

POLICY COORDINATING COMMITTEE AGENDA

May 22, 2018 MEETING TIME: 12:00 p.m.
BOCC Board Room, (403), YC Courthouse
Billings, Montana 59101



1. Call to Order/Pledge to the American Flag: PCC 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 Policy Coordinating 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: February 20, 2018

4. Old Business
 - a. **Motion/Recommendation. Memorandum of Agreement Billings Metropolitan Transportation Planning Process.** Scott Walker Transportation coordinator, presenting.

 - b. **Motion/Recommendation. Memorandum of Agreement for Cooperative Performance Based Planning.** Scott Walker, Transportation Coordinator, presenting.

5. New Business
 - a. **Project Updates.** Scott Walker, Transportation Coordinator
 - b. **MDT Project Updates.** Rod Nelson, MDT
6. Other Business
7. Future Agenda Items
8. Adjournment

PCC Agenda

Meeting Date: 05/22/2018

Information

Subject

Motion. Approval of the minutes of: February 20, 2018

Attachments

PCC_2018_02_20_DRAFT

POLICY COORDINATING COMMITTEE

MINUTES –FEBRUARY 20, 2018

DRAFT-TO BE APPROVED BY A MOTION APRIL 17, 2018

Members Present: (Chairman), Commissioner John Ostlund, Board of County Commissioners; Mayor Bill Cole, City of Billings; Stefan Streeter, MDT District Office; Planning Board President Darell Tunnickliff, 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

Others Present: Becky Bey, KLJ

Conference Call: Carol Strizich, 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.

Motion

A motion was made by Mayor Cole and seconded by Mayor Cole to appoint Commissioner John Ostlund to serve as the PCC Chairman for the 2018 term. The motion carried with a unanimous voice vote.

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. Election of 2018 Officers: Traditionally, this position is rotated annually between a City and a County representative. Mayor Cole asked to defer the Chairman's position for this year to Commissioner John Ostlund.

Per Commissioner Ostlund's request, Transportation Coordinator Scott Walker gave a brief synopsis of the Transportation Planning process related to the MPO. All transit or transportation related projects are reviewed by the governing bodies and finalized at PCC. Projects are initiated at the Transportation Advisory Committee and vetted through the City/County Planning Board, City Council and the Board of County Commissioners. PCC makes the final recommendation. Meetings are scheduled for the third Tuesday each month, depending on agenda items.

4. Minutes of November 19, 2017 (The December 19 2017 and January 16, 2018 meetings were cancelled).

Motion

Darell Tunnickliff made a motion and it was seconded by Stefan Streeter to approve the minutes of November 19, 2017. The motion carried with a unanimous voice vote.

POLICY COORDINATING COMMITTEE

MINUTES –FEBRUARY 20, 2018

DRAFT-TO BE APPROVED BY A MOTION APRIL 17, 2018

5. Old Business:

a. Motion. 2017-2021 TIP Amendment #1, Scott Walker, Transportation Coordinator.

Scott Walker opened this agenda item and gave an overview of the updates in this document.

Interstate Maintenance Funding:

I-90 Resurface - West Billings Interchange to Pinehills (Lockwood) Interchange:

Moved to June 2018 letting previously in 2021

National Highway System Funding:

- 27th St. – 1st Ave S. to Airport: Moved from 2018 letting to May 2019
- Main St: Moved from 2018 Letting to February 2020 Letting
- Billings Bypass – Yellowstone River Bridge: Moved to May 2020 letting (Previously outside of 5-year program)

National Highway Freight Program Funding:

- I-90 Yellowstone River Bridge: New funding source added to the project, \$32.8 million between the years 2021 & 2022

Bridge Program Funding:

- **2012 Scour Mitigation:** Moved to November 2018 letting previously in 2021
- I-90 Yellowstone River Bridges: no change to year; \$10,000,000 moved out of Bridge into Freight Program Discussion

Highway Safety Improvement Program Funding:

- Billings Horizontal Curve Warning: Moved to March 2018 letting previously in 2019
- Roundabout King & 56th: Moved to February 2019 letting previously in 2017

New Safety Projects:

- Frontage Road & Wise Lane Intersection – Installation of ITS intersection warning system on both roads warning vehicles on Frontage Road and vehicles on Wise Lane that a conflicting vehicle is present to mitigate intersection related crashes.
- King Ave. E – Shoulder rumble strips on all curves and replace existing curve signing
- Yellowstone River Rd – Replace existing chevrons with standard size chevrons
- Lake Elmo Drive – Install standard delineation through curve
- South Frontage Road (West of Sugar Ave) – Replace one directional large arrow with curve warning signs, speed advisory plaques & chevrons
- Garden Ave – Corridor wide signing upgrade
- Nahmis Ave – Install delineation through entire corridor
- Story Road – Replace/relocate curve warning signs with speed advisory plaques

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Billings District Safety Improvements:

- Johnson Lane – Install panel delineation through curve at RP 1.2
- Old Highway 312 – Install panel delineation through the entire cluster segment from RP 2.3-3.1
- I-90 W King Ave Lighting – Install roadway lighting from top of the King Ave W Interchange bridge to the east and tie into S. Billings Blvd existing lighting, install panel delineation on the median side between the two interchanges

Urban Pavement Preservation Funding:

2019 letting at the earliest:

- South Frontage Road
- Shiloh Road
- Blue Creek Road
- Billings Boulevard
- King Ave E
- Hardin Road
- Grand – 24th to Zimmerman

Discussion

Per request of Commissioner Ostlund, Stefan Streeter explained the proposed updates to the Interstate structure in the Yellowstone River Bridge project, which will be three lanes to Lockwood, and built to a 100-year status. In response to a question by Mayor Cole, he stated the Preservation Projects listed are mostly mill and overlay projects.

Motion

Mayor Cole made a motion and it was seconded by Darell Tunnicliff to forward a recommendation of approval of the 2017-2021 TIP Amendment #1 as presented by staff. The motion carried with a unanimous voice vote.

6. New Business

6a. Motion. Adoption of the MDT Safety Targets, Scott Walker, Transportation Coordinator, presenting.

Scott Walker explained that as a part of the Safety Plan, staff has identified safety targets they would like to achieve. The rates in the table below are goals in the Performance Measures. He said the MPO’s adoption of these goals will make Billings a safer place to travel.

National Performance Measure	2018 Target 5-Year Average
Number of Fatalities	192.6
Fatality Rate per 100 million VMT	1.527
Number of Serious Injuries	925.2
Serious Injury Rate per 100 million VMT	7.338
Number of Non-Motorized Fatalities & Serious Injuries	72.5

POLICY COORDINATING COMMITTEE

MINUTES –FEBRUARY 20, 2018

DRAFT-TO BE APPROVED BY A MOTION APRIL 17, 2018

Motion

Stefan Streeter made a motion and it was seconded by Mayor Cole to adopt the 2018 MDT Safety Targets as presented by staff. The motion carried with a unanimous voice vote.

5a. Announcement: The next PCC meeting is scheduled for Tuesday, March 20, 2018.

Future Agenda Items: March 20, 2018

--Presentation/Discussion: MDT projects

--Discussion topic: West end Roundabout projects and ROW acquisition

Adjournment: 12:22 p.m.

DRAFT-To be approved by a motion on March 20, 2018

PCC Agenda

Meeting Date: 05/22/2018

Information

Subject

Motion/Recommendation. Memorandum of Agreement Billings Metropolitan Transportation Planning Process. Scott Walker Transportation coordinator, presenting.

Attachments

TPM AGREEMENT Billings-4-04-18

**MEMORANDUM OF AGREEMENT
FOR COOPERATIVE PERFORMANCE BASED PLANNING**

This memorandum of agreement (MOA), made and entered into this ____ day of _____, 2018, by and between the MONTANA DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "STATE," the YELLOWSTONE COUNTY BOARD OF PLANNING, hereinafter referred to as "MPO," and CITY OF BILLINGS AVIATION-TRANSIT DEPARTMENT, hereinafter referred to as "BATD," establishes the roles, responsibilities and commitments for cooperatively developing and sharing information related to transportation performance measures and targets:

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (MAP-21) transformed the Federal-aid highway program by establishing new requirements for performance management to promote the most efficient investment of Federal transportation funds, and

WHEREAS, the MAP-21 mandated rulemaking to establish a strategic and systematic process of operation, maintaining and improving public transportation capital assets effectively, and

WHEREAS, the Fixing America's Surface Transportation (FAST) Act continued these requirements, and

WHEREAS, performance management increases the accountability and transparency of the Federal-aid highway program and provides for a framework to support improved investment decision making through a focus on performance outcomes for key national transportation goals, and

WHEREAS, performance outcome provisions were implemented by rulemaking to establish the regulations needed to effectively evaluate and report safety, infrastructure condition, on-road mobile source emissions, and surface transportation performance across the Nation, and

WHEREAS, the STATE, MPO, and BATD consistent with 23 CFR Parts 450 and 490 and 49 CFR Parts 625 and 630, shall jointly agree upon and develop written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO, and the collection of data for the State asset management plans for the NHS and these provisions shall be documented; and

WHEREAS, the selection of targets that address performance measures described in 23 USC 150(c) shall be in accordance with the appropriate target setting framework established at 23 CFR Part 490 and shall be coordinated with the STATE; and

WHEREAS, the selection of performance targets that address performance measures described in 49 USC 5326(c) and 49 USC 5329(d) shall be coordinated between the MPO and BATD; and

WHEREAS, for each applicable performance measure the MPO shall establish targets by either agreeing to plan and program projects so that they contribute toward the accomplishment of the

relevant STATE target for that performance measure, or committing to a quantifiable target for that performance measure for the metropolitan planning area.

NOW, THEREFORE, it is agreed by and between the parties hereto that:

1. The MPO will support the STATE targets for applicable performance measures in 23 CFR 490 for safety, pavement and bridge condition, system performance, freight, CMAQ, and GHG, and will support BATD targets for performance measures in 49 CFR 625 and 630, and it is further agreed the MPO will plan and program projects so that they contribute toward the accomplishment of the relevant STATE targets for each performance measure.
2. The STATE shall coordinate with the MPO on the selection of STATE targets in accordance with 23 USC 135 to ensure consistency, to the maximum extent practicable.
3. The STATE will be responsible for the collection of data for the State asset management plan for the NHS.
4. The MPO will include in the metropolitan transportation plan a description of the performance measures and performance targets used in assessing the performance of the transportation system; a system performance report evaluating the condition and performance of the transportation system with respect to the performance targets including progress achieved by the MPO in supporting the STATE targets in comparison with system performance recorded in previous reports.
5. The MPO will include in the transportation improvement program (TIP) a description of the anticipated effect of the TIP toward achieving the performance targets identified in the metropolitan transportation plan, linking investment priorities to those performance targets.
6. This agreement shall be for a perpetual term and any alteration or supplement to the terms of this agreement shall be agreed to in writing by the signatory parties.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals the day and year first above written.

APPROVED FOR YELLOWSTONE
COUNTY BOARD OF PLANNING

APPROVED FOR THE STATE
DEPARTMENT OF TRANSPORTATION

By: _____
President, YCBP

By: _____
Director

ATTEST:

LEGAL APPROVAL

By: _____
Secretary, YCBP

By: _____
Legal Counsel

APPROVED FOR BILLINGS AVIATION-TRANSIT DEPARTMENT

By: _____
City Administrator, City of Billings

PCC Agenda

Meeting Date: 05/22/2018

Information

Subject

Motion/Recommendation. Memorandum of Agreement for Cooperative Performance Based Planning. Scott Walker, Transportation Coordinator, presenting.

Attachments

2018 MOA Final Draft-4-24-18

MEMORANDUM OF AGREEMENT

BILLINGS METROPOLITAN TRANSPORTATION PLANNING PROCESS

THIS AGREEMENT is made and entered into this ____ day of _____, 2018, by and between the STATE OF MONTANA, DEPARTMENT OF TRANSPORTATION, hereinafter referred to as "STATE", the CITY OF BILLINGS, hereinafter referred to as "CITY", the COUNTY OF YELLOWSTONE, hereinafter referred to as "COUNTY," and the YELLOWSTONE COUNTY BOARD OF PLANNING, hereinafter referred to as "PLANNING BOARD."

WITNESSETH THAT:

WHEREAS, Title 23, Chapter 1, Section 134 of the United States Code, Title 23 Section 150, and Title 49, Chapter 53, Section 5303 of the United States Code require that a Metropolitan Planning Organization (MPO) be designated for each metropolitan area with a population of 50,000 or greater. As a condition to the receipt of Federal highway and transit funds, that the metropolitan area must have a continuing, cooperative, and comprehensive performance-based multimodal transportation planning process that provides for consideration and implementation of projects, strategies, and services that consider all transportation modes and supports community development and sound goals that lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods; and,

WHEREAS, the parties to this Agreement desire to continue to cooperate in the transportation planning process now in progress and further desire to ensure that transportation planning is an integral part of continuing, cooperative and comprehensive planning; and,

WHEREAS, the parties to this Agreement desire to take a performance-driven, outcome based approach to planning and programming linking investment decision making to the achievement of performance targets; and,

WHEREAS, the PLANNING BOARD is a legally constituted agency and authorized to carry on comprehensive planning under Title 76, Chapter I, Montana Code Anointed (MCA); and,

WHEREAS, the PLANNING BOARD has been designated by the Governor of the State of Montana as the MPO, which designation may be clarified as needed; and,

WHEREAS the STATE, CITY, and COUNTY recognize the PLANNING BOARD as the officially designated MPO for the Billings urbanized area; and,

WHEREAS, the Policy Coordinating Committee (PCC) has been established as the official governing body of the Billings Metropolitan Transportation Planning Process, thus having final local approval of all Federal Surface Transportation Program-Urban Funded transportation projects in the Billings Metropolitan Planning Area, approval of the Metropolitan Transportation Plan, the Transportation Improvement Plan, and the Unified Planning Work Program; and,

WHEREAS, the CITY, acting through the Aviation-Transit Department, operates a transit system and maintains responsibility for providing CITY residents with safe and reliable transit service, as well as implementing improvement to meet changing travel needs; and,

WHEREAS, Title 23, U.S.C., Section 104 (f) and Title 49 U.S.C., Section 5303 provide planning funds (PL and Section 5303) for the purpose of carrying out metropolitan transportation planning requirements of Section 134 of the Title 23; and,

WHEREAS, the STATE and designated MPO shall execute or cause to be executed separate agreements for the distribution of PL and Section 5303 funds; and,

WHEREAS, the STATE and designated MPO shall execute or cause to be executed separate agreements for the roles and responsibilities for air quality conformity; and developing and sharing performance data, setting performance targets, reporting targets, and tracking progress towards meeting targets.

NOW, THEREFORE, BE IT RESOLVED that the parties hereto do mutually agree to:

1. Cooperatively carry out transportation planning and programming in the Billings Metropolitan Planning Area through the following established forum and process:

- A. The Policy Coordinating Committee shall manage the executive business of the Billings Metropolitan Transportation Planning Process and develop and keep current transportation planning in the Billings Metropolitan Planning Area. The Policy Coordinating Committee shall consist of the following officials:

Voting Members:

Member – City governing body as designated by the City of Billings
City Council and a first or second alternate for the designee
Chairman – Board of Yellowstone County Commissioners
President – Yellowstone County Board of Planning
District Administrator - Montana Department of Transportation
District Administrator – Federal Highway Administration (Non-voting)

- B. The Technical Advisory Committee (TAC) shall provide technical advice to the Policy Coordinating Committee and technical direction to and coordination of the metropolitan transportation planning staff concerning transportation planning. The Technical Advisory Committee shall, at a minimum, consist of the following members:

Regular Members

Deputy Public Works Director – City of Billings
City Engineer – City of Billings
Traffic Engineer – City of Billings
City/County Planning Manager – City of Billings/Yellowstone County
Transportation Planning Coordinator – City of Billings/Yellowstone County
Transit Manager – Billings Aviation-Transit Department
Transit Planning – Billings Aviation-Transit Department
Director of Public Works – Yellowstone County
Civil Engineer/County Public Works – Yellowstone County
Construction Engineer/Billings District – Montana Department of Transportation
Statewide & Urban Planning Supervisor – Montana Department of Transportation

Ex-Officio Members

- Public Works Director – City of Billings
- Program Manager – Environmental Health Services, RiverStone Health
- Director – Billings Aviation-Transit Department
- Director – Billings Planning & Community Services Department
- Representative – Billings School District Two
- Public Works Engineer – Montana Rail Link
- Administrator – Rail & Transit Division, Montana Department of Transportation

Ex-Officio members shall have full voting privileges, but their membership shall not count toward a quorum. Their attendance shall be requested when a subject arises concerning their area of expertise.

Non-Voting Members

- Planning & Program Development Engineer – Federal Highway Administration

Additional members can be appointed to this committee by a majority vote of the membership.

A member of the TAC may authorize an alternate to represent him/her at any time by communicating that to the Chairperson or to staff.

- C. Public Involvement. Procedures for obtaining public involvement will be adopted by the Policy Coordinating Committee. These procedures will describe methods to obtain additional local input in the planning process.
- D. Transportation Planning Area At a minimum, continuing, cooperative and comprehensive transportation planning will be conducted in that portion of the Billings area that is expected to become urbanized during any forecast period. Said area shall be referenced as the Billings Transportation Planning Area. Any transportation planning that may be conducted outside the transportation planning area will be determined by the TAC and approved by the PCC.
- E. Scope of Services the transportation planning process shall be:
 - 1) Cooperative, in that, the State, County, City, and Planning Board shall cooperatively accomplish the transportation planning process in response to the needs and changes occurring in the study area.

The STATE, MPO and CITY shall coordinate their respective targets for performance measurement to ensure consistency, to the maximum extent practicable. This includes, but is not limited to, identifying how performance-based planning provisions will be cooperatively implemented.

- 2) Comprehensive, in that, all elements affecting metropolitan area development and transportation shall be considered. These elements and requirements are described in various documents published by the U. S. Department of Transportation.
- 3) Continuing, in that, the planning process is intended to continue indefinitely and shall be maintained as long as this Agreement is in force.

The operational scope of the transportation planning process will involve conducting the following general activities:

- (a) Establish a coordinated process for the collection and sharing of performance data, the selection of performance targets, reporting targets, and tracking progress towards meeting targets for the metropolitan area.
- (b) Collect, maintain, analyze and disseminate basic planning information and engineering data.
- (c) Serve the public and private sectors, by providing current information concerning plans, programs, projects, recommendations and implementation schedules.
- (d) Prepare, update and revise long and short-range transportation plans to consider all transportation modes in the transportation planning area; develop transportation improvement programs for project implementation; prepare, update and revise a public involvement plan; and, conduct air quality conformity determinations, to the extent required, for new or revised transportation plans and improvement programs.
- (e) Prepare and distribute studies, reports, maps, plans, etc., for documentation and information purposes; participate in meetings, seminars, etc., at all levels of government; coordinate planning and plan implementation activities; and, conduct public information and involvement programs.
- (f) Research, investigate and develop estimating, forecasting and related planning procedures.

F. Work Program – An annual unified planning work program shall be prepared by the participating agencies, which defines the urban transportation and transportation related planning activities to be conducted within the MPO planning area, regardless of funding sources. The unified planning work program shall include:

- 1) A brief discussion of program objectives and accomplishments, including performance targets, during the previous 12-month period; and
- 2) A description of major activities to be performed during the next year, who will perform the work, the resulting products and a summary of the total amounts and sources of federal and matching funds.

2. Mechanisms governing the agreement are as follows:

- A. Changes in Agreement – Any alteration, extension or supplement to the terms of this agreement, as detailed herein, shall be agreed to, in writing, by the signatory parties.
- B. Bylaws – Both the Policy Coordinating Committee and the Technical Advisory Committee shall adopt and comply with bylaws as are justified and warranted to enact the purposes of this Agreement.

- C. Term of Agreement – This Agreement shall be for a perpetual term unless changed as provided for in paragraph 2.A. above, or terminated in the manner described as follows: Any party may terminate its interests and obligations under this Agreement by giving at least ninety (90) days’ notice, in writing, to the other parties.

- D. Previous Agreements – This Agreement supersedes previous Agreements between the STATE, CITY, COUNTY, and PLANNING BOARD executed on March 25, 1964, August 9, 1971, December 19, 1972, May 8, 1978, June 13, 1983, April 3, 1986, February 22, 1990, July 7, 1992, and February 18, 2009.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals the day and year first above written.

APPROVED FOR CITY OF BILLINGS

APPROVED FOR THE STATE

By _____
City Council Designee or Alternate of the Designee

By _____
Director, Montana Department of Transportation

ATTEST:

By _____
City Clerk

By _____
Legal Counsel,
Montana Department of Transportation

APPROVED FOR YELLOWSTONE COUNTY

APPROVED FOR YELLOWSTONE COUNTY
BOARD OF PLANNING

By _____
Chairman, Board of County Commissioners

By _____
President

ATTEST:

By _____
Clerk and Recorder