

## **POLICY COORDINATING COMMITTEE**

MINUTES –SEPTEMBER 13, 2016

DRAFT- TO BE APPROVED BY A MOTION AT THE NEXT SCHEDULED MEETING

**Members Present:** Commissioner Robyn Driscoll, Board of County Commissioners; (Chairman) Councilman Larry Brewster, Billings City Council, Ward 2; Stefan Streeter, MDT District Office.

**Staff Present:** Scott Walker, Transportation Planner, Planning & Community Services Department; Wyeth Friday, Planning Division Manager; Vern Heisler, Deputy Public Works Director

**Conference Call Participants:** Alan Woodmansey, FHWA; Katie Potts, MDT Planning; Kenn Winegar, MDT Planning

### **Others Present:**

**1. Call to Order: Councilman Brewster called the meeting to order at 12:00 p.m., Board of County Commissioners Board Room, Yellowstone County Courthouse**  
Councilman Brewster called the meeting to order in the Board of County Commissioners Board Room, welcomed everyone in attendance.

### **2. Communication from the Audience**

Councilman Brewster asked for communication from the audience. There was none.

**3. Minutes of August 23, 2016- The minutes of August 23, 2016 were approved with a unanimous voice vote.**

### **4. Old Business:**

**4a. Motion/Recommendation. DRAFT FFY 2017 UPWP, Scott Walker, Transportation Planning Coordinator Presenting.**

## **INTRODUCTION**

### **PROBLEM/ISSUE STATEMENT**

The Planning Division is presenting information regarding the Billings Metropolitan Planning Organization's (MPO) Unified Planning Work Program (UPWP) document. Staff will provide background information regarding the MPO and the importance and need of having the UPWP.

## **BACKGROUND**

The UPWP is primarily for the purpose of programming the federal dollars Billings receives from the Federal Highway Administration (FHWA) for transportation planning. These funds are passed through the Montana Department of Transportation (MDT). However, all planning activities are included in the UPWP so that it represents a comprehensive document of the urban transportation planning program. The UPWP corresponds directly with the Planning Division's annual work plan. The UPWP proposes planning activities for each Federal Fiscal Year which runs from October 1 through September 30.

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## FINANCIAL IMPACT

The total budget for the 2017 UPWP is from the following sources:

\$216,000	Planning Division Fee Revenue (City of Billings)
\$54,000	Planning Division Fee (Yellowstone County)
\$440,000	Yellowstone County Planning Levy (Mill)
\$1,384,482	Federal Planning (PL) Allocation
\$2,094,482	Total Program (UPWP)

Scott Walker opened this agenda item with a brief PowerPoint presentation. The work program is a required document that is vetted through TAC and elected and appointed City and County Boards. He reviewed the work elements and funding sources. This program is updated annually.

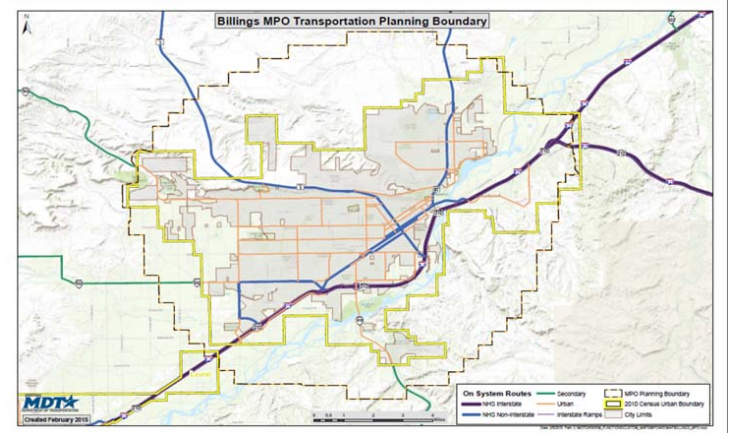
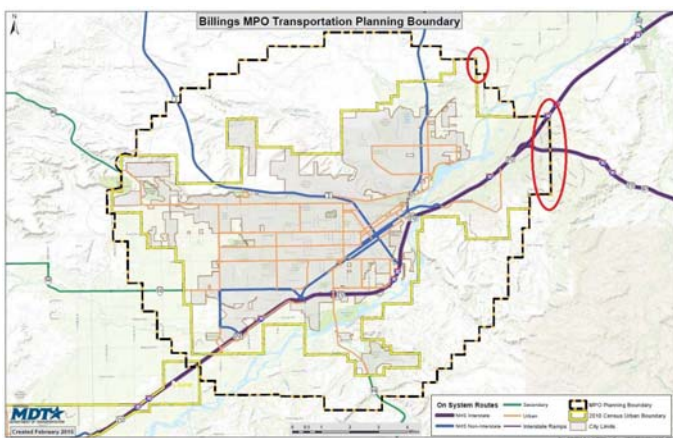
## Motion

**Commissioner Driscoll made a motion and it was seconded by Stefan Streeter to approve the DRAFT FFY 2017 UPWP as presented by staff. The motion carried with a unanimous voice vote.**

## 5. New Business

### 5a. Motion. Revision/Amendment of the Planning MPO Boundary, (Administrative Review). Scott Walker, Transportation Planning Coordinator, presenting

Scott Walker explained he was notified of a need for correction of a slight difference in the Census Boundary and the MPO Boundary. This an administrative correction to make the two boundaries match.



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### **Motion**

**Commissioner Driscoll made a motion and it was seconded by Stefan Streeter to approve the Revision/Amendment of the Planning MPO Boundary, (Administrative Review). The motion carried with a unanimous voice vote.**

### **6. Other Business**

**6a.** Downtown Traffic Flow Study-Councilman Brewster asked for an update. Stefan Streeter noted several of the routes in this area are in the MDT system or are related to the Urban system, and MDT would like to be included in the oversight committee.

**6b. October 18, 2016-**Currently there are no agenda items for this meeting.

**Adjournment: 12:20**