



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

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## PLANNING DEPARTMENT

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### MEMORANDUM

TO: Legal and Finance Committee

FROM: Monica Heller, Community Planning Coordinator

DATE: October 19, 2009

RE: Time Extension of the 2009 Agreement between City of Rapid City and City of Box Elder for Accomplishing the Rapid City Area Transportation Planning Process

Attached for your review and approval is a time extension of the 2009 Agreement between City of Rapid City and City of Box Elder for Accomplishing the Rapid City Area Transportation Planning Process. This agreement provides Box Elder with the mechanism to request from the Metropolitan Planning Organization Federal Highway and Federal Transit funding reimbursement for transportation planning activities identified in the 2009 Unified Planning Work Program through April 30, 2010.

No work may be done in calendar year 2010 until this time extension of the agreement is approved and executed. All work must comply with all Federal and Metropolitan Planning Organization requirements, including consultant selection, legal review of subcontracts, prior approval of consultant contracts including rates and reimbursables by the South Dakota Department of Transportation Audit staff, etc.

**EXECUTIVE POLICY COMMITTEE RECOMMENDATION:** The Executive Policy Committee recommends authorizing the Mayor and the Finance Officer to sign the Time Extension of the 2009 Agreement between the City of Rapid City and the City of Box Elder for transportation planning assistance within the Rapid City Area Metropolitan Planning Study Area.