

**GREAT FALLS METROPOLITAN TRANSPORTATION PLANNING PROCESS
POLICY COORDINATING COMMITTEE**

MEETING MINUTES

August 28, 2019

CALL TO ORDER

The Policy Coordinating Committee (PCC) meeting was called to order at approximately 8:30 a.m. in the Planning and Community Development Conference Room of the Great Falls Civic Center by Acting Chairperson Jane Weber.

ROLL CALL & ATTENDANCE

PCC members present:

<u>Name</u>	<u>Title/Representing</u>
Kelly Buschmeyer (for Mike Wedekind)	Board Member, Great Falls Planning Advisory Board
Bob Kelly	Mayor, City of Great Falls
Jane Weber	Commissioner, Cascade County
Doug Wilmot	District Administrator, MDT Great Falls

PCC members not present:

Carl Donovan	Chairman, Great Falls Transit District
Kevin McLauray (non-voting)	Federal Highway Administration (FHWA)
Elliott Merja	Chairman, Cascade County Planning Board

OTHERS PRESENT

<u>Name</u>	<u>Title/Representing</u>
Andrew Finch	Senior Transportation Planner, Great Falls MPO
Lonnie Hill	Planner I, City of Great Falls
Sandor Hopkins	Interim Director, Cascade County Planning
Alaina Mattimiro	Planner I, City of Great Falls
Tom Micuda	Deputy Director, Planning and Community Development City of Great Falls
Jamie Nygard	Certified Permit Technician, Planning and Community Development City of Great Falls
Jim Rearden	Director, City of Great Falls Public Works Department
Kenn Winegar (via phone)	Statewide & Urban Planning Section, Helena MDT

MINUTES

Prior to the meeting, Policy Coordinating Committee (PCC) members were provided a copy of the draft minutes of the last PCC meeting held September 17, 2018.

MOTION: That the Policy Coordinating Committee minutes of September 17, 2018 be approved.

Made by: Mayor Kelly
Second: Mr. Wilmot

VOTE: The motion carried unanimously.

NON-BUSINESS ITEMS

There were no non-business items.

BUSINESS ITEMS

Item 5.A. Elect 2019 PCC Chairperson

Acting Chairperson Weber stated that Mr. Finch has provided information regarding the Election of the 2019 PCC Chairperson, which traditionally has annually rotated between the County Commission and City Commission representative.

MOTION: That PCC elect Mayor Kelly as the 2019 PCC Chairperson

Made by: Mr. Wilmot
Second: Ms. Weber

VOTE: The motion carried unanimously.

Item 5.B. FFY 2019 Unified Planning Work Program

Mr. Finch stated that the Unified Planning Work Program is the work program for Planning and Community Development Department for the next fiscal year. This is a federal requirement. It does include activities that are not related to transportation. It does include the Department's Long Range Planning efforts, current planning efforts, Code Enforcement, Historic Preservation Planning, and the Transit District. Most of this is just maintaining the current work program, but there are a few changes this year. The first one is a North Great Falls Transportation Study. There has been significant growth in the area and the Study would take a closer look at the impact on the traffic. The Study would also look at how the growth in the transportation network could be funded, so the intent is to ask a consultant to take a look at funding mechanisms. An RFP has been released, and it closed August 23rd; so, staff will be going through the consultant selection process in the next month or so.

The second study is on a corridor of Fox Farm Rd. There is some new growth with the new hotel there and a new subdivision off of Flood Rd. The Study would see if there are some changes that can be made to make it safer and flow better near the commercial stretch of Fox Farm Rd. The Study would also look at Transit and where their stops are. The Study is on hold until after the hotel is built so that traffic from the hotel can be included in the Study. Mayor Kelly asked Mr.

Wilmot if the state has any claim to Fox Farm Rd. Mr. Wilmot stated that it is part of the Urban Highway System. It is City owned and maintained, but any improvements have to go through the Transportation Commission. Ms. Weber asked Mr. Finch if they have thought about going all the way down to Park Garden Rd. with the Study. She said that she has heard complaints from residence in the area about the congestion at the intersection of Park Garden Rd. and Fox Farm Rd. Mr. Finch said that Fox Farm Rd. to Park Garden Rd. could be included.

MOTION: That PCC approve the Federal Fiscal Year 2020 Unified Planning Work Program inclusive of any minor changes necessary to respond to the Federal Highway and FTA comments.

Made By: Ms. Weber
Second: Ms. Buschmeyer

VOTE: The motion carried unanimously.

Item 5.C. FFY 2018 Long Range Transportation Plan-Amendment #1

Mr. Finch stated an Amendment to the Long Range Transportation Plan has become necessary due to timing and where the projects are at in our transportation plan. The first reason is that the last Federal Transportation Act included Performance Measures. Performance measures are different measures related to different aspects of the Transportation network that they want to see monitored so that on a yearly basis we can track how well we are doing in improving our transportation network. Mr. Finch stated the final measure, the Transit Performance Measure, has been complete by the Transit District and now must be approved by PCC by incorporating it into the Long Range Transportation Plan. The Transit measures and targets are related to the function of the Transit District's fleet. Mr. Finch included an attachment of the summary of the recommended improvements.

Mr. Finch said the second reason for the Amendment is that it is necessary to move a project from the illustrative list onto the recommended list of projects. TAC has recommended moving two projects forward using the Surface Transportation Program-Urban funds. TAC has recommended reconstruction of 9th St. NW from Central Ave West to the NW Bypass. There is ample Urban Funds so TAC recommended combining projects in the same area, so they are also recommending Watson Coulee Road from Vaughn Road to the NW Bypass. Because the Watson Coulee Rd. project is on the "Illustrative Projects" list, the Amendment would move it to the "Recommended Projects" list and allow it to move forward.

MOTION: That the Great Falls PCC approve the Amendment #1 to the 2018 Long Range Transportation Plan.

Made by: Ms. Weber
Second: Mr. Wilmot

VOTE: The motion carried unanimously.

Item 5.D. FFY 2019-2023 Transportation Improvement Program-Amendment #1

Mr. Finch explained that the TIP is the five year capital improvement program. Every year or at least every other year, enough has changed in the project development process that the TIP needs to be updated to reflect those changes. Mr. Finch said that there are just some minor changes. He attached Table #4 to the agenda report that notes the changes that are being made to the TIP. He also provided in his agenda report the bigger modifications including the adding of a project to begin design for the Gore Hill Interchange project. Second would be to add the two new Urban Projects that were mentioned above. Third is a Rumble Strip Safety Project. A Pavement Preservation Project on Fox Farm Rd was added, as well. Finally, there was also a minor safety project at the end of Park Dr. and 1st Ave N added. There will also be some budget adjustments, switching from one year to another.

Motion: That the PCC approve the FFY2019-2023 Transportation Improvement Program Amendment #1

Made by: Mr. Wilmot
Second: Ms. Buschmeyer

VOTE: The motion carried unanimously.

OTHER BUSINESS

Chairperson Kelly had Ms. Mattimiro and Mr. Hill introduce themselves as new planners to the Planning and Community Development for the City of Great Falls.

Ms. Weber introduced Mr. Hopkins as the Interim Director for the Cascade County Planning Department.

Mr. Micuda thanked Mr. Finch for all his hard work with the committee.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at approximately 9:08 a.m.