



# BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

## City of Billings & Yellowstone County



### MEETING MINUTES

Tuesday, June 27, 2017 MEETING TIME: 11:30 am  
1<sup>st</sup> Floor Conference Room, Miller Building  
2825 3rd Avenue North, Billings, MT 59101

**Call to order:** Ed Gulick, Chair, called the meeting to order at 11:32 a.m.

**Members present:** Kristi Drake, City Council; Ed Gulick, Planning Board; DJ Clark, County Board, Amber Sundsted, City Council

**Others present:** Lora Mattox, Transportation Planner; Erin Claunch, Engineering Division

#### Public Comment Period:

- a. **Comments on items not on the agenda and request to add items to future agendas** – none
- b. **Comments on items on the non-public agenda items** – none

**Motion. Approval of the meeting minutes of: May 23, 2017:** DJ motioned for the approval of the May 23, 2017 minutes, seconded by Amber. Approved.

#### Old Business:

- a. **Bike Parking in Public Right-of-way (Ed Gulick and Kristi Drake)** –  
Unfortunately the city did not receive the People for Bikes grant for purchasing bike staples. So, what are the next steps to move forward without the grant funds? Approximately \$4500 has been secured, originally as the local match for the grant, however, it is anticipated that the entities that gave the matching funds will still contribute funds with the intent to purchase bike racks for the downtown. Kristi will set a meeting with these contributors to discuss the plan to move forward with purchasing racks in the next week or so. Erin Claunch stated that Engineering is moving away from requiring Encroachment Permits for anything in the city right-of-way, with this in mind Lora will look at creating a simple application form for businesses that have an interest in having a rack close to their business. The form will serve as information for the applicant on the bike rack program in the downtown. We have a map showing locations of preferred locations and can use that to justify placement of racks. It also informs the applicant that when they apply for a rack, the rack will be placed based on the map as the rack will not

be “owned” by the applicant. Also, there will be a \$50 fee that will go towards a fund to continue the purchasing of racks or maintenance. The fee is not “buying” the rack for that applicant. It is assumed that the BID will install.

- b. Final Edits BPAC presentation (Ed Gulick)** – Ed will be presenting to the Planning Board this evening. He recently included information from the Healthy by Design Coalition, Riverstone Health and the two hospitals regarding their advocacy and participation in sponsoring events. Added additional information from the Chamber and information regarding funding options. Lora will look into possible dates for the council work session in July. Finally, the Commissioners schedule will be reviewed and a date for that presentation will be set also.
- c. Ongoing Cycling Education Efforts (Kristi Drake)** – Tomorrow night Billings TrailNet will be holding its annual meeting at 6 p.m. at the library. Presentations by Planning, Engineering, Parks, Chamber and BSEDA will be included. There will be tables set up with participating groups. A BPAC flyer will be created with info about BPAC to hand out. Kristi along with Kevin Odenthal and Steve Hudak completed the League Certified Bicycling Instructors course in Bozeman and can now offer Traffic Skills classes.

#### **New Business:**

- a. City Engineering – Implementing Bicycle Boulevards (Erin Claunch)** – Erin told the board that during the update to the Bike Plan, Engineering, Planning and Alta Planning worked closely together to identify realistic bike routes, for example, there were bike facilities shown on principal arterials such as Central and Grand that under the current right-of-way and counts wouldn’t be able to accommodate bike facilities. With that in mind, Bicycle Boulevards were proposed for short term projects through Engineering. The two main routes identified is Lyman on the north side of Grand and Miles on the south side of Grand. Both of these routes will provide bicyclists a direct route to the downtown. Erin discussed that over the next few month, Engineering will work to develop planning level cost estimated for the corridors. The estimates will be used to help develop the projects in the Capital Improvement Program (CIP). DJ and Lora will look at examples of different traffic calming and bike boulevard infrastructure options. Erin is encouraging BPAC to assist in identifying realistic traffic calming option.
- b. Role of BPAC and City Engineering (BPAC and Erin Claunch)** – Ed discussed the possibility of BPAC attending a Traffic Control Board (TCB) meeting. Erin stated that he could help coordinate that, that a discussion between BPAC and TCB could occur as the development of the bike boulevards gets closer. This would be a good topic for TCB as they act as an advisory board to neighborhoods.

#### **Other Business: No Other Business**

**Future Agenda Items:**

- a. **Invite Parks (Signage) (July)**
- b. **Examples of traffic calming and bike boulevard infrastructure (July)**

**Adjournment: 1:00 p.m.**