

**Billings Technical Advisory Committee
Approved Meeting Minutes—OCTOBER 4, 2018**

1. Call the meeting to order: Scott Walker called the meeting to order at 10:30 a.m. in the Miller Building first floor conference room, 2825 3rd Avenue North, Billings, Montana.

Members Present:

Scott Walker, Transportation Planning Coordinator; Monica Plecker, Planning Division Manager; Erin Claunch, City Traffic Engineer, Tim Miller, Director, YC Public Works Dept.; Debra Hagel, Transit Planner, MET; Mike Black, YC Public Works Department; Kurtis Schnieber, MDT

Others Present: Lora Mattox, Transportation Planner; Elyse Monat, Bike and Pedestrian Planner; Ryan Hammon, Federal Highway Administration; Rusty Logan, MET Transit; Kurtis Schnieber, MDT,

Conference Call: Katy Potts, MDT Planning

2. Public Comment: Scott Walker opened the public comment portion of the meeting and asked if there was anyone wishing to make a comment at this time. There was no public comment. Scott acknowledged he received an e-mail request from the City Public Works Director regarding scheduling. TAC meetings are held on the 3rd Thursday of the month as needed. The schedule is largely dependent on the governing bodies, MDT and FWHA. Staff will try to give at least a week's notice prior to a meeting, especially in the case of a schedule deviation.

3. Minutes of July 19, 2018

Motion

Tim Miller made a motion and it was seconded by Debra Hagel to approve the minutes of July 19, 2018 as submitted. The motion carried with a unanimous voice vote.

4. Old Business: There was no Old Business.

4. New Business:

4a Presentation. Motion/Recommendation. 2018 Long Range Transportation Plan. Andy Daleiden, Kittelson & Associates, presenting.

Scott Walker opened the agenda item and introduced consultant Andy Daleiden, Kittelson & Associates. He commented this update has been in process for about a year and nearing the end of the review timeline. He thanked TAC members and the steering committee for their efforts on this project.

Consultant Andy Daleiden, Kittelson & Associates opened this agenda item with a presentation.

What is a long range transportation plan, (LRTP): The plan outlines the long range vision for the transportation system and identifies transportation improvements for a 20-year period, (2040).

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Why-federally required to update it? Metropolitan areas with populations over 50,000 are federally required to update their LRTP every 4 years. Updating helps Billings define its vision for the planning effort for future projects. Identifies financial aspects and potential revenue stream for projects.

Who is Involved? Includes Federal Highway Administration; MDT; MPO- City of Billings and Yellowstone County, MET, Lockwood, Resource Agencies and the Public, Consultant DOWL, Consultant Kittelson & Associates

LRTP Timeline: Spring 2018-Identify transportation needs and opportunities; Summer 2018 Public Involvement. Collect feedback on proposed projects and prioritization. Fall 2018 Plan Adoption October 2018. (PCC-October 30)

Draft Plan: available at <http://www.billingslrtp.com>

- ▶ Plan adoption schedule
 - ▶ TAC Meeting - October 4th (completed)
 - ▶ Yellowstone County BOCC - October 9th (completed)
 - ▶ Yellowstone County Board of Planning - October 10th (completed)
 - ▶ **Billings City Council - October 15th (tonight)**
 - ▶ Yellowstone County BOCC - October 16th
 - ▶ Billings City Council - October 22nd
 - ▶ Yellowstone County Board of Planning - October 23rd
 - ▶ Policy Coordinating Committee - October 30th

Elements: 14 Chapters. Introduction, Public & Interagency Involvement; Goals, Objectives, Performance Measure, Targets; Existing and Future land use, Description of Multimodal Transportation System; Safety and Security; Project Programming and conformity.

Public and Interagency Involvement: website: www.billingslrtp.com; Steering Committee; Resource agencies; Youth engagement; Open houses and online survey, Media coordination and social media, E-mail updates

Study area: Urban area, Lockwood, elements of Yellowstone County

LRTP Goals: Safety; Functional Integrity and Efficiency; Prioritized Improvements; Environment; Public Transit; Economic Vitality

Land Use-Population Growth (2-17-2040): West end growth anticipated

Land Use-Employment Growth, (2017-2040). Identified growth in Lockwood, largely due to the TEDD

Functional Classification Map for MPO-similar to 2014 LRTP with a few refinements

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Draft Project List-Types/Categories

→**Committed Projects**-Transportation Improvement Program, (TIP); Capital Improvement Plan, (CIP); Years 2018-2028. Fiscal Constraint of LRTP

→**Recommended Projects:** not programmed; Upcoming projects for the TIP and CIP. Years 2029-2040. Fiscal Constraint of LRTP

→**Illustrative Projects:** Visionary; Not expected to occur within 2040 horizon
33 roadway; 30 intersection. (Programmed) Includes several annual programs, \$343 million.

Draft Project List—Roadway and Intersection Projects

120 Total Projects Identified: 58 Roadway, 62 Intersection projects. Committed Projects:
33 Roadway; 30 Intersection; Includes several annual programs (\$343 million)

Draft Project List/Congestion Management Projects: 28 total projects. Committed projects:
8 Congestion Management (\$13 million)

Draft Project List/Pedestrian Bicycle, &* Multi-use Trail Projects: Pedestrian: 49 total projects; Bicycle Lane Projects: 54 total projects; Bicycle Boulevard Projects: 65 total projects

Draft Project List/Multi-Use Trail Projects: 272 Total Projects: 49-Pedestrian, 54-Bicycle Lane; 65 Bicycle Boulevard, 108 Multi-use trail.

→**Committed Projects:** 8 Pedestrian, 2 Bike Lane, 9 Multi-use trail (\$19 million)

Draft Projects and Strategies-Other Modes: Transit, Truck, Rail

Revenue & Project Cost Analysis-Fiscal Constraint. Estimated Revenue-\$900 M; Estimated C+R Projects-\$800M. Difference: \$100M Remaining

Discussion

Scott Walker called for question or discussion. He said extensive comments were received from the Engineering Division, Bike and Pedestrian committees, and the Planning Division. This is a draft document and there is opportunity for tweaks in the next ten days. The BOCC will forward a recommendation on October 16, and City Council will forward a recommendation on October 22. Katie Potts, MDT, stated she feels everything is good and she will forward the comments to Scott Walker. Kurtis Schnieber, MDT, said the review of the TCP is upcoming within the next three weeks; and the order and timeline for projects may shift.

Motion

Debra Hagel made a motion and Tim Miller seconded the motion to forward a recommendation of approval of the 2018 Transportation Plan Updated as presented by staff. The motion carried with a unanimous voice vote.

4b. Presentation/Discussion. MET Transit Asset Management Plan, Debra Hagel, MET Transit, Rusty Logan, MET Transit, presenting.

Rusty Logan, MET Transit said the Federal Transit Administration established the Transit Asset Management regulation (49 CFR part 625) instructing transit agencies to establish and self-certify completed Transit Asset Management Plans, (TAM) by October 1, 2018. The TAM monitors and manages capital assets to enhance safety, reduce maintenance costs, increase reliability and improve performance. Mr. Logan gave an overview of the points below:

MET Transit Roles and Accountability: Kevin Ploehn, Director Aviation & Transit; Rusty Logan, Operations Supervision; Dan Montoya; Operations Supervisor-Fleet Maintenance; Kathy Barr, Paratransit Coordinator; Lynne Arnold, Admin III; Debra Hagel, Transit Planning Coordinator

Capital Asset Inventory-listing of Asset Category, Total Number, Average Age, Average Mileage, and Average Value

Capital Asset Conditions: Revenue Vehicles; Equipment; Facilities

MET Transit TAM-Targets: Performance Measures for Revenue Vehicles; Equipment; Facilities

MET Transit-TAM Target Methodology: planning purchase of 6 remanufactured 35-ft buses in the immediate future. Met also plans to regularly purchase buses in the upcoming years to replace the remaining outdated vehicles, bring the portion of the fleet which exceeds usable life below a 30% target.

In response to question by Scott Walker, Rusty Logan explained the significant savings that can come from use of remanufactured busses.

MET Transit-TAM Goals: Decrease unplanned maintenance expenses for FY19; Decrease service delays and interruptions for FY19; Increase ridership for FY19; Increase fare and bus advertising revenue for FY19

Scott Walker noted the MET Transit App. Rusty Logan explained this is a live bus tracking application that will become available to the public Monday. Debra Hagel said this will allow live announcements to be transmitted via cell phone service.

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MET Transit Fleet Maintenance: TAM serves as a general overview and replacement strategy

MET Transit Capital Project Prioritization: Billings CIP; ERP; TAM is another tool for determination and identification of potential capital projects for vehicles and facilities.

Discussion

Scott Walker called for questions and discussion from the committee members. There was none. Scott thanked Rusty for the presentation who said this will be a developing requirement as a part of the triangular FTA review process.

Other Business:

- **Adjournment: 11:30 a.m.**

APPROVED BY A MOTION DECEMBER 6, 2018

