

**Billings Technical Advisory Committee  
 Virtual Video Conference Meeting 10:30 AM  
 DRAFT Meeting Minutes—DECEMBER 17, 2020**

**1. Call the meeting to order:**

Transportation Coordinator Scott Walker called the meeting to order at 10:30 a.m. Due to the COVID-19 health concerns, the format of the Transportation Advisory Committee meeting will be held in a virtual videoconferencing environment. The normal hearing room on the 1st Floor at 2825 3rd Ave North, (Miller Building), will be closed during the meeting and no one will be attending this hearing in person.

**Attendance**

<b>Committee Members</b>			
Scott Walker, Transportation Coord., Chairman, T.A.C.	<b>X</b>	Wyeth Friday, Director, Planning and Community Services	<b>X</b>
Tim Miller, Director YC Public Works Dept.	<b>X</b>	Mike Black, Civil Engineer, YC Public Works Dept.	<b>X</b>
Debi Meling, City Engineer City of Billings Engineering	<b>X</b>	Erin Claunch, Traffic Engineer City of Billings Engineering	<b>X</b>
Rusty Logan, Manager, MET Transit	<b>X</b>	Clark Snyder, Environmental Health RiverStone Health	--
Katie Potts Urban Planning Section, MDT	<b>X</b>	Carol Strizich, Supervisor Urban Planning Section, MDT	--
Kenn Winegar, Urban Planning Section, MDT		Alan Woodmansey, Federal Highways	
Kurtis Schnieber, MDT	<b>x</b>	Ryan Hammon, FHWA	<b>X</b>

**Others Participating**

Monica Plecker, Planning Division Manager; Tammy Deines, Planning Clerk; Lora Mattox Transportation Planner

**2. Public Comment:**—Public comment will be taken only during the Public Comment periods as indicated on the agenda. Comments may be sent to Board via email before 1:00 PM on Thursday, December 17, 2020. All emails received prior to this time will be read into the record. The Public may call in during specific Public Comment periods at **(406) 237-6165**. 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:

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

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.

### 3. Minutes of July 23, 2020.

#### Motion

**Tim Miller made a motion and it was seconded by Mike Black to approve the minutes of July 23, 2020 as submitted. The motion carried with a unanimous voice vote.**

### 4. Old Business:

#### 4a. Approval of the Agenda

Transportation Planner Lora Mattox asked to add an item to today's TAC agenda to add: Long Range Transportation Plan Amendment #2 before the TIP Amendment. The link to Dropbox for the Long Range Transportation Plan is below. Lora provided the list of amendments within the LRTP document for review today as well.

[https://www.dropbox.com/s/2ocdfua7y51ygb9/Final%20Billings%20Urban%20Area%20LRTP%20Update%20Oct%202020\\_Low-1.pdf?dl=0](https://www.dropbox.com/s/2ocdfua7y51ygb9/Final%20Billings%20Urban%20Area%20LRTP%20Update%20Oct%202020_Low-1.pdf?dl=0)

#### Motion

Mike Black made a motion and Tim Miller seconded the motion to approve the December 17, 2020 meeting agenda as amended by staff. The motion carried with a unanimous voice vote.

#### 4b. Motion/Recommendation. Long Range Transportation Plan Amendment #2, Lora Mattox, Transportation Planner, presenting

Lora Mattox provided list of updates and edits for this LRTP amendment and the Dropbox link below for the Long Range Transportation Plan:

[https://www.dropbox.com/s/2ocdfua7y51ygb9/Final%20Billings%20Urban%20Area%20LRTP%20Update%20Oct%202020\\_Low-1.pdf?dl=0](https://www.dropbox.com/s/2ocdfua7y51ygb9/Final%20Billings%20Urban%20Area%20LRTP%20Update%20Oct%202020_Low-1.pdf?dl=0)

- **Cover page** Revised on October 9, 2020 for Plan Amendment No. 2
- **Title page** Added column for LRTP Amendment No. 2 to the amendment table
- **Chapter 5** Page 58, Table 5.6 - Updated cost for Inner Belt Loop project
- **Chapter 9** Page 124, Table 9.10 – Updated cost and name for Skyline Trail project
- **Chapter 12**
- Page 149, Table 12.1 - Updated cost, funding source for Inner Belt Loop project
- Page 152, Table 12.1 - Updated total committed cost
- Page 156, Table 12.2 – Updated cost, funding source for Skyline Trail project
- Page 157, Table 12.2 - Updated total committed cost

- Page 168, Table 12.4 – Updated total costs based on these two projects

- **Chapter 13**
- Page 170, 2<sup>nd</sup> column – Updated total investment costs for the plan to \$695 million
- Page 175, Table 13.5
  - Added BUILD funding source and amount based on the awarded grant
  - Updated costs for Other (Private, Bonds, TIF, CDBG, etc.)
  - Updated total costs

**LRTP Review Schedule:**

TAC	12/17/20	Recommendation
Planning Board #1	1/12/21	Presentation/Public Hearing
Planning Board #2	1/26/21	Recommendation
City Council Work Session	2/1/21	Memo due 1/25/21
City Council	2/8/21	Recommendation
BOCC Discussion	1/25/21	Discussion
BOCC	2/2/21	Recommendation
PCC	2/16/21	Final Action

**Discussion**

Scott Walker called for discussion. There was none. In response to question by Mike Black, Scott Walker explained that this amendment is a singular amendment to address the BUILD grant funding in the LRTP. The Transportation Plan Update will start during the end of 2021.

**Motion**

Erin Claunch made a motion and Mike Black seconded the motion to forward a recommendation to the governing bodies of approval of the Long Range Transportation Plan Amendment #2, as presented by staff.

<b>Member</b>	<b>Y/N</b>		<b>Member</b>	<b>Y/N</b>	
<b>Scott Walker</b> Transportation Coord. Chairman,	<b>x</b>		<b>Wyeth Friday</b> , Director, Planning and Community Services	-	
<b>Tim Miller</b> , Director Yellowstone County Public Works	<b>x</b>		<b>Mike Black</b> , Civil Engineer Yellowstone County Public Works	<b>x</b>	
<b>Debi Meling</b> , City Engineer City of Billings Engineering	<b>x</b>		Erin Claunch, Traffic Engineer City of Billings Engineering	<b>x</b>	
<b>Rusty Logan</b> , MET Transit Manager	<b>x</b>		<b>Clark Snyder</b> , Environmental Health RiverStone Health	-	-
<b>Katie Potts</b> Urban Planning Section, MDT	<b>x</b>		<b>Carol Strizich</b> , Supervisor Urban Planning Section, MDT	-	-
	-	-	<b>Kenn Winegar</b> Urban Planning Section, MDT	-	-
Kurtis Schnieber, MDT	<b>x</b>		Ryan Hammon, FHWA	<b>x</b>	

The motion carried with a unanimous voice vote.

#### 4c. Motion/Recommendation. Billings Urban Area Transportation Improvement Program, (TIP), Federal Fiscal Years 2020-2024, Amd 1, Scott Walker, Transportation Coordinator, presenting.

Scott Walker opened this agenda item. He said this amendment is to address the recently awarded BUILD grant funding. The draft TIP document was provided to the committee members prior to the meeting for review and during the staff presentation. He explained that several of the updates are related to the State of Montana projects and the BUILD grant. Changes are highlighted in “red”. He said the new format makes the document much cleaner and readable and thanked MDT and Planning staff for their efforts.

Rusty Logan, MET referenced the Federal Transit Administration 5307\* CARES Act table and stressed the need for transparency, including the Bus Technology line item as they are moving to a digital fare system in response to COVID-19 to reduce contact for passengers and drivers. The training lot construction is in response to the Public Transit Agency Safety Plan. There was no questions or discussion. Scott Walker explained the LRTP and the TIP Amendment would be moved through the governing bodies simultaneously through the review schedule below.

**TIP Amendment Review Schedule:**

TAC	12/17/20	Recommendation
Planning Board #1	1/12/21	Presentation/Public Hearing
Planning Board #2	1/26/21	Recommendation
City Council Work Session	2/1/21	
City Council	2/8/21	Recommendation
Commissioners Discussion	1/25/21	Discussion
Commissioners	2/2/21	Recommendation
PCC	2/16/21	Final Action

**Discussion**

Scott Walker called for questions and discussion. Katie Potts, MDT, requested the following updates in the TIP:

- Page 8, the Federal Earmark History table – the year range doesn’t make sense (2017 – 2021) both of these earmarks were awarded well before 2017
- Page 8, the funding source list and acronym guide isn’t complete – it should be easy to update, just follow the tabs on the excel spreadsheet
- Page 10, refers to this as the 2017 – 2021 Billings Urban Area TIP
- Page 12, the Yellowstone River Bridge NHFP table didn’t get updated to mirror what is on the NHFP tab in the spreadsheet
- Page 16, the term ‘marketing’ should be removed

On the tableside of things, the following projects were split to provide the most up to date information:

- Projects tab
  - 9022 1<sup>st</sup> Ave. N – N 9<sup>th</sup> to RR Xing
  - 9880 1<sup>st</sup> Ave. N – RR Xing to Broadway
  - 9881 1<sup>st</sup> Ave. N – Broadway to Division

**Public Comment:** No public calls were received.

**Motion**

**Tim Miller made a motion and Erin Claunch seconded the motion to forward a recommendation of approval of the TIP as presented by staff with the updates requested by MDT. The motion carried with a unanimous voice vote.**

## Discussion

Scott Walker called for discussion on the motion. There was none.

Member	Y/N		Member	Y/N	
<b>Scott Walker</b> Transportation Coord. Chairman,	x		<b>Wyeth Friday</b> , Director, Planning and Community Services	x	
<b>Tim Miller</b> , Director Yellowstone County Public Works	x		<b>Mike Black</b> , Civil Engineer Yellowstone County Public Works	x	
<b>Debi Meling</b> , City Engineer City of Billings Engineering	x		Erin Claunch, Traffic Engineer City of Billings Engineering	x	
<b>Rusty Logan</b> , MET Transit Manager	x		<b>Clark Snyder</b> , Environmental Health RiverStone Health	-	-
<b>Katie Potts</b> Urban Planning Section, MDT	x		<b>Carol Strizich</b> , Supervisor Urban Planning Section, MDT	-	-
	-	-	<b>Kenn Winegar</b> Urban Planning Section, MDT	-	-
Kurtis Schnieber, MDT	x		Ryan Hammon, FHWA	x	

**The motion carried with a unanimous voice vote.**

## 6. Other Business

### 6a. Discussion. Functional Class and Urban Updates, Scott Walker, Transportation Coordinator.

Scott Walker said the local share of the funding for the Bypass project is nearly ending and currently there is not another priority urban project identified for Urban and CMAQ funding. He spoke with Public Works about what projects the City of Billings might consider. One of the projects that surfaced for consideration is on Grand Avenue from Shiloh Road to 52<sup>nd</sup> or 54<sup>th</sup> Street West to improve the multi-jurisdictional road in order to address the growth and safety concerns with the Jr. High School and the other two schools in this area. The urban area ends at Shiloh Road and it would need to be added to the urban system. He commented that a link from 62<sup>nd</sup> street West to Rimrock Road could be included to promote system continuity. He said projects are needed that will be community based and a major community benefit.

### Discussion

Tim Miller stated he supports the Grand Avenue project. In response to question by Erin Claunch, Scott Walker said there would have to be discussion on the project extent should TAC promote a project like this. Erin Claunch said 62<sup>nd</sup> Street West makes more sense than 54<sup>th</sup> Street West. Tim Miller concurred. Scott Walker said there would be a significant remained balance in 2022 so this is the time for consideration. Rusty Logan said there is more demand for transit with the addition of the Ben Steele middle school. He would like to see CMAQ funding pushed to the transit

side to address this area and Lockwood. Scott Walker said there has been discussion on potentially using CMAQ funding towards Bike-Pedestrian projects as well. Designated funding sources will be vetted through the governing bodies. Katie Potts, MDT, reminded Committee members to look at the Long Range Transportation Plan for use of urban funds. Justification will be needed for project prioritization, and the use of CMAQ funds must be consistent with the Long Range Transportation Plan and the Bicycle-Pedestrian Plan. Scott Walker commented on several of the current projects in this planning area.

**6a. Public Transit Agency Safety Plan Targets. MET Transit, Rusty Logan**

Rusty Logan stated a Public Transit Agency Plan is required. This plan sets annual safety targets centered on fixed routes and paratransit. He stated the system reliability should increase significantly with the purchase of the new buses. The goal is to improve the safety of the systems. He gave an overview of the plan that includes key reporting within the agency itself and outside of the agency to identify safety hazards and provide safety risk assessments. The Public Safety Transportation Agency Safety REV 123120 plan will be posted on the city of Billings website.

Scott Walker announced the public comment phone number. Staff received no public comments.

**Future Agenda Items**

**January 7, 2021 Downtown Traffic Study**

**ADJOURNMENT: 11:30 AM**

**APPROVED BY A MOTION JANUARY 7, 2021**

**--Tamara L. Deines, Planning Clerk**