

GREAT FALLS URBAN TRANSPORTATION PLANNING PROCESS  
**TECHNICAL ADVISORY COMMITTEE**

Meeting Minutes  
September 11, 2014

**CALL TO ORDER**

Jim Rearden, Chairman, called the Great Falls Technical Advisory Committee (TAC) meeting to order at 9:32 a.m. in the Rainbow Room of the Civic Center, #2 Park Drive South.

**ROLL CALL OF TAC MEMBERS & ATTENDANCE**

TAC Members Present/Represented:

Dave Dobbs	City of Great Falls Engineer
Jim Ekberg	Cascade County Planning Department
Andrew Finch	Sr. Transportation Planner, City of Great Falls
Jim Helgeson	Manager, Great Falls Transit District
Aaron Jewett (for Bill McLaughlin)	Deputy Base Civil Engineer, Malmstrom Air Force Base
Courtney Lyerly	Civil Engineer, Special Projects, City of Great Falls
Jerry McKinley	Traffic Supervisor, City of Great Falls
Garrett Norman (for Craig Raymond)	Director, City of Great Falls Planning & Community Development
Jim Rearden	Director, City of Great Falls Public Works Department
Rick Schutz	Cascade County Public Works
Carol Strizich (via phone)	Statewide & Urban Planning Section, Helena MDT
Alex Dachs (for Bruce Treis)	Environmental Health Specialist, City-County Health Department
Jim Turnbow	Street Supervisor, City of Great Falls Street Division
Jerilee Weibel	Right-of-Way Supervisor, Great Falls District – MDT

TAC Members Absent/Not Represented:

Brian Clifton	Public Works Director, Cascade County
Susan Conell	Director, Cascade County Planning Department
John Faulkner	Director Great Falls International Airport Authority
Christie McOmber	District Project Engineer, GF District MDT

Recognition of Others Present:

None

**MINUTES**

Prior to the meeting, Committee members were provided a copy of the August 14, 2014 TAC meeting minutes.

MOTION: That the minutes of August 14, 2014 be approved.

Made by: Mr. Dobbs  
Second: Mr. Turnbow

Vote: The motion passed unanimously.

**BUSINESS ITEMS**

Prior to the meeting, TAC members were provided with copies of the TAC meeting agenda. Copies of the agenda and handout materials are attached and incorporated by reference.

#### 5A. FYY2015 UPWP

Mr. Finch presented information on the Federal Fiscal Year 2015 Unified Planning Work Program (UPWP). He said the UPWP is the MPO's projected work activities for the next federal fiscal year and incorporates all staff within the City's Planning Division. He said the UPWP includes non-transportation items as well as transportation items so that all staff hours are balanced among all funding sources. The UPWP includes ongoing activities, such as the TIP and transportation plan update, as well as implementation of projects.

A new activity for the 2015 UPWP is to develop a road standards guide for the City of Great Falls. The need again became evident with the proposed East Great Falls Retail development because there is no standard in place for pavement thickness for an arterial roadway, for instance. Mr. Finch said the MPO would work closely on this guide with the City Engineer's Office, and Rick Schutz and Brian Clifton with Cascade County have been included in discussion.

Mr. Finch said there have been shifts of staffing time in the Planning Division which accounts for differences in the funding between Work Elements. In addition, there is a new Work Element (non PL) added this year for Code Enforcement.

There was a question about whether a road standards guide would preclude geo-technical analysis. Mr. Finch said a guide would provide the City with a go-to manual, as well as providing developers with information on expectations. He said "expectations" should be written into the manual and that hopefully a standard would be the best standard for soil conditions and would offer more predictability.

**MOTION:** That the Technical Advisory Committee (TAC) approve the FFY 2015 UPWP and recommend the Policy Coordinating Committee (PCC) approve it also.

Made by: Mr. Lyerly  
Second: Mr. Dobbs

VOTE: All being in favor, the motion passed.

#### **OTHER BUSINESS**

Mr. Finch said the TIP is moving forward and will be considered by the Planning Advisory Board on September 23. Public comment will be available. The PCC meets on September 24.

Mr. Finch said there will be a public meeting for the I-15 Corridor Study on October 29 at 6:00 p.m. in the Gibson Room of the Civic Center. The study includes an area north of Emerson Junction and south to just southeast of the Gore Hill interchange.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURNMENT**

Mr. Turnbow made a motion to adjourn seconded by Mr. Schutz. All being in favor, the meeting adjourned at 9:43 a.m.