

POLICY COORDINATING COMMITTEE

Virtual Video Conference

MINUTES –APRIL 21, 2020

DRAFT-TO BE APPROVED BY A MOTION AT THE NEXT SCHEDULED MEETING

NOTICE

Due to COVID-19, the meeting will be held through a virtual platform. Public comment will be taken only during the Public Comment periods as indicated on the agenda. Comments may be sent to the Committee via email before 5:00 PM on Wednesday, May 13, 2020. All emails received prior to this time will be read into the record for public comments.

Member Participants: Chairman Bill Cole, Mayor, City of Billings; Denis Pitman, Vice Chairman, Board of County Commissioners; Rod Nelson, Director, MDT District Office; Planning Board President Woody Woods, Yellowstone County Planning Board

Staff Participants: Wyeth Friday, Director, Planning and Community Services; Scott Walker, Transportation Coordinator, Planning & Community Services Department; Lora Mattox, Transportation Planner; Elyse Monat, Alternative Modes Coordinator; Tammy Deines, Planning Clerk; Robbin Bartley, Administrative Assistant

Other Participants: Council Member Danny Choriki, Ward 3

1. Call to Order: Chairman Bill Cole called the meeting to order at 12:00 p.m. and welcomed everyone in attendance. He announced the Citizen call in phone number: (406) 237-6196.

2. Public Comment/Communication from the Audience:

The Public may call in during specific Public Comment periods at (406) 237-6196. All callers will be in a queued system and are asked to remain on hold and be patient. Calls will be taken in the order in which they are received. Callers will be restricted to 3 minutes of testimony as is customary. **Live coverage can be viewed in two locations:**

<https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/?ref=bookmarks>

<https://stream.lifesizecloud.com/extension/1855568/5f08f516-9d35-4310-b33e-7acde97f4647>

A. comments on items not on the agenda and requests to add items to future agendas.

B. Comments on items on the Non-public and Public Agenda Items

Administrative Assistant Robin Bartley announced no calls were received from the public. There was no communication from the audience regarding agenda items or future agenda items.

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3. Minutes of February 18, 2020

Motion

Planning Board President Woody Woods made a motion and it was seconded by Commissioner Pitman to approve the minutes of February 18, 2020 as submitted. The motion carried with a unanimous voice vote.

4. Old Business

4a. Public Comment: There is no public comment on these agenda items.

4b. Project Update: Build Grant Letter of Support. Scott Walker, Transportation Coordinator, presenting

Scott Walker introduced this agenda item and explained that Planning Board will receive a staff presentation on Tuesday, May 12, 2020 and forward a recommendation to PCC. Mayor Cole noted a draft letter that was provided in the packets.

Motion

Planning Board President Woody Woods made a motion and it was seconded by Commissioner Pitman to approve the letter provided with amendments suggested by Mayor Cole to clarify and highlight the topographical background of the Rimrocks.

The motion carried with a unanimous voice vote.

4b. Project Update: 5th Avenue North Study. Scott Walker, Transportation Coordinator, presenting.

No formal action is needed on this agenda item. Scott Walker stated Sanderson Stewart was selected as consultants for this study. Staff is working through finalization of the contract and the process of concurrence. The projected timeframe for completion is ten months. Planning Board President Woody Woods commented on previous discussion points made on the first study and asked what will happen if there is a poor response. Scott Walker explained the study is broken down into two sections. The feasibility portion includes input from all involved and affected parties. Should there be poor response, staff has the ability to cease and desist the study at that time. He pointed out that a large part of the project is to involve the business owners along the corridor and the railroad as well. Mayor Cole asked for clarification on the corridor from the YMCA to the Billings Gazette. Scott Walker said property ownership would be determined. Part of the study is to determine how to maneuver around the existing businesses.

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If there are businesses not interested in participating, a determination will be made as to how to go around them.

4c. Project Update. Bike/Scooter Share Study. Elyse Monat, Alternative Modes Coordinator, presenting.

Alternative Modes Coordinator Elyse Monat stated Alta Design was selected as the consultant for this study. This is a constantly changing market and staff is excited to determine how this may work in Billings. The cost of the study is \$45,000 with a six-month study period. The study will consider the need for this service within the Billings area; types of systems; and what funding streams may be available. Staff is not able to develop policies with the study but the study will determine what is legally acceptable. The study will identify potential areas of use with consideration of how to correct possible negative effects. Staff sees this use being successful along the hospital corridor and along the MSU-B campus.

4d. Project Update. Inner Belt Loop Study. Scott Walker, Transportation Coordinator, presenting.

Scott Walker stated this study is completed. The elected officials and property owners are “on board”. Staff is in the process of determining how to move forward. Staff will bring this study forward to the governing bodies for approval in the near future.

4e. Project Update. 29/30th One Way-Two Way Conversion. Scott Walker, Transportation Coordinator, presenting.

Scott Walker said City Council heard a detailed presentation on this project during last night’s City Council meeting. The 2018 Long Range Transportation Plan amendment will be brought forward through the governing bodies to obtain local confirmation. Following PCC approval, it will be forwarded to MDT, Helena. The Highway Commission meets June 25, 2020. Mayor Cole commented to Rod Nelson that there is a great deal of support and no real opposition at this point. He noted this will be a tight schedule to get Highway Commission approval and asked if there is a way to accelerate the process? Rod Nelson stated MDT is waiting on some information, and there are documents needing amendments in order to take it to the Highway Commission. Per Mayor Cole’s request, Rod Nelson stated he would notify City Council if there were concerns. Woody Woods said staff updated the Planning Board on this item and

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moreover, he appreciates the updates. Mayor Cole stated the funding is tied to the bonding for the Tax Increment Finance District.

4f. Project Update. Downtown Traffic Study-Public Participation. Scott Walker, Transportation Coordinator, presenting

Scott Walker commented there are many people working on this project to make this happen. He said this study considers the downtown area in its entirety. He pointed out the project map below. The Planning Division Office is conducting the public participation portion of the study. The outreach materials are being finalized and a website is available.

4g. Billings Bypass Update Rod Nelson, MDT, stated that construction is a part of essential services as defined by the Governor. The Johnson Lane interchange and bridge projects are on schedule. Discussion followed on Federal Funding and decisions that may be made should it become available. Rod Nelson if they receive the funding, they should be in a good position to capitalize for projects.

5. New Business: There is no New Business.

6. Other Business: There is no Other Business.

7. Future Agenda Items:

- **FY 2020-2024 Transportation Improvement Program.** Tuesday, June 17, 2020
Policy Coordinating Committee Meeting.
- MDT Project Updates

ADJOURNMENT: 12:42 PM

DRAFT. To be approved by a motion at the next scheduled meeting.

Tamara L. Deines, Planning Clerk