

# **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.**

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## 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/6<sup>th</sup> Avenue Bypass** This project makes the connection to the sidewalk on 6<sup>th</sup> 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.

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**--Poly/Virginia Pedestrian Improvements/Bike Lane.** This project will provide improvements from Poly Drive to Virginia Lane to 13<sup>th</sup> 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/19<sup>th</sup> 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 13<sup>th</sup> 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**