planning Organization.

- 1) All Rapid City Area Metropolitan Planning Organization public documents shall be available at the Rapid City Growth Management Department offices at 300 Sixth Street, Rapid City, South Dakota, 57701, during normal business hours (7:30 a.m. – 5:00 p.m., Monday through Friday) for review, duplication, or purchase at a nominal cost. (See Appendix C for details.) These documents are also available and on-line at the Rapid City MPO website.
- 2) Notification of all public meetings of the Executive Policy Committee, Technical Advisory Committee, and Citizens Advisory Committee, and other special public meetings shall be in accordance with the South Dakota Open Meeting Laws, which states:
 - i. All public bodies shall provide public notice, with proposed agenda, at least twenty-four hours prior to any meeting, by posting a copy of the notice, visible to the public, at the principal office of the public body holding the meeting, and for special or rescheduled meetings, delivering, in person, by mail or by telephone, the information in the notice to members of the local news media who have requested notice. For special or rescheduled meetings, all public bodies shall also comply with the public notice provisions of this section for regular meetings to the extent that circumstances permit. A violation of this section is a Class 2 misdemeanor. (SDCL § 1-25-1.1)
- 3) The Rapid City Area Metropolitan Planning Organization shall provide the Rapid City Finance Office, the Pennington County Commission Office, the Box Elder Finance Office, the City of Summerset, the Pennington County Auditor's Office and the Meade County Auditor's Office with a copy of the Executive Policy Committee agenda by regular mail or electronic mail at least seven (7) days prior to all regular meetings and at least twenty four (24) hours prior to special meetings, for posting in a prominent location in each agency's principal office. In the event that an emergency meeting of the Executive Policy Committee is called, notice of the meeting will be posted in accordance with the South Dakota Open meeting laws.
- 4) A Public Participation Project Plan Worksheet will be developed for all transportation products for the Rapid City Area Metropolitan Planning Organization and shall provide and identify opportunities for public involvement at key decision points (See Appendix D). Metropolitan Planning Organization committee members are encouraged to review each Public Participation Project Plan prior to approval by the Metropolitan Planning Organization.
- 5) Upon request, the Rapid City Area Metropolitan Planning Organization shall support public involvement efforts of the State and local governments with regard to transportation planning activities.

C. Rapid City Area Metropolitan Planning Organization Participation Goals

The fundamental goal of public participation is to assure that the decisions regarding a proposed plan or project are made only after the public is aware of and has had the opportunity to comment on the proposal. Transportation planning decision-makers must consider concerns of all the public and users who may be affected by a proposed project. Specific goals of the public participation process are:

Goal 1: Educate and Present Information

The Metropolitan Planning Organization is responsible for providing timely and adequate information to the public. Metropolitan Planning Organization staff shall educate and present information about the regional planning process, including the sources of funding, data on transportation system performance, and impacts of regional planning decisions. Metropolitan Planning Organization staff shall inform the public about the transportation planning process as well as the committee structure of the Metropolitan Planning Organization. Metropolitan Planning Organization staff shall explain the specific tasks and goals of the Metropolitan Planning Organization, and indicate which related tasks that are not in the Metropolitan Planning Organization's authority to perform. This information shall be presented in non-technical terms so the public can readily understand and process this information.

Goal 2: Solicit Public Input

The Metropolitan Planning Organization shall actively seek out input and participation from a wide variety of individuals, groups and organizations affected by the transportation system to identify transportation related needs, desires, issues and concerns. Public participation will be sought continuously throughout transportation planning processes. Efforts will be specifically targeted at the beginning of planning efforts, at key decision points while there is ample opportunity to affect decisions, and when final product drafts are issued. The Metropolitan Planning Organization's Executive Policy Committee and Technical Coordinating Committee members also have direct contact with the public via the community that they represent and should reflect their concerns to Metropolitan Planning Organization staff. Metropolitan Planning Organization staff will also monitor public input received through project development efforts, corridor studies and other planning activities.

Goal 3: Facilitate Information Flow Between the Public and Decision-Makers

Metropolitan Planning Organization staff are responsible for compiling public issues, comments and concerns into complete and concise documents for presentation to the decision-makers. The Metropolitan Planning Organization staff shall also schedule and organize meetings where the public can present concerns to the staff or Metropolitan Planning Organization committees.

Goal 4: Consider Public Concerns in Decision-Making

The Metropolitan Planning Organization shall consider public concerns presented to them by the Metropolitan Planning Organization staff and those presented by individual persons at public meetings. Metropolitan Planning Organization staff shall consider public concerns as they prepare draft planning documents for review by the Metropolitan Planning Organization. The desired outcome in implementing these goals will be transportation plans, programs and projects which reflect local, regional and State priorities and needs, and which consider a range of transportation options and the overall social, economic, energy and environmental effect of transportation decisions.

Chapter 3 - Opportunities for Participation**A. Planning Process**

The Metropolitan Planning Organization will take a proactive approach to provide an opportunity for the public to be involved early and with a continuing involvement in all phases of the planning process. Extensive public notice will be undertaken of public information meetings and hearings with access to information also defined. Prior to the beginning of the public participation process for each transportation product, a list of names and addresses of citizens, organizations and resource agencies will be developed that will be contacted on a continued basis to serve as a base of interested parties for input and comment. This contact list will be continually updated as additional citizens attend the informational public meetings and make comments. The list is not intended to be fully encompassing, but expanded through the public informational meetings and comment process.

Public Meetings. Public information meetings will be held at various Rapid City area locations to inform the public of the planning process and to solicit ideas, input and feedback. Public information meetings will be held at locations accessible to and at times convenient to minority residents and persons with disabilities. The intent of holding public informational meetings at diversified locations is to solicit broad public comments.

Notice of public informational meetings will be given in accordance with and as listed below. A reasonable attempt will be made to notify organizations representing minority and disabled people and a request made that they provide their members with meeting notice and information.

Special arrangements will be made to accommodate persons with disabilities, low income and people with Limited English Proficiency (LEP). For those without transportation and persons with disabilities, the Metropolitan Planning Organization may provide free transportation via public transit to the meetings. Interpreters will be provided to accommodate people with LEP.

Public Notice. Official notification of meetings or other significant events will be published in a newspaper of general circulation in Rapid City at least seven (7) days prior to public meetings, and shall include an explanation of the content, along with the date, time and the place of the meeting. The official notice will be published in the legal section of the newspaper.

Public Comment Procedures. Public comments on all transportation related issues are welcome during meetings of the Citizens Advisory Committee, Technical Coordinating Committee and Executive Policy Committee. Public comments shall be received according to the following procedures.

Public Input Agenda Item. Each of the transportation planning committees shall include on its agenda an item entitled “Public Input.” During this agenda item, any member of the public present wishing to address the committee on any matter not on the published agenda may do so. An individual’s comment period shall be limited to 3 minutes. The appropriate staff will provide that member of the public with a response to their concern either during the meeting or in a reasonable amount of time following the meeting.

Specific Agenda Item Comments. After an agenda item is presented to a committee by staff, the Chair or Vice Chair shall afford any member of the public the opportunity to speak to the item pro or con. An individual’s comment period shall be limited to 3 minutes. Following the comment period of the agenda item, the committee shall begin its discussion or action on the agenda item.

Written Comments. Members of the public who are unable to attend an official public meeting on a particular matter before the Executive Policy Committee or prefer to submit written rather than verbal comments are afforded the opportunity to submit their written comments within seven (7) days following the public meeting.

Significant Comments. Staff must provide a summary, analysis, and report of how significant comments were addressed as part of the final Long Range Transportation Plan and Transportation Improvements Program.

Elected / Constituent Relationship. Comments into the local process may also be received through the elected/constituent relationship that exists between most of the EPC members and their constituents.

Consultation Procedures. The consultation process demonstrates consideration and responsiveness to input received through its commitment that all comments from resource agencies and local land use agencies shall be documented within the public involvement plan section or appendices of the LRTP and TIP. The Rapid City Area Metropolitan Planning Organization’s Consultation Process is included for reference as Appendix A.

B. Metropolitan Planning Organization Committee Structure

Advisory committees will be formed to advise the Metropolitan Planning Organization Executive Policy Committee and staff in the preparation and review of public participation project plans, transportation plans, programs, and other related matters. Throughout the planning and programming process, the MPO maintains minutes of all public meetings, available upon request by interested groups or citizens. Additionally, as required by 23 CFR 450.316(a)(2), when significant oral or written comments on the TIP and LRTP are received via written or electronic format or in person, a summary of those comments and how they were addressed is included in an appendix to the final document. Comments are listed in detail and are followed by the description of the action taken in response to the comment.

There are two advisory committees:

Citizens Advisory Committee (CAC) – The Citizens Advisory Committee is a permanent advisory committee with members selected for their expertise, interest, or as an affected stakeholder. Examples include representatives of interest groups, transportation agencies, minorities, persons with disabilities, or representatives of geographical areas, such as neighborhood associations. All committee members will have an equal voice in deliberations.

- 1) All meetings are open to the public and the media.
- 2) All committee members and any interested member of the public will receive agendas and associated documentation by regular mail or electronic mail seven (7) days prior to all committee meetings. Final meeting agendas will be posted at least twenty four (24) hours prior to the meeting.
- 3) Committee members may propose topics for future meetings.
- 4) The Citizens Advisory Committee is to review proposed transportation plans and issues under the purview of the Rapid City Area Metropolitan Planning Organization and to report its comments and recommendation to the Rapid City Area Metropolitan Planning Organization Executive Policy Committee.
- 5) Generally, the Citizens Advisory Committee meets bimonthly beginning in February of each calendar year.

Technical Coordinating Committee (TCC) – The Technical Coordinating Committee is a permanent advisory committee that is composed of technical, planning and/or managerial staff representatives from each participating Metropolitan Planning Organization agency. The Federal Highway Administration has one non-voting member.

- 1) All meetings, except those meetings or portions of meetings pertaining to consultant selection, are open to the general public.
- 2) All committee members and any interested member of the public will receive agendas and associated documentation by regular mail or electronic mail seven (7) days prior to all committee meetings. Final meeting agendas will be posted at least twenty four (24) hours prior to the meeting.

- 3) Committee members may propose topics for future meetings.
- 4) The Technical Coordinating Committee is to review proposed transportation plans and issues under the purview of the Rapid City Area Metropolitan Planning Organization and to report its comments and recommendation to the Rapid City Area Metropolitan Planning Organization Executive Policy Committee.
- 5) Generally, the Technical Coordinating Committee meets bimonthly beginning in February of each calendar year.

Executive Policy Committee (EPC) – The Metropolitan Planning Organization Executive Policy Committee will hold the final public meeting on the transportation plans. Notice of the time and place of the public meeting will be provided in accordance with the notification requirements listed below. The adoption of transportation and related plans by the Executive Policy Committee occur at the public meeting.

- 1) All meetings, except those meetings or portions of meetings pertaining to personnel matters or consultant selection, are open to the general public.
- 2) Advance notice of meetings and agendas shall be sent by regular mail or electronic mail seven (7) days in advance of regular meetings and a final agenda with changes will be posted twenty four (24) hours prior to the meeting and at least twenty four (24) hours prior to special meetings to any interested members of the public and news media as requested.
- 3) Notices of decision-making meetings are advertised in a newspaper of general circulation, posted on the website and notice sent by electronic mail at least twenty four (24) hours prior to special meetings.
- 4) The receipt and the disposition of formal communications from the Citizens Advisory Committee and the Technical Coordinating Committee shall be noted at the Executive Policy Committee meetings and reflected in the Executive Policy Committee meeting minutes.
- 5) All members of the Rapid City Area Metropolitan Planning Organization Executive Policy Committee are included on the Rapid City Area Metropolitan Planning Organization mailing list.
- 6) Should circumstances warrant that the Executive Policy Committee conduct a regular or special meeting by teleconference, the following actions will be conducted (note that the statutory definition of teleconference is any information exchanged by audio or video medium):
 - a. Rapid City Area Metropolitan Planning Organization staff will provide the same public notice of any teleconference meetings as is required under SDCL § 1-25-1.1.
 - b. Rapid City Area Metropolitan Planning Organization staff will provide a place for the public to participate in the meeting by speakerphone.
 - c. Rapid City Area Metropolitan Planning Organization staff will ensure that all votes taken during a teleconference meeting of the Executive Policy Committee are roll call votes.

Rapid City Area Metropolitan Planning Organization Staff – Rapid City Area Metropolitan Planning Organization staff supports the Citizens Advisory Committee, the Technical Coordinating Committee and the Executive Policy Committee by:

- 1) Scheduling, attending and documenting meetings.
- 2) Providing meeting notices and agendas to all members and anyone interested in receiving a copy.
- 3) Coordinating with the local media (television stations and newspapers) to advertise meeting information.
- 4) Advertising meetings of the major planning activities in a newspaper of general circulation.
- 5) Providing meeting information packets to the committees.
- 6) Periodically assessing the Citizens Advisory Committee, the Technical Coordinating Committee and the Executive Policy Committee meeting times for the most convenient times for the member organizations.
- 7) Periodically polling non-members for their interest in the Rapid City Area Metropolitan Planning Organization planning activities.
- 8) Maintaining and updating membership, mailing lists, and attendance records.
- 9) Making materials, such as planning/programming documents, studies, and reports, available to the Citizens Advisory Committee and the public for review or copy upon request. (The public may borrow certain documents to make copies or the Rapid City Area Metropolitan Planning Organization will charge a nominal fee for the copies.)
- 10) Responding to questions and comments, if formally requested to do so.

C. Key Planning Products and Plans

The metropolitan transportation planning process's need for products and plans is ever present as the region's population grows and the transportation network expands. These plans and products help guide the continued development of the transportation network and the transportation planning process. Although many products and plans are required before receiving federal transportation funds, these products and plans provide more than just required documentation. The products and plans provide the guidelines and necessary analysis of transportation issues in the metropolitan transportation planning area. The framework described in *Table 1* identifies types of planning products, the most appropriate agency responsible for the public participation activity, and the methodologies for obtaining public participation. Additional methods for public input may also be used if needed.

1) Long Range Transportation Plan (LRTP)

The Long Range Transportation Plan is the federally mandated, 20 year transportation plan for the Rapid City Area Metropolitan Planning Organization region. It represents the vision for a multimodal transportation system that will serve the region through the defined period. It also identifies transportation improvement projects of various travel modes in a plan that is financially constrained for the next 20 years given expected levels of funding. The Long

Range Transportation Plan reflects proposals throughout the entire region. FAST Act requires that the Transportation Plan be updated at least every five years. Opportunities for public and resource agency participation are provided around key decision points in the planning process. Resource agencies include, but are not limited to, the South Dakota Department of Transportation, Federal Highway Administration, Federal Transit Administration, United States Fish and Wildlife Service, State Historic Preservation Office, United States Corps of Engineers, South Dakota Game, Fish and Parks, South Dakota Department of Environment and Natural Resources and the United States Forest Service.

2) Transportation Improvement Program (TIP)

The TIP is a document that programs transportation improvements to be funded in the region over a five-year period. Local governments, SDDOT, the Metropolitan Planning Organization, and other regional stakeholders propose projects to be included in the TIP. Early public input should be obtained by sponsor agencies before submitting projects for inclusion in the TIP. The draft TIP document is the subject of a public meeting.

3) Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) describes all metropolitan transportation planning and transportation-related land use and air quality planning activities facing the Metropolitan Planning Organization region for a year planning period. The UPWP identifies tasks that will be accomplished using federal transportation planning funds. The activities of the annual UPWP, includes descriptions of planning tasks to be performed and identifies funding sources and descriptions of other major transportation planning activities by partner agencies and local governments. Public and agency input is encouraged during the development and approval of the Unified Planning Work Program.

4) Operations Plan

The purpose of the Operations Plan is to provide a management document designed to serve as a descriptive guide relating to how the transportation planning process is conducted within the metropolitan transportation planning area. This descriptive guide provides a synopsis of each transportation related product or plan, which participants of the transportation process are involved in its development and the process of recommendation, adoption, and acceptance of the particular products or plans by the transportation committees.

5) Special Studies

Special studies are local in concern yet often have impacts on larger areas. Such studies normally have very extensive public outreach and input efforts that attract a significant number of participants. The agency charged with conducting the specific study is responsible for conducting public participation activities.

Metropolitan Planning Organization staff are actively involved and monitor the public participation activities in these studies to help identify broad issues, concerns, desires, etc. that may be relevant to regional planning. Opportunities to integrate Metropolitan Planning Organization public outreach efforts with corridor studies are also pursued.

Table 1

PUBLIC NOTIFICATION METHODS √ Planned * Encouraged

NOTIFICATION AND PARTICIPATION TECHNIQUES	L RTP	TIP	UPWP	PARTICIPATION PLAN	OPERATIONS PLAN	SPECIAL STUDIES	EA
Newspaper Advertisements	√	√	√	√	√	√	√
Web Site	√	√	√	√	√	√	√
Press Release	√	*	√	*	√	√	*
Mass Mailing/Emailing	√	√	√	*	√	√	
Flyers	√		√	*	√	√	
TV/Radio	*	*	*	*	*	*	
Public Service Announcements	√	√	√	*	√	√	√
Public Meetings (Open Houses)	*	*	*	*	*	√	√
Group Presentations	√	*	*	*	√	√	
Advisory Committee	√	√	√	√	√	√	√

D. Planning Project Procedures

The process and implementation of a plan’s adoption or acceptance is a critical element in the overall transportation planning process. Without an established guideline to follow, products produced by or for the Metropolitan Planning Organization will be meaningless in terms of process, review, and function. Thus, a description of the public meeting process and committee review follows. This process will be followed for the review of transportation products and plans for those committees involved in the metropolitan transportation planning process.

Committee review and approval of metropolitan transportation planning products follows specific procedures that include review by each of the three transportation planning committees, with final approval by the Executive Policy Committee (EPC).

Federally Required Transportation Planning Products. The Metropolitan Planning Organization process will be coordinated with the Statewide Planning Public Involvement process as required by CFR 450.316(a)(1)(ix). Approval of planning products required in the metropolitan transportation planning process can usually be accomplished with a minimum of two transportation planning committee meetings. This

approval requires publication of public notices, the Executive Policy Committee conducts formal public meetings, and the committee review process includes public comment periods. The products subject to this approval procedure include:

- Long Range Transportation Plan (LRTP)
- Long Range Transportation Plan Updates
- Metropolitan Planning Organization Operations Plan
- Metropolitan Planning Organization Operations Plan Updates
- Transportation Improvement Program (TIP)
- Unified Planning Work Program (UPWP)
- Bicycle and Pedestrian Master Plan
- Bicycle and Pedestrian Master Plan Updates
- Participation Plan Updates
- Coordinated Transit - Human Service Transportation Plan

The approval procedure begins when both the Citizens Advisory Committee and Technical Coordinating Committee review the initial draft of the particular product. The Citizens Advisory Committee and Technical Coordinating Committee discuss separately the draft, and both committees provide any comments regarding the initial draft to staff.

Next, the Executive Policy Committee reviews the initial draft of the particular product. During its review, staff provides the Executive Policy Committee with all previous comments from the Citizens Advisory Committee, Technical Coordinating Committee and the public. The Executive Policy Committee reviews the draft and submits comments to staff regarding the initial draft. After the Executive Policy Committee approves the initial draft, a forty five (45) day public comment period is required for the Participation Plan and public comments are encouraged for a minimum of seven (7) days for all other products.

After committee review of the product's initial draft, staff develops the final draft, taking into consideration all public and committee comments received on the product.

The next step in the approval procedure begins with review of the final draft of the product by the Citizens Advisory Committee, where all changes made to the product since the initial draft are discussed by staff. Following its review, the Citizens Advisory Committee makes a recommendation to the Technical Coordinating Committee.

Next, the Technical Coordinating Committee reviews the final draft and the Citizens Advisory Committee recommendations. The Technical Coordinating Committee discusses the final draft, notes the Citizens Advisory Committee's recommendations, and forwards a recommendation to the Executive Policy Committee.

Finally, staff presents the final draft of the product to the Executive Policy Committee. The Executive Policy Committee conducts a public meeting, discusses all changes since the initial draft, and notes both the Citizens Advisory Committee and Technical Coordinating Committee recommendations. Following its review, the Executive Policy

Committee then votes to either approve, modify, or reject the final draft product. A vote by the Executive Policy Committee approving the product finishes the approval process; however, a vote to modify or reject the product would require modifications to the product and require additional committee review prior to final approval.

Approval Procedure for Other Process Products. Several other products may require approval action by the Executive Policy Committee. The approval process for these products, however, does not require public notices, formal public meetings or comment periods. A product amendment requiring Executive Policy Committee action may be accomplished with the simple majority vote of this committee. These products may include the following items:

- Transportation Improvement Program Amendments
- Unified Planning Work Program Amendments
- Transit Development Plan
- Special Studies
- Annual Listing of Obligated Projects
- Annual Report

With the exception of actions taken at special meetings of the Executive Policy Committee, the approval process for these products begins with review by the Citizens Advisory Committee, who discusses the product and provides any comments to staff. Following its review, the Citizens Advisory Committee will make a recommendation to the Technical Coordinating Committee.

Next, the Technical Coordinating Committee reviews the product. The Technical Coordinating Committee discusses the product and provides any comments to staff. Following its review, the Technical Coordinating Committee makes a recommendation to the Executive Policy Committee.

Finally, the Executive Policy Committee reviews the product. The Executive Policy Committee is informed of any comments from the other committees as well as their recommendations. Following its review and discussion, the Executive Policy Committee then votes to either accept, approve, modify or reject the product. A vote by the Executive Policy Committee approving the product completes the process; however, a vote to modify or reject the product would require the process to be repeated. If modifications are significant enough from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts, then the public process will need to be repeated as identified in 23 CFR 450.316(1)(viii) of the Federal Register.

Informational Products. Several additional products, used by the local transportation planning process and committees in decision-making, are produced throughout the year by staff. These products are presented to the committees for their information and do

not require approval action. The public is also invited to provide input on any or all of these products. These products include:

- Socio-Economic Report
- Pedestrian & Bike Accident Report
- Traffic Volume Counts Report
- Accident Statistics and Analysis Report
- Street Inventory Report
- Construction Project Updates
- Residential Land Use Report
- Transportation Alternatives Program Grant Applications

E. Participation Methods

Various techniques will selectively be used to provide information and solicit public comment. Some examples of public participation activities are briefly described below.

Informational Brochures or Newsletters - Informational brochures and newsletters are at times developed by the Metropolitan Planning Organization to facilitate communication between the regional community and the program staff. This helps to ensure that information regarding current activities is shared in a timely and appropriate manner throughout the region.

Mailing Lists - Mailing list databases help an agency organize and update its public communications. Lists may include telephone numbers, fax numbers and/or email addresses to help contact the public, “Resource Agencies”, groups interested in economic development, airport operations and the movement of freight. Using mailing lists, the Metropolitan Planning Organization reaches target audiences with announcements of upcoming events, meeting invitations, newsletters, summary reports and other information about its activities. The Metropolitan Planning Organization updates its mailing list at the start of a major planning process. The Metropolitan Planning Organization may also create a targeted mailing list for a survey. The Metropolitan Planning Organization master mailing list includes about 200 people and organizations.

Media Strategies - Media strategies inform the public about projects and programs through newspapers, radio, television and videos, posters and variable message signs, mass mailings of brochures or newsletters, and distribution of fliers. Promotional brochures or fliers can be used in direct mail campaigns or through a full-size newspaper supplement explaining the Long Range Transportation Plan. The Metropolitan Planning Organization may prepare press releases and media packets at the ‘kick off’ of the planning process of such major endeavors as the Regional Long Range Transportation Plan or other planning processes.

Strategies to Engage Under-represented Populations - Metropolitan Planning Organization staff are proactive regarding public outreach to potential low-income

communities and minority communities. Previously used methods to obtain input include presentations, recruitment of advocates, participation on studies, and targeted mailings and surveys.

Piggybacking on Other Efforts - Metropolitan Planning Organization staff from time to time set up public outreach displays and materials on specific planning projects at public meetings or other community events.

Public Interest Forums / Meetings / Workshops - Public forums and meetings disseminate information and provide a setting for public discussion, and gather feedback from the community. They are often hosted at more than one key point in the process to develop specific planning documents. They are often tailored to specific issues or community groups and may be informal or formal. Such forums may include the following: poster sessions, open houses / interactions periods, activities to engage public input, formal presentations, question and answer formats, brainstorming sessions, small break-out groups, and charrettes. The Metropolitan Planning Organization will address the Americans with Disabilities Act by ensuring that all Metropolitan Planning Organization-hosted public forums and meetings are wheelchair accessible.

Speakers Bureau - Metropolitan Planning Organization staff routinely accept invitations from local organizations and municipal boards to come and speak on regional planning issues or specific planning projects.

Surveys and Questionnaires - The Metropolitan Planning Organization uses surveys to gather information for major updates to the Long Range Transportation Plan and for other major planning projects. The method of data collection varies by project, but included in-person interviews, surveys, and web-based questionnaires.

Visualization Techniques - This is a requirement of FAST Act designed to better convey to the public, through visual media, information important in the transportation planning process. This might include regional maps showing modeled projections of how alternative land use policies scenarios will impact development and the transportation system in twenty years. It could also include simpler techniques such as renderings or photo simulations to show a widened roadway or bridge in context; flow charts to clearly depict the transportation planning process; or graphs depicting project funding distribution.

Web Site - Improvements will be made continually to the Metropolitan Planning Organization web site to keep the public informed about planning activities and to offer another way to provide comments. Materials will be consolidated on the Metropolitan Planning Organization website to make it a comprehensive source including a calendar of meetings, agendas and meeting minutes, links to a range of regional demographic, economic, and traffic data and downloadable versions of planning documents, and GIS content.

Work Groups - These groups are assigned a specific task, with a time limit for reaching a conclusion or producing a draft document, subject to ratification by official decision-makers. The membership of these groups often includes local people or representatives from interest groups, appointed by elected officials or agency executives.

Chapter 4 - Review of Participation Process

Metropolitan Planning Organizations serving Census-defined Urbanized Areas with populations over 200,000 are required to undergo review and certification every four years by FHWA/ FTA to ensure compliance with Federal requirements. To date the Rapid City Area Metropolitan Planning Organization has not been subject to this scheduled review as our Urbanized Area is below the 200,000 person threshold. However, the Rapid City Area Metropolitan Planning Organization does undertake an annual self-certification review. The public participation processes of the Metropolitan Planning Organization are an important part of this review. As part of the self-certification, the MPO will annually review the public participation process, considering the following items:

- What was the success of specific strategies in attracting the public and associated comments?
- What level of public input was received for various planning products?
- Was public input considered by decision-makers?
- Should any new strategies or adjustments be considered in the following year?
- Are any changes or amendments needed?

For good reason Federal regulations require a public participation component for the metropolitan transportation planning process. Only through public, local government and resource agency input can the broadest spectrum of relevant, available information be considered for decisions. The Rapid City Public Participation Plan provides opportunities to tap into this knowledge when discussing technical, political and economic issues. A process that encourages public reflection, reaction and discussion of the wide-range of transportation issues for the area is desired. Only through meaningful engagement of diverse interests in transportation decisions will local needs be addressed. The Public Participation Plan shall be updated every five (5) years.

APPENDIX A

Consultation Process with Government and Environmental Agencies

As stated in Title 23 Part 450.316 (e) “MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.”

The Rapid City Area MPO will consult and coordinate with agencies and officials when completing transportation planning activities as appropriate to the transportation planning activity. As defined in steps one through seven of the Public Participation Project Plan Worksheet (Appendix C), the type of planning activity will determine the agencies and officials who should be involved and the appropriate methods of consulting and coordinating with those resource agencies and officials. Stakeholders involved in the process will include a list of interested parties as included in Appendix E. If environmental information is needed in a special study or other transportation, the public participation plan will include environmental agencies and local land use agencies as a stakeholder.

Long-Range Transportation Plan Consultation

Consultation with environmental resource agencies should be a goal of the Long-Range Transportation Plan to link NEPA and Planning. This goal includes early agency environmental coordination that will allow public involvement, alternative consideration, and environmental information to help determine how a project may have to be altered or changed to help create a more streamlined environmental review process once it does reach the formal consultation stage. The new policy above also has been interpreted to also require that Long-Range Transportation Plans shall include a discussion of potential environmental mitigation activities at the policy level. In addition, the consultation of the environment should also take into consideration the opportunities to enhance and to improve the quality of life. This may include recommendations for new open space that should be preserved based upon opportunities for purchase, dedication, easements, and zoning restrictions for environmental sensitive lands.

The environmental consultation with resource agencies shall include the following general format:

1. Letters shall be sent to resource agencies and local land-use agencies asking for information in regard to overall environmental inventories or other environmental issues.
2. Send a draft Long Range Transportation Plan to all applicable resource agencies and land use agencies requesting comments allowing adequate time for comments.
3. All comments from resource agencies and local land use agencies shall be documented within the public involvement plan section of the Long-Range Transportation Plan.

Transportation Improvement Plan (TIP) Consultation

Because the Transportation Improvement Plan is implementing the Long-Range Transportation Plan, the environmental resource agencies and local land use agencies in South Dakota have requested that only a copy of the approved TIP be mailed after it is approved. This should keep all resource agencies and land use agencies up-to-date on the status of upcoming transportation projects. All resource agencies and land use agencies will be notified with the TIP submittal to provide comments of any concerns that they might have with any of the programmed projects.

Title 23 Part 450.316 (b)

In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

- (1) Recipients of assistance under title 49 U.S.C. Chapter 53;*
- (2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and*
- (3) Recipients of assistance under 23 U.S.C. 204.*

Tribal Indian Lands Consultation

The Rapid City Area MPO does not contain Indian Tribal lands. Therefore, the Rapid City Area MPO will not be consulting with Indian Tribal governments on a regular basis. If a transportation planning activity occurs where there is overlap into Indian Tribal lands, the MPO will consult with Indian Tribal governments as appropriate.

Title 23 Part 450.316 (c)

When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

Federal Public Lands Consultation

The Rapid City Area MPO contains federal public lands involving the National Forest Service. The Rapid City Area MPO has extended an invitation to the Black Hills National Forest representative to become a member on the Technical Coordinating Committee. Although they are not currently interested in participating on the Committee, the Rapid City Area MPO will continue extending the invitation. If a transportation planning activity

occurs where there is overlap into federal public lands, the MPO will consult with federal land management agencies as appropriate.

Title 23 Part 450.316 (d)

When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

APPENDIX B**FEDERAL REGULATION ON METROPOLITAN PLANNING ORGANIZATION
PUBLIC PARTICIPATION PROCESS****TITLE 23 PART 450.316 Interested Parties, Participation, and Consultation**

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 201-204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

TITLE 49 PART 613 Planning Assistance and Standards

Subpart A - Metropolitan Transportation Planning and Programming

613.100 Metropolitan transportation planning and programming.

The regulations in 23 CFR 450, subpart C, shall be followed in complying with the requirements of this subpart. The definitions in 23 CFR 450, subpart A, shall apply. [72 FR 7285, Feb. 14, 2007]

Subpart B - Statewide Transportation Planning and Programming

613.200 Statewide transportation planning and programming.

The regulations in 23 CFR 450, subpart B, shall be followed in complying with the requirements of this subpart. The definitions in 23 CFR 450, subpart A, shall apply. [72 FR 7285, Feb. 14, 2007]

Subpart C - Coordination of Federal and Federally Assisted Programs and Projects

613.300 Coordination of Federal and federally assisted programs and projects.

The coordination of Federal and federally assisted programs and projects implementing OMB revised Circular No. A-95, which are set forth in 23 CFR Part 420, subpart C, are incorporated into this subpart. [41 FR 33443, Aug. 9, 1976]

42 USC 2000d Prohibition against exclusion from participation in, denial of benefits of, and discrimination under federally assisted programs on ground of race, color, or national origin.

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

23 USC 134 Metropolitan Planning

(g) Development of Long-Range Transportation Plan.

(4) Participation by interested parties. Before approving a long-range transportation plan, each metropolitan planning organization shall provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the long-range transportation plan, in a manner that the Secretary deems appropriate

(h) Metropolitan Transportation Improvement Program.

(1) Development.

(B) Opportunity for comment. In developing the program, the metropolitan planning organization, in cooperation with the State and any affected public transit operator, shall provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the proposed program.

(4) Notice and comment. Before approving a transportation improvement program, a metropolitan planning organization shall, in cooperation with the State and any affected public transit operator, provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with reasonable notice of and an opportunity to comment on the proposed program.

APPENDIX C**RAPID CITY AREA METROPOLITAN PLANNING ORGANIZATION
OFFICE POLICY REGARDING DUPLICATION AND DISTRIBUTION OF MEETING
MATERIALS**

1. Provide, free of charge, copies of all meeting materials (including the agenda, minutes, and other meeting materials) to the members of that specific committee. A staff assistant to a committee member may receive a set of meeting materials (full or partial), free of charge, if requested by said committee member. (All Executive Policy Committee members receive all Executive Policy Committee meeting materials; all Technical Coordinating Committee members receive Technical Coordinating Committee meeting materials, and all Citizens Advisory Committee members receive Citizens Advisory Committee materials).
2. Provide, free of charge, meeting agendas to all other persons requesting receipt by fax or mail.
3. Provide, free of charge, meeting minutes to all other persons requesting receipt by fax. If requested, other meeting materials can also be faxed.
4. Provide, at the rate of 25 cents per page, sheet, or fraction thereof plus postage, meeting minutes and/or materials to all other persons requesting receipt by mail.
5. All meeting materials are also available for public inspection at the Rapid City Area Metropolitan Planning Organization office, Rapid City Growth Management, 300 Sixth Street, Rapid City, SD 57701, (605) 394-4120, between normal working hours (7:30 a.m. to 5:00 p.m.).

APPENDIX D
Rapid City Area Metropolitan Planning Organization
Public Participation Project Plan Worksheet

Prior to developing any transportation product, Metropolitan Planning Organization staff should consider the following information when designing a specific public participation plan.

1. Determine the specific goals and objectives that public involvement is to accomplish.

2. Identify the public that either might be interested in participating or whose involvement is necessary in order to achieve the objectives.

3. Select a technique(s) for interacting with the public that will achieve the objectives.

4. Select suitable notification techniques for reaching the desired public with the desired information.

5. Conduct the appropriate involvement technique(s).

6. Determine how the techniques are to be evaluated.

7. Incorporate the results of the involvement into the plan, document, special study, or project.

Project: _____ Today's Date: _____ Staff: _____

APPENDIX E

Public Comment Sheet Example

Elk Vale Neighborhood Area
Future Land Use Plan

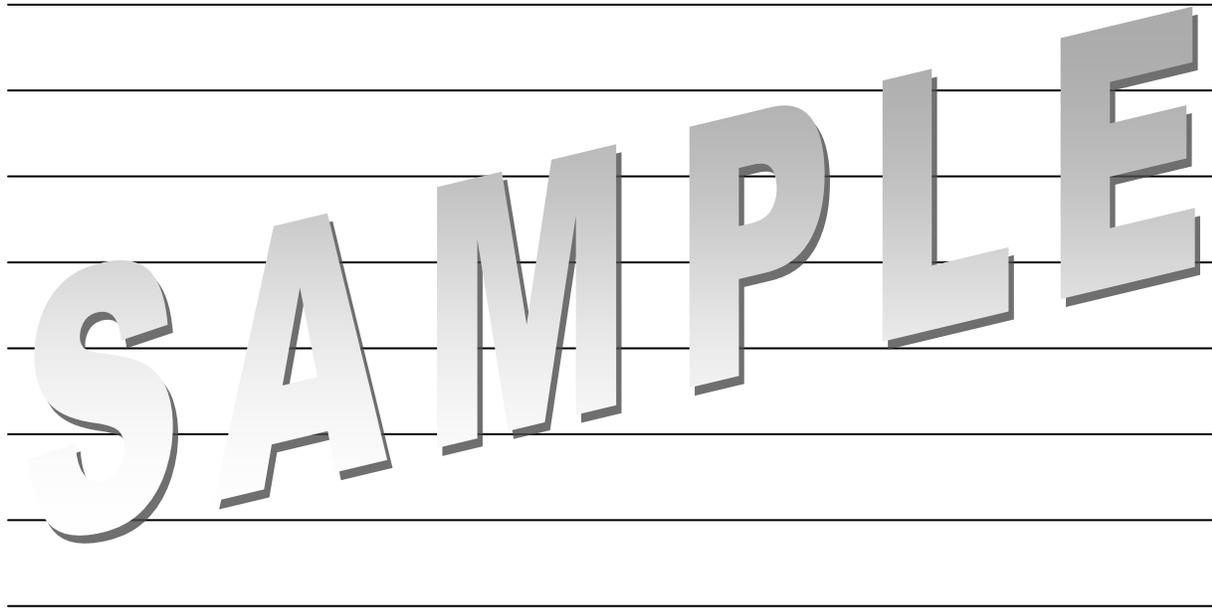
Your suggestions and comments are important to the Elk Vale Neighborhood Area Future Land Use Plan planning process. Please feel free to provide any comments you wish to make regarding the map. Some of the issues under review are the proposed land uses, road network, and bike path locations. Please send written comments by mail, email, fax or phone until March 13, 2011, and address your comments to:

Attn: Transportation Planning
Rapid City Community Planning
and Development Services Dept
300 Sixth Street
Rapid City, SD 57701

Phone: 394-4120

Fax: 394-6636

email: transportationplanning@rcgov.org



[Optional]

Participant information: (Name) _____
(Address) _____
(Phone) _____

Needs
postage

Transportation Planning
City of Rapid City
300 Sixth Street
Rapid City, SD 57701

APPENDIX F
Rapid City Area MPO
Resource Agencies and Interested Parties

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
Associated General Contractors of South Dakota	Ken Gifford	2771 Plant St.	Rapid City	SD	57702
Behavior Management	Alan Solano	350 Elk Street	Rapid City	SD	57702
Black Hills Advertising Federation	Beth Hottel	PO Box 2975	Rapid City	SD	57709-2975
Black Hills Association of REALTORS	Amy Bochman	227 Founders Park Dr	Rapid City	SD	57701
Black Hills Badlands & Lakes Assoc.	Michelle Thomson	1851 Discovery Circle	Rapid City	SD	57701
Black Hills Council of Governments	Blaise Emerson	730 E Watertown St Suite 102	Rapid City	SD	57701
Black Hills Forest Resource Association	Tom Troxel	2218 Jackson Blvd. Suite 10	Rapid City	SD	57702-3452
Black Hills Home Builders Association	Cheryl Bettmeng	3121 W. Chicago St.	Rapid City	SD	57702-2313
Black Hills Mountain Biking Association	Brent Kertzman	PO Box 9351	Rapid City	SD	57709
Black Hills National Forest	Mystic Ranger District	8221 S. Hwy. 16	Rapid City	SD	57701
Black Hills Pow Wow Association	Stephen Yellow Hawk	PO Box 8131	Rapid City	SD	57709-8131
Black Hills Energy	Jeff Easten	PO Box 1400	Rapid City	SD	57709
Black Hills Special Services Coop	Dr. Joe Hauge	PO Box 218	Sturgis	SD	57785
Black Hills Workshop & Training Center	Brad Saathoff	PO Box 2104	Rapid City	SD	57709
Bureau of Indian Affairs	Timothy L LaPointe	115 4th Ave. SE Suite 400	Aberdeen	SD	57401
Bureau of Land Management	Marian Atkins	310 Roundup Street	Belle Fourche	SD	57717
Bureau of Land Management	Patrick Gibbons	310 Roundup Street	Belle Fourche	SD	57717
Bureau of Reclamation	Jeffrey Nettleton	515 9th Street, Rm 101	Rapid City	SD	57701
Canyon Lake Senior Citizens Center	Michael Garfield	2900 Canyon Lake Dr.	Rapid City	SD	57702
Canyon Lake Senior Citizens Center	Steph Gisi	2900 Canyon Lake Dr.	Rapid City	SD	57702-8113
The Chapman Group	Malcom Chapman	3213 West Main Street #182	Rapid City	SD	57702
Cheyenne River Sioux Tribe	Harold C. Frazier	PO Box 590	Eagle Butte	SD	57625
Crow Creek Sioux Tribe	Brandon Sazue	PO Box 50	Ft. Thompson	SD	57339
RCPE Railroad	Blake Jones	246 Founders Park Dr Suite 202	Rapid City	SD	57701
Douglas School District	Alan Kerr	400 Patriot St.	Box Elder	SD	57719
Economic Development	Ben Snow	525 University Loop, Ste. 101	Rapid City	SD	57701
Ellsworth Air Force Base	Bob Eben	28th CES/CEO	EAFB	SD	57719
Ellsworth Air Force Base	Public Affairs	1958 Scott Dr., Suite 4	Ellsworth AFB	SD	57706
Federal Aviation Administration	Dan Allison	4820 FAA Road Suite 70	Rapid City	SD	57701-8710
Federal Emergency Management	Nancy Dragani	Box 25267	Denver	CO	80255
Flandreau Santee Sioux Tribe	Tony Reider	PO Box 283	Flandreau	SD	57028
Golden West Technologies	Jim Haar	2727 N. Plaza Drive	Rapid City	SD	57702

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
John T. Vucurevich Foundation	Sandy Diegel	2800 Jackson Blvd, Suite 410	Rapid City	SD	57702
Lower Brule Sioux Tribe	Michael Jandreau	PO Box 187	Lower Brule	SD	57548
MADD Pennington County	Lila Doud	PO Box 3253	Rapid City	SD	57709-3253
Midcontinent Communications		1301 W. Omaha St.	Rapid City	SD	57701
Minneluzahan Senior Citizens Center	Adaline Kalmbach	315 N. 4th St.	Rapid City	SD	57701-1167
Montana Dakota Utilities		PO Box 1060	Rapid City	SD	57709
Natural Resources Conservation Service	Matt Odden	414 E Stumer Rd	Rapid City	SD	57701
Office of Air, Rail and Transit	Lisa Donner	700 East Broadway Av	Pierre	SD	57501
Office of Air, Rail and Transit	Bruce Lindholm	700 East Broadway Av	Pierre	SD	57501
Oglala Sioux Tribe	John Yellow Bird Steele	PO Box 2070	Pine Ridge	SD	57770
	Karen Gundersen Olson	6241 Chokecherry Lane	Rapid City	SD	57702
Vast Broadband	Todd Holt	809 Deadwood Avenue	Rapid City	SD	57702
Rapid City Area Hospitality Association	Nancy Brady	3975 Fairway Hills Dr.	Rapid City	SD	57702
Rapid City Area School District	Dr. Lori J. Simon	300 6th Street	Rapid City	SD	57701
Rapid City Chamber of Commerce	Linda Rabe	PO Box 747	Rapid City	SD	57709
Rapid City Club for Boys	Doug Herrman	320 N. 4th St.	Rapid City	SD	57701
Rapid City Downtown Association	Dan Senftner	PO Box 624	Rapid City	SD	57709
Rapid Valley Sanitary District	Rusty Schmidt	4611 Teak Drive	Rapid City	SD	57703
Rosebud Sioux Tribe	William Kindle	PO Box 809	Rosebud	SD	57570
Rushmore Electric Power Cooperative	Vic Simmons	1715 Cambell St.	Rapid City	SD	57701
SD Department of Environmental Resources	Steven M. Peirner	523 E. Capitol	Pierre	SD	57501
SD Department of Game, Fish & Parks	Kelly Hepler	523 E. Capitol	Pierre	SD	57501
SD Department of Tourism	Harla Jessop	711 E. Wells Ave.	Pierre	SD	57501
SD Department of Tourism	James Hagen	711 E. Wells Ave.	Pierre	SD	57501
SD Department of Transportation	Brad Remmich	Becker-Hansen Bldg 700 East Broadway	Pierre	SD	57501
SD Geological Survey	Derric Iles	414 East Clark Street	Vermillion	SD	57069
SD Health Department	Kim Malsam-Rysdon	600 E. Capitol	Pierre	SD	57501
SD Public Utilities Commission	Chris Nelson	500 E. Capitol	Pierre	SD	57501
Sisseton/Wahpeton Sioux Tribe	Dave Flute	PO Box 907	Sisseton	SD	57262
Spirit Lake Sioux Tribe	Myra Pearson	PO Box 359	Ft. Totten	ND	58325
Standing Rock Sioux Tribe	Dave Archambault II	PO Box D	Fort Yates	ND	58538
State Archaeological Research Center	Jim Donohue	PO Box 1257	Rapid City	SD	57709-1257
State Archaeological Research Center	Jim Haug	PO Box 1257	Rapid City	SD	57709-1257
State Historic Preservation Office	Paige Olson	909 Governors Drive	Pierre	SD	57501
State Historic Preservation Office	Jay D Vogt	900 Governors Drive	Pierre	SD	57501
State Historic Preservation Office	Chris Nelson	900 Governors Drive	Pierre	SD	57501
Foothills Area Chamber of Commerce	Gale Johnson	P.O. Box 496	Summerset	SD	57718
Summerset, City of	Mayor George Mandas	PO Box 783	Black Hawk	SD	57718

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
Summerset, City of	Jeff Mizenko	PO Box 783	Black Hawk	SD	57718
John Thune - US Senator		246 Founders Park Dr, Suite 102	Rapid City	SD	57701
TREA, The Retired Enlisted Association, Inc.	Chester Westman	1981 E. Centre St.	Rapid City	SD	57703
United Way	Renee Parker	621 Sixth Street, Suite 100	Rapid City	SD	57701
US Army Corps of Engineers	Carolyn Kutz	28563 Powderhouse Rd. Rm 118	Pierre	SD	57501
US Army Corps of Engineers	Nathan Morey	28563 Powderhouse Rd. Rm 118	Pierre	SD	57501
US Army Corps of Engineers, Civil Works Office	Robert Matya	106 South 15th Street	Omaha	NE	68102
US Army Corps of Engineers-Omaha District	Randal Petersen	106 South 15th Street	Omaha	NE	68102
US Department of Energy	Director, Trans. Lines Substations	200 4th St. SW	Huron	SD	57350
US Environmental Protection Agency	James Martin	999 18th St., Suite 300	Denver	CO	80202
US Fish & Wildlife Service	Scott Larson	420 Garfield - Suite 400	Pierre	SD	57501- 5408
US Forest Service		1019 N. 5th St.	Custer	SD	57730
US Geological Survey	Mark Anderson	1608 Mountain View Rd.	Rapid City	SD	57701
US Geological Survey	Larry Putnam	1608 Mountain View Rd.	Rapid City	SD	57701
USDA-Natural Resource Conservation Service	Jeffrey Zimpich	200 4th Street SW	Huron	SD	57350- 2475
West Dakota Water Development District	Mike Mueller	PO Box 9633	Rapid City	SD	57709
West River Electric Association	Dick Johnson	PO Box 3486	Rapid City	SD	57703
Western Resources for Disabled Independence	Chad Ratigan	405 E Omaha #A	Rapid City	SD	57701- 3583
Women's Network of Rapid City, Inc.	Marsha Pluth	PO Box 2131	Rapid City	SD	57709- 2131
Yankton Sioux Tribe	Robert Flying Hawk	PO Box 1153	Wagner	SD	57380
YMCA	Roger Gallimore	815 Kansas City St.	Rapid City	SD	57701
Youth and Family Services	Susan Fedell	PO Box 2813	Rapid City	SD	57709
CITY OF BOX ELDER					
Mayor	Mayor Larry Larson	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
Planning Director	Ron Koan	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Scott Allen	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Jeffery Hollinshead	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Bruce Hegal	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Doug Curry	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Steven B Cowley	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
City Council	Tricia Weathers	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
Public Works Director	Robert Kaufman	520 N. Ellsworth Rd., Ste. 9C	Box Elder	SD	57719
MEADE COUNTY					
Director of Equalization	Kirk Chaffee	1300 Sherman Street, Suite 222	Sturgis	SD	57785
Highway Superintendent	Lincoln Shuck	20623 131st St	Sturgis	SD	57785
Assistant Planning Director	Bill Rich	1300 Sherman Street, Suite 222	Sturgis	SD	57785
Meade 46-1 School Superintendent	Don Kirkegaard	1230 Douglas St.	Sturgis	SD	57785
Chief Deputy	Ron Merwin	1400 Main Street	Sturgis	SD	57785
County Commission	Galen Niederwerder	22100 Ricky Rd	New Underwood	SD	57761
County Commission	Bob Bertolotto	1316 Pine View Dr	Sturgis	SD	57785
County Commission	Linda Rausch	15362 Canyon Trail	Piedmont	SD	57769
County Commission	Alan Aker	14347 Mahaffey Dr	Piedmont	SD	57769
County Commission	Robert Heidgerken	22372 West Nike Road	Rapid City	SD	57701
CITY OF RAPID CITY					
Mayor	Mayor Steve Allender	300 Sixth Street	Rapid City	SD	57701
City Council	Lisa Modrick	300 Sixth Street	Rapid City	SD	57701
City Council	Steve Laurenti	300 Sixth Street	Rapid City	SD	57701
City Council	Ritchie Nordstrom	300 Sixth Street	Rapid City	SD	57701
City Council	Jerry Wright	300 Sixth Street	Rapid City	SD	57701
City Council	Jason Salamun	300 Sixth Street	Rapid City	SD	57701
City Council	Amanda Scott	300 Sixth Street	Rapid City	SD	57701
City Council	Charity Doyle	300 Sixth Street	Rapid City	SD	57701
City Council	Darla Drew	300 Sixth Street	Rapid City	SD	57701
City Council	Brad Estes	300 Sixth Street	Rapid City	SD	57701
City Council	John Roberts	300 Sixth Street	Rapid City	SD	57701
Community Planning Coordinator	Patsy Horton	300 Sixth Street	Rapid City	SD	57701
Growth Management Director	Dale Tech	300 Sixth Street	Rapid City	SD	57701
Planning Manager	Vicki Fisher	300 Sixth Street	Rapid City	SD	57701
Air Quality Specialist	Michelle Tech	300 Sixth Street	Rapid City	SD	57701
Parks and Recreation Director	Jeff Biegler	125 Waterloo Street	Rapid City	SD	57701
Rapid Transit Manager	Rich Sagen	333 Sixth Street	Rapid City	SD	57701
Recreation Division Manager	Doug Lowe	125 Waterloo Street	Rapid City	SD	57701
Street Department Superintendent	Don Brumbaugh	300 Sixth Street	Rapid City	SD	57701
Engineering Services Project Mgr	Klare Schroeder	300 Sixth Street	Rapid City	SD	57701
RC Police Department	Lt. James Johns	300 Kansas City Street	Rapid City	SD	57701
RC Police Chief	Karl Jegeris	300 Kansas City Street	Rapid City	SD	57701
RC Police Department	St. John Olson	300 Kansas City Street	Rapid City	SD	57701
City Traffic Engineer	Steve Frooman	300 Sixth Street	Rapid City	SD	57701
City Engineer	Dale Tech	300 Sixth Street	Rapid City	SD	57701
Public Works Director	Dale Tech	300 Sixth Street	Rapid City	SD	57701
Rapid City Regional Airport	Vacant	4550 Terminal Rd #102	Rapid City	SD	57703-8706
RC Regional Airport Director	Patrick Dame	4550 Terminal Rd #102	Rapid City	SD	57703-8706

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
Fire Chief	Mike Maltaverne	10 Main Street	Rapid City	SD	57701
Rapid City Area School District	Bradley Berens	300 Sixth Street	Rapid City	SD	57701
Rapid City Area School District	Dave Janak	300 Sixth Street	Rapid City	SD	57701
PENNINGTON COUNTY					
Planning Director	PJ Conover	315 Saint Joseph Street, Suite #118	Rapid City	SD	57701
Highway Superintendent	Tom Wilsey	3601 Cambell Street	Rapid City	SD	57701
Drainage Coordinator	Bill Welk	3601 Cambell Street	Rapid City	SD	57701
Pennington County Commissioners	George Ferebee	130 Kansas City St	Rapid City	SD	57701
Pennington County Commissioners	Nancy Trautman	130 Kansas City St	Rapid City	SD	57701
Pennington County Commissioners	Deb Hadcock	130 Kansas City St	Rapid City	SD	57701
Pennington County Commissioners	Ron Buskerud	130 Kansas City St	Rapid City	SD	57701
Pennington County Commissioners	Lyndell Petersen	130 Kansas City St	Rapid City	SD	57701
SD Transportation Commission	Jerry Shoener	4022 Oakmont Ct.	Rapid City	SD	57702
Pennington County Auditor	Julie Pearson	130 Kansas City St	Rapid City	SD	57701
Pennington County Sheriff	Kevin Thom	300 Kansas City St	Rapid City	SD	57701
Pennington County Emergency Management	Dustin Willet	130 Kansas City Street	Rapid City	SD	57701
Chief Deputy	Brian Mueller	300 Kansas City St.	Rapid City	SD	57701
SDDOT					
MPO Coordinator	Brad Remmich	700 East Broadway Av	Pierre	SD	57501
Region Engineer	Todd Seaman	PO Box 1970	Rapid City	SD	57709
Data Analysis Engineer	Steve Gramm	700 East Broadway Av	Pierre	SD	57501
Project Development Engineer	Mark Leiferman	700 East Broadway Av	Pierre	SD	57501
Region Office	Stacy Bartlett	PO Box 17970	Rapid City	SD	57709
Civil Rights Compliance Officer	June Hansen	700 East Broadway Av	Pierre	SD	57501
Air, Rail, Transit & LGA	Sallie Doty	700 East Broadway Av	Pierre	SD	57501
Federal Highway Administration	Mark Hoines	116 East Dakota Avenue	Pierre	SD	57501
FTA Region 8	Jennifer Stewart	12300 W. Dakota, Ste. 310	Lakewood	CO	80228
FTA Region 8	Larry Squires	12300 W. Dakota, Ste. 310	Lakewood	CO	80228
RAPID CITY PLANNING COMMISSION					
	Galen Hoogestraat	2306 Cambridge Place	Rapid City	SD	57702
	Erik Braun	5431 Pinedale Heights Dr	Rapid City	SD	57702
	Linda Marchand	4146 Wisconsin Ave	Rapid City	SD	57701
	John Brewer	3823 Ridgemoor Dr	Rapid City	SD	57702
	Andrew Scull	803 Industrial Avenue	Rapid City	SD	57702
	Steve Rolinger	4505 Three Rivers Dr	Rapid City	SD	57701
	Karen Bulman	1311 Edinborough Dr	Rapid City	SD	57701
	Jan Swank	830 St. James Street	Rapid City	SD	57701
	John Herr	4041 Penrose Place	Rapid City	SD	57702

ORGANIZATION NAME	NAME	ORGANIZATION ADDRESS	CITY	STATE	ZIP
	Kimberly Schmidt	5010 Stoney Creek Dr	Rapid City	SD	57702
	Vacant				
CAC MEMBERS	Adeline Kalmbach	1202 Milwaukee	Rapid City	SD	57701
	Wes Rick	856 Line Road	Box Elder	SD	57719
	Chad Ratigan	405 East Omaha St	Rapid City	SD	57701
	Mike Pendo	405 East Omaha St	Rapid City	SD	57701
	Bob Burns	12017 Sturgis Road	Black Hawk	SD	57718
	Dave Kallemyn	505 Kansas City Street	Rapid City	SD	57701
	Tom Raymond	14880 229 th Street	Rapid City	SD	57703
	Kathy McDaniel	22765 Hwy 385, Lot 2	Rapid City	SD	57702
	Matt Kammerer	22196 Elk Vale Rd	Rapid City	SD	57701
	Matthew Fitting	1819 W. Main Street	Rapid City	SD	57702
	John Boylan	PO Box 58	Piedmont	SD	57769
REPRESENTATIVES & SENATE MEMBERS					
	Sen. Bruce Rampelberg	13942 Lariat Rd	Rapid City	SD	57702
	Mike Verchio	289 Rainbow Ridge Ct	Hill City	SD	57745
	Lance Russel	1938 Lincoln Ave	Hot Springs	SD	57747
	Sen. Alan Solano	3410 Wisconsin Ave	Rapid City	SD	57701
	Kristin Conzet	1523 West Blvd	Rapid City	SD	57701
	Brian Gosch	312 Alta Vista Drive	Rapid City	SD	57701
	Sen. Phil Jensen	10215 Pioneer Ave	Rapid City	SD	57701
	Scott W. Craig	8556 Heather Drive	Rapid City	SD	57702
	Jacqueline Sly	22560 Potter Road	Rapid City	SD	57702
	Sen. Craig Tieszen	3416 Brookside Drive	Rapid City	SD	57702
	David Lust	4269 Rosemary Lane	Rapid City	SD	57702
	Jeff Partridge	7174 Prestwick Rd	Rapid City	SD	57702
	Sen. Terri Haverly	22983 Candlelight Drive	Rapid City	SD	57703
	Blaine "Chip" Campbell	3480 Colvin St	Rapid City	SD	57703
	Lynne DiSanto	4973 Hansen Ln	Rapid City	SD	57703
MEDIA					
	KEVN News	PO Box 677	Rapid City	SD	57709
	KIMM News	PO Box 2480	Rapid City	SD	57709
	KKLS/KOOL92/KKMK News	PO Box 2480	Rapid City	SD	57709
	KTOQ News	PO Box 1680	Rapid City	SD	57709
	KOTA News	PO Box 1760	Rapid City	SD	57709
	RC Journal - News Department	PO Box 450	Rapid City	SD	57709
	SD Public Radio	5650 Skyline Dr.	Rapid City	SD	57701
	KNBN	2424 S. Plaza Drive	Rapid City	SD	57702
	KOTA Radio News	PO Box 1760	Rapid City	SD	57709
	Great Plains Tribal				
	Lakota Media	PO Box 31	Flandreau	SD	57028