

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

MEETING MINUTES

April 16, 2013

CALL TO ORDER

The Policy Coordinating Committee (PCC) meeting was called to order at 10:02 am in the Gibson Room of the City Civic Center by Chairman Pro-Tem Bill Salina

ROLL CALL & ATTENDANCE

PCC Members present:

| <u>Name</u> | <u>Title/Representing</u> |
|-----------------------------------|----------------------------------------------|
| Bill Salina for Jane Weber, Chair | Cascade County Commissioner |
| Carl Donovan | Chairman, Great Falls Transit District Board |
| Dave Hand | District Administrator, MDT Great Falls |
| Fred Burow | Commissioner, City of Great Falls |

PCC Members absent/not represented:

| | |
|---------------|--------------------------------------------|
| Thor Swensson | Chair, Great Falls Planning Advisory Board |
| Pete Fontana | Chairman, Cascade County Planning Board |
| Kevin McLaury | Federal Highway Administration |

OTHERS PRESENT

| <u>Name</u> | <u>Title/Representing</u> |
|--------------|-------------------------------------------------------|
| Andrew Finch | Sr. Transp. Planner, Planning & Community Development |
| Galen Amy | Planner I, Planning & Community Development |
| Jim Helgeson | General Manager, Great Falls Transit District |
| Doug Wilmot | Interim District Administrator, MDT Great Falls |

MINUTES

Prior to the meeting, PCC members were provided a copy of the minutes of the last PCC meeting held December 14, 2012.

MOTION: That the Policy Coordinating Committee minutes of December 14, 2012 be approved.

Made by: Mr. Donovan

Second: Mr. Burow

Vote: The motion carried unanimously.

BUSINESS ITEMS

Provided for each item listed under this agenda heading was a written report for PCC consideration. A copy of each is attached and incorporated herein by reference.

Item 6A. Elect Chair

Mr. Salina stated that the County currently holds the Chair position, and confirmed with Mr. Finch that the Chair position traditionally has alternated between the City and the County representative annually, and that the election is held at the first meeting of the new year. There being no further discussion, Mr. Salina called for a motion.

MOTION: To approve election of Fred Burow as Chair of PCC for 2013.

Made by: Mr. Donovan
Second: Mr. Hand

Vote: The motion carried unanimously, and Chair Pro Tem Salina turned the meeting over to the newly elected Chair, Fred Burow.

Item 6B. Selection of Consultant for Long Range Transportation Plan

Mr. Finch explained that the Great Falls Urban Area Transportation Plan was last updated in 2009 and that the Plan is required to be updated by law every four years, due to our air quality requirements. There was an exceedance of national air quality standards in 1990, but the City is still obligated to comply with more stringent air quality standards and update the Transportation Plan every four years. This update is a chance to look at analysis that went into the last Plan, look at existing conditions, project where future growth might happen, and look at plans to help make sure transportation remains efficient, congestion remains low, and that we're providing a quality transportation service to the community.

The funds must be balanced, so this is a fiscally constrained transportation plan, meaning the monies that we expect to take in over the next 20 years must match the expenditure of projects.

The MPO hires a professional firm to help us through the process, which includes a lot of data collection. The MPO has planned for this update, so there is money available. PCC's advisory body, TAC, recommends contracting with Robert Peccia & Associates (RPA) for the update of the plan. RPA is familiar with our area, having done the base Transportation Plan in 2003. The Plan update deadline is April of 2014, and RPA is able to jump in and meet that deadline.

Mr. Donovan asked who was on the selection committee. Mr. Finch explained that there were six TAC members on the committee including: Jim Helgeson, Courtney Lyerly, Dave Dobbs, Tristan Riddell, Brian Clifton, and Tom Kahle. Mr. Salina asked if funding for the Plan came from General Funds. Mr. Finch explained that no local funds are spent on the study, that the source is PL funds, which is Federal Transportation Planning dollars that are matched by the Montana Department of Transportation funds.

Mr. Salina asked how broad the study area is. Mr. Finch stated that we do have a Transportation Study Area, which is the area that we expect to see growth in the next 20 years into urban or semi-urban environment. At a minimum the study area has to take in the Census' designation of 'Urban'. It includes Dune Drive on Fox Farm Road, most of the Gore Hill area, north to Emerson Junction, Eagle's Crossing, the new Northpoint Industrial Subdivision north of Black Eagle, Malmstrom Air Force Base, and over to Wilson Butte Road. Mr. Donovan asked if, in the future, a member from PCC could be on the selection committee. Mr. Finch explained that we have a requirement that there be a separation between PCC and the reviewing body. As a member of the selection committee, Mr.

Helgeson stated that he feels that this proposal is satisfactory and that RPA did an excellent job on the base Plan in 2003.

There being no further discussion, Mr. Burow called for a motion.

MOTION: To approve the selection of RPA to update the Great Falls Urban Area Transportation Plan.

Made by: Mr. Hand
Second: Mr. Donovan

Vote: The motion carried unanimously.

Item 6C. Additional Funds for South Central Arterials Project

Mr. Finch stated that this project is intended to implement some of the needs of the Southern Arterial. The project consultant, Morrison Maierle, has provided preliminary cost estimates, and if the project is to move forward, even with the most basic design, additional monies will need to be designated. Mr. Finch stated that there is about \$4.5M of MACI funds that are not programmed for any project, but there are priority projects that have been approved by TAC and PCC for expenditure of MACI funds. However, there were ample funds to contribute to this project, which TAC has recommended. Mr. Finch referenced his staff report and the handouts that were provided to PCC prior to the meeting.

The consultant provided three options: 1, 1A and 2. All options require minimal additional right-of-way purchase. Option 1A is the only option that includes a shared path on the north side and curb and gutter for the full length of 24th Avenue South. Option 1 includes curb and gutter only from 13th to 20th Streets on 24th Avenue South, and Option 2 has no curb, gutter, or path. TAC unanimously supported additional use of MACI funds for Option 1A, as the most forward thinking option to accommodate future growth, and due to concerns about transitioning from a ditch to a curbed drainage method.

In addition, Mr. Finch reported that MDT has stated that if 24th Avenue South becomes an on-system Urban roadway, the State will commit to the match dollars, to the appropriate design level. The MDT Transportation Commission has approved the addition of 24th Avenue South to the Urban System if we remove a like amount of mileage, which is approximately 5,200 linear feet. Mr. Finch said he would follow up with PCC about what the final decision of MDT is regarding the Urban System.

There being no further discussion, Mr. Burow called for a motion.

MOTION: To approve \$2.6 million in MACI funds for the South Central Arterials Project.

Made by: Mr. Donovan
Second: Mr. Hand

Vote: The motion carried unanimously.

Item 6D. Additional Funds for South Central Arterials Project

Mr. Finch reported that the consultant was snowed in and asked to table the item. It is tentatively rescheduled for May 7th.

OTHER BUSINESS & PUBLIC COMMENT

There was no other business nor public comment.

ADJOURNMENT

There being no further business, Mr. Donovan made a motion to adjourn, seconded by Mr. Salina. The meeting adjourned at 10:34 am.

DRAFT