

## **POLICY COORDINATING COMMITTEE**

MINUTES –MARCH 28, 201

DRAFT-TO APPROVED BY A MOTION APRIL 18, 2017

**Members Present:** (Chairman), Commissioner John Ostlund, Board of County Commissioners; Councilman Larry Brewster, Billings City Council, Ward 2; Stefan Streeter, MDT District Office; Planning Board President Darell Tunnicliff, Yellowstone County Planning Board, Ward IV.

**Staff Present:** Scott Walker, Transportation Planner, Planning & Community Services Department; Lora Mattox, Transportation Planner; Gary Neville, MDT District Office; Mike Black, Yellowstone County Public Works Department;

**Conference Call Participants:** Katie Potts, MDT Planning

**Others Present:** Patrick Klugman, City/County Planning Board; Becky Bey, KLJ; Lyle Gabrian, Rimrock Neighborhood Task Force; Sheila Blanton-Cole, Laurel, MT resident

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

**2. Communication from the Audience**

**3. Minutes of December 20, 2016- (There were no meetings in January, 2017 or February, 2017). The minutes of December 29, 2016 were approved with a unanimous voice vote.**

**4. Old Business:** There is no Old Business.

**5. New Business**

**5a. Update. Discussion Transportation Alternatives Program, (TAP), Grant-Highway 3 Trail.** Lora Mattox, Transportation Planner, presenting. Ms. Mattox explained the scope of the first phase of the Highway 3 Trail project and stated Billings Trail net is supporting this project with funding. Staff has received 25 letters of support from Country representatives and the City/County Planning Board. Staff has been working with MDT and is looking forward to submitting this grant on Friday. Staff is requesting a letter of support for this project from PCC.

### **Motion**

**Stefan Streeter made a motion and Darell Tunnicliff seconded the motion to submit a letter of recommendation for the Transportation Alternatives Program, (TAP), Grant-Highway 3 Trail. The motion carried with Councilman Brewster, against as the City Council has not reviewed this item as of yet.**

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March 28, 2017

Dave Holien, MDT TA Program Manager  
Montana Department of Transportation  
Engineering Division/Consultant Design Bureau  
PO Box 201001  
Helena, MT 59620-1001

Dear Mr. Holien:

The Policy Coordinating Committee (PCC) manages the executive business of the Billings Metropolitan Transportation Planning Process. The PCC processes, develops and keeps current on all transportation planning within the MPO. With this in mind, the PCC is pleased to have this opportunity to support the continued development of bike/pedestrian facilities in the City of Billings and Yellowstone County through the Transportation Alternatives Program (TAP) administered by the Montana Department of Transportation.

Over the past 20 years, federal funding has helped to make Billings a safe and accessible community for residents and visitors alike to bike, walk, and use mobility aids. Without programs like the Community Transportation Enhancement Program and the Transportation Alternatives Program, many of our 40 plus miles of trails and 20 plus miles of bike lanes would not be possible. In addition to making our community healthier and more active, the trail system has helped Billings gain national acclaim from both Sunset Magazine as one of the top sustainable communities in the West and from Outside Magazine as the Best Town of 2016. Additional TAP funded projects will help Billings and Yellowstone County to build on our reputation as a healthy, active community and a desirable place to live and visit.

Phase I of the Highway 3 Trail project proposes a scope of work that would include approximately 7,000 lineal feet of a 10-foot wide shared use pathway. Beginning at the terminus of the popular Swords Park Trail at North 27<sup>th</sup> Street and the Airport Road, the pathway will continue west to the site of the proposed Myers and Morledge Trails. The Highway 3 Trail will comply with ADA Standards, making it accessible for people with disabilities, senior citizens, and young families.

We hope you will look favorably on this project for the City of Billings as the community moves forward with a safer and more connected trail system.

Sincerely,

Commissioner John Ostlund  
Chair, Policy Coordinating Committee

Planning & Community Services Department  
2825 3rd Avenue North, 4<sup>th</sup> Floor  
Billings, MT 59101  
Fax: (406) 657-8327  
Phone: (406) 657-8246

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**5b. Update/Discussion. Household Travel Survey.** Lora Mattox, Transportation Planner, presenting.

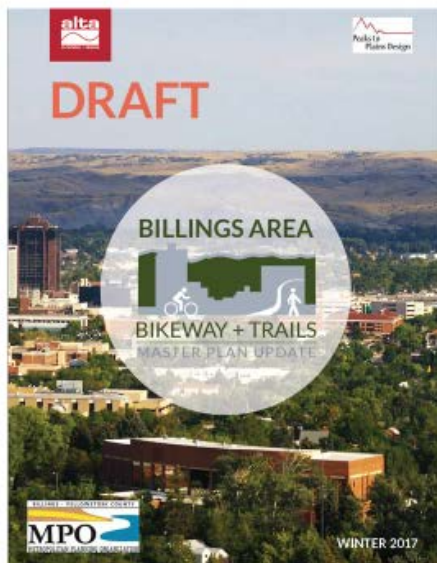
Ms. Mattox stated this is a County wide statistically valid survey which looks at where people are traveling to and how they are getting there. It will be used to help develop the travel demand model using local data. Participants will receive a \$15.00 Amazon gift cards as an incentive. Ms. Mattox referred to a posted example and explained the model. This study will include a multi-modal level for transit and bike-pedestrian travel.

### Discussion

Per Darell Tunnickliff's request, Ms. Mattox explained that the window of study is 48 hours, on Tuesday, Wednesday, and Thursday to promote consistency of the data. Darell Tunnickliff commented that the patterns may vary on weekends. Ms. Mattox said they are looking for the longest period of impacted traffic, being the work week. She said she will ask they consultant as why the weekends are not included in the timeframe. Darell Tunnickliff commented that the value of the study is to look at the need for trails in impacted areas, and he asked if there is a plan to do this survey on an annual basis to track trending. Ms. Mattox stated staff will update this survey and the model every 3 years to correspond with the Transportation Plan.

**5c. Update/Discussion. Bike Pedestrian Master Plan Review.** Scott Walker, Transportation Coordinator, presenting.

Scott Walker explained staff is about 10 months into this plan working with the consultant. This plan will go to the Transportation Advisory Committee and Planning Board in April, and may come before PCC in May. He continued with a brief PowerPoint Presentation.



The updated plan includes the following elements:

- I. Vision, Goals and Objectives
- II. Existing Conditions
- III. Needs Assessment
- IV. Recommendations
- V. Implementation

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**Bicycle Level of Traffic Stress-** This chart is about making safe connections. Commissioner Ostlund asked if the Safety Education has had an effect on the high number of bicycle related accidents. Scott Walker stated staff will an executive summary and graphics depicting improvements since the last time the last planning effort was presented. He noted the recent improvements in striping, connectivity, and education. Councilman Brewster asked if staff is able to use apps to track traffic for bicyclists? Scott Walker said that technology is not available but staff has been tracking with portable bike counters for a period of 15 years. There is new equipment that triggers counters for bikes using the bike lanes, and two permanent count stations located in the Heights and in Descro Park. Darell Tunnicliff asked if there is an entity that compiles information from different studies. Scott Walker explained that Staff works with a variety of sources for comparisons along with MET Transit, and MDT for accident information.

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## Vision, Goals and Objectives



### Goals and Objectives

1. Complete Streets
2. Prioritize implementation of facilities
3. Evaluate the implementation of the plan
4. Integrate MET Transit
5. Facility maintenance
6. Education and Encouragement Programs
7. Enforcement
8. Health and Safety

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Darell Tunncliff commented on the challenges in obtaining a representative sample to be statistically valid and said excluding the market segment during weekends seems to challenge the validity of the information. Scott Walker acknowledged his comment and said they are looking for a median range of data. Staff will keep the Committee up to date on early returns.

### **5d. Update. Discussion. 2017-2021 Transportation Improvement Program, (TIP), Scott Walker, Transportation Coordinator, presenting.**

Scott Walker gave a brief introduction and reviewed the schedule below.

### **INTRODUCTION**

Federal regulations require that Metropolitan Planning Organizations (MPOs) review and update their Transportation Improvement Program (TIP) periodically. The current 2017-21 TIP falls into this category and must be updated to maintain compliance with State and Federal requirements.

The TIP is a short-range program of highway and transit projects in the Billings Metropolitan Planning Organization area and is prepared by Planning Division staff in cooperation with state and local agencies. The basic purpose of the TIP is to provide the mechanism for scheduling federal funds for surface transportation projects, indicate regional priorities, and demonstrate a short-range transportation vision for the area. A secondary purpose of the TIP is to provide information about other transportation projects in the urbanized area that are exempt from the TIP approval process such as projects that do not utilize federal funds.

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This TIP is being presented for review due to cost updates to several projects. The projects listed in the TIP include the North By-Pass, 1<sup>st</sup> Avenue North, Zimmerman Trail and MET Bus Operating.

### **2017-2021 TIP ADOPTION SCHEDULE**

- The Technical Advisory Committee met March 2<sup>nd</sup> to review the 2017-21 TIP and has recommended approval.
- The Planning Board initially reviewed the 2017-21 TIP at its regular meeting on March 14<sup>th</sup> and is scheduled to make final recommendation of the document March 28<sup>th</sup> and forward its recommendation to the PCC.
- The Board of County Commissioners will review and take action on the 2017-21 TIP at its regularly scheduled meeting on March 21<sup>st</sup> and forward its recommendation to the PCC.
- The City Council will review the document at the Work Session March 20<sup>th</sup> and will take action on the 2017-21 TIP at its regular meeting on April 10<sup>th</sup> and forward its recommendation to the PCC.
- The PCC is expected to meet on April 25<sup>th</sup> to take final local action on the 2017-21 TIP.

## **6. Other Business**

### **6a. MDT Project Updates. Gary Neville, MDT, presenting.**

Gary Neville gave an overview of upcoming projects.

- West Laurel Interchange-May 25, 2017 letting. Interstate improvements. Full interchange re-build in 2019 to tie into Golf Course Road
- 13<sup>th</sup> Street West and Parkhill Road June 15- safety project-signal
- Division Street Urban pavement preservation –September 7, 2017
- Laurel Guardrail-S Frontage Road
- November 16, 2017-roundabouts; Central & 56th; King & 56th
- Ongoing: Downtown signals 1st Ave N; 1st Ave S; Rockvale-Laurel 2 lanes (2 construction seasons); Final cleanup work-Bench Blvd to Hilltop-Pemberton
- I94 Interchange-Pryor Creek Overlay
- Airport Road to Zimmerman-Pavement preservation
- 6th Ave Underpass Ave project improvements
- Design Project-Airport Road-Main Street-northbound left turns at Airport Road will now be at Aronson
- Bypass at 5-Mile Creek-hoping to let contract in 2018
- 6th Ave North-rehabilitate 1st Ave S to Division Street?
- Main Street Billings 2018-Pemberton. Mill and Overlay ADA improvements
- 2018-Zimmerman Trail Intersection Improvement Project; Zimmerman Trail Project
- 2021-Yellowstone River Bridge project-expanding to 6 lanes

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- Becraft Lane-2019 TA project
- 1st Ave S-ADA project replacement
- 27th Street Railroad Crossing Feasibility Study-In the process of moving to selection process. Will start this summer, about 2 years to complete the study.
- 312 Corridor Study-to Huntley. Will reclassify if meets criterion to make it a primary route.
- 27th Street from Airport to 27<sup>th</sup> Street-mill and overlay.

### **Discussion**

Darell Tunnicliff asked for clarification on prioritizing projects and if there is something citizens can do locally to enhance local funding for community projects. Stefan Streeter explained this is an extensive process which reverts to annual data collection. It tends to be reactive instead of proactive due to limited resources. He suggested citizens show support through the legislature.

**Adjournment: 12:54 p.m.**

**DRAFT-To be approved by a motion on April 11, 2017.**