

2007 Year End Report

for the

Sioux Falls Metropolitan Planning Organization

Prepared by the South Eastern Council of Governments in Cooperation with
the City of Sioux Falls, Minnehaha County, and Lincoln County

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Acronyms and Abbreviations

FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GIS	Geographic Information Systems
GPS	Global Positioning System
LAN	Local Area Network
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
PL	Federal Highway Planning Funds
RFPs	Request for Proposals
SDDOT	South Dakota Department of Transportation
SECOG	South Eastern Council of Governments
TIP	Transportation Improvements Program
TSME	Transportation System Management Efficiency
UDC	Urbanized Development Commission
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
WAN	Wide Area Network

The following activities listed in the 2007 UPWP were completed by the Sioux Falls Metropolitan Planning Organization (MPO) participants in the Calendar Year 2007:

SECTION I – FHWA

1. Professional Services/Consultants

Explanation: Addresses both identified and unanticipated problems and needs that occur during the course of the work program year. Contractual services of consultants or other professionals to conduct studies and other work activities to support traffic needs and project development shall be identified by a corresponding program year.

2007 Work Activities:

1. Staff completed preliminary work on RFPs and other necessary documentation. RFPs were disseminated, consultant selection procedures were followed, and contracts were prepared and executed. Staff was responsible for contract preparation, contract execution, and project management.
2. Staff determined the need for special studies identified in the LRTP and its ancillary documents and developed work plans for accomplishing studies. Work under this item included study coordination meetings, budget preparation, and analyses. In addition, Staff recommended to the transportation committees, for their approval, the need for special studies. Following committee approval, work plans were developed for accomplishing these studies.
3. In 2007, Lincoln County contracted with SECOG to utilize GIS to digitize its urban parcels in Lincoln County located within the MPO.
4. Staff conducted transportation-related comprehensive planning, including land use and major street plans, within the MPO's planning study area.

2. Personnel Services

Explanation: Pertains to those activities directly related to public awareness and public involvement as well as the effective operation and management of the planning process. The emphasis of management is on the coordination of activities so as to promote and produce an efficient intermodal transportation system.

2007 Work Activities:

1. The UDC self-certified the local transportation planning process. Environmental justice compliance was addressed as part of the Certification Review.

2. SECOG staff coordinated the execution of the annual PL and Transit planning agreements between SDDOT, SECOG, City of Sioux Falls, Lincoln County, and Minnehaha County.
3. SECOG staff coordinated and jointly developed the 2008 Sioux Falls MPO UPWP. The cost of staff time, public notices, and printing costs were reimbursed for this activity.
4. SECOG staff maintained the MPO's accounting and vouchering system. Participants in the local transportation planning process were reimbursed for eligible transportation planning work activities through SECOG and SDDOT with PL and FTA funds identified within the UPWP.
5. Staff monitored work activities outlined in the 2007 UPWP and submitted vouchers for the reimbursement of eligible transportation planning work activities.
6. Staff monitored the implementation of grant activities and presented UPWP budget amendments, as necessary, to be acted upon by the transportation planning committees.
7. Staff attended transportation planning committee meetings, other process-related meetings, and public meetings throughout the planning year. Staff discussed and disseminated information regarding the transportation planning process and transportation improvements.
8. Staff continued to work with social service providers to assure representation of their needs in transportation planning.
9. Staff undertook activities that supported the transportation planning committees and the planning process, including but not limited to the following: the coordination and staffing of meetings and public hearings, the drafting of agendas and meeting minutes, the assembly of meeting packets and mailings, the drafting and publishing of public notices, the development of reports and documents, the maintenance of committee membership, and the provision of information. The costs of printing documents were included in this activity.
10. Staff attended/participated in various training courses, conferences, seminars, workshops, etc. The cost of the training, travel, lodging, and staff time for such training was reimbursed under this activity. SDDOT approval was obtained in advance of the events, via e-mail, for in-state travel that was PL related. Out-of-state travel was approved by SDDOT via a written travel request and justification in advance of the event.
11. SECOG staff coordinated FHWA, FTA, and SDDOT informational opportunities and events throughout the year.
12. SECOG staff assisted cities and counties within the MPO boundaries with their Comprehensive Plans. Assistance was provided under the UPWP and was limited to land use assessments, street plan updates, and the preparation of GIS generated maps.

13. SECOG assisted communities within the MPO with the preparation of GIS maps for land use data.
14. Staff participated in professional memberships and subscriptions related to transportation planning.
15. Staff reviewed USDOT regulations, guidance, and circulars and reviewed best practices information from other sources to ensure compliance with regulations and to consider cutting-edge ideas.
16. Staff maintained inventories of transportation information required for transportation planning. Specific inventories included were traffic counts and turning movement counts. New data was gathered and existing inventories were updated.
17. Traffic information, inventory maintenance, and data gathering efforts were coordinated through City staff, County staff, and transportation specialists in SDDOT.
18. Staff cooperated with SDDOT in its efforts to expand the Global Positioning System (GPS) control for South Dakota. As GPS data became available, it continued to use the data to establish accurate GIS position data.
19. Staff maintained and updated GIS-created base inventory maps of the natural and man-made resources, features, and environmentally sensitive areas that could be adversely affected by changes in the region's transportation system. GIS staff continued to expand the use of coordinate geometry to input plat information.
20. Staff continued to add land use and socio-economic data to the GIS database.
21. Staff scanned aerial photography for conversion to GIS digital format.
22. Staff participated in other activities associated with the transportation planning process that were not described in the 2007 UPWP as mutually agreed upon with SDDOT. The activities fell under the overall comprehensive, cooperative, and continuing transportation planning process.
23. Staff conducted studies and associated public involvement activities identified in the LRTP.
24. City and County staff reviewed proposed land use changes and development proposals and determined the anticipated effects on the existing and future transportation system.
25. Staff conducted air quality analysis and coordinated data among the entities involved in the process.

26. City staff updated socio-economic data, prepared socio-economic forecasts, and prepared the 2007 Land Use Report for the City of Sioux Falls.
27. City staff maintained the transportation demand forecasting model.
28. Staff analyzed impacts related to land use and transportation system coordination on a corridor/study area basis.
29. SECOG staff prepared the 2008–2012 TIP. The TIP was developed, adopted, and distributed in compliance with all federal, state, and local requirements. The TIP included all transportation improvements planned by the participating agencies within the MPO area for a five-year period. It also included both federal and non-federally funded projects.
30. All transportation improvement projects that were evaluated by staff were reviewed for the impacts on intermodal facilities and routes within the urbanized area and the region.
31. City staff accounted for life-cycle costs when it compared specific project cost estimates to estimates of available financial resources.
32. Staff coordinated the annual bus tour of transportation improvements projects for the transportation planning committees and others.
33. City staff updated the TSME Report, which describes the short-range, low-cost improvements completed during the last calendar year.
34. City staff maintained the Hansen Pavement Management software.
35. The Safety Management System continued to analyze the accident statistics in the City of Sioux Falls. A critical rate analysis method to identify high collision locations and program safety improvements was employed by the Sioux Falls Engineering Department. The Safety Management System Report was produced.
36. Staff completed this year-end summary of work and financial activities and will submit it to SDDOT.
37. Staff implemented sections of the Long-Range Transportation Plan to make it SAFETEA-LU compliant.
38. Transportation planning staff participated in regular safety reviews as well as the City's Emergency Operations Center training programs.
39. Staff participated in various Homeland Security activities related to transportation planning.
40. Staff implemented the new requirements of SAFETEA-LU.

3. Capital Resources

Explanation: Includes the capital investments necessary to carry out the transportation planning process.

2007 Work Activities:

1. No capital resources were acquired in 2007.

