



## **BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**

City of Billings & Yellowstone County  
MEETING MINUTES

January 28, 2025 MEETING TIME: 12:00 pm  
Room 3108, 316 N 26<sup>th</sup> St

APPROVED BY A MOTION ON FEBRUARY 25, 2025

**Call to order:** Dave Coppock, BPAC Vice Chair, called the meeting to order at 12:00 pm.

**Members present:** Kristy Halderman, City; Dave Coppock, Planning Board; Jason Wood, County

**Others present:** Elyse Monat, Transportation Planner

### **Public Comment Period:**

**a. Comments on items not on the agenda and request to add items to future agendas –**  
none

**b. Online comments and comments received by the Active Transportation Planner –**  
Elyse Monat, Transportation Planner, received a comment from a member of the public saying that when plowing occurs, snow is getting pushed into the sidewalk and corner areas. The message was relayed to Street and Traffic Division, which sent a reminder to contractors to keep pedestrian areas open.

Kristy Halderman, BPAC member, received a message asking about plowing of trails and parking lots. Kristy suggested the residents direct their comments to the city. Dave Coppock, BPAC member, clarified the plowing of trails in Parks are responsibility of the Parks Department.

**Motion. Approval of the meeting minutes of December 10, 2024:** Jason Wood, BPAC member, motioned to approve the minutes. Kristy seconded. All voted in favor.

### **Old Business:**

**a. Review and mapping of PD crashes**

Elyse commented that she was not able to get all of the crash data normally provided to BPAC due to a staffing change at the police department. The crashes are missing the description which the PD said they would provide ahead of next month's BPAC meeting.

This spreadsheet did include an addition of “collision type”. Without the descriptions available, BPAC decided to postpone mapping the crashes until February.

In regard to being able to share the crash map, Elyse spoke with someone at the PD who clarified that all crash records are public record, so it is possible to share the GIS data publicly. Elyse will work with GIS on getting a map created to do this.

**b. Transportation Planner Report**

**Pedestrian Bicycle Master Plan**

The Pedestrian Bicycle Master Plan is entering the adoption process, which will take approximately 2 months. The first Meeting will be with Technical Advisory Committee on Thursday. Planning Board public hearing occurs February 11<sup>th</sup>, 2025. Planning Board Vote occurs on the 25<sup>th</sup>. Council works session March 3<sup>rd</sup> with Council voting 10<sup>th</sup>.

Commissioners’ discussion March 3<sup>rd</sup>. Voting march 4<sup>th</sup>. Final adoption will take place at Policy Coordinating Committee on March 18<sup>th</sup>.

**Safe Streets for all Grant**

Proposals from possible engineering/design consultants are due tomorrow. Several firms have expressed interest in the project. Hopefully design for the projects funded under this grant can begin soon. Elyse is finalizing the RFP for the educational campaign and hopes to publish it soon.

**Multimodal Planner Job Description**

This job description is almost completed, and the goal is to advertise it at the end of the month.

**21<sup>st</sup> St. Underpass**

The Metropolitan Planning Organization (MPO) is working on finalizing a consultant contract for a study of the 21<sup>st</sup> Street underpass. This will include a look at pedestrian and bicycle access.

**Long Range Transportation Plan (LRTP) Project Audit and MPO Boundary Update**

Staff are beginning a project to update the Metropolitan Planning Organization (MPO) boundary, which would affect where MPO planning dollars can be spent. Adding more area to the MPO may bring additional money in. This project will also include an audit of the Long-Range Transportation Plan project list. A consultant will look at updates to clear confusion in the project list.

**Complete Streets Progress Report**

Staff are working on updating the Complete Streets Progress Report, which was last published in 2020. It is a review of data and projects from recent years, but is not a plan.

**c. Election of BPAC chair and vice chair postponed.**

**d. Annual Presentation to the Governing Bodies;**

Annually, BPAC presents to the Planning Board, City Council, and County Commissioners. Discussion to be postponed until March 25th, with a draft to be discussed in the next meeting. Elyse shared the BPAC Annual Report presentation from 2024 Annual Report for a template and review. The group began a preliminary discussion of what they would like to add and change. For example, they will likely remove the survey data as the survey was conducted in 2023.

The group discussed other issues they would like to cover in the presentation including the crash data they have been mapping. They discussed that another topic that comes up a lot is the cost of maintenance. Kristy brought up the idea of sharing lower cost recommendations that could make the Skyline Trail safer including signage.

Other possible issues could include crossings of Rimrock Road. Elyse will send out minutes from the last year of meetings so that BPAC members can review possible discussion topics. The 6<sup>th</sup> Street Underpass was also mentioned.

Jason will help present to the County Commissioners, with Dave helping with the Planning Board and City Council presentations. Kristy will help with the City Council.

**e. Recruitment Strategies for BPAC**

Elyse mentioned two spots are open for County BPAC members. Jason mentioned YRPA has many volunteers and is a starting point. Dave will put a notice in Yellowstone Rim Runners bulletin. Elyse will check how long Joan's term was and if what is left is a full term. The group also discussed that people with interest in county parks might be interested BPAC. Elyse explained that while the seat is open to anyone outside of City limits, the MPO planning boundary does not include the whole County and things like trail construction are more limited outside of City limits.

**New Business:**

None

**Other Business:**

**a. Parks Renovation of Meyers Trail**

Dave wants to look at parks renovating Meyers Trail which is located around 21<sup>st</sup> Street West. Though there is a sign, there is trouble getting to the actual trail through switchbacks to get to the Skyline trail between Airport and Zimmerman on Country Club Circle. Dave suggests stair steps or railroad ties to prevent slipping in mud, ice, or snow conditions. Previous owner granted an easement to the City for this portion of the trail Elyse said that she can pass the request along to the Parks Department.

**b. TA Funds**

Kristy said that she would draft the letter of support BPAC voted at its last meeting and would send it out for review.

**Future Agenda Items:**

None.

**Meeting adjourned at 12:44 pm. Jason moved to adjourn; Kristy seconded. All voted in favor.**