

# **POLICY COORDINATING COMMITTEE**

## **Meeting Minutes of May 20, 2025**

### **NOTICE**

Public comments 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 onto the record for the public hearing.

**Members:** Commissioner Mark Morse (acting Chairman), Board of County Commissioners; John Staley; City County Planning Board ; Mayor Bill Cole, Kurtis Schnieber, MDT.

**Staff Participants:** Wyeth Friday, Planning & Community Services Director; Anna Vickers, Planning Division Manager; Lora Mattox, Transportation Planning Coordinator; Elyse Monat, Transportation Planner; Rusty Logan, MET Transit Manager; Brenda Berns, Planning Clerk

**Attendees:** City Councilman, Mike Boyett; Woody Woods, County Planning Board Virtual; Ken Winnegar, MDT

### **Call to Order: 12:00 PM**

**Chairman Morse** called the meeting to order and welcomed everyone in attendance.

1. The Pledge of Allegiance was recited.
2. **Public Comment Period** – There were no members of the public in attendance.
  - a. Comments on items not on the agenda and requests to add items to future agendas. There were no comments.
  - b. Comments on items on the Non-public and Public Agenda Items. There were no comments.

### **3. Motion.** Approval of the Minutes of April 15, 2025

Motion was made by Bill Cole, seconded by Kurtis Schnieber to approve the April 15, 2025 meeting minutes as submitted. The motion was carried with a unanimous vote.

## **4 Old Business**

- a. **Approval of the FY25 Unified Planning Work Program Amendment 1** – Lora Mattox, Transportation Planning

Ms. Mattox gave some background on the UPWP, which is a key transportation planning document for the Billings metropolitan area.

# POLICY COORDINATING COMMITTEE

## Meeting Minutes of May 20, 2025

### Background – Unified Planning Work Program

- **Billings Unified Planning Work Program (UPWP):** A key transportation planning document for the Billings metropolitan area
- **Developed by:** The Billings Metropolitan Planning Organization (MPO), in coordination with local, state, and federal agencies
- **Purpose:**
  - Outlines transportation planning activities
  - Identifies planning tasks, funding sources, and study schedules
- **Focus Areas:**
  - Roadways
  - Public transit
  - Bicycle and pedestrian infrastructure
  - Overall transportation system improvements
- **Compliance:** Ensures adherence to federal transportation planning requirements
- **Long-Term Vision:** Supports regional long-range transportation goals

Ms. Mattox stated this is the first update in a significant amount of time and periodically updates are needed to align with the changing local project priorities.

### FY25 UPWP Amendment Highlights

- Proposed changes detailed in Elements 302 and 700.
- Adjustments include project scope and financial allocations.

### Project Shift

- Original plan; issue RFP for a bike and scooter share program.
- Updated plan; redirect resources to an economic analysis of the City's Complete Streets Initiatives.

### Planning Process

- Follows MPO's Transportation Planning procedures.
- Ensures public participation and review opportunities.

### Purpose of the Economic Analysis

- Supports strategic, data-driven transportation planning.
- Informs investment decisions and policy development.
- Aims to build a more efficient sustainable and economically viable transportation network.

### Recommendation

The City/County Planning Board, Yellowstone County Commissioners and the Billings City Council are all recommending that the PCC approve the FY25 UPWP Amendment.

# **POLICY COORDINATING COMMITTEE**

## **Meeting Minutes of May 20, 2025**

### **Motion**

Motion made by Bill Cole, seconded by John Staley to approve the FY25 Unified Planning Work Program Amendment 1, as described in the staff report. The motion was carried with a unanimous vote.

### **5. New Business**

### **6. Other Business**

Lora Mattox announced that the Policy Coordinating Committee will not meet in June and requested that the next meeting be rescheduled to July 22, 2025, due to scheduling constraints.

### **Motion**

Motion made by John Staley, seconded by Kurtis Schnieber to move the next Policy Coordinating Committee meeting to July 22, 2025. The motion was carried with a unanimous vote.

### **Discussion**

Mayor Bill Cole expressed appreciation to the City for the preliminary review of the Public Works Department's agenda, which included discussion of the Grand Avenue project — a joint effort with MDT and the County. He noted the City's enthusiasm to move the project forward, emphasizing that such collaboration among governing bodies is key to achieving cost savings and operational efficiencies.

### **7. Future Agenda Items**

- a. 2025 Transportation Alternatives Grant Program – Recommendations - July 2025
- b. FY26 Unified Planning Work Program – July 2025
- c. FY24-28 TIP Amendment - TBD

**ADJOURNMENT: 12:09 pm**

*Brenda J Berns, Planning Clerk*