

MINUTES
COUNCIL DEVELOPMENT COMMITTEE
June 3, 2008

MEMBERS PRESENT: Bill Okrepkie, Tom Johnson, Sam Kooiker, Karen Gundersen Olson, Phil Olsen, Hani Shafai, Pat Tlustos, Chad Lewis

OTHERS PRESENT: Marcia Elkins, Bob Dominicak, Joel Landeen Tim Behlings, Robert Ellis, Dale Tech, Sharlene Mitchell

Call to Order

Okrepkie called the meeting to order at 11:34 a.m.

Approve Minutes

Tlustos moved, Shafai seconded and carried unanimously to approve the minutes of the July 17, 2007 meeting.

In response to a question from Tlustos, Elkins indicated that the Rapid City Municipal Code still includes a provision allowing a developer to request an accounting of the actual costs of all subdivision inspections.

Infrastructure Design Criteria Manual 2008 Edition

In response to a question from Okrepkie, Ellis addressed the review of the Infrastructure Design Criteria Manual noting that comments received from the peer review have been addressed by the Council Development Technical Committee. Ellis indicated that an additional thirty (30) day public review could be conducted prior to forwarding manual to City Council for adoption.

Kooiker moved to recommend that the Infrastructure Design Criteria Manual 2008 Edition and all supporting Ordinance Amendments be presented for First Reading at the July 29, 2008 Public Works Committee meeting and the August 4, 2008 City Council meeting and that a public comment period for the Infrastructure Design Criteria Manual 2008 Edition be scheduled prior to the July 29, 2008 Public Works meeting. Gundersen Olson seconded the motion.

In response to a question from Elkins, Landeen addressed the number of ordinance amendments that are required to insure that the Municipal Code and the Infrastructure Design Criteria Manual are cohesive documents.

Johnson recommended that the Infrastructure Design Criteria Manual be presented for First Reading at the earliest possible date. Discussion followed regarding the research and timeframe required for preparation of the supporting Ordinance Amendments.

Shafai recommended that the consulting engineering community be advised that the final document is available for review and informed of the timeframe for submission of public comments.

Ellis commented on the significant level of work that will be required to develop the supporting ordinance amendments to enable both the manual and ordinances to move forward concurrently. In response to a question from Ellis, Okrepkie recommended that only significant changes to the document be returned to the committee for review.

In response to a question from Ellis, Shafai indicated that scheduling a comment period prior to the July 29, 2008 Public Works meeting would provide the professional community sufficient notice that final action on the new manual is imminent.

In response to a question from Kooiker, Olsen indicated that all sections of the Infrastructure Design Criteria Manual have experienced substantial revisions and would be difficult to summarize.

The motion to recommend that the Infrastructure Design Criteria Manual 2008 Edition and all supporting Ordinance Amendments be presented for First Reading at the July 29, 2008 Public Works Committee meeting and the August 4, 2008 City Council meeting and that a public comment period for the Infrastructure Design Criteria Manual 2008 Edition be scheduled prior to the July 29, 2008 Public Works meeting carried unanimously.

In response to a question from Okrepkie, Tlustos briefly addressed the technical and professional issues address by the new manual for items such as right of way widths, paving requirements, and utility corridors. Elkins addressed the most substantive changes include language clarifications, the requirement for traffic impact studies, and the storm drainage modeling change. Discussion followed regarding the software requirements for the storm drainage modeling.

Kooiker recommended that staff provide a memo to the City Council addressing the history behind the development of the Infrastructure Design Criteria Manual including a list of the more fundamental changes.

In response to a question from Johnson, Olsen indicated that driveway widths, curb and gutter, and circle drives are addressed in the manual. Shafai indicated that the new manual will minimize the requests for exceptions.

Ellis indicated that Public Works Department, in conjunction with the Growth Management Department, would prepare the overview memo.

Other Business

Olsen recommended that the Committee consider a policy to require the City staff to construct and install all roadway signage with the developer responsible for all costs.

Elkins addressed the benefits of standardizing the process noting that it will result in intrusion into private enterprise. Discussion followed regarding the inconsistencies and difficulties experienced with the private enterprise installation of signage.

Johnson moved to recommend that the City Council adopt a process to make City staff responsible for the construction and installation of signage and striping in the public right of way required for subdivisions with the developers responsible for all costs. Shafai seconded the motion.

Discussion followed regarding the staffing requirements to support the sign installation and street striping proposal including the need for additional FTE's in the Public Works Department.

The motion to recommend that the City Council adopt a process to make City staff responsible for the construction and installation of signage and striping in the public right of way required for subdivisions with the developers responsible for all costs carried unanimously.

Discussion followed regarding the status of the Council Development Committee. Johnson indicated that the Committee work was completed with this document and recommended that future meetings be on an "as needed" basis.

Tlustos recommended that the Council Development Technical Committee remain active to address issues that may result from the implementation of the new manual. Elkins requested that staff be authorized to use the Council Development Technical Committee to review draft amendments as well.

Olsen recommended that the Committee research avenues to dedicate funding for infrastructure and utilized by the City to guide future growth. Discussion followed regarding the Committee's involvement with this issue.

Gundersen Olson moved, Johnson seconded and carried unanimously to recommend that the City Council form a committee to address funding for infrastructure development to be utilized by the City in guiding future growth.

Okrepkie recommended that a committee meeting be scheduled for the Infrastructure Design Criteria Manual following the close of the comment period only if warranted.

Adjourn

There being no further business Gundersen Olson moved, Tlustos seconded and carried unanimously to adjourn the meeting at 12:39 p.m.