

POLICY COORDINATING COMMITTEE

MINUTES –JULY 17, 2018

TO BE APPROVED BY A MOTION SEPTEMBER 11, 2018

Members Present: Commissioner Driscoll for (Chairman), Commissioner John Ostlund, Board of County Commissioners; Mayor Bill Cole, City of Billings; Stefan Streeter, MDT District Office; Planning Board Vice President Woody Woods, Yellowstone County Planning Board

Staff Present: Denis Pittman, Board of County Commissioners; 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: Vern Heisler, City of Billings, Public Works; Mike Black, Yellowstone County Public Works; Rod Nelson, MDT-Billings; Evelyn Pyburn, Yellowstone County News

Conference Call: Kenn Winegar, MDT Planning

- 1. Call to Order:** Commissioner Driscoll 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 May 22, 2018** (The March and April 2018 meetings were cancelled due to a lack of agenda items).

Motion

Stefan Streeter made a motion and it was seconded by Woody Woods to approve the minutes of May 22, 2018. The motion carried with a unanimous voice vote.

5. New Business:

a. Presentation/Discussion. 1st Ave North Reconstruction Project. Kirk Spalding, Sanderson Stewart, presenting.

Kirk Spalding opened this agenda item with a display of the project limits and scope.

- **Scope**-reconstruct 1st Ave N from Division St to N 9 Street, with improvements. The project will be developed in two phases.
- **Phase I-Survey**-ongoing
- **Phase II-Design and Right-of-Way acquisition.** The project basics include replacing the driving surface, sidewalk, curb and gutter, storm water inlets and lighting. Consideration will be given to on-street bicycle facilities, and aesthetic enhancements such as tree plantings and decorative lighting. Improvements will be made to the operations of the 1st Ave N/N13th intersection

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- There will be extensive public involvement throughout the process.
- **Project Team:** MDT; Sanderson Stewart; Stakeholders; Local Agencies; Consultants
- **Schedule** Scope of Work: Summer/Fall 2018; Phase II Design 2018-1019; Right-of-Way Acquisition 2019-2020, Construction TBD.

Mr. Spalding reviewed renderings of typical Sections and Alternatives; Landscape Corridor Inventory and Opportunities plans; and a summary of public involvement for this project.

Discussion

Commissioner Driscoll called for questions. Mike Black asked about the challenges of snow storage along the 8-ft sidewalks, and Mr. Spalding suggested plowing snow to the middle. Stefan Streeter said this is not possible to limited resources. In response to question by Mayor Cole, Mr. Spalding stated the public informational meeting has not been scheduled. Stefan Streeter said the planting maintenance will require agreements be held through the governing body, in this case, the City. He said MDT has met with the Downtown Business Association and the Billings Urban Renewal District to address safety concerns. Mayor Cole stated the landscaping will be a great addition but there will be a need for maintenance. Stefan Streeter commented this is the time to address this project before moving forward. He stressed the importance of input at the front end of the project. Stefan Streeter commented proactivity will be needed with the utility installation if kiosks and specialty items are envisioned for this project.

6. Other Business

A. Introduction. Elyse Monat, Active Transportation Planner. Scott Walker, stated Elyse filled the position of Active Transportation Planner and Staff is glad to have her. Elyse is unable to attend today but will attend the next meeting for introductions.

B. Project Update. Discussion. 2018 Long Range Transportation Plan. Scott Walker, Transportation Coordinator

Scott Walker opened this agenda item with a brief presentation. He stated that Long Range Transportation Plan addresses travel by people and goods. It must meet the local, State, and Federal requirements and provide a blueprint to guide the development and implementation of transportation system projects. The MPO is required to update the plan every four years. This document includes project planning for the next 20 years; public engagement; assessment of facilities and operation of transportation modes; identifies transportation needs and projects; and ensures financial constraint. The first public meeting was held; the data collection and existing conditions is mostly complete; and the Steering Committee held six meetings. The traffic count database is undergoing

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online development. Activities to complete in August: draft chapters for goals and objectives; review of functional Classification Map; and development of an initial project list. Public Outreach included a meeting at Riverside Middle School and a Public Open House. Staff will give another update to PCC in the fall. This plan will be vetted for recommendations through the governing bodies.

Discussion

Woody Woods stated the City/County Planning Board appreciates staff's efforts to keep the Board apprised. Mayor Bill Cole suggested a fall work session and Scott Walker said it has been scheduled. He asked what assumptions go into revenues for fiscal constraints. Scott Walker explained that it is a collective effort. He noted the caveat is to be prepared for opportunities to apply for grants. MDT provides projections for available funds and project costs. Mayor Cole asked Staff and the Committee for talking points as he will be attending a meeting on infrastructure at the White House in Washington DC this week.

C. Presentation/Discussion. Billings MPO Public Participation Plan, (PPP), Lora Mattox, Transportation Planner, presenting.

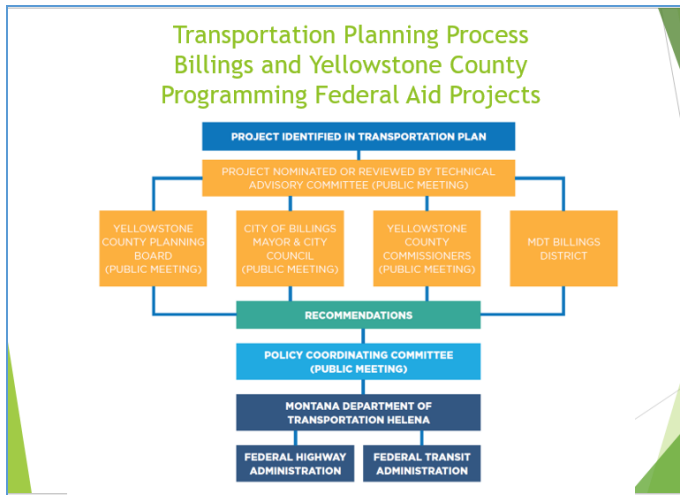
Transportation Planner Lora Mattox opened this agenda item with a presentation. She stated MPOs are mandated by the Federal Highway Act, (1973), to provide cooperative, comprehensive, and a continuing transportation planning and decision-making process. Currently this falls under the “Fixing America’s Surface Transportation, (FAST), Act. A public participation plan, (PPP), is needed for compliance.

The MPO facilitates between FHWA/MDT and local committees and governing bodies. These groups and/or advocates may include but are not limited to: Persons with limited English proficiency; Representatives of the disabled; Representatives of public transportation users; Representatives of pedestrian facility users; Representatives of bicycle facility users; Representatives of low-income communities; Representatives of minority communities; Freight shippers and haulers; Private providers of transportation; and Representatives of affected public agencies.

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Strategies and Tools include media; digital and print materials; online and social media, an in-person meetings. The plan encourages creativity in outreach such as “Tag on Meetings” held during other events, Exhibits at events; Steering Committees, Focus Groups and Stakeholders; and tours. Mayor Bill Cole encouraged using creative means of strategizing to reach the public.

Review Schedule

Transportation Advisory Committee, (TAC)	7/19/18
Planning Board #1	7/24/18
Planning Board #2	8/14/18
City Council Work Session	8/20/18
City Council	8/27/18
Commissioners Discussion	8/20/18
Board of County Commissioners	8/28/18
Policy Coordinating Committee, (PCC)	9/11/18

Future Agenda Items: September 11, 2018

Motion/Recommendation. 2019 Unified Planning Work Program, (UPWP)

Motion/Recommendation. 2019 Public Participation Plan, (PPP)

Adjournment: 12:48 pm

Approved by a motion on September 11, 2018

