



## BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

City of Billings & Yellowstone County  
MEETING MINUTES



Tuesday, March 26, 2019 MEETING TIME: 11:30 am  
1<sup>st</sup> Floor Conference Room, Miller Building  
2825 3rd Avenue North, Billings, MT 59101

APPROVED BY A MOTION ON APRIL 23, 2019

**Call to order:** Ed Gulick, BPAC Chair, called the meeting to order at 11:30 a.m.

**Members present:** Jane Van Dyk, City; Kristi Drake, City; Rose Cook, City.

**Others present:** Elyse Monat, Active Transportation Planner; Lora Mattox, Transportation Planner

### Public Comment Period:

- a. **Comments on items not on the agenda and request to add items to future agendas –**  
None
- b. **Comments on items on the non-public agenda items –** None
- c. **Online Comments received about bicycle and pedestrian issues –** There was a concern from a citizen about snow plowing. He said the snow plowing blocks his driveway and was concerned it is an ADA violation. Public Works is aware of the issue.

**Motion. Approval of the meeting minutes of February 26, 2019:** Jane Van Dyk, BPAC Member, motioned to approve the minutes, Rose Cook, BPAC member, seconded. The motion passed unanimously.

### Old Business:

**Motion Recommendation. Review of vote to add new BPAC member.** BPAC voted last meeting to add Billings TrailNet as a standing, voting member, but afterward it was realized that to avoid a conflict of interest, Kristi Drake, BPAC member, should have abstained from the vote as she is also the Executive Director of Billings TrailNet. Without her vote, the motion would not have passed.

After more discussion, Kristi suggested making Billings TrailNet an ex-officio member, non-voting member. BPAC members concluded that would they would like to add Billings TrailNet as an ex-officio member to the by-laws. There were not sufficient members present to vote on this with Kristi abstaining, but this topic will be included in next month's agenda.

Jane will draft some language for the update to the by-laws to review at next month's meeting.

### Discussion Update. BPAC Facebook Profiles

Elyse Monat, Active Transportation Planner, will send out a prompt to BPAC members on information for the "Meet your BPAC members" on Facebook. They will send information back to her to post on the Billings Planning and Community Services Facebook page.

## **Discussion Update. CIP Follow-up.**

Last meeting, Erin Claunch, Traffic Engineer, from City Engineering attended the meeting and discussed Capital Improvement Plan (CIP) projects as well as how BPAC could have a more regular interface with him. This interface will be helpful for mutual understanding. His schedule is hard to predict based on workload and project schedule. It was suggested that BPAC's role could be to look out for greater public interest where there are bikeways and/or pedestrian projects proposed. Elyse will be in touch with the City Engineering office on a regular basis to check in and see if Erin has anything to share with BPAC.

Since the last BPAC meeting, a resident of Woody Dr. has been in touch with Erin and Elyse about slowing traffic on her street and in the neighborhood in general. She is in favor of the proposed bicycle boulevard that would run east to west across town and intersect with Woody Dr. at Lyman Ave. Public Works has moved around money to allow this bicycle boulevard to be completed in FY '21. BPAC discussed providing a letter of support for this effort. The letter should say that BPAC is okay with prioritizing that bicycle boulevard over other projects. The letter should also express appreciation to Public Works for finding the money for this project.

BPAC members asked what the bicycle boulevard would look like. That is where BPAC can provide guidance in the design process related to intersections, signaling, and signage. For example, signage could tell how many miles and how many minutes to a destination. Need to think through public outreach and education.

Motion: Jane motioned to write a letter of support for taking the \$100,000 allocated for bike lanes this year and putting it into the next year. Rose seconded and the motion passed unanimously.

It was noted that the 6<sup>th</sup> Ave. N sidewalk widening which was slated for this summer will not be happening until FY '24. This is due to the Montana Department of Transportation's (MDT) reconstruction of Main Street and Airport Rd. MDT might remove one of the lanes going from Main Street to 6<sup>th</sup> Ave. N. so Public Works does not want to spend money on the intersection as it might be reconstructed later. BPAC members wondered if the funds had been pushed back for the project or reallocated. They were also interested in looking for temporary measures to make 6<sup>th</sup> Ave. N safer and more comfortable for biking and walking.

BPAC members discussed submitting a formal written letter to City Engineering to request temporary measures.

Kristi moved recommend to City Engineering that they buy and install some bike delineators as a temporary solution to the potential conflicts that occur on 6<sup>th</sup> Ave. N. Rose seconded the motion. The motion passed unanimously.

The letter will suggest some specific materials that can be used for this temporary project.

## **New Business**

Elyse will find out if the stolen trail counters were replaced. Next month, she will share counts from 2018 with BPAC members.

Kristi asked about trends on bike/pedestrian complaints and wondered if the concerns made to Elyse or other City staff in person or on the phone were being captured. Elyse can start adding those to the spreadsheet.

Mayor Cole called Kristi and asked why the Skyline trail was not in the CIP. The Planning Division will get that added to the CIP.

Kristi shared a grant from AARP. It is due April 17 and can be bike/pedestrian related. It is intended to resolve an issue quickly. Kristi will send the link to Elyse.

**Other Business:**

**Future Agenda Items:**

- Trail counts-2018 counts
- By-laws
- Bike racks
- Trail funding mechanism.
- Presentation to governing bodies – major items that City and County should know about and updates to last presentation.

**Meeting adjourned at 12:51.**