



**BICYCLE PEDESTRIAN ADVISORY COMMITTEE**  
**AGENDA**  
CITY OF BILLINGS AND  
YELLOWSTONE COUNTY, MONTANA



**MARCH 22, 2022 MEETING TIME: 11:30 a.m.**  
**Miller Building 1st Floor Conference Room**  
**2825 3rd Avenue North**  
**Billings, Montana 59101**

**\*\*ATTENTION \*\*** In the event a quorum of the Council is present, no City-related decisions will be made during this meeting or event.

The meeting will also be live-streamed at <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/>

How to provide public comment: Email comments sent to [monate@billingsmt.gov](mailto:monate@billingsmt.gov) by 9:30 AM on March 22, 2022 will be read into the record. Email comments sent after 9:30 AM may be read into the record. The Public may share Public Comment during specific Public Comment periods both in person at the meeting and by phone 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. All members of the Public will be restricted to 3 minutes of testimony as is customary.

1. **Call to Order: Chairman**
2. **PUBLIC COMMENT PERIOD** – As required (3 minute maximum per person.) *Any member of the public may be heard on any subject that is not on the agenda. The Bicycle Pedestrian Committee will not take any action on these items at this time, but could choose to add an item to the next meeting's agenda for discussion.*  
*Attendees: Please sign in on the provided meeting attendance sheet.*
  - a. Comments on items not on the agenda and requests to add items to future agendas.
  - b. Comments received by the Active Transportation Planner online, by phone, or by email.
3. **Approval of the minutes of February 22, 2022.**
4. **Old Business**
5. **New Business**
  - a. Presentation. Introduction to the Billings Area Bikeway and Trails Master Plan. Elyse Monat, Active Transportation Planner, presenting.
    - i. Public Comment
  - b. Discussion Update. Discussion of BPAC's interactions with governing bodies. BPAC members discussing.
    - i. Public Comment
6. **Other Business**
7. **Future Agenda Items**
8. **Adjournment**

Bicycle Pedestrian Advisory Committee

3.

**Meeting Date:** 03/22/2022

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**Subject**

Approval of the minutes of February 22, 2022.

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**Attachments**

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Draft February BPAC Minutes

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## BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

City of Billings & Yellowstone County  
MEETING MINUTES

Tuesday, February 22, 2022 MEETING TIME: 11:30 am

1<sup>st</sup> Floor Conference Room of 2825 3<sup>rd</sup> Ave. N

Live Coverage was available here: <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/> Recording is also available on same Facebook page link.

DRAFT

**Call to order:** Anna O'Donnell, BPAC Vice-Chair, called the meeting to order at 11:32 am

**Members present:** Kristi Drake, City; Margy Bonner, City; Nikki Zimmer, County; Joan Schey, County; Dorothy Dupree, County (virtually)

**Others present:** Elyse Monat, Active Transportation Planner; Scott Walker, Transportation Planning Coordinator. Members of the public: Jenna Solomon, RiverStone Health; Stephanie Donovan; Dave Coppock.

**BPAC began the meeting with introductions as two of the three BPAC candidates for the Planning Board appointed position were there.**

### **Public Comment Period:**

#### **a. Comments on items not on the agenda and request to add items to future agendas –**

Jenna Solomon, RiverStone Health, commented that Healthy By Design had written their letter to Montana Department of Transportation (MDT) requesting that MDT try to open access to the Jim Dutcher Trail, but that she did not know where to send the letter. Elyse Monat, Active Transportation Planner, said she would send the contact information for the MDT Billings District Administrator to Jenna.

BPAC members commented that at a future meeting they wanted to talk about how much they go to Council meetings.

Kristi Drake, BPAC member, commented that there is a parks and trails mill levy discussion coming up on March 1. The discussion is about how to fund parks and trails going forward. In addition to Kristi, Joan Schey and Margy Bonner, BPAC members, plan to attend.

#### **b. Online comments and comments received by the Active Transportation Planner –**

Elyse received a comment from Margy about an issue on the Shiloh trail. Northwestern Energy was doing work on a substation and destroyed the trail. Elyse sent the comment to Public Works. They will send an inspector out to look at it and let Elyse know what

the follow-up is.

Anna O'Donnell, BPAC Vice-Chair, mentioned that the stop sign she mentioned at the January BPAC meeting was moved and is more visible. The stop sign is at Ave. C and 3<sup>rd</sup> St. W.

**Motion. Approval of the meeting minutes of January 25, 2022:** Margy moved to approve the January 2022 minutes as presented. Nikki Zimmer, BPAC member, seconded. During discussion, Kristi noted that her name is misspelled. The motion to approve the minutes as corrected passed unanimously.

**New Business:**

**Billings-Yellowstone County Metropolitan Planning Organization (MPO)**

Scott Walker, Transportation Planning Coordinator, gave a presentation about the MPO.

The MPO was designated in 1964. Being an MPO means that we are authorized to spend federal transportation dollars. There are funds allocated to the MPO that have to be spent on transportation planning and cannot be spent on building projects.

The MPO boundary is established by the Census Bureau and includes the “urbanized area” of Billings. Anything within the boundary is eligible for federal transportation dollars, including projects in both the City and County.

PL (Planning) funds include funds for staff salaries. The MPO also receives some funding for street and highway projects.

Agreements between the Governor, Planning Board, City of Billings, Yellowstone County and MDT establish the MPO.

These two bodies are specific to the MPO process:

- Technical Advisory Committee (TAC) – TAC gives direction where to move the project or plan. TAC consists of transportation professionals in the industry.
- Policy Coordinating Committee – (PCC) is the overriding committee that approves plans.

The Transportation Planning Process flow chart (below) shows the process by which plans/projects get approved.



### Key MPO documents

- Transportation Plan-5-year cycle on a 20-year planning horizon. The project list in this document must be fiscally constrained.
- Transportation Improvement Program – 5-year construction planning document
- Unified Planning Work Program (UPWP) – Staffing Budget Document
- Bikeway & Trail Master Plan

All documents are online at <https://ci.billings.mt.us/2336/Transportation-Resources>

The MPO receives federal funds for transportation projects. These funds can help with big projects that we can't fund locally or can help with multi-jurisdictional projects where both the City and County are involved. Between planning dollars and infrastructure projects, the MPO receives about \$9.4 million/year.

MET Transit also receives some funds through the MPO.

### **Letter to Parks and Public Works to thank them for caring for Billings' trails**

At the last meeting, Margy suggested writing a letter of appreciation to the Parks and Public Works Departments to say thank you for taking care of the community trails.

Margy moved that BPAC send a letter of support and she will volunteer to write the letter with Elyse. Kristi seconded.

During discussion, Kristi said she appreciated that Margy would write the letter.

The motion passed unanimously.

### **Old Business:**

#### **Election of 2022 BPAC Chair and Vice-Chair**

Anna opened the floor for BPAC Chair. She asked for any nominations for the Chair position. Kristi nominated Dorothy, but Dorothy turned down the nomination.

Margy nominated Anna for Chair. Joan seconded the nomination. Anna accepted.

Anna opened the floor for nominations for BPAC Vice-Chair. Kristi nominated Dorothy and Dorothy accepted.

Margy moved that a unanimous ballot be cast for the nominees. Kristi seconded. There was no discussion. The vote passed unanimously.

### **Other Business:**

Kristi discussed the Community Safety Summit that she attended in January: Participants at the summit broke into 4 different groups-impaired driving, inattentive driving, lack of restraint use, and speed related and discussed different ideas to address those areas and make travel safer.

Anna asked when the Pioneer Park trail would be replaced. Elyse said she would check with the Parks Department and get back to her.

### **Future agenda items:**

Opportunities to get in front of Council

**Adjournment** The meeting adjourned at 12:57.