

POLICY COORDINATING COMMITTEE AGENDA

January 19, 2016 MEETING TIME: 12:00 p.m.
BOCC Board Room, (403), YC Courthouse
Billings, Montana 59101



1. **Call to Order/Pledge to the American Flag: PCC Chairman**
2. **PUBLIC COMMENT PERIOD** – As required (minute maximum per person. *Any member of the public may be heard on any subject that is not on the agenda. The Policy Coordinating Committee will not take any action on these items at this time, but could choose to add an item to the next meeting’s agenda for discussion.*
 - a. **Comments on items not on the agenda and requests to add items to future agendas.**
 - b. **Comments on items on the non-public agenda items.**
3. **Motion. Election of 2016 PCC officers**
4. **Motion. Approval of the minutes of: December 15, 2015; September 15, 2015**
5. **Old Business**
 - a. **Presentation. Roles and Responsibilities of PCC.** Lynn Zanto, Director of Statewide and Urban Planning, MDT.
6. **Future Agenda Items: February 16, 2016**
7. **Adjournment**

PCC Agenda

Meeting Date: 01/19/2016

Information

Subject

Motion. Approval of the minutes of: December 15, 2015; September 15, 2015

Attachments

PCC_2015_12_15

PCC_2015_09_15

POLICY COORDINATING COMMITTEE

MINUTES –DECEMBER 15, 2015



NOTICE: THIS MEETING IS CANCELED DUE TO INCLEMENT WEATHER CONDITIONS.

Scott Walker, Transportation Coordinator conducted an e-mail poll of a quorum of PCC members to address the agenda item below.

New Business:

4a. Motion. Approval of the 2015-2019 Transportation Improvement Plan, (TIP), Amendment II

This program has been vetted through and received recommendations of approval from the Technical Advisory Committee, Planning Board, Board of County Commissioners, and City Council. The Work Program for the MPO is required to be revised and adopted annually by PCC.

Members Polled: Mayor Tom Hanel, Commissioner Bill Kennedy, Board of County Commissioners; Richard Clark, City/County Planning Board; Stefan Streeter, MDT District Office.

Staff Present: Scott Walker, Transportation Coordinator

The recommendations are:

- Planning Board recommended approval November 24, 2015
- County Commissioners recommended approval December 8, 2015
- City Council recommended approval December 14, 2015

Committee Member	Favor	Against
Mayor Tom Hanel, City of Billings	x	
Commissioner Bill Kennedy, BOCC	x	
Richard Clark, City/County Planning Board	x	
Gary Neville, MDT District Office (for Stefan Streeter).	x	

(Mayor Tom Hanel)

From: 4066904448@mms.att.net [<mailto:4066904448@mms.att.net>]

Sent: Tuesday, December 15, 2015 12:06 PM

To: Walker, Scott <WalkerS@ci.billings.mt.us>

Subject:

Scott,

If you did not get my message, my vote is yes!

POLICY COORDINATING COMMITTEE

MINUTES –DECEMBER 15, 2015



(Commissioner Bill Kennedy)

From: Paulette Turner-Byrd [<mailto:pturner-byrd@co.yellowstone.mt.gov>]

Sent: Tuesday, December 15, 2015 10:21 AM

To: Walker, Scott <WalkerS@ci.billings.mt.us>; Bill Kennedy <bkennedy@co.yellowstone.mt.gov>; Richard Clark <twodc@bresnan.net>; Stefan Streeter <sstreeter@mt.gov>; Hanel, Tom <hanelt@ci.billings.mt.us>

Cc: Gary Neville (gneville@mt.gov) <gneville@mt.gov>

Subject: RE: PCC Meeting Today!

Bill votes in favor. Thanx! ptb

(Gary Neville)

From: Neville, Gary [<mailto:gneville@mt.gov>]

Sent: Tuesday, December 15, 2015 10:08 AM

To: Walker, Scott <WalkerS@ci.billings.mt.us>; Bill Kennedy <bkennedy@co.yellowstone.mt.gov>; Richard Clark <twodc@bresnan.net>; Streeter, Stefan <sstreeter@mt.gov>; Hanel, Tom <hanelt@ci.billings.mt.us>

Subject: RE: PCC Meeting Today!

For MDT, I vote in Favor of TIP Amendment II
Gary (In the absence of Stefan Streeter)

Gary Neville
District Preconstruction Manager
MDT – Billings
1-406-657-0232

(Richard Clark)

From: Richard Clark [<mailto:twodc@bresnan.net>]

Sent: Tuesday, December 15, 2015 10:33 AM

To: Walker, Scott <WalkerS@ci.billings.mt.us>

Cc: Bill Kennedy <bkennedy@co.yellowstone.mt.gov>; Stefan Streeter <sstreeter@mt.gov>; Hanel, Tom <hanelt@ci.billings.mt.us>; Gary Neville (gneville@mt.gov) <gneville@mt.gov>

Subject: Re: PCC Meeting Today!

In Favor

Vote: 4-0 in favor to approve the 2015-2019 Billings Urban Area Unified Planning Work Program, Amendment II as presented by staff.

****Scott Walker will forward the tabulated votes and forwarded them to MDT Helena for concurrence.**

Minutes of September 15, 2015- The approval of the September 15, 2015 meeting minutes is delayed until the January 19, 2016 meeting.

POLICY COORDINATING COMMITTEE

MINUTES –DECEMBER 15, 2015



Other Business

- A. Presentation. Roles and Responsibilities of PCC. Lynn Zanto, Director, Statewide and Urban Planning, MDT. **This presentation will be rescheduled.**

- B. The next scheduled PCC meeting is Tuesday January 19, 2016 and will be held as legally advertised and announced.

DRAFT. To be approved by a motion on January 19, 2015

POLICY COORDINATING COMMITTEE

MINUTES –SEPTEMBER 15, 2015

TO BE APPROVED BY A MOTION NOVEMBER 17, 2015



Members Present: Mayor Tom Hanel, Commissioner Bill Kennedy, Board of County Commissioners; Richard Clark, City/County Planning Board; Stefan Streeter, MDT District Office.

Staff Present: Commissioner Jim Reno, Board of County Commissioners; Commissioner John Ostlund, Board of County Commissioners; Councilman Denis Pitman, City Council Ward 2; Candi Millar, Director, Planning & Community Services Department; Scott Walker, Transportation Planner, Planning & Community Services Department; Wyeth Friday, Planning Division Manager; Lora Mattox, Transportation Planner; Planning Clerk; Tim Miller, Director, Yellowstone County Public Works Department, Mike Black, Yellowstone County Public Works Department; Vern Heisler, Deputy Public Works Director

Conference Call Participants: Carol Strizich, MDT Planning; Lynn Zanto, MDT Planning; Kenn Winegar, MDT Planning

Others Present: Gary Neville, MDT Billings; Kristi Drake, Billings Trail Net; Patrick Klugman, Big Sky EDA; Mick Johnson, HDR Engineering; Oscar L. Heinrich, MOP; Evelyn Pyburn, Yellowstone County News

1. Call to Order: Commissioner Kennedy called the meeting to order at 12:00 p.m., Board of County Commissioners Board Room, Yellowstone County Courthouse

Commissioner Kennedy called the meeting to order in the Board of County Commissioners Board Room, welcomed everyone in attendance, and led the pledge to the American Flag.

2. Communication from the Audience

Commissioner Kennedy asked for communication from the audience. There was none.

3. Minutes of August 18, 2015 Commissioner Kennedy called for approval of the August 18, 2015 meeting minutes.

Motion

Richard Clark made a motion and Richard Clark seconded the motion to approve the August 18, 2015 meeting minutes as submitted.

The motion carried with a unanimous voice vote.

POLICY COORDINATING COMMITTEE

MINUTES –SEPTEMBER 15, 2015

TO BE APPROVED BY A MOTION NOVEMBER 17, 2015



4. New Business:

a. Motion. Approval of the Billings Urban Area Unified Planning Work Program, (UPWP), Scott Walker, Transportation Planner

Scott Walker gave an introduction and a brief overview of this year's program. This program has been vetted through and received recommendations of approval from the Technical Advisory Committee, Planning Board, Board of County Commissioners, and City Council. He explained that the Work Program for the MPO is required to be revised and adopted annually by PCC.

Discussion

Chairman Kennedy asked for questions and discussion. There was none. Chairman Kennedy called for a motion.

Motion

Mayor Hanel made a motion and Dick Clark seconded the motion to approve the Billings Urban Area Unified Work Program, (UPWP), as recommended and presented by staff.

The motion carried unanimously.

4b. Discussion. Community Transportation Safety Plan, Lora Mattox, Transportation Planner

Ms. Mattox gave a brief update on the Community Transportation Safety Plan and said they are in the process of consultant selection. Staff will notify the committee of the successful recipient.

4c. Discussion. CTEP/TA Program Update, Lora Mattox, Transportation Planner

Ms. Mattox commended the City Engineering Division for their help in this process and followed with a PowerPoint presentation for this agenda item.

--Ponderosa School Path. This project is nearing completion.

--Swords Outlet/6th Avenue Bypass This project makes the connection to the sidewalk on 6th Avenue North and was completed this summer.

--Poly School This is a "Safe Routes to School" project.

--Arrowhead School Path This path goes from Shiloh Road along the St. Johns' campus to Arrowhead School

--Calhoun Sidewalk Project This project will construct sidewalk from King Avenue to the underpass.

POLICY COORDINATING COMMITTEE

MINUTES –SEPTEMBER 15, 2015

TO BE APPROVED BY A MOTION NOVEMBER 17, 2015



--Poly/Virginia Pedestrian Improvements/Bike Lane. This project will provide improvements from Poly Drive to Virginia Lane to 13th Street West-This project will be completed after the signal is received. The projected time frame for completion is October.

--Jackson Street Sidewalk This project will complete the missing sidewalk on the east side from Byrd to State Avenue.

--Wicks Lane Pathway This project will continue the pedestrian path on Skyway to Governors Boulevard.

--Colton/19th Street Crossing/Sidewalk This project includes and connects the sidewalk on Parkhill Drive.

--Joe Medicine Crow Middle School Path

--Broadwater School Landscaping This project provides green space and landscaping around the new school.

--Broadwater Pathway—TA Program Project The projected construction date is during the summer of 2016.

Discussion

Commissioner Kennedy called for discussion. Mayor commented that the Kings Green project and said it is well used. Commissioner Kennedy asked about the intersection of 13th Street West and Parkhill Drive and said there has been another accident at this location. He said it is his understanding that some lighting should be installed. Gary Neville replied that this project should start moving forward as it has been reenacted and the preconstruction schedule should be coming soon.

4d. Discussion. Update on Planning Studies. Scott Walker, Transportation Coordinator

Rims to Valley Bike/Pedestrian Study Recently Staff, the Advisory Committee, the Consultants, and a representative from Terracon made a site visit to the Rims to look at areas that may allow bicyclists and pedestrians to traverse around the Zimmerman Trail area at grade and on 27th Street on the south side of the guard rail. Neighbors expressed interest during this visit. Staff is enthusiastic with the potential outcomes of this study. Some of the locations are rocky but they did find areas that might lend themselves to a path of some sort. This is the last piece of unstudied territory with the trail system in this area. It may be challenging to recommend a path to connect to the existing park system with the least resistance to the topography and be ADA accessible but there are some options. Two public meetings are scheduled and the Steering Committee meets monthly on the third Thursday of each month at 10:00 a.m. Staff will provide preliminary information at the next PCC meeting. Stefan Streeter asked staff to ensure all aspects of storm water drainage is considered and addressed properly with this study. He said MDT has contracted with DOWL HKM for a storm water project and may be of help in this effort.

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West End Traffic Study The consultants are looking at traffic model inputs and calibrating on the current model available. Initial work will include information on future development characteristics, and a variety of exhibits showing the existing subdivisions in the area. This study is in the early stages. It is on schedule and on budget.

Other Business

- A. The October 20, 2015 PCC meeting is cancelled. The next PCC meeting will be held on Tuesday, November 17, 2015.

Future agenda items for November 17, 2015

1. Presentation. Roles and Responsibilities of PCC. Lynn Zanto, Director of Statewide and Urban Planning, MDT.

**Staff is to invite the Board of County Commissioners, City Council members; and Planning Board members to attend.

ADJOURNMENT: The meeting adjourned at 12:32 p.m.

DRAFT. To be approved by a motion on November 17, 2015