

**PUBLIC WORKS COMMITTEE REPORT**  
**May 25, 2011 1:05 PM**  
**City Council Chambers**

**Members Present:** Pam Walzer (acting chair), Ed Childers, Dick Haines, Lyn Hellegaard, Bob Jaffe, Marilyn Marler, Renee Mitchell, Dave Strohmaier, Jon Wilkins, Cynthia Wolken

**Members Absent:** Jason Wiener

**Others Present:** Steve King, Kevin Slovarp, Brent Ramharter, Dan Jordan, Phil Smith, Don Verrue, Jolene Ellerton

**I. ADMINISTRATIVE BUSINESS**

- A. Approval of the minutes of – May 18, 2011 Approved as submitted
- B. Announcements – Pam Walzer announced there would be a Public Works committee meeting next week, June 1, 2011; a new schedule will be posted with the time.
- C. Public Comment on Non-Agenda items – None

**II. REGULAR AGENDA ITEMS**

1. Approve Congestion Mitigation and Air Quality (CMAQ) Contract agreement with the Montana Department of Transportation for \$37,942.00 for the FY2012 Bicycle Pedestrian Program. (memo) – Regular Agenda (Phil Smith) (Referred to committee: 05/23/2011)(HELD IN COMMITTEE)

Phil Smith, Bicycle/Pedestrian Manager, said this is the fifteenth year that CMAQ money has been used for the Bike/Ped Office for program activities including bike racks, public education efforts, Bicycling Ambassadors, etc. Comments were requested from the City Council and the Bike/Ped Board, one comment was received from Marilyn Marler, who asked if the money could be used for more law enforcement rather than the Bicycling Ambassadors. According to Chief Muir of the Police Department the police would have to be paid overtime to do this work and it would be on a voluntary basis. The committee was asked to approve the agreement between the City and State for another year of CMAQ funding for the operational activities of the Bike/Ped Office.

Jon Wilkins asked if this money could be used for trail connections. Phil Smith said when the grant money is requested, each project the money is requested for, has to be included in the proposal. Once the grant is approved for those specific requests the money cannot be used for other projects that were not included in the original proposal.

Steve King, Public Works Director, said technically money is eligible but the uses would need to be included in the original proposal. This proposal was approved for supporting the Bicycle Pedestrian Program and its education and enforcement and Bike/Ped safety. There are funds that have been allocated from the Metropolitan Planning Organization (MPO) for other projects such as trails.

Bob Jaffe asked for clarification on the portion of 4. D in the Agreement that relates to the campaigns using TV and radio spots, bike lights, and reflective tape. What portion is used for TV and radio and how is it used? Is there a way to measure the effects of using the money for this?

Phil Smith explained that \$500.00 was budgeted for the reflective tape and will be matched with funds from the Safe Routes to School Grant, \$2,500.00 was budgeted for the Bike Lights campaign and the remainder of approximately \$13,000.00 was for promoting the safety campaigns in the spring and fall.

There is not a way to "measure" the results but nationally the impression is the more you put images out and reinforce them with repetition the more you influence people's behavior.

Lyn Hellegaard, said her constituents view the Bicycle Ambassadors and this program as a luxury. In these economic times they are concerned that Steve King has asked the Special District be raised by \$100,000.00 and they think this money might be a way to reduce that request. It would be wiser to spend this money connecting bike trails, on bike paths, using it for sidewalks and getting that infrastructure in shape, then start promoting functional systems rather than promoting dysfunctional systems.

Ed Childers said it is of paramount importance to educate. Every fall the City gets 13,000 to 14,000 new University students in town and a large part of them ride bicycles. The City does not have a licensing program for bicyclists, which means a lot of them do not know the rules the City has for bicycle riders, and without the education they will continue to be a danger to themselves and everyone else.

Renee Mitchell wanted to know how many people in the last year have received tickets forcing them to buy a bicycle license. Phil Smith said that would be a Police Department question, he did not have that information.

Renee Mitchell said the City has a Bike/Walk/Bus Week that gets a lot of publicity, Missoula in Motion has a large budget to advertise for that program, and she feels we are duplicating spending money. We should consider bike licensing and have that money go into the program. If we have the infrastructure like sidewalk connections and trail connections then maybe we would not see so many people riding against traffic, maybe promoting bicycle safety is not working.

Jon Wilkins thinks the money should be used for enforcement and should become our top priority. He wanted to know why the University doesn't work with the City in helping with enforcement and education. The Ambassador program has worked but it would work better with enforcement.

Steve King said to correct bad behaviors such as riding the wrong way, riding without lights, riding with dark clothing; not obeying the traffic laws, etc. is one of the major functions of the Bicycle Pedestrian Office. The Ambassadors are using peer pressure and education and this works in tandem with the University's transportation office, the University has their own Campus Bike Ambassadors. Part of the community education is to try to get the bicycle riders to be aware and obey the laws, this does not happen by accident. We do not have above average ridership in Missoula because of our infrastructure alone, part of it is Missoula in Motion, the Transit District and the Bike/Ped Office all working together for promotion and safety. We can't ignore the education and enforcement sides and this program is primarily education, it is \$30,000.00.

Pam Walzer wanted to know how much of a trail could be built for \$37,942.00. Steve King said an example of the costs would be the mile of the Milwaukee Trail being built and that is approximately \$900,000.00.

Dick Haines said he does not see this program being effective and he cannot vote for it.

Marilyn Marler asked if this grant had already been awarded and the committee was voting to accept the grant or was this an outgoing request that the committee is giving approval to apply for. If the money is already allotted and this is a vote to accept it, she will vote to accept it. Everything that can be done to support bicycle activities is helpful; she thinks it is time to move away from the Bicycle Ambassadors and towards enforcement.

Phil Smith said this is the annual agreement between the City and State for them to provide us the funds. The current grant year ends on June 30<sup>th</sup> and the new fiscal year will start on July 1<sup>st</sup>.

Lyn Hellegaard said the Mayor has requested a study to involve all TDM programs, Commuter Vans, Missoula in Motion, the Bike/Ped Program, and Mountain Line, to see if there are duplications, look for ways to streamline and for better use of the money. This study will probably take at least a year.

Steve King said it would take most of a year for this comprehensive study, he confirmed the intent was to look for efficiencies in those programs and bring them together. There may be a different CMAQ approach next year as a result of this study.

Dave Strohmaier asked if this agreement could be amended. What would \$10,600.00 allocated for the Bicycle Ambassadors do if it was re-allocated to the Police Department in some capacity?

Phil Smith said there is always the ability to amend it but the risk would be going past the July 1, 2011 implementation date. The Police Department overtime pay would be approximately \$50.00 an hour for overtime, divided into the \$10,600.00 you would have about 200 hours spread across the summer, and you would be dependent on the availability or willingness of the officers to put in the overtime.

Another suggestion was to use the money for epoxy paint for bike lanes.

Phil Smith requested the committee take into consideration that the recruitment and interviewing process for the Ambassadors has started. The Ambassadors normally start work on June 20, 2011, if the committee does decide to fund for them this year there would not be much of a selection of applicants to choose from because those students will be looking for other summer work.

Pam Walzer said and she did not think the committee was ready to vote on this item and it would be held in committee.

No action taken on the Bike/Ped referral.

**2. Continue presentation of the proposed upgrade from our current Permits Plus and Asset Management Systems to the web based automation application. ([memo](#)) - Regular Agenda (Dan Jordan) (Referred to committee 05/13/2011)(HELD IN COMMITTEE)**

Dan Jordan, GIS Manager, continued his explanation of the Accela Automation upgrade with a power point presentation. City departments that would be effected were city Public Works, Building Inspection, Engineering Division, Street Maintenance, Wastewater, Finance, Parks and Recreation, Office of Planning and Grants, City Fire, City/County Health and County Public Works. Accela Automation has 115 installs worldwide. The State of Oregon went live June, 2009 with the capacity to serve all 132 local building departments, eighteen Automation installs as of September 2011. The State of Montana began their state permits last summer which includes building codes, healthcare licenses, business and occupational licenses.

Lyn Hellegaard said it was her understanding the State of Montana approached the City of Missoula and asked us, Havre and West Yellowstone County to be involved in this pilot project and her question was why are we paying for this and not the State of Montana. The City is increasing fees this year and would be raising them again next year; she will not support this upgrade.

Dan Jordan continued the presentation with an outline:

- What is Asset Management –a system that tracks information about City's infrastructure, sanitary and storm sewer, maintenance information, the GASB reporting (Government Accounting Standards Board), and Parks and Streets assets tracking.
- Why Upgrade Old Software – current program is ten years old, the technology is outdated, the software does not work well with newer hardware/software, research and development is not being done for Permits Plus, limited mobile capabilities; prices will continue to escalate and eventually we will have to upgrade because the software will not be supported. Contractor and

citizens services would be online, the software and data would be stored at the State with less cost for the City, and more services will be available to the public.

- What Will We Get- an internet system that allows access anywhere on line, better contractor and citizen service, online permit application 24/7, online real time inspection results, automatic plan review, information available on parcels and permit history, an integrated asset management system, all current data will be converted to automation, sewer connection data will be in automation instead of a separate program, permits can be applied for, approved and issued online.
- Cost comparison totals if the City hosts it, it would cost \$781,500.00; if the State hosts it, it would cost \$759,500.00. These figures are good through June 30; costs will go up July 1.

Bruce Bender, Chief Administrative Director, said there are contractors working in cities, counties and the state and the concept is if there were one website regardless of the jurisdiction you are working in it would be beneficial to contractors. It is meant to provide continuity for contractors and a one stop shopping with the added bonus of the cost savings for the City. The State is paying for their permits and licenses and the City would pay for theirs. The biggest advantage is the State would manage the data and store our information on their servers.

Dick Haines said he could not support this referral and strongly urges the committee to wait and see if this upgrade works.

Bob Jaffe said his understanding is the State has an interest in seeing other entities standardize and in return they are offering to cover the hosting charges, to provide the hardware. We are already using Accela and so we are basically upgrading to the newest system. He asked if other systems were evaluated and Dan Jordan said the State did evaluate two other vendors.

Pam Walzer said this proposed Accela upgrade discussion would be continued at next week's Public Works Committee meeting on June 1, 2011.

### **III. HELD AND ONGOING AGENDA ITEMS**

1. Discussion on the sizes of grease interceptors for the restaurant industry ([Grease Interceptor PowerPoint](#)) ([memo](#)).—Regular Agenda (Stacy Rye and Bob Jaffe) (Referred to committee: 04/21/08)
2. Review infrastructure conditions at the locations of serious and fatal traffic accidents: 2007-2009 ([memo](#)).—Regular Agenda (Jason Wiener) (Referred to committee: 01/25/10)
3. T4 America partner support ([memo](#)) – Regular Agenda (Stacy Rye) (Referred to committee: (Referred to committee: 08/16/10)
4. Presentation from Public Works staff regarding proposed process for finding contractors and awarding bids for reconstruction of Russell Street. ([memo](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 11/15/2010)
5. Resolution to change the speed limit on Reserve Street between Brooks and 39<sup>th</sup> Street. ([memo](#))—Regular Agenda (Wayne Gravatt) (Referred to committee: 01/24/11)
6. Confirm the reappointments of Carol Williams and Theresa Cox to the Missoula Parking Commission for a term commencing May 1, 2011 and ending April 30, 2015.
7. Consider an ordinance and emergency ordinance of the Missoula City Council amending Missoula Municipal Code Chapter 3.18 entitled Sewer Connection Expense Relief Loan Program. ([memo](#))—Regular Agenda (Kevin Slovarp) (Referred to committee: 04/18/11)
8. Approve the installation of an indoor shooting range at 1010 North Avenue per MMC 9-62.040. ([memo](#))—Regular Agenda (Doug Harby) (Referred to committee: 04/18/11).
9. Consider an ordinance revising provisions of Title 10 of Missoula Municipal Code related to parking. ([memo](#)) – Regular Agenda (Jason Wiener) (Referred to committee: 05/02/11)
10. Update from the Parking Commission. ([memo](#)) ([Parking Fines](#)) ([Policy Review](#)) ([Ltr: Iowa](#)) ([Ltr: Hensley](#)) ([Draft Parking Ordinance](#))—Regular Agenda (Bob Jaffe) (Referred to committee: 03/07/11)

11.Third amendment to the first and second amended agreement between the City of Missoula and Lloyd A. Twite Family Partnership related to Sanitary Sewer extension and upsizing for the South Missoula area. ([memo](#))—Regular Agenda (Kevin Slovarp) (Referred to committee 05/23/2011)

### **III. ADJOURNMENT**

The meeting adjourned at 2:05 PM

Respectfully Submitted,  
Peggy Diamond, Program Specialist  
City Public Works Department