

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

August 26, 2015

**CALL TO ORDER**

The Policy Coordinating Committee (PCC) meeting was called to order at 1:34 pm in the Rainbow Room of the City Civic Center by Acting Chair Jane Weber.

**ROLL CALL & ATTENDANCE**

PCC Members present:

<u>Name</u>	<u>Title/Representing</u>
Jane Weber	Cascade County Commissioner
Carl Donovan	Chair Great Falls Transit District
Dave Hand	District Administrator, MDT Great Falls
Stuart Boylan	Chair Cascade County Planning Board
Kevin McLaury	Federal Highway Administration (FHWA)

PCC members not present:

Nate Weisenburger	Chairman, Great Falls Planning Advisory Board
Fred Burow	Great Falls City Commissioner

**OTHERS PRESENT**

<u>Name</u>	<u>Title/Representing</u>
Craig Raymond	COGF, Director Planning & Community Development
Jim Rearden	COGF, Director Public Works
Andrew Finch	Sr. Transportation Planner, Great Falls MPO
Galen Steffens	Planner II, City of Great Falls

**MINUTES**

Prior to the meeting, Policy Coordinating Committee (PCC) members were provided a copy of the minutes of the last PCC meeting held March 30, 2015.

MOTION: That the Policy Coordinating Committee minutes of March 30, 2015 be approved.

Made by: Mr. Boylan  
Second: Mr. Donovan

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 5A. FFY 2016 Unified Planning Work Program (UPWP)

Andrew Finch presented a brief summary of the FFY 2016 UPWP. He said the UPWP is the plan of activities that the Planning Division of the City intends to undertake over the next federal fiscal year. The UPWP also identifies the funding sources that will fund the various activities. The Great Falls Transit Authority includes its work programs and the funding sources for those in the UPWP.

Included in the FFY 2016 UPWP are two planning projects that will be consulted out. One project is the development of street standards for the City, and the other is development of a north Great Falls sub-area transportation study. Mr. Finch said the rough cost estimate for the transportation study is about \$50,000 and there will be a local contribution of \$10,000. Other changes to the FFY 2016 UPWP from the 2015 UPWP include a reduction in one of the work elements due to a GIS/Mapping position in the Planning Division not being filled.

Mr. Finch concluded his summary of the FFY 2016 UPWP and offered to answer any questions. Mr. Boylan asked how the north Great Falls sub-area transportation study was chosen to be included in the FFY 2016 UPWP. Mr. Finch said the City just finished its Long Range Transportation Plan (LRTP), which is sufficient for deciding which projects move forward. At the time the LRTP was done, this area was identified as a gap. Two recent residential subdivisions also triggered the need for a transportation study for this area, and the North Industrial Task Force has also addressed this need.

Ms. Weber asked if the Community Transportation Enhancement Program funds (CTEP) will be available in the future. Mr. Finch said they will not be available, but the City has projects underway that are not yet complete. They will be no new CTEP projects.

Ms. Weber asked about whether the 2003 Missouri River Urban Corridor Plan is reviewed for changed conditions. Mr. Finch said it is an active plan and a City document, and the City Commission or Administration could look at having the plan reviewed. Ms. Weber also asked if there would be any involvement in the Base Realignment and Closure (BRAC) group. Mr. Finch asked for clarification on whether Ms. Weber was referring to the PCC or to City Planning staff and the UPWP. Ms. Weber said she has heard the BRAC would come forward in the next 12-18 months.

Ms. Weber asked if there is a reason to bring in the National Heritage Area work into the UPWP. Mr. Raymond said it would probably depend on specific activities. Mr. Finch said it could fall under one of the more general methodologies of the UPWP.

MOTION: That the Policy Coordinating Committee approve the FFY 2016 Unified Planning Work Program.

Made by: Mr. Donovan  
Second: Mr. Hand

There being no further discussion, Acting Chair Weber called for the vote.

Vote: The motion carried unanimously.

Kevin McLaury said that the CTEP program was changed through MAP 21, and now there are funds available through the Transportation Alternative Program (TAP). These are administered differently by MDT because of a change in regulations. Mr. Finch said staff has submitted applications and received funds under TAP.

Item 5B. Removal and Addition of Roadways to Urban System

Mr. Finch said the Airport Authority is looking for more autonomy and independence in managing its gateway. They receive FTA funds, and there are rules about where these funds can be spent. The Airport Authority, MDT and the City agree with spending these funds on improving airport access. There are, however, rules also guiding fund spending for FHWA, MDT and the City, and currently the subject roadway is not an Airport Authority roadway.

The Airport Authority is proposing the ownership of the roadway be transferred to the Airport, and that the roadway be taken off the Urban System. The Technical Advisory Committee (TAC) agrees, but recommends that if a roadway is removed from the system, another roadway be added to prevent mileage loss of roadway in the Urban System. TAC has identified a roadway that would make sense to add to the Urban System. Mr. Finch explained the TAC process in identifying and recommending a roadway. TAC based its decision upon guidance from MDT that the roadway “be a collector or above, provide system continuity and have logical termini.”

The portion of 9<sup>th</sup> Street South from 10<sup>th</sup> Avenue South to 13<sup>th</sup> Avenue South is currently on the Urban System but dead-ends at 13<sup>th</sup> Avenue South. To provide system continuity, adding the 9<sup>th</sup> Street S/17<sup>th</sup> Avenue South segment will provide a complete connection between the end of the 9<sup>th</sup> Street Urban Route and the 13<sup>th</sup> Street South Urban Route. Additionally, the two roadways in the recommended segment are classified as Collector roadways.

TAC has recommended that PCC remove Airport Drive from the Urban System and select 9<sup>th</sup> Street South/17<sup>th</sup> Avenue South for addition to the Urban System. Mr. Finch said PCC may select another roadway if they so choose.

Mr. Boylan asked if there were any risks for the Airport Authority with snow removal on Airport Drive. Mr. Finch said they have already been maintaining that roadway very well under an inter-agency agreement. Mr. Donovan asked about the Airport Authority maintaining Airport Drive to the FedEx building, and Mr. Finch explained that that portion is already their responsibility and is not part of the Urban System. The area of the subject roadway was clarified.

**MOTION:** That the Policy Coordinating Committee recommend to the Montana Transportation Commission the removal of Airport Drive from the Urban System and, simultaneously, the addition of the segment of 9<sup>th</sup> Street South/17<sup>th</sup> Avenue South between 13<sup>th</sup> Avenue South and 13<sup>th</sup> Street South to the Urban System.

Made by: Mr. Boylan  
Second: Mr. Donovan

There was no further discussion.

Vote: The motion carried unanimously.

Item 5C. Selection of Sidewalk Locations for Sidewalk Infill Project

Mr. Finch presented information on the Great Falls Sidewalk Infill included in the Transportation Improvement Program (TIP). He said that the Great Falls Long Range Transportation Plan (LRTP) identifies sidewalk “gaps” on the major roadway network, but the TIP did not include identification of locations. To move the project forward, the Great Falls MPO needs to identify the sidewalks to be constructed.

TAC has prioritized four projects for the money that has been set aside. PCC may choose other options than the recommended locations.

Mr. Boylan asked how many feet of sidewalk would be provided for a half a million dollars. Mr. Finch said he would email the numbers to him. Ms. Weber asked if, for items 3 and 4 (in the motion), both sides of the sidewalk would be built. Mr. Finch said item 3 would be only the east side, and item 4 would be both sides with emphasis on the east side, leaving MDT the flexibility to put in sidewalks where it makes the most sense.

MOTION: That PCC approve the following segments for sidewalks under the Great Falls Sidewalk Infill project:

1. 14<sup>th</sup> Street between 8<sup>th</sup> Avenue North and 12<sup>th</sup> Avenue North
2. 15<sup>th</sup> Street between 8<sup>th</sup> Avenue North and 12<sup>th</sup> Avenue North
3. 13<sup>th</sup> Street between 27<sup>th</sup> Avenue South and 29<sup>th</sup> Avenue South (east side only)
4. 10<sup>th</sup> Avenue South from 38<sup>th</sup> Street eastward, as funds allow (both sides with the emphasis on the east side)

Made by: Mr. Boylan

Second: Mr. Hand

**OTHER BUSINESS**

There was no other business.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

Acting Chair Weber adjourned the meeting at 2:05 pm.