

## **POLICY COORDINATING COMMITTEE**

MINUTES –SEPTEMBER 11, 2018

TO BE APPROVED BY A MOTION OCTOBER 16, 2018

**Members Present:** Chairman Commissioner John Ostlund, Board of County Commissioners; Councilman Larry Brewster, City of Billings Ward 2; Rod Nelson, MDT District Office; Planning Board President Darell Tunncliff, Yellowstone County Planning Board

**Staff Present:** Scott Walker, Transportation Planner, Planning & Community Services Department; Wyeth Friday, Director, Planning & Community Services Department, Elyse Monat, Bicycle Pedestrian Planner, Transportation Planner; Tammy Deines, Planning Clerk

**Others Present:** Mike Black, Yellowstone County Public Works; Kurtis Schnieber, MDT-Billings;

**Conference Call:** Katie Potts, MDT Planning, Greg Hahn, FHWA

- 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 July 17, 2018** (The August 21, 2018 meeting was cancelled due to a lack of agenda items).

### **Motion**

**Darell Tunncliff made a motion and it was seconded by Councilman Brewster to approve the minutes of , 2018. The motion carried with a unanimous voice vote.**

### **5. New Business:**

- a. Motion. Billings MPO Public Participation Plan, (PPP), Scott Walker, Transportation Planner, presenting.**

Transportation Coordinator Scott Walker opened this agenda item and stated it has been approximately ten years since this document was last updated. He stressed the importance of including social media in the public participation process.

**Background:** 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

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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. 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.

### **Discussion**

Chairman Ostlund called for questions and discussion. There was none. Chairman Ostlund called for a motion.

### **Motion**

**A motion was made by Darell Tunnicliff and seconded by Councilman Brewster to approve the Billings MPO Public Participation Plan, (PPP), as presented by staff. The motion carried with a unanimous voice vote.**

### **8b. Presentation/Discussion. 2019 Billings Urban Area Unified Planning Work Program, (UPWP), Scott Walker, Transportation Coordinator, presenting.**

Scott Walker stated this document outlines the staff goals and the funding It is an annual task related to management of local and PL funds. He continued with a presentation. The Work program for the MPO is required to be revised reviewed by the governing bodies and adopted annually by PCC.

### **Discussion**

Chairman Ostlund called for questions and discussion. There was none. Chairman Ostlund called for a motion.

### **Motion**

**A motion was made by Councilman Brewster and seconded by Darell Tunnicliff to approve the 2019 Billings Urban area Unified Planning Work Program, (UPWP), as presented by staff. The motion carried with a unanimous voice vote.**

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

No items were announced.

**ADJOURNMENT: 12:48 pm**

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