



POLICY COORDINATING COMMITTEE  
AGENDA  
CITY OF BILLINGS AND  
YELLOWSTONE COUNTY, MONTANA



DECEMBER 13, 2022 MEETING TIME: 12:00 p.m.  
316 N 26 ST, ROOM 3101  
(3RD FLOOR, STILLWATER BUILDING)  
Billings, Montana 59101

NOTICE TO THE PUBLIC

Citizens are invited to:

- . Review the Agenda Packet on the City's website at: <https://ci.billings.mt.us/117/Agendas-Minutes>
- . View the meeting live online at Facebook: <https://tinyurl.com/yckr478k>

Public comment will be taken only during the Public Comment periods as indicated on the agenda and during the Public Hearings, if any are scheduled, under the Regular agenda. Comments may be sent to Board via email before 10:00 AM on the meeting date. All emails received prior to this time will be read into the record for the public hearing. Comments may be submitted by:

- . Mail: City/County Planning Division, 2825 3rd Ave N 4th Floor, Billings, MT 59101
  - . Email: [deinest@billingsmt.gov](mailto:deinest@billingsmt.gov)
- . Call in during the Public Comment periods as indicated on the agenda:
  - . Citizens may call in during specific Public Comment periods at **406.237.6165**.  
All callers will be placed 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 limited to 3 minutes of testimony as is customary. Future delivery methods may be explored as best practice is learned.

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

- . Please direct questions to Tammy Deines, Planning Clerk at [deinest@billingsmt.gov](mailto:deinest@billingsmt.gov) or 406-247-8610. Thank you!

1. Call to Order/Pledge to the American Flag: PCC Chairman
2. PUBLIC COMMENT PERIOD -- (A 3-minute maximum per person.) *Any member of the public may be heard at this time on any subject(s), including items that are not on the agenda. The Policy Coordinating Committee will not take any action on non-agenda items today but could choose to add an item to the next meeting's agenda for discussion. Public comment may also allowed later on some items (see below), but an individual may only comment once on the same item.*
3. Motion. Approval of the minutes of: AUGUST 13, 2022
4. Old Business
  - a. Motion. City of Billings MET Transit-5 Year Transit Development Plan. Scott Walker, Transportation Coordinator. Rusty Logan, MET Transit Manager presenting.
5. New Business
6. Other Business
7. Future Agenda Items
8. Adjournment

# **POLICY COORDINATING COMMITTEE MINUTES December 13, 2022**

APPROVED BY A MOTION - January 17, 2023

## **NOTICE**

Public comment will be taken only during the Public Comment periods as indicated on the agenda. Comments may be sent to Planning Staff via e-mail 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 Denis Pitman, Board of County Commissioners; Bill Cole, Mayor, City of Billings; Planning Board President Dennis Cook, Yellowstone County Planning Board, Kurtis Schneiber, MDT

**Staff Participants:** Rusty Logan, MET; Scott Walker, Transportation Coordinator, Planning & Community Services Department; Wyeth Friday, Director, Planning & Community Services, (Virtual); Tammy Deines, Planning Clerk; Lora Mattox, Transportation Planner, (Virtual)

## **Other Participants:**

**1. Call to Order:** Mayor Cole 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 August 30, 2022**

### **Motion**

**A motion was made by Commissioner Pitman and seconded by Planning Board President Dennis Cook to approve the minutes of August 30, 2022. The motion carried with a unanimous voice vote.**

## **4. Old Business:**

**4a. Motion. City of Billings MET Transit 5-Year Transit Development Plan, (TDP) Update. Scott Walker, Transportation Coordinator. Rusty Logan, MET Transit Manager, presenting.**

Scott Walker introduced Transit Manager Rusty Logan. Rusty Logan said the governing bodies have seen the staff presentation in depth and forwarded recommendations of approval.

# POLICY COORDINATING COMMITTEE MINUTES December 13, 2022

The plan is available on the City of Billings website here:

<https://www.billingsmt.gov/3081/LEARN-ABOUT-SPECIAL-PROJECTS-AT-MET-TRAN>

## Resources

- [DRAFT Transit Development Plan](#)
- [TDP Project Public Comment and Feedback Form](#)
- [Click here to download the Routing and System Concepts newsletter for items presented at the June 28th Public Meeting](#)

Mr. Logan covered: Inputs to Decision-making; Service Improvement Recommendations for route redesign components and service expansion components; The benefits of improvements and; The next steps being adoption of the plan and implementation of recommendations.

The anticipated future budget reflects the average Federal increment over the next five years with a 30% increase amounting to an increase of \$540,000 for FY23 with Local funding for match.

Fixed Route network and schedule improvements: Baseline schedule redesign which will retain the east-west continuity in core and add an increment of north-south continuity. This will bring a 30-minute service to fill schedule gaps and provide a consistent schedule. A recommendation is to move from a flag stop system to a designated stop system to reduce missed pick-ups and remove confusion of “safe” stop locations.

Breakdown of Future Investment-Route Expansion: A limited consideration of future route expansion, including Lockwood Transit Service Concepts

Benefits of Redesign and Frequency Investment: Additional jobs will have access to 30-minutes service

Implantation: Complete the plan approval process; Develop detailed route time schedule, Install and relocate signs, benches, and shelters; Expand Workforce and prepare driver assignments with an estimated five new driver positions.

## **Discussion**

Rusty Logan asked the Committee members for questions. Commissioner Pitman asked if the expansion might bring opportunities for advertising revenue. Rusty Logan said they are using the existing MET bench inventory but may expand further depending on usage. Mayor Cole asked regarding the potential impact on ridership with the proposed significant changes. Rusty Logan said pre-covid ridership was about 450,000 rides per year which was cut in half with the advent of Covid-19. The current ridership has rebounded with a range of ridership of 360,000-380,000 annually. He explained that typically there is an initial loss of ridership until riders adapt to a new schedule. The hope to push the ridership numbers up significantly during years one and two and then going forward. Mayor Cole asked if MET has a roll-out plan to effectively get the word out to the public. Rusty Logan said the public survey showed interest expressed by potential new users. MET has significantly increased their social media presence and are partnering with local media. In 2023 a number of events are scheduled to celebrate MET’s 50<sup>th</sup> anniversary. Mayor Cole encouraged Mr. Logan to enlist City of Billings Public Information Officer Victoria Hill in this effort.

## **POLICY COORDINATING COMMITTEE MINUTES December 13, 2022**

**Public Comment:** There was no public comment on this agenda item.

### **Motion**

**Commissioner Pitman made a motion and it was seconded by Planning Board President Dennis Cook to approve the City of Billings MET Transit Development Plan as presented by Staff.**

**Discussion** There was no discussion on the motion.

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

### **6. Other Business:**

- PCC Housekeeping: Commissioner Ostlund will chair PCC for the 2023 term. There will be a new County Commissioner and project updates will be needed. PCC meetings will be held on January 17, 2023 and February 21, 2023.
- 21<sup>st</sup> Street Underpass Study: Kurtis Schneiber said MDOT is focusing on mitigation measures for signage and signalization and will not be moving forward with a design concept. He pointed out that 21<sup>st</sup> Street is not a State route. Scott Walker said the 2023 Work Program includes a feasibility study to look design and cost estimates. Discussions will follow on the pros and cons of adding 21<sup>st</sup> Street to the Urban Area System with the City, County, and MDT.
- Commissioner Pitman said it has been an honor to serve with the Board of County Commissioners and PCC over the last decade. He commented it is exciting to see long term projects coming to fruition such as the Inner Belt Loop, Shiloh Road, and several Interstate projects. Commissioner Pitman stated that the cooperation of the City, County, and State is a testament to the community that they can get things done and he thanked PCC members for their hard work. Mayor Bill Cole spoke on behalf of PCC and said Commissioner Pitman has been a huge asset to PCC and the community and he thanked him for his service.

**ADJOURNMENT:** 12:25 PM

**Approved by a motion January 17, 2023**

*Tamara L. Deines, Planning Clerk*

# NOTICE OF MEETING

## POLICY COORDINATING COMMITTEE MEETING

The Policy Coordinating Committee will hold its regular meeting on Tuesday, December 13, 2022, at 12:00 PM, at the Board of County Commissioners meeting room located on the 3<sup>rd</sup> Floor of the Stillwater Building, 316 North 26<sup>th</sup>, Billings, Montana.

The meeting is open to any interested members of the public. Agendas will be prepared for the meetings and available online at: [www.billingsmt.gov](http://www.billingsmt.gov) and at 2825 3<sup>rd</sup> Avenue North, 4<sup>th</sup> Floor, Billings, MT.

All interested persons are invited to attend in person or view the meeting on-line on the Billings-Planning & Community Services Facebook Page here; <https://www.facebook.com/Billings-Planning-Community-Services-Department-1738982159659260/?ref=bookmarks> .

For additional information, contact Scott Walker, Transportation Planning Coordinator 406-247-8661 or [walkers@billingsmt.gov](mailto:walkers@billingsmt.gov).

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

Published on December 2, 2022.

Denise R. Bohlman  
Billings City Clerk  
P.O. Box 1178  
Billings, MT 59103

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