

**Billings Technical Advisory Committee
Approved Meeting Minutes—March 2, 2017**

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 3rd Avenue North, Billings, Montana.

Members Present:

Scott Walker, Transportation Planning Coordinator; Wyeth Friday, Director, Planning & Community Services Depart; Vern Heisler, Deputy Public Works Director; Debi Meling, City Engineer; Public Works-Engineering Division; Terry Smith, City Traffic Engineer, Tim Miller, Director, YC Public Works Dept.; Mike Black, YC Public Works Dept.; Debra Hagel, Transit Planner, MET; Gary Neville, MDT-Billings

Others Present: Lora Mattox, Transportation Planner; Tammy Deines, Planning Clerk; Mike Ferguson, Billings Gazette; Joe Gilpin, Alta Planning & Design; Chris Hertz, Erin Claunch, City Engineering Division; Jolene Rieck, Peaks to Plains Design

Conference Call: Katie Potts, 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; October 20, 2016

The approval of meeting minutes is delayed until the next scheduled meeting.

4. New Business:

4a Presentation. Motion/Recommendation. Billings Bikeway and Trail Master Plan. Lora Mattox, Transportation Planner, presenting.

Introduction

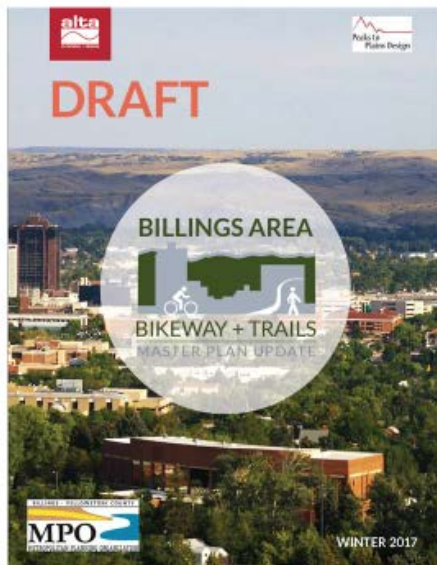
In June of 2016, the Planning Division entered into a Consultant contract with Alta Planning + Design to complete an update to the Billings Bikeway and Trail Master Plan. Through monthly meetings with an established steering committee consisting of City and County staff, the Montana Department of Transportation, community organizations, and through conducting two public meetings and an online survey and mapping project, a comprehensive bike and trails master plan was completed.

Jolene Reick, Peaks to Plains Design, opened this agenda item with a PowerPoint Presentation.

- Vision & Goals
 - (8) Goals-contrived through an integrated comment process
 - Existing Conditions-Why are these facilities important?
 - Review of previous plans-reviewed 13 plans that had a motorized transportation plan
- Demographic analysis-mobility in Billings
- Manual counts Analysis
 - Walking and biking on Billings Trails has increased by 21%

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- User Demographics
 - Downtown Users
- Bike and Pedestrian Crash Analysis-almost 2/3 of accidents occur at intersections
- Crashes by Roadway type
- Severity and Ration of Crashes-Joe Gilpin stated they don't have an accurate picture of how many bicyclists and pedestrian are using the major street networks. It does depict bicyclists' and pedestrians' desire to use them. Debi Meling commented 33% seems to be a high percentage for local roadways. Joe Gilpin said he cannot say if the rate is proportionally higher on local streets than arterial streets.
- Crashes Over Time-Annual Collisions. The data is taken from the entire MPO including outside the City limits.
- Needs/assessment Analysis
 - Types of Bicyclists
- Bicycle Level of Traffic Stress (4 categories)
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- Public Meetings
 - Overview-30 attending
 - Focus group Meetings (4 held)
 - Online Input



The updated plan includes the following elements:

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



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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Discussion

Vern Heisler voiced concern with expansion to an annual program especially with the challenges of finding sustained funding resources. He asked how this fits into the CIP Prioritization? Deb Meling asked about funding source ranking and suggested the survey should pose a question to discern whether the public is willing to pay more if no funding is available, i.e., "Do you support having a local funding source to supplement Federal programs?" Joe Gilpin responded that communities are finding ways to supplement with local funding streams. He suggests creating dedicated annual funds or holding discussions to determine where new funding resources can be leveraged to keep projects moving forward. Deb Meling said this should be added to the presentation as a discussion point in the review process as there are some great low cost solutions which need to be pointed out.

Wyeth Friday cautioned and stated there is a need to address the public desires regardless of the difficulties with finding streams. Vern Heisler noted comments received during the CIP process pointing to the need for incorporation of approved documents and studies. Deb Meling stressed the need for buy in. Scott Walker said this plan is a strong document with suggestions to lay the groundwork for others in the future. Deb Meling suggested adding in the prioritization results to Table 6.1 Bike Boulevard, and breaking out the table by shared use. Terry Smith asked if the April timeline for this item to go to PCC could be moved if needed.

Wyeth Friday stated this plan presents a tremendous amount of information. He said he likes the consideration of the other plans and the highlighting of other items that can be addressed will promote efficiency over time.

Vern Heisler stressed the need to have City Council give direction as to the project priorities and said he doesn't know how this plan fits in with this process. Scott Walker said staff puts plans before the governing bodies that are vetted through the community so available projects can move forward when funding streams become available.

Deb Meling said a sustainable funding source needs to be tied to the plan as a plan without implementation will not happen without having commitment. Vern Heisler said this is a good document and he would like to have it implemented as time moves on. He stressed the importance of buy-in. Terry Smith pointed out that the traditional funding sources are lacking. Debi Meling said the plan needs some markups and she would like to spend more time reviewing it. Vern Heisler concurred and suggested holding a phone poll at a future date. A public hearing is scheduled for the March 14 Planning Board meeting. Scott Walker-asked Committee

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members to submit comments in writing to Transportation Planner Lora Mattox by March 9, 2017. **The committee forwarded no recommendation at this time. The motion is tabled.**

Motion/Recommendation. 2017-2021 Transportation Improvement Plan, (TIP), Scott Walker, Planning Transportation Coordinator

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.

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, 1st Avenue North, Zimmerman Trail and MET Bus Operating.

2017-2021 TIP ADOPTION SCHEDULE

- The Technical Advisory Committee met March 2nd 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 14th and is scheduled to make final recommendation of the document March 28th 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 21st and forward its recommendation to the PCC.
- The City Council will review the document at the Work Session March 20th and will take action on the 2017-21 TIP at its regular meeting on April 10th and forward its recommendation to the PCC.
- The PCC is expected to meet on April 25th to take final local action on the 2017-21 TIP.

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Discussion

Hard copies were distributed to committee members. Katie Potts, MDT, stated a complete update to this TIP was decided upon as there are notable project adjustments for the Billings District. Scott Walker gave a brief overview of each of the tables and the following was noted:

- Transit –updated figures in the in tables
- Safety Projects included Planning level estimates included in the 2017 table
- Table 2 Revenue-notable Carryover balances STP; CMAQ
- Table 4a-b-Project breakdown-federal information.
- Table 5-updates MET
- Table 6-targeted engineering; ROW acquisition; Construction
- Tables7-12: Fiscal Year Tables
- Table 12-reference sheet for 2017-2019 projects
- 62nd/Rimrock project-dollar amounts are agreeable but need to be corrected in the highlight sheet. (3.7 million)
- Pavement preservation projects are included in this TIP.
- Gary Neville: 1st Ave and Exposition Drive. Funding change to "Other"
- Text of document needs to be updated sentences added.
- Safety SF149-Reflective Backing-Table 8
- Table 6 multi-year staging: Round about Rimrock Rd & 62nd-outside program will be brought into the construction program in October. Add a footnote to safety projects. **Not yet programmed.
- Terry Smit-The railroad crossing has been studied since 1958. He questioned the validity of this expenditure and the ability to determine a viable design due to the objections of downtown groups and railroads. He encouraged looking at SCH study as it is technically related. Gary Neville explained this component is to identify the funding and identify a build able project.

Motion

Terry Smith made and motion and Wyeth Friday seconded the motion to forward a recommendation of approval of the 2017-2021 Transportation Improvement Plan with the updated verbiage and corrections to transit and identification of safety projects as “not yet programmed”.

The motion carried with a unanimous voice vote.

- **Update: Household Travel Survey.** A consultant has been selected and the contract is finalized. This will be a county wide survey and will include modeling data that will be shared with MDT.
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- **Terry Smith, (Traffic Engineering, Public Works Engineering), Retirement.** The Committee members thanked Terry Smith for his years of service to the City and stated he is a valuable asset and will be missed. A retirement party for Terry will be held on March 30, 2017.

Adjournment: 12:29 p.m.

APPROVED BY A MOTION APRIL 6, 2017

