



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



**MARCH 21, 2023 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
- 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 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: JANUARY 17, 2023**
4. **Old Business:** There is no Old Business.
5. **New Business**
 - a. **MDT letter requesting initiation of a system change on Grand Avenue and 62nd St West, Billings, MT.** Scott Walker, Transportation Coordinator, presenting.
6. **Other Business**
7. **FUTURE AGENDA ITEMS: APRIL 18, 2023**
 - a. **MOTION. 2020-2024 TRANSPORTATION IMPROVEMENT PLAN, (TIP), AMENDMENT #4 -** Scott Walker, Transportation Coordinator; Rusty Logan, MET Transit Manager; presenting.
8. **Adjournment**

PCC Agenda

Meeting Date: 03/21/2023

Information

Subject

MOTION. Approval of the minutes of: JANUARY 17, 2023

Attachments

2023_01_17_PCC MIN DRAFT.pdf



POLICY COORDINATING COMMITTEE
AGENDA
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YELLOWSTONE COUNTY, MONTANA



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1. Call to Order/Pledge to the American Flag: PCC Chairman
2. Motion. 2023 Policy Coordinating Committee Chairperson. PCC Committee Members.
3. 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.*
4. Motion. Approval of the minutes of: December 13, 2022
5. Old Business: There is No Old Business.
6. New Business
 - a. Motion. Staff Presentation. Billings Community Transportation Safety Plan. Lora Mattox, Transportation Planner, presenting
 - b. Motion. Staff Presentation. Billings Bypass Study. Scott Walker, Transportation Coordinator, presenting.
7. Other Business
8. Future Agenda Items: February 21, 2023
9. Adjournment

POLICY COORDINATING COMMITTEE

MINUTES January 17, 2023

DRAFT TO APPROVED BY A MOTION

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 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 Mark Morse, Board of County Commissioners; Bill Cole, Mayor, City of Billings; Planning Board President Dennis Cook, Yellowstone County Planning Board, Kurtis Schneiber, MDT

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

Other Participants: Mike Taylor, Acting District Administrator, MDT; Katie Potts, MDT Planning, Helena (Virtual)

Call to Order: Mayor Cole called the meeting to order and welcomed everyone in attendance. The Pledge of Allegiance was recited.

Motion. 2023 Policy Coordinating Committee Chairperson. PCC Committee Members.

Mayor Bill Cole moved and Planning Board Vice President Woody Woods seconded the motion for Commissioner Ostlund to serve as chairman of the Policy Coordinating Committee for the 2023 term. The motion carried with a unanimous voice vote.

3. 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.

4. Minutes of December 13, 2022

Motion

A motion was made by Mayor Cole and seconded by Planning Board Vice President Woods to approve the minutes of December 13, 2022. The motion carried with a unanimous voice vote.

4. Old Business: There is no Old Business.

POLICY COORDINATING COMMITTEE

MINUTES January 17, 2023

DRAFT TO APPROVED BY A MOTION

5. New Business

5a. Motion. Billings Community Transportation Safety Plan. Scott Walker, Transportation Coordinator, presenting.

Scott Walker introduced Lisa Olmstead, DOWL Consulting; and Doug Enderson, DOWL Consulting. Ms. Olmstead opened with a PowerPoint presentation and an overview of the Billings Community Transportation Safety Plan.

Discussion

Mayor Cole asked about the progress over the last five years as the statistics point to a significant reduction in incidents. Ms. Olmstead explained that an assessment was made in comparison to the previous study and there is a 15% reduction. She said there was an 18% reduction with the 2020 data, and zero fatalities is the goal. Mayor Cole noted budgets are limited and asked if funding is available to make progress. Ms. Olmstead said historically there have been activities included in various department budgets. Beyond that, the partners and resources are identified within the study. She stressed the importance of looking at the study strategies and collaborating between entities in order to have an impact. Lora Mattox said there are a lot of resources and the organizations are conducting their own activities. She concurred with Ms. Olmstead and said it is a matter of using the study and then accessing the grant opportunities.

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

Motion

Planning Board Vice President Woody Woods made a motion and it was seconded by Mayor Cole to approve the Billings Community Transportation Plan as presented by Staff.

Discussion

There was no discussion on the motion.

The motion carried with a unanimous voice vote.

5b. Motion. Staff Presentation. Billings Bypass Corridor Study. Scott Walker, Transportation Coordinator, presenting.

Scott Walker opened this agenda item. He said staff has stressed during public meetings that this is a corridor planning study and not construction related. He introduced Lisa Olmstead, DOWL consulting. Ms. Olmstead gave a PowerPoint presentation with an overview of the Billings Bypass Corridor Study.

Discussion

Planning Board Vice President Woody Woods said the general consensus from the public comments posted is that they would like this to happen. He noted that one of the comments was related to fire protection and suggested consideration of a common agreements or partnership between Lockwood Fire and the City of Billings for services

POLICY COORDINATING COMMITTEE MINUTES January 17, 2023

DRAFT TO APPROVED BY A MOTION

may be achieved and be beneficial for both communities. He suggested contacting Lockwood Fire Chief John Staley.

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

Motion

Mayor Cole made a motion and it was seconded by Planning Board Vice-president Woods to approve the Billings ByPass study as presented by Staff.

Discussion

There was no discussion on the motion.

The motion carried with a unanimous voice vote.

6. Other Business

- Transportation Planner Scott Walker recognized Katie Potts, MDT Planning and thanked her for her hard work and coordination as she has accepted a new position with the Federal Highway Department. Katie said it has been wonderful working with the Billings MPO for the last decade. She said a new Planner Samantha Wood and Kenn Winegar will continue to work within the MDT Planning office.
- PCC members and staff formally welcomed Commissioner Mike Formally welcomed Mark Morse as a new member of PCC.

7. Future Agenda Items

ADJOURNMENT: 12:25 PM

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

Tamara L. Deines, Planning Clerk

NOTICE OF MEETING

POLICY COORDINATING COMMITTEE MEETING

The Policy Coordinating Committee will hold its regular meeting on Tuesday, January 17, 2023, at 12:00 PM, at the Board of County Commissioners meeting room located on the 3rd Floor of the Stillwater Building, 316 North 26th, 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 and at 2825 3rd Avenue North, 4th 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://tinyurl.com/yckr478k> .

For additional information, contact Scott Walker, Transportation Planning Coordinator 406-247-8661 or 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 January 6, 2023.

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

Dept: Planning Division
Publish 1/6/2023

Date: 03/21/2023
Title: Billings Functional Class Revisions and Urban Highway System Designations
Presented by: Scott Walker
Department: Planning & Community Services
Presentation: Yes

Information

RECOMMENDATION

Staff recommends that the Billings MPO Policy Coordinating Committee sign the appropriate Maps and request to begin the process revising our MDT designated Functional Class and Highway System Designations for Grand Avenue and 62nd Street West.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

This is a formal request by the Billings Metropolitan Planning Organization (MPO) to MDT to review the Functional Classification and Urban Highway designation of portions of Grand Ave and 62nd Street West to determine if the segments be added to the Urban Highway System.

Eligibility for Urban Highway System designation require a roadway to be functionally classified as a major collector or above. Functional classification is a method of classifying roads by the service they provide as part of the overall highway system. Most roadways have a predominate function – either to provide the motorist with access to abutting land or to allow movement through an area. For example, local road facilities emphasize the land access function, arterials emphasize a high level of mobility for through movement, and collectors offer a combination of both functions. MDT staff rely on the criteria and guidelines outlined in the U.S. Department of Transportation – Federal Highway Administration manual "Highway Functional Classification – Concepts, Criteria and Procedures" to determine the appropriate functional classification of roadways.

MDT is recommending the following functional classification and system modifications, as shown on the attached maps:
Functional Classification Recommendations:

- Grand Avenue from 52nd Street West to 62nd Street West be reclassified from a Minor Collector to a Major Collector (1.184 miles)
- 62nd Street West from Rimrock Road (L-56-532A) to Grand Avenue from a Minor Collector to a Major Collector (1.008 miles)

Highway System Recommendations:
Additions to Urban Highway System

- Grand Avenue (L-56-503A) from Shiloh Road to 62nd Street West (2.713 miles)
- 62nd Street West (L-56-596A) from Rimrock Road (U-1034A) to Grand Avenue (1.144 miles)

ALTERNATIVES

N/A

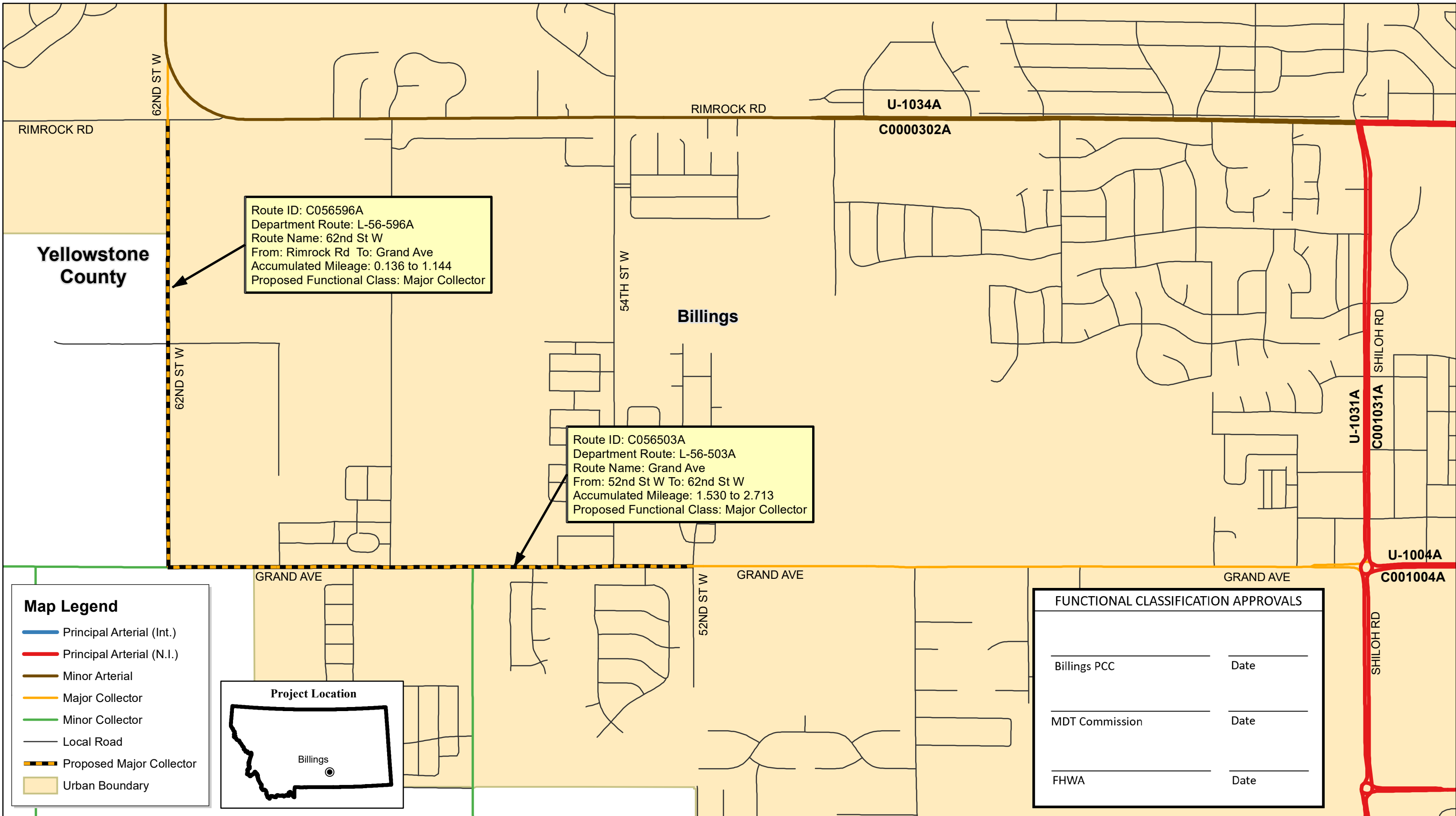
FISCAL EFFECTS

The addition of these roadways to the Urban Highway system has no impact on the roadway ownership and maintenance responsibility, this responsibility remains with the City of Billings and Yellowstone County. There are also no fiscal effects from making this request for a system change. If the change were to be ultimately approved, it could make funds available for improvements to this corridor.

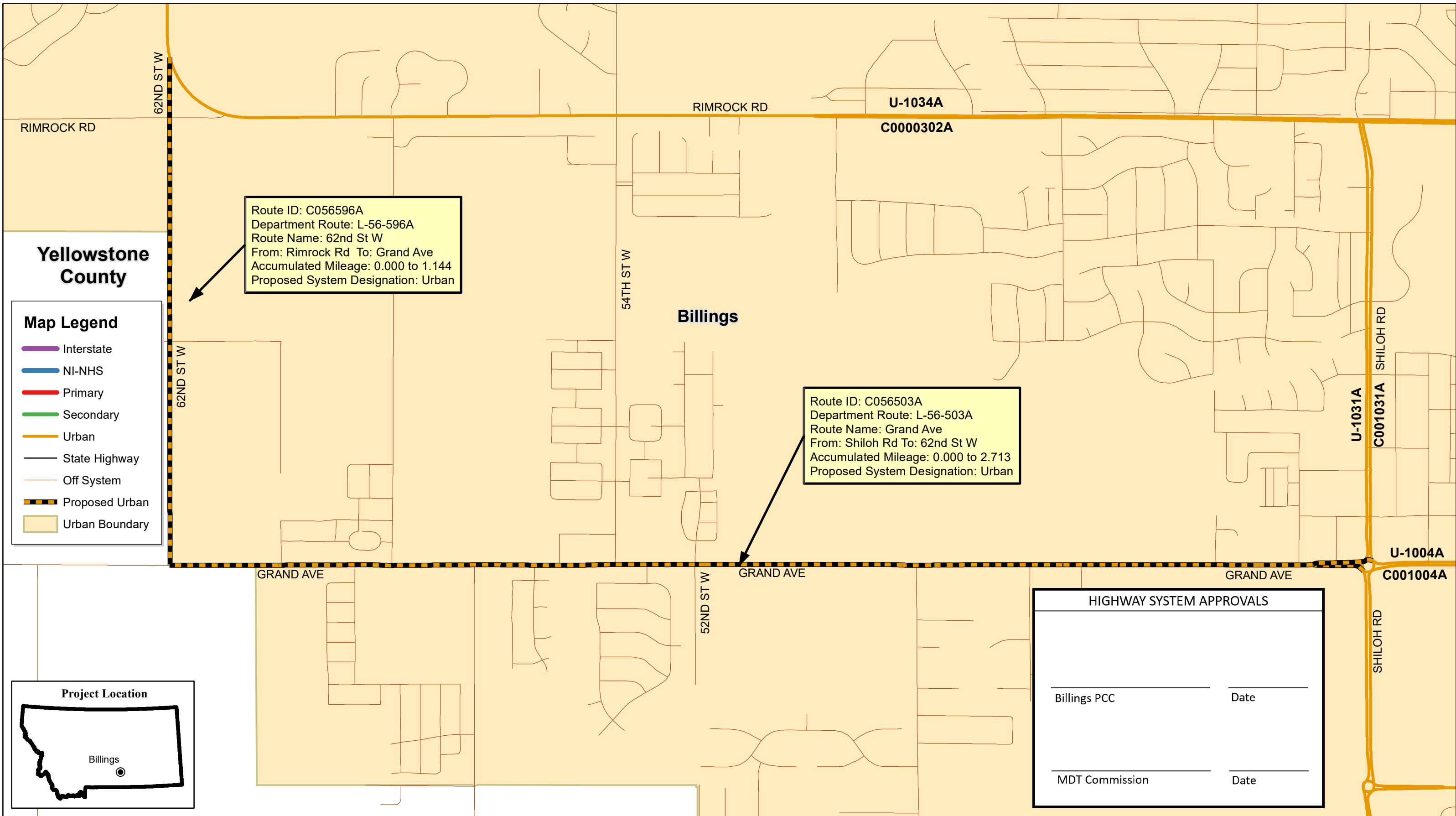
Attachments

Grand Ave. FC Change
Grand Ave. UH Change

ATTACHMENT B: PROPOSED FUNCTIONAL CLASSIFICATION - BILLINGS



ATTACHMENT C: PROPOSED URBAN HIGHWAY SYSTEM DESIGNATION - BILLINGS



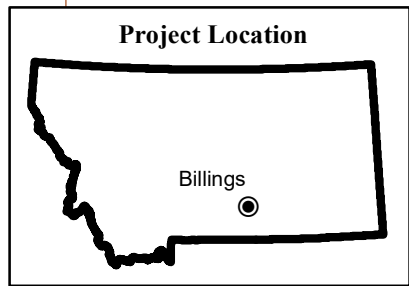
Route ID: C056596A
 Department Route: L-56-596A
 Route Name: 62nd St W
 From: Rimrock Rd To: Grand Ave
 Accumulated Mileage: 0.000 to 1.144
 Proposed System Designation: Urban

Route ID: C056503A
 Department Route: L-56-503A
 Route Name: Grand Ave
 From: Shiloh Rd To: 62nd St W
 Accumulated Mileage: 0.000 to 2.713
 Proposed System Designation: Urban

Yellowstone County

Map Legend

- Interstate
- NI-NHS
- Primary
- Secondary
- Urban
- State Highway
- Off System
- Proposed Urban
- Urban Boundary



HIGHWAY SYSTEM APPROVALS	
Billings PCC	Date
MDT Commission	Date

