

**JOURNAL OF COMMISSION WORK SESSION
September 4, 2012**

City Commission Work Session

Mayor Winters presiding







CALL TO ORDER: 5:30 p.m.

ROLL CALL: City Commissioners present: Michael J. Winters, Bill Bronson, Fred Burow, Mary Jolley, and Robert Jones.

STAFF PRESENT: City Manager; Deputy City Manager; Interim City Attorney; Directors of Fiscal Services, Park and Recreation, Planning and Community Development, and Public Works; Police Investigations Captain; City Engineer; Senior Transportation Planner; and the City Clerk Administrative Secretary.

1. TRANSPORTATION PLANNING – funding, process, etc.

Senior Transportation Planner Andrew Finch provided a PowerPoint presentation overview of the Transportation planning and funding process, as detailed in an August 31, 2012 memorandum provided to the City Commission. Public Works Director Jim Rearden provided the overview of street maintenance.

 <p align="center">Item 1. Transportation Planning, Funding & Project Selection</p>  	 <p align="center">Questions</p> <ul style="list-style-type: none"> • How is the City's Street Maintenance Program funded? • What makes up the City's streets and roadway system? • How does the City develop and adopt its Transportation Plan? • What other funding is available for transportation projects? • How can a specific transportation project be moved forward?
 <p align="center">How is the City's Street Maintenance Program Funded?</p> <ul style="list-style-type: none"> • City maintains 383 miles of streets and alleys, performing pavement rehabilitation and restoration, street cleaning, snow and ice removal, alley maintenance, nuisance weed removal, signals, signs, pavement markings • Two main sources of revenue: <ul style="list-style-type: none"> – Street Maintenance Assessment – State Fuel Tax 	 <p align="center">Street Maintenance Assessment</p> <ul style="list-style-type: none"> • Property assessment based upon: <ul style="list-style-type: none"> – Square footage of property – Basic land use type (residential, commercial, mixed use) • Properties assessed at \$0.011934 per sq. ft. <ul style="list-style-type: none"> – 12,000 sq. ft. cap for residential property and properties categorized as non-profit/cemetery organizations – 50% commercial/50% residential assessment for mixed use properties 112,000 sq. ft. or more but less than 50% commercially developed. – 1 million sf. cap for commercial properties



Street Maintenance Assessment (cont.)

- FY2012-13 Anticipated Assessment: \$3,630,779
- **Utilization:** Montana Code (MCA) allows sprinkling, graveling, oiling, chip sealing, seal coating, overlaying, treating, general cleaning, sweeping, flushing, snow removal, leaf and debris removal, the operation, maintenance, and repair of traffic signal systems, repair of & new traffic signs, the placement and maintenance of pavement markings, curb and gutter repair, and minor sidewalk repair that includes cracking, chipping, sealing, and replacement of not more than 6 feet of sidewalk in any 100-foot portion of sidewalk, street widening, new curb/gutter and similar improvements.



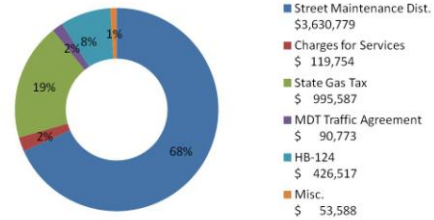
State Fuel Tax

- Allocated to all incorporated cities and counties, based upon population and street mileage
- Great Falls allocation: around \$1,000,000/yr
- **Utilization:** construction, reconstruction, maintenance, repair of rural roads, and streets/alleys. May be used to match federal funds allocated for road construction that are part of the primary or secondary road system or urban extensions.

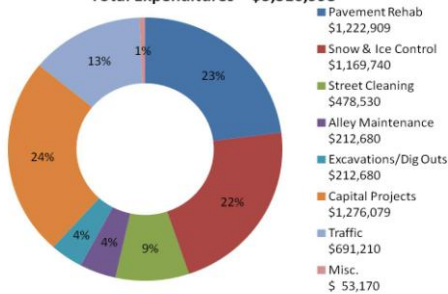
State Fuel Tax & Street Maintenance Allocation Summary

Year	Street Assessment Amount	State Fuel Tax Allocation
2005	\$1,993,405.85	\$1,036,295.69
2006	\$2,229,643.55	\$1,020,060.22
2007	\$2,514,118.93	\$1,025,325.52
2008	\$2,803,064.72	\$1,004,077.42
2009	\$3,190,323.00	\$1,012,152.86
2010	\$3,403,157.86	\$1,000,675.41
2011	\$3,656,265.20	\$995,586.51
2012*	\$3,557,132.30	\$1,005,330.68

STREET DIVISION REVENUES FY 11/12 Total Revenue \$5,316,998



STREET DIVISION EXPENDITURES FY11/12 Total Expenditures \$5,316,998



City Street System

- **Roadways** - Most major roadways in Great Falls are "Federal Aid" routes. Minor maintenance on Federal Aid-Urban (FAU) routes are performed by the City, with the remainder of Federal Aid routes maintained by the State (39 miles). The City maintains all other streets and alleys.
- **Sidewalks** - Sidewalks adjoining new developments are constructed by the adjoining property. Sidewalk maintenance is the responsibility of the adjoining property owner or tenant. Gaps on major roadways may be constructed by City or State.
- **ADA Curb Ramps** - City and State are steadily upgrading corners to provide for ADA access, with priority going to major roadways and routes to school.
- **Bike Paths** - maintained by the City, FW&P with assistance from non-profit Recreational Trails Inc. City budgets \$5,000 for 10 miles of trail.
- More than \$10,000,000 has been expended in the last 6 years on new or replaced sidewalks, trails and ADA ramps in and near the City of Great Falls.



Highway System Map



Transportation Planning Process

- Great Falls Metropolitan Planning Organization (MPO) guides local cooperative transportation planning process
- MPO process required by Federal law for cities over 50,000, in order to receive Federal transportation dollars
 - City Commission appoints a commissioner to represent it on the Policy Coordinating Committee (PCC), which makes ultimate decision on Transportation Planning issues and plans
 - PCC is made up of representatives from County Commission; Federal Highway Administration; City Commission; Montana Dept. of Transportation; Transit District; City and County Planning Boards
 - PCC is advised by the Transportation Advisory Committee (TAC), made up of staff members from the City, County, State, City-County Health, Airport, Transit District and Malmstrom AFB.
 - City Planning & Community Development Department provides staff for the MPO, performs day-to-day business

POLICY COORDINATING COMMITTEE MEMBERSHIP

- Fred Burow, City Commission Designee
- Carl Donovan, Great Falls Transit District Chairman
- Pete Fontana, Cascade County Planning Board Chairman
- Mick Johnson, MDT Great Falls District Administrator
- Kevin McLaury, FHWA Division Administrator (non-voting)
- Bill Roberts, Great Falls Planning Board Chairman
- Jane Weber, County Commission Chair

TRANSPORTATION ADVISORY COMMITTEE MEMBERSHIP

- Brian Clifton County Public Works Director
- Susan Conell County Planning Director
- Dave Dobbs City Engineer
- John Faulkner Airport Director
- Andrew Finch City Transportation Planner
- John Hale Deputy Base Civil Engineer
- Jason Handl City Transportation/SID Engineer
- Mike Haynes City P & CD Director
- Jim Helgeson Transit District Manager
- Zia Kazimi MDT Planning Supervisor
- Jerry McKinley City Traffic Supervisor
- Steve Prinzing MDT District Project Engineer
- Rina Fontana-Moore County Surveyor
- Jim Rearden City Public Works Director
- Rick Schutz Interim County Road Superintendent
- Bruce Tries City-County Env. Health Specialist
- Jim Turnbow City Street Superintendent
- Jerilee Wiebel MDT District Right of Way Supervisor
- Lloyd Rue FHWA Program Dev. Engineer (ex-officio)
- David Gabbert FAA District Manager (ex-officio)



Transportation Plan

- Transportation Plan updated every 4 years
- Project identification largely data driven – crashes, congestion, condition
- Includes many facets of transportation – biking, walking, safety, freight, etc
- Adopted by City, County and MPO boards, state and feds approve content conforms to rules/regs
- City Commission will consider Plan with a recommendation from Planning Board. City Commission representative votes Commission position on PCC, who is final body to approve Plan.
- Transportation Plan outlines projects for next 20 years, projects needs
- Includes goals that are in conformance with Growth Policy
- Current Plan due for Update in 2013



Transportation Improvement Program

- Main implementation tool of Transportation Plan, the “TIP” is a 5-year capital improvements program for transportation
- Fiscally constrained, maintains or improves air quality
- Includes projects taken from Plan. Each project has an identified funding source
- TIP process does not directly involve city – approved by TAC and PCC
- Federally funded projects MUST be in TIP to proceed with development
- State takes projects in TIP and incorporates them into State project implementation documents, and “programs” project for development. Projects on Federal-Aid roadway must be approved by Montana Transportation Commission.



Funding Sources

Funding options depend upon:

- type of improvement needed;
- Classification and ownership of roadway;
- Jurisdiction(s) with authority over funding source.

Examples:

- 1) Interstate System fully under State and Federal Control, funded with Federal Funds matched by State funds
- 2) Federal-Aid Urban System funded with combination of Federal, State and Local (mostly City, but some County) funding, depending upon improvement being made and agency responsible for maintenance of roadway

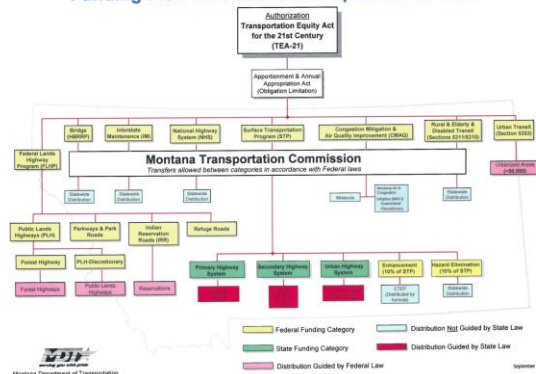


Funding Sources, cont.

Other Federal funding sources include the Safety Program; Bridges Program; CTEP; Congestion Mitigation and Air Quality, TIGER grants, FTA programs, etc. Each funding Program has different levels of funding and different criteria for selection - and may be competitive with other projects locally, MDT District-wide, Statewide, or Nationally.

The City of Great Falls has direct selection authority for CTEP projects, and input into Air Quality projects and other sources. The City may apply directly for TIGER funding, but would compete nationwide for the funds.

Funding Flow for Federal Transportation Funds



Alternate Funding Sources

The Transportation Plan includes a broad listing of funding options. Some are available to the City through competitive application, while others may be initiated at the City Commission level. A few of the options include:

- Recreational Trails Program
- Community Development Block Grant (CDBG)
- Tax Increment Financing (TIF)
- Developer Impact Fees
- Local Option Motor Fuel Excise Tax
- Special Improvement Districts (SIDs)
- General Obligation Bonds
- Voluntary Private Contributions
- Off-site improvements as a condition of annexation

Recent major projects

Year Completed	Project	Description	Funding Agency	Total Cost
2009	City-wide Sidewalks	Sidewalks, various locations	St/Fed/Local	\$4,310,100
2009	38 th St & Ave N to 6 th St SW Trail/Bike/ped improvements		St/Fed/Local	\$634,700
2009	Smelter Ave/10 th St NE	Intersection reconfiguration	St/Fed/Local	\$2,732,800
2009	US 87 widening	Turn lanes at mall plant entrance	Fed	\$1,309,500
2009	Park Drive	6 th St to 1 st Ave N Pavement preservation	St/Fed	\$355,400
2009	6 th St N	Pavement preservation Central Ave-6 th St	St/Fed	\$288,200
2009	1 st Ave N	Pavement preservation W of River Dr	St/Fed	\$298,500
2009	1 st Ave N	Pavement preservation Park Dr-9 th St	St/Fed	\$390,300
2009	River Dr	Pavement preservation 1 st Ave N to 9 th St	St/Fed	\$549,900
2009	Air Quality equipment	Flush Truck Purchase	Fed/Local	\$219,300
2009	10 th Ave S	Pavement preservation 38 th St to 57 th St	St/Fed	\$1,826,700
2010	10 th Ave S & 38 th /32 nd Sts	Intersection turn lanes	St/Fed	\$519,600
2010	Bay Drive Bike/Ped Path	Bike Ped Path	Fed/Local	\$936,900
2010	10 th Ave S	Reconstruct & widen 20 th to 26 th St	St/Fed	\$8,063,000
2010	Air Quality equipment	Sweepers/flush truck	Fed/Local	\$460,200
2010	I-15	Bridge Deck Repair 5 th Ave SW & Sun River	St/Fed	\$1,225,700
2011*	Warden/Central Ave W	Bridge Deck Rehab/Repair	St/Fed	\$2,735,100
2011*	River Drive	Pavement Preservation 15 th St-25 th St	St/Fed	\$692,100
2011*	Central Ave W	Pavement Preservation	St/Fed	\$905,000
2011*	1 st Ave N	Pavement preservation 9 th to 25 th St	St/Fed	\$1,448,100
2011*	1 st Ave N	Sidewalk/Ramps 25 th -38 th Sts	St/Fed	\$176,200
2011*	2 nd Ave N	Sidewalk/Ramps 15 th -37 th Sts	St/Fed	\$306,800

* under construction June 2011



Moving Projects Forward

OPTIONS FOR CITY COMMISSION

- Through Commission's representative on PCC
- Direction to Staff for coordination with partners on TAC
- Direction to Staff to develop project through other means
- Through participation in Growth Policy and other Planning Documents
 - Downtown Circulation, Access and Streetscape Study
 - Transportation Plan Update
 - Others as they arise

2. 9TH STREET BIKE FACILITY DISCUSSION

Senior Transportation Planner Andrew Finch provided a PowerPoint presentation overview on the 9th Street Bike Facilities. He explained that Bike Facilities include signing a road, shared lane markings (sharrows), bike lanes, shared use sidewalks, and shared use paths.



Item 2. 9th St Bike Facilities



Background

- MDT will be constructing a pavement preservation project in 2013. Public comments received have asked if it could be striped for bike lanes.
- MDT has reviewed the route and concluded a bike lane is possible only if parking is removed. Staff has identified "sharrows" as an option, but would need to work with MDT to see if it would be allowed.
- MDT has asked - does the City Commission wish to pursue bike facility options on 9th Street?
- Staff has reviewed the corridor, road widths, and design options, and would like input from the City Commission.



Pavement preservation project location - 3rd Alley North to northern railroad crossing of 9th Street North

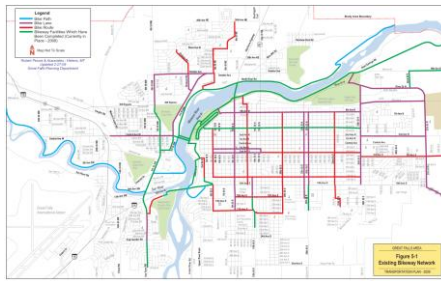


Overview

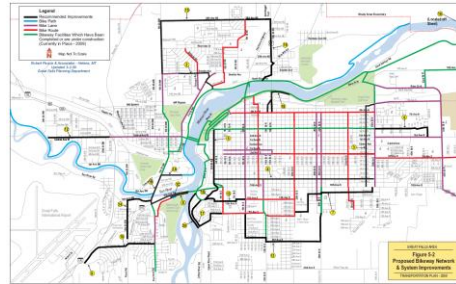
- Where the Transportation Plan recommends bike facilities, and whenever feasible within the scope of a project, the City works with the State to install bike facilities. Examples include:
 - 38th St N; 6th St NW and SW; 26th St S; 13th St S; Smelter Avenue NE/NW
- 9th Street is recommended for a "Bike Lane". However, current widths in narrowest sections are inadequate for a bike lane (44 feet, rather than the required 50 feet minimum). The Plan includes it, upon the assumption that lanes would be added when the roadway was reconstructed and widened.
- Adding bike facilities to 9th Street is not a project recommended in the Transportation Plan – other projects are shown as higher priority.
- Current parking usage is low along corridor, but some businesses and rental residential units use on-street parking spaces.



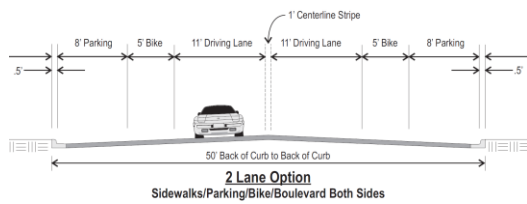
Bike Network – existing and future



Bike Network – recommended projects



Minimum Design Standards - Arterial



* One of four recommended street cross-sections for new minor arterials - from 2009 Transportation Plan



Parking Usage

PARKING SPACES				
	East Side	West Side	Total	
River Dr. to 8th Ave N*	14	14	28	
8th Ave N to 2nd Ave N	41	36	77	
2nd Ave S to 10th Ave S	47	41	88	
TOTAL			193	
* does not include inset spaces				
USAGE				
	River Dr to 8th Ave N	North of 2nd Ave N	South of 2nd Ave S	Total
10:25 AM - 10:50 AM	3	13	12	25
12:00 PM - 12:10 PM	1	14	11	25
5:35 PM - 5:45 PM	1	13	3	16
% USAGE				
	River Dr to 8th Ave N	8th Ave N to 2nd Ave N	2nd Ave S to 10th Ave S	Total
10:25 AM - 10:50 AM	11%	17%	14%	13%
12:00 PM - 12:10 PM	4%	18%	13%	13%
5:35 PM - 5:45 PM	4%	17%	3%	8%



Summary and Options

- Opportunity to construct partial bike facility at no cost to City, if MDT agrees with design
- Would introduce community to street markings for bikes, would be first link in facility in community's core.
- If deferred, staff could request that MDT not install side lane/parking stripes on 9th St, to allow for possible later installation of bike lanes or "sharrows" when funding has been identified and a design completed for entire corridor (River Dr to 17th Ave S)
- Future CTEP project could occur here or on other routes
- Other locations are "low hanging fruit" where adequate width exists and no parking would be impacted. Examples include: 2nd Ave N near 57th St; Smelter Avenue west of 3rd St NW; 2nd St S connections to existing bike routes; Northeast Bypass, connecting base to River's Edge Trail; etc.



Bike Facility Types



Shared lane markings (Sharrows)



Bike Lane



Shared use sidewalks



Shared use path

Mac Smith, 225 3rd Avenue North, reported there has been discussion about a more home-grown policy after the Complete Streets policy was not passed by the City Commission.

John Juras, 220 Woodland Estates, stated support of sharrows at a number of locations in Great Falls, including 9th Street.

Mr. Finch commented that Federal and State funding would cover the cost of sharrows on 9th Street. He believes the cost for other streets would be about \$650 per marking.

The consensus of the Commission was to request the Montana Department of Transportation consider sharrows on 9th Street.

Commissioner Jones reported the State is considering a bicycle path or sharrows on a segment from 57th Street and 2nd Avenue North to the main gate of Malmstrom Air Force Base (MAFB). He believes there could be a connection along the bypass to connect with 38th Street. There could be a large connection for bicyclists from MAFB to the Giant Springs turnoff, back up 38th Street to 4th Avenue North. Mr. Finch responded they would take that lead.

ADJOURN

There being no further discussion, Mayor Winters adjourned the informal work session of September 4, 2012, at 6:38 p.m.