

# **POLICY COORDINATING COMMITTEE MINUTES -August 17, 2021**

DRAFT TO APPROVED BY A MOTION SEPTEMBER 21, 2021

## **NOTICE**

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 10:00 AM on the meeting date. All e-mails received prior to this time will be read into the record for the public hearing.

**Member Participants:** Commissioner Don Jones, Board of County Commissioners; City of Billings; Rod Nelson, MDT District Office; Planning Board President Woody Woods, Yellowstone County Planning Board

**Staff Participants:** Scott Walker, Transportation Coordinator, Planning & Community Services Department; Lora Mattox, Transportation Planner, (Virtually); Tammy Deines, Planning Clerk

**Other Participants:** Virtual: Michael Taylor, MDT; Wade Salyards, MDT, Katie Potts, MDT Planning; Kenn Winegar, MDT Planning, Parker Osterloh, MDT Planning; Rusty Logan, MET, Steve Simonson, Big Sky EDA; Michael Sanderson, Sanderson Stewart; Debi Meling, Public Works Director, City Public Works Department

**1. Call to Order:** City Council called the meeting to order and welcomed everyone in attendance. The Pledge of Allegiance was recited.

## **2. Public Comment/Communication from the Audience**

**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**

There was no communication from the audience regarding agenda items or future agenda items.

## **3. Minutes of July 20, 2021**

### **Motion**

**A motion was made by Woody Woods and seconded by Rod Nelson to approve the meeting minutes of July 20, 2021. The motion carried with a unanimous voice vote.**

**4. Old Business:** There is no Old Business.

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## **5. New Business**

### **5a. Motion. 5<sup>th</sup> Avenue North Corridor Feasibility Study, Lora Mattox, Transportation Planner**

Lora Mattox opened this agenda item. A presentation was given during the July PCC meeting. She introduced Michael Sanderson, Sanderson Stewart Engineering, who is attending. Michael Sanderson said all of the governing bodies have forwarded recommendations for approval of this study. Woody Woods commented there is an active trail adjacent to the railroad in Missoula and there should be a precedent established to get this accomplished here in Billings. Michael Sanderson said this was brought to Montana RailLink for consideration.

#### **Discussion**

There was no discussion or questions forwarded from the Committee.

#### **Public Comment**

There was no public comment.

#### **Motion**

**Woody Woods made a motion and Rod Nelson seconded the motion to recommend approval of the 5<sup>th</sup> Avenue North Corridor Feasibility Study as presented by staff.**

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

### **5b. Motion. FY 2022 UPWP, Scott Walker, Transportation Planner; Rusty Logan, MET Transit Manager**

Scott Walker opened the agenda item with a brief introduction and presentation of the FY 2022 UPWP. Rusty Logan, MET transit reviewed the Transit section of the Work Program.

#### **Introduction**

The Metropolitan Planning Organization (MPO) must be established in communities over 50,000 in population to do transportation planning and be eligible for federal transportation planning funds.

- The Work Program for the MPO is required to be revised and adopted annually by the Policy Coordination Committee (PCC) whose members are four – The Mayor or his designee, the Chair of the County Commission, the Planning Board Chair and the local MDT District Administrator.
- The Work Program is reviewed and recommended for approval by the:
  - Technical Advisory Committee (TAC)
  - Planning Board
  - County Commission
  - City Council
  - Montana Department of Transportation (MDT)

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## **2021 Priorities**

- Complete Bike/Scooter Share Impact Study
- North Bypass Corridor Study
- Complete 5<sup>th</sup> Ave. Corridor Feasibility Study
- Community Transportation Safety Plan
- Safe Routes to School Plan Update
- Complete Downtown Traffic Circulation - Public Participation
- County Growth Policy Update

## **2022 Priorities**

- Complete the North Bypass Corridor Study
- Complete the Transportation Safety Plan
- Complete Safe Routes to School Study Phase I
- Safe Routes to School Study Phase II
- Begin the Update to our Long Range Transportation Plan
- County Growth Policy Update

## **Transit Section**

The Transit section of the UPWP is also structured into separate elements with specific activities and functions outlined within each element

- As with PL funds, reimbursement of funds occurs quarterly; amounts will differ for each quarter based upon the activities undertaken and eligible hours spent per element.
- Federal funding is provided via FTA Section 5303 for multimodal transportation planning in metropolitan areas. Funds are apportioned via a formula including factors such as urbanized area population. Local match is provided through local transportation mills, transit fares, advertising revenue, and other applicable sources.

## **Transit 2021 Priorities**

- Public Transit Agency Safety Plan
- DBE Plan Update, TAM Plan Update
- Developed recommended budget mods
- Developed response to Touchpass, Ecolane Schedule modification response to COVID
- Expanded agreements for increased service to senior population
- Began development of Transit Development Plan and Education Plans (continue in 2022)

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## **Transit 2022 Priorities**

- Complete Transit Development Plan and Education Plans (RFPs being developed)
- Continue research on technology enhancements for customer experience
- Research and implement more complete training and communication for the public
- Continue development of the PTASP including updating the emergency action plan
- Comprehensive TAM update
- Continue developing partnerships

## **Discussion**

There was no discussion or questions forwarded from the Committee.

## **Public Comment**

There was no public comment.

## **Motion**

**Woody Woods made a motion and Rod Nelson seconded the motion to recommend approval of the FY2022 UPWP as presented by staff.**

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

**6. Other Business: There is no Other Business**

**7. Future Agenda Items: Tuesday, September 21, 2021**

**ADJOURNMENT: 12:44 PM**

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

*Tamara L. Deines, Planning Clerk*