



**BICYCLE PEDESTRIAN COMMITTEE AGENDA**  
**City of Billings & Yellowstone County**  
**MEETING AGENDA**



**September 25, 2018 MEETING TIME: 11:30 a.m.**  
**1st Floor Conference Room, Miller Building**  
**2825 3rd Avenue North, Billings, Montana 59101**

1. **Call to Order:** Chairman
  
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 Bicycle Pedestrian 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.*  
  
*Attendees: Please sign in on the provided meeting attendance sheet.*
  - 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. Approval of the minutes of August 28, 2018.
  
4. **Old Business**
  - a. Motion Recommendation. Approval of Letter of Support to City Council for Utility Bill funding.
  - b. Motion Recommendation. Approval of Letter of Support for Montana Tourism Grant Bike Parking application.
  - c. Discussion Update. 3 ft. Passing Law. BPAC Members discussing.
  - d. Discussion Update. 1st Avenue N. Elyse Monat, Active Transportation Planner, presenting.
  - e. Discussion Update. Downtown Traffic Study. Elyse Monat, Active Transportation Planner, presenting.
  
5. **New Business.**

- a. Discussion Update. Collecting and processing input from the public. BPAC Members discussing.
- b. Discussion Update. Strategies to recruit new board members. BPAC Members discussing.

7. **Other Business**

8. **Future Agenda Items**

9. **Adjournment**

**Bicycle Pedestrian Advisory Committee**

**3.**

**Meeting Date:** 09/25/2018

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**Subject**

Approval of the minutes of August 28, 2018.

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**Attachments**

August BPAC Minutes

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## BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

City of Billings & Yellowstone County  
MEETING MINUTES



Tuesday, August 28, 2018 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:** Jane Van Dyk, City Council; Kristi Drake, City Council; Liana Susott, County.

**Others present:** Elyse Monat, Active Transportation Planner

### **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: July 24, 2018:** Jane Van Dyk, BPAC member, motioned to approve the July minutes and Liana Susott, BPAC member, seconded. The motion passed unanimously.

### **Old Business:**

**Discussion Update. Letter of Support for Utility Bill Funding** – Ed Gulick, BPAC Chair, shared that City Council has the Utility Bill funding on their agenda for October 1<sup>st</sup>. Liana suggested figuring out a way to tap into the County because she uses the trails all the time but would not pay into the fund. Letters of support should be sent to City Council and City Administration.

Kristi Drake, BPAC Vice-Chair, reported that the Chamber of Commerce decided to give two different support letters due to the lack of clarity about if the proposal to City Council would be for a fee added to the utility bill or a property tax bill.

BPAC members reviewed the draft of the letter to Council. Ed suggested adding information about local sources of funding after the third paragraph. He suggested looking at Utah and Georgia for places that have unique sources of local funding as well as Montana cities including Great Falls. Kristi suggested looking at Rochester, MN and Sioux Falls, SD too.

Jane suggested reversing the second and third paragraphs to talk about the need before the funding and to bold or underline the survey results. She also suggested stressing that employers are often asked about trails. The first sentence of the paragraph about need could be flipped and used as the topic sentence in the funding paragraph.

BPAC members agreed to make a few modifications to letter, and add a section about sources of dedicated local funding. They will have a letter of general support ready in September. After the October 1 City Council Work Session, they will develop a follow up letter that is specific to the proposal.

BPAC might be the body making the decisions about how to spend the new funds. It was suggested to review the BPAC by-laws for next meeting to ensure that this was in BPAC's scope. However, Kristi looked through by-laws and found that part of the duties of the board are to "Make recommendations on capital improvement projects..." which she suggested covers recommending the allocation of trail funds.

Ed suggested having someone from Parks and Engineering at all meetings. Elyse said she would ask about it.

**Discussion Update. Bike Parking Grant Application** – Elyse asked if BPAC members had suggestions about who to approach about a match for the Tourism grant for bike parking. Kristi suggested talking with Kelly at the Chamber of Commerce, Brenda Mass, and Katy Easton at the Downtown Billings Alliance. Billings TrailNet might be able to donate some.

Liana asked if Pompey's pillar, the Huntley grocery store, Lockwood, etc. could get racks. She will ask the Lion's Club chapter that she participates in to donate some money for these racks.

Jane motioned to provide a letter of support for the bike parking grant application to the Montana Tourism Grant. Kristi seconded, vote passed unanimously. Elyse will get letter to Liana to get Lion's club to give a couple hundred dollars. Liana will reach out to Pompey's Pillar and grocery store in Huntley to gauge their interest.

#### **New Business:**

**Discussion Update. BPAC Facebook presence.** – Ed asked about the intent of a Facebook presence. Kristi said that the Planning Facebook page would work rather than starting a new one. Kristi wants residents to come to BPAC with issues that turn up, and she requested to see the document with comments from the public. Ed suggested reviewing comments once a year. There could be a semi-annual press release sent out about sending comments to BPAC. This information could be included in City Link. BPAC needs an input and output of comments.

Ed suggested thinking through this and discussing it next meeting. Elyse will ask what the opportunity is for some sort of web based form that also allows for reports. There might be something that is out there that just needs to be slightly tweaked and publicized.

**Discussion update. 3 foot passing law.** Ed thought that BPAC could educate Billings area legislators going into the legislative session. The legislation has been brought to the State Legislature before but it did not pass and some said that could it not be enforced. It was suggested that the first action would be to educate the legislators. There could be a campaign about appropriate passing. BPAC members can make use of Bike Walk Montana materials and send out the information and host a meeting/presentation/reception. The timeline for this would be after the election but before December 15.

BPAC by-laws are for advising City Council, so there was a question if this went outside of the scope of the by-laws. BPAC members could share that they are helping to develop an ordinance for City of Billings and hope that it might be considered state-wide. There could also be a Resolution through City Council urging legislators to support the 3 ft. passing law. It would be best to have the resolution in January when the Legislature starts but there was a question about how effective it would be.

Next step: Compile information from Bike Walk Montana to see what they are planning to do. BPAC will ask Kathy Aragon to help with this.

**Other Business:**

- **Next BPAC meeting – September 25, 2018**

**Future Agenda Items:**

- **Approval of Letters of Support for Utility Bill Funding and Tourism Grant application.**
- **Collecting comments from the public.**
- **3 foot passing law.**
- **Strategies to recruit more board members.**
- **Park Master Plan-waiting for clarification from Kristi Drake, BPAC member.**

**Adjournment at 1:03.**