

# TRANSPORTATION ADVISORY COMMITTEE AGENDA



**March 2, 2017 MEETING TIME: 10:30 a.m.**

The Miller Building 1st Floor Conference Room  
2825 3rd Avenue North  
Billings, Montana 59101

1. Call to Order: Scott Walker, Transportation Coordinator
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 Transportation Advisory 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. Approval of the minutes of August 4, 2016; October 20, 2016
4. New Business
  - a. **MOTION/RECOMMENDATION. BIKE/PEDESTRIAN MASTER PLAN.** Lora Mattox, Transportation Planner. Presentation by Jolene Reick, Peaks to Plains
  - b. **MOTION/RECOMMENDATION. 2017-2021 TRANSPORTATION IMPROVEMENT PLAN, (TIP),** Scott Walker, Planning Transportation Coordinator
  - c. UPDATE/DISCUSSION. HOUSEHOLD TRAVEL SURVEY. Lora Mattox, Transportation Planner, presenting.
5. Future Agenda Items
6. Adjournment

**Transportation Advisory Committee (TAC)**

**3.**

**Meeting Date:** 03/02/2017

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**Subject**

Motion. Approval of the minutes of August 4, 2016; October 20, 2016

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**Attachments**

Minutes\_TAC\_2016\_08\_04\_DRAFT  
Minutes\_TAC\_2016\_10\_20\_DRAFT.pdf

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**Billings Technical Advisory Committee  
Draft Meeting Minutes—August 4, 2016**

**1. Call the meeting to order:** Scott Walker called the meeting to order at 10:30 a.m. in the Miller Building first floor conference room, 2825 3<sup>rd</sup> Avenue North, Billings, Montana.

**Members Present:**

Scott Walker, Transportation Planning Coordinator; Wyeth Friday, Interim Director, Planning & Community Services; Debi Meling, City Engineer, Public Works Engineering Division; Vern Heisler, Deputy Public Works Director; Terry Smith, City Traffic Engineer, Public Works-Engineering Division; Debra Hagel, MET Transit; Tim Miller, Yellowstone County Public Works Department; Gary Neville, MDT

**Others Present:** Tammy Deines, Planning Clerk

**Conference Call:** Katie Potts, MDT Project Manager, Statewide and Urban Planning; Kenn Winegar, Statewide & Urban Planning

**2. Public Comment:** Scott Walker opened the public comment portion of the meeting and asked if there was anyone wishing to make a comment at this time. There was no public comment.

**3. Minutes of May 5, 2016**

Scott Walker called for approval of the May 5, 2016 meeting minutes.

**Motion**

**Terry Smith moved and Tim Miller seconded the motion to approve the May 5, 2016 meeting minutes as submitted. The motion carried with a unanimous voice vote.**

**4. New Business:**

**4a Motion/Recommendation. 2017 UPWP, Scott Walker, Transportation Planning Coordinator, presenting.**

**Introduction**

Scott Walker opened this agenda item and said this information was presented to City Council last Monday, and it was generally well received. He continued with a PowerPoint presentation and reviewed the 12 work elements in the MPO work program, the Funding Sources, and Funding Comparisons. The UPWP is updated annually and is current from October 1, 2016 through September 30, 2107. All Work Elements must be related to transportation or transportation planning.

**Billings Technical Advisory Committee  
DRAFT Meeting Minutes—August 4, 2016**



**2016 Priorities**

- Rimrocks to Valley Bike/Ped. Study
- West End Traffic Study
- Update the Complete Streets Benchmark Report
- 5<sup>th</sup> Avenue Corridor Study *\*\*(Discussion Agenda Item 5a)*
- Update the Bike/Pedestrian Plan
- Growth Policy Update
- Community Transportation Safety Plan

**2017 Priorities**

- Update the 2014 Transportation Plan
- Travel Demand Census
- Billings MPO Traffic Model
- Update MPO's Public Participation Plan
- Finalize the Complete Streets Benchmark Report
- Downtown Traffic Flow Study
- County Growth Policy Update

**Draft 2017 UPWP Review Schedule**

- TAC August 4<sup>th</sup>
- Planning Board August 9<sup>th</sup> & 23<sup>rd</sup>
- County Commission August 22<sup>nd</sup> & 30<sup>th</sup>
- City Council September 6<sup>th</sup> & 12<sup>th</sup>
- PCC September 13<sup>th</sup>
- MDT, FHWA, FTA September 30<sup>th</sup>

**Discussion**

Per request of Debra Meling, Scott Walker explained the contingency line item. He noted several positions within the Planning Division that have not been filled locally. Wyeth Friday said the positions have not been approved through the City's hiring and budgeting process even though they are approved in the Work Program. Scott Walker stressed the importance of spending approved PL funds. Wyeth Friday expressed some frustration with the inability to use the funds locally even though the PL funds are approved and available to expend.

Katie Potts referred to page 48 and requested the header be updated in Table 4.

**Motion**

**Terry Smith made a motion and Mike Black seconded the motion to move to approve the 2017 UPWP as presented by staff. The motion carried with a unanimous voice vote.**

## 5. Other Business

### **5a. Discussion. Update. 5<sup>th</sup> Ave North Corridor Feasibility Study, Scott Walker, Transportation Planning Coordinator, presenting.**

#### **Introduction**

Scott Walker stated this is a feasibility study to determine if this corridor is feasible for alternative modes of transportation, and identify property ownership and project needs. City Council heard this item on their consent agenda and voted not to sign the presented consultant contract for this study. Several EBURD citizens voiced concern and submitted a petition against the study voicing concerns to City Council with the potential for eliminating the railroad.

#### **Discussion**

Debi Meling commented some of the dissent may have been a result of a project last year as several if the residents were unhappy with the implementation. Wyeth Friday said the property owners have a strong interest in keeping this area the same indefinitely and he finds it disheartening as there is a large contingency that would benefit from the study. Terry Smith voiced concern with potentially endangering state funding in the UPWP. Discussion followed by Committee members on City Council's role in the review process and it was pointed out that the Policy Coordinating Committee is the approving body in this process. Staff explained this project needs momentum or fail; and either City Council will have to sign the consultant contract or PCC will make the decision to stop the project. Wyeth Friday said staff will bring this issue forward to Planning Board and City Council and hopefully will have a recommendation forwarded to PCC for their next meeting. Terry Smith asked if this instance has occurred in other cities. Katie Potts said Missoula's PCC has amended a TIP that included a safety project but she has not seen this situation before. This instance sets a precedent as the project is stopping due to funding structure. In this case, the governor designated the City/County Planning Board as the MPO. The Planning Board and has City representation but doesn't have the authorization to approve project funding. The Policy Coordinating Committee makes final decisions on programs and projects. Vern Heisler stated there has been a lot of misinformation and fear about what the study document is going to do. Wyeth Friday spoke to the challenges of staff conveying points of decision.

### **5b Discussion. Downtown traffic Flow Study (Downtown Billings Partnership)**

This is a downtown circulation study. Staff has not met with Lisa Harmon regarding a potential partnership. City Council has an initiative for a downtown pedestrian and traffic safety study.

**Adjournment: 11:37 a.m.**

DRAFT TO BE APPROVED BY A MOTION-OCTOBER 19, 2016



## **Billings Technical Advisory Committee Draft Meeting Minutes—October 20, 2016**

**1. Call the meeting to order:** Scott Walker called the meeting to order at 10:00 a.m. in the Miller Building first floor conference room, 2825 3<sup>rd</sup> Avenue North, Billings, Montana.

### **Members Present:**

Scott Walker, Transportation Planning Coordinator; Wyeth Friday, Interim Director, Planning & Community Services; Vern Heisler, Deputy Public Works Director; Terry Smith, City Traffic Engineer, Public Works-Engineering Division; Stan Jonutis, MDT-Billings

**Others Present:** Lora Mattox, Transportation Planner; Tammy Deines, Planning Clerk

**Conference Call:** Carol Strizich, MDT Statewide and Urban Planning

**2. Public Comment:** Scott Walker opened the public comment portion of the meeting and asked if there was anyone wishing to make a comment at this time. There was no public comment.

### **3. Minutes of August 4, 2016**

The approval of the August 4, 2016 meeting minutes is delayed until the next scheduled meeting.

### **4. New Business:**

#### **4a Motion/Recommendation. Billings Community Transportation Safety Plan. Lora Mattox, Transportation Planner, presenting.**

Ms. Mattox opened this agenda item and said this item was initiated last year in consideration of obtaining safety funds from MDT to look at a local Community Transportation Safety Plan.

#### **Local Transportation Safety Plan**

- Community led with MDT support
- Determine transportation safety issues in Billings using a data-driven approach
- Transportation safety from the 4E's approach:
  - Education
  - Enforcement
  - Engineering
  - Emergency Medical Services

#### **Billings CTSP History-Applied/Received MDT assistance in 2015**

Dowl Engineering selected as Consulting team, under MDT contract  
Transportation Safety Advisory Committee developed  
Crash data reviewed/Emphasis Areas Developed  
Community Safety Summit – May  
Review/Adoption

**Billings Technical Advisory Committee  
DRAFT Meeting Minutes—October 20, 2016**

**Vision Statement and Emphasis Areas**

*Vision: “The Billings community will achieve zero fatalities and serious injuries through a culture of safety for all travelers.”*

**Emphasis Areas**

Speed and Inattentive Driving  
Unrestrained Occupants  
Impaired Driving

**Billings CTSP Review Schedule**

TAC – October 20<sup>th</sup>  
Planning Board Review – October 25<sup>th</sup>  
Planning Board Action – November 9<sup>th</sup>  
City Council Work Session – November 7<sup>th</sup>  
City Council Meeting – November 28<sup>th</sup>  
Commissioner Review – November 21<sup>st</sup>  
Commission Action – November 29<sup>th</sup>  
PCC – December 20<sup>th</sup>

**Discussion**

Wyeth Friday commented there may some good connections with the medical community that may help with the emphasis areas. Vern Heisler said he feels this is a good project and the Safety Summit went well. He noted the increase in highway deaths. Lora Mattox commented on the potential for a primary seat belt law through the legislature. Discussion followed on cell phone use while driving and means of enforcement. Scott Walker said the law enforcement agencies are in involved with moving this document forward. Carol Strizich said while other communities have worked toward safety measures Billings is the only community that has Adopted “Vision 0”.

**Motion**

**Terry Smith made a motion and Vern Heisler seconded the motion to move to recommend to the governing bodies approval of the Billings Community Transportation Safety Plan as presented by staff. The motion carried with a unanimous voice vote.**

**5. Other Business**

Future Agenda Items

1. Community Transportation Survey updates
2. Incorporation of survey information in the Transportation Model and the 2017-18 Transportation Plan Update

**Billings Technical Advisory Committee  
DRAFT Meeting Minutes—October 20, 2016**



**Adjournment: 10:31 a.m.**

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