

**CANCELLATION NOTICE**  
**POLICY COORDINATING COMMITTEE**  
**January 16, 2018 MEETING TIME: 12:00 p.m.**  
**BOCC Board Room, (403), YC Courthouse**  
**Billings, Montana 59101**



1. **NOTICE: THE TUESDAY, JANUARY 16, 2018 PCC MEETING IS CANCELED. THE NEXT SCHEDULED MEETING IS TUESDAY, FEBRUARY 20, 2018 WHICH WILL BE HELD AS LEGALLY ANNOUNCED AND ADVERTISED.**
2. DELAYED. Approval of the minutes of: November 19, 2018.
3. **FUTURE AGENDA ITEMS: FEBRUARY 20, 2018**
  - a. MOTION. 2017-2021 TIP Amendment #1, Scott Walker, Transportation Coordinator, presenting.
  - b. PRESENTATION/DISCUSSION. MOTION. PERFORMANCE MEASURE AND TARGET-SAFETY, Scott Walker, Transportation Coordinator, presenting.

**PCC Meeting Cancelation Notice**

**Meeting Date:** 01/16/2018

---

**Information**

**Subject**

DELAYED. Approval of the minutes of: November 19, 2018.

---

**Attachments**

PCC\_2017\_11\_19\_DRAFT

---

## **POLICY COORDINATING COMMITTEE**

MINUTES –NOVEMBER 19, 2017

DRAFT-TO BE APPROVED BY A MOTION JANUARY 16, 2018

**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; Wyeth Friday, Director, Planning & Community Services Department, Lora Mattox, Transportation Planner; Tammy Deines, Planning Clerk; Vern Heisler, Deputy Public Works Director; City of Billings Public Works Department; Tim Miller, Director, Yellowstone County Public Works; Mike Black, Yellowstone County Public Works

**Others Present:** Rod Nelson, MDT District Office; Becky Bey, KLJ; Mick Johnson, HDR Engineering

**Conference Call:** Katie Potts, MDT Planning; Kenn Winegar MDT Planning

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

**2. Communication from the Audience:** Comments on items not on the agenda and requests to add items to future agendas. Comments on items on the nonpublic agenda items. There was none.

**3. Minutes of September 12, 2017** (The October 17, 2017 meeting was cancelled).

**Motion**

**Councilman Brewster made a motion and it was seconded by Stefan Streeter to approve the minutes of September 12, 2017. The motion carried with a unanimous voice vote.**

**4. New Business:**

**4a. Update/Discussion. Gas Tax Allocations and Formulas. Stefan Streeter, MDT Billings District Administrator**

“Montana Webgrants”, (<https://fundingmt.org/index.do>) Montana Department of Transportation’s State Highway Safety Funding is open for FF19 Projects. All grants and programs will be tracked on the website. MDT Planning will be the contact for project submissions and questions. Katie Potts said there is a testing period for the online submittal process and interested parties are to contact her at the MDT office.

**4b. Update/Discussion. Clarification of the MDT Function Classification Map. Stefan Streeter, MDT Billings District Administrator**

Stefan Streeter-explained that the route limits change every time there is a census and the urban limits change. Even so, it does not change responsibility for maintenance. With

## **POLICY COORDINATING COMMITTEE**

MINUTES –NOVEMBER 19, 2017

DRAFT-TO BE APPROVED BY A MOTION JANUARY 16, 2018

each census the boundaries will change to better match MAP21. He commented on the potential for Highway 312 to change to a primary route.

### **4c. Staff Presentation. Update/Discussion. Complete Streets 2017 Update Report. Lora Mattox, Transportation Planner**

Lora Mattox-stated staff has provided an update on the 2011 Complete Streets Program every three years since its adoption. The Progress Report established baseline performance measures, provides data comparisons, and establishes Performance Measures. It is data driven and the American Community Survey is used for transit, auto, connectivity, and economics.

What Complete Streets Means for Billings-Educational programs, “Take the H Road Campaign, Kids in Motion; Meaningful Input; and National recognition. for the implementation and creativity this community has taken.

Ms. Mattox explained a chart depicting Billings Pedestrian Counts and noted the 2016 data is missing due to construction. She said they hope to establish a trend to determine whether an impact is made. The crash data is trending downward since the Complete Streets implementation with a spike in 2016.

### **Discussion**

Commissioner Ostlund asked if the educational programs have impacted the number of collisions. Councilman Brewster commented on City Council’s interest in the impacts of traffic increases the next time the data is reported.

Modes: Ms. Mattox continued with her report and stated there is a slight increase shown in transit use but overall, users stay consistent in the numbers. As for mode share, 80% prefer driving alone in autos, with 10.2% carpooling, and others using other modes. She pointed out the mode split depicted may not be very accurate and stated the Household Survey gave a better percentage of mode split as the survey focused on this area.

Connectivity: The Community Health Needs assessment was completed last year. Ms. Mattox said it is encouraging to see there is a high percentage that meets the requirement for minimal physical activity requirement.

Economics: There are positive impacts due the infrastructure of facilities available and where people want to go. Reports show that Complete Street Elements can increase employment levels; encourage new business development; increase property values and private investments.

Marketability: Getting people to and from work efficiently and safely is a cost savings to the community-fewer crashes, more worker productivity.

## **POLICY COORDINATING COMMITTEE**

MINUTES –NOVEMBER 19, 2017

DRAFT-TO BE APPROVED BY A MOTION JANUARY 16, 2018

### **Discussion**

Commissioner Ostlund asked about data compilation as to what has spent since the Complete Street Policy has started. Transportation Coordinator Scott Walker said staff is waiting on data compilation but will provide this information and performance measures in the future. Commissioner Ostlund commented on the Lockwood Bike and Pedestrian District. Lora Mattox noted project funding is limited and she said creative thinking is needed to maintain existing trail projects. Stefan Streeter suggested using the TA Program to apply for funding for trail maintenance. He said it is rewarding to see the sidewalk facilities being used on Bench Boulevard and they have recently upgraded the sidewalks on 1st Avenue South. He stated Billings has embraced the shared use paths along arterial roads and he feels this trend will continue. He commended Planning for looking towards boulevard sidewalks instead of curb walk as it promotes safety.

### **4d. Staff Presentation. Update/Discussion. Household Travel Survey. Lora Mattox, Transportation Planner**

This is a joint project between Billings MPO and MDT, (\$140,000 project total). This survey was conducted as the first step towards developing the Traffic Demand Model. Twenty thousand households were invited to participate, and staff received 1,066 out of the needed 1,100 surveys. Surveys were conducted when school was in session from May 2, 2017 through June 8, 2017, Tuesdays through Thursdays; and completed through a mobile application on participant's cell phones.

Selected Characteristics:

- A typical surveyed household in the region makes 7.9 trips a day and a typical person makes 3.6 trips per day.
  - After applying weights, the average number of household trips rises to 8.0 per day and the average person trip rate falls to 3.43
- The majority of trips made (89.7 percent) in the region are as the driver or passenger of an automobile, van or truck
- Non-motorized trips (by bike or walking) account for 6.9 percent of the total
- Trips made using a private vehicle take 15.6 minutes and covered 5.7 miles on average compared to transit trips which take 23.4 minutes and covered 2.8 miles.
- Work trips take an average of 16 minutes in the region
- The average distance traveled was 5.3 miles
- Work trips account for 13.7 percent of all trips made in the region
- Trips not categorized as work, school, shopping, or recreational account for 22.5 percent of all trips made (these include escorting minors, and non-mandatory errands and maintenance activities).

Ms. Mattox stated the survey is posted online and she will send the Committee members the hyperlink for reviewing purposes.

<http://www.ci.billings.mt.us/documentcenter/view/35446>

## **POLICY COORDINATING COMMITTEE**

MINUTES –NOVEMBER 19, 2017

DRAFT-TO BE APPROVED BY A MOTION JANUARY 16, 2018

### **Discussion**

Councilman Brewster suggested Staff wait to bring this presentation forward until the new City Council is seated. Commissioner Ostlund noted the differing statistics of the Subdivision Regulations national average of 10 trips a day and the local projection of 8 trips per day.

### **5. Other Business**

**5a. Announcement:** The December 19, 2017 meeting is cancelled due to the Christmas Holiday and lack of agenda items.

### **Future Agenda Items: January 16, 2018**

**--State of Montana Safety Targets**

**Adjournment: 12:35 p.m.**

**DRAFT-To be approved by a motion on January 16, 2018**

**PCC Meeting Cancelation Notice**

**Meeting Date:** 01/16/2018

---

**Information**

**Subject**

MOTION. 2017-2021 TIP Amendment #1, Scott Walker, Transportation Coordinator, presenting.

---

**Attachments**

TIP Review Schedule

---

2017-2021 TIP Amendment #1 Review Schedule:

TAC	Presentation/Action - Thursday, December 14th at 10:30 a.m. 1st Floor Conference Room, Miller Building, 2825 3rd Avenue North – Send packet on Thursday, December 7th
Planning Board #1	Presentation of Item - Tuesday, January 9th at 6:00 p.m. 1st Floor Conference Room, Miller Building, 2825 3rd Avenue North – Send information via AgendaQuick by January 2nd
Planning Board #2	PH/Recommendation - Tuesday, January 23 <sup>rd</sup> – Send info via AgendaQuick by January 16 <sup>th</sup> . Publish 1/5 & 1/19
Council Work Session	Presentation – Tuesday, January 16th at 5:30 p.m. - Items to Wynnette Thursday 1/11
Council Meeting	Action - Monday, February 12th at 6:30 p.m. - memo by Thursday 1/25 - Both meetings held in the City Council Chambers, 2nd Floor City Hall
County Discussion	Discussion - Monday, February 5th at 2:00 p.m. – Item via AgendaQuick by Monday, January 29th
Commissioner Meeting	Presentation/Action - Tuesday February 6th at 9:30 a.m.- Memo via AgendaQuick by Tuesday, January 30 <sup>th</sup> . Both meetings held in the County Commissioners Board Room, 4th Floor, County Courthouse
PCC	Final Action – Tuesday, February 20th at 12:00 p.m. - 4th Floor County Courthouse, Commissioner Board Room – Memo due Tuesday, February 13th