



BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

City of Billings & Yellowstone County
MEETING MINUTES



APPROVED BY A MOTION DECEMBER 4, 2018.

Tuesday, October 23, 2018 MEETING TIME: 11:30 am
1st Floor Conference Room, Miller Building
2825 3rd Avenue North, Billings, MT 59101

Call to order: Kristi Drake, Vice-Chair, called the meeting to order at 11:35 a.m.

Members present: Jane Van Dyk, City Council; DJ Clark, County.

Others present: Scott Walker, Transportation Planning Coordinator; Elyse Monat, Active Transportation Planner; Members of the Public: Melissa Henderson, Community Health Improvement Manager, Healthy By Design; Morgan Miller, Prevention Health Specialist, RiverStone Health.

Public Comment Period:

- a. **Comments on items not on the agenda and request to add items to future agendas –**
No public comment was made.
- b. **Comments on items on the non-public agenda items –** No public comment was made.

Motion. Approval of the meeting minutes of: September 25, 2018: BPAC Members were unable to approve September 25, 2018 minutes due to lack of quorum.

Old Business:

Discussion Update. Utility Bill Funding – Kristi Drake, BPAC Vice-Chair, met with Dave Mumford, City of Billings Public Works Director, and the process is going forward. Public Works/Billings TrailNet will wait until mid to late November to make a proposal to City Council. Mayor Cole said they need to prove that it is not a tax; it is a fee for services. The date is not set yet for the City Council meeting.

Jane suggested that BPAC needs to make more of an effort to talk about the Utility Bill fee. City Council will decide if it is opt-in or opt-out. Jane suggested offering 3 options to City Council.

Discussion Update. Collecting and processing input from the public – Elyse Monat, Active Transportation Planner, investigated where the comments go from the street/traffic comment form on the City website. Notifications from comments come as emails, but there is no database of comments online. Elyse is working with Erin Claunch, City of Billings Traffic Engineer, to find out where those comments go. Hopefully, they will be able to add a check box on the form for bike/pedestrian and comments with this box checked will get sent to Elyse. The goal is to have this figured out by next BPAC meeting.

New Business:

Motion Recommendation. BPAC By-Laws and Membership. Elyse was looking through the BPAC by-laws on the Planning file server and discovered that 2014 updates to by-laws were

never adopted. These 2014 updates were the ones that introduced term limits, so BPAC members are not currently term-limited as previously believed.

Elyse gave an update on what in the by-laws needs to be changed. Article IV, Section 2 needs to be amended to reflect the advice from the City of Billings Legal Department; that in order to amend the by-laws, City Council, the County Commissioners, and Planning Board must all approve the change(s). The title of the Alternative Modes Coordinator needs to be updated to Active Transportation Planner. In addition, BPAC members discussed adding two new positions to BPAC, reserved for Billings TrailNet and Healthy By Design.

Elyse will send out link to Boards, Commissions, and Committees part of the City Code. Bruce McCandless, City Administrator, suggested making BPAC terms 2 or 4 years in length to match up with the City Code and also asked to see if there were other things in the City Code that could be added to BPAC by-laws. These do not have to match up exactly as BPAC includes County as well so BPAC members can look through this document and see if there is anything they would like included.

Other Business:

- Elyse shared that City hired lobbyist and BPAC could bring information to this person about the 3-foot passing law. Kristi suggested this be added to the next meeting agenda.
- 1st Avenue North. DJ Clark, BPAC Member, asked Scott Walker, Transportation Planning Coordinator, about the 1st Ave. N project. When Scott saw the first set of plans for 1st Ave. N, the plans were putting the road back to what it is today. However, that is not what the Bikeway and Trail Master Plan Update calls for. From Scott's comments, MDT directed Sanderson Stewart to make two sets of plans, one with bike facilities and one without. Although there was not enough roadway width to stripe bike lanes the whole way, different elements were combined along the roadway. DJ said that plans came forward with bike lanes but Public Works disagreed with the plans including bike lanes. The decision has not been made yet so there is opportunity for BPAC to provide comment if desired.

The question was brought up about if the 30% review for Complete Streets policy is still happening and if MDT has to follow it. MDT technically does not have to follow the City of Billings Complete Streets Policy, but made efforts to include Complete Streets elements.

Scott suggested asking a project manager/MDT Staff/Public Works employee to come and present the plan. Elyse will send out the Complete Streets policy and checklist to BPAC members.

27th will be more of a maintenance project. In that type of situation there is less room for change in order to be in compliance with plans. MDT will add a boulevard area near Dehler Park.

City is also in process of downtown circulation study. Hopefully will have something by spring. 2-way streets and their benefits were discussed.

- Lyle Gabrian asked about Project ReCode and was concerned about how it would affect the interface between rim rocks and valley. How would Project ReCode impact access to the Rims? Mostly the Rims are zoned as Parks, some MDT right-of-way on top of Rims. Scott suggested giving Nicole a call to better understand this question.

- Kristi talked with Doug Habberman, Executive Director of Bike Walk Montana, about introducing himself at next BPAC meeting and he said he would be happy to come by. Either Kristi or Elyse will arrange it.
- Trail demographics. Kristi is interested in finding out income levels, genders of who uses the trails. The U.S. Census will tell who walks or bikes to work. Kristi suggested completing a local trail census and Scott said there would need to be about 40-50 volunteers to do it morning and evening for a week.
- LRTP comments are being taken until the end of 10/24/18. The document is still in draft form until the Policy Coordinating Committee (PCC) approves it.
- **Next BPAC meeting – December 4th at 11:30 a.m.**

Future Agenda Items:

Sharing information with the City Lobbyist about reasons for 3 ft. Passing Law.

Adjournment at 12:45 p.m.