

# Appendix C: Coordination Plan

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## APPENDIX C

# Coordination Plan

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### INTRODUCTION

The City of Laurel is planning to provide demand-response transit service to the general public, elderly, disabled, and low-income populations within the city and regional transportation service to the City of Billings. The planning service area is shown in Figure C-1.

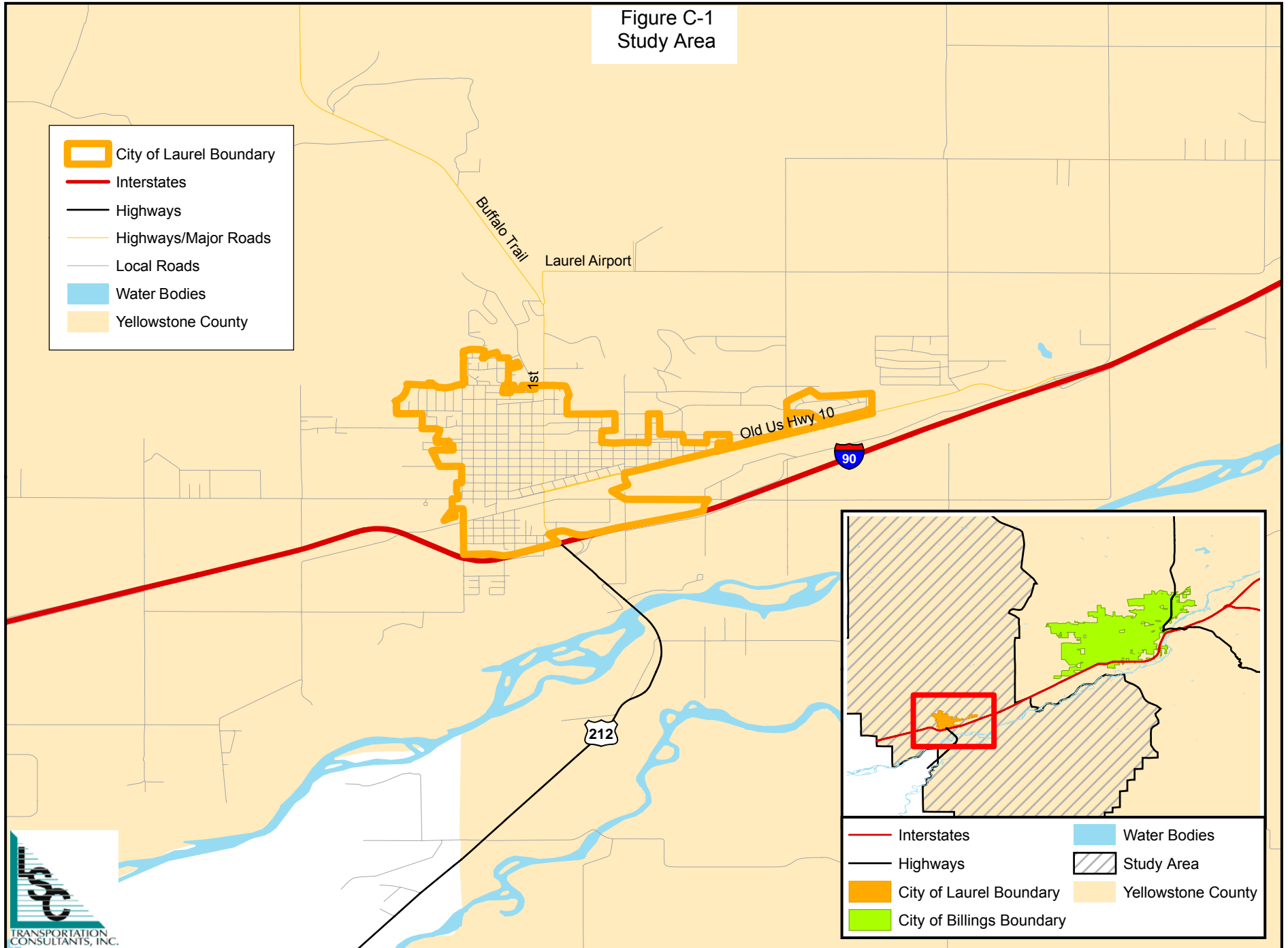
Through a Montana Department of Transportation (MDT) planning grant, the City of Laurel hired LSC Transportation Consultants, Inc. to work with local governments, human services providers, and agencies to create a Transit Development Plan (TDP). This plan used community information to develop the local socio-economic profile, transit needs, service options, preferred service plan, and implementation plan.

In order to develop the coordination plan for the City of Laurel, the LSC team followed Federal Transit Administration (FTA) coordination guidelines. FTA guidelines specify the elements that must be in a coordinated plan, but do not provide much structure in how the coordination planning must be done.

LSC has prepared the following framework to help guide the planning process for coordinated services:

- Assess the transportation needs of the general public, disabled, elderly, and low-income populations.
- Inventory the available services and identify areas with service gaps or redundant services.
- Develop strategies to address the identified service gaps.
- Identify the coordination actions to eliminate or reduce duplication in services and the strategies for more efficient use of resources.
- Prioritize the implementation strategies.

Figure C-1  
Study Area



## TRANSPORTATION NEEDS ASSESSMENT

A key step in developing feasible transit service is the careful analysis of the mobility needs of various population segments and the potential ridership of transit services. Transit demand analysis is the basic determination of the demand for public transportation in a given area. There are several factors that affect demand, not all of which can be forecasted. Since demand estimation is an important task in developing any transportation plan, several methods of estimation have been developed in the transit field. This analysis makes intensive use of the demographic data and trends discussed in the City of Laurel TDP.

The Rural Transit Demand Methodology, Greatest Transit Need Analysis, and Regional Flow Analysis were used to estimate the maximum transit trip demand for the City of Laurel and the surrounding areas. The results from these three methodologies were used to assess transit demand within the community.

### Rural Transit Demand Methodology

From the Rural Transit Demand (TCRP) Methodology, the planning team was able to generate the transit demand for non-program and program trips in the study area. When combining the non-program and program demand estimates, the total existing transit demand is approximately 179,964 annual trips.

$$\begin{aligned} 25,970 \text{ non-program trips} + 153,994 \text{ program trips} &= \\ 179,964 \text{ total annual transit demand} & \end{aligned}$$

Assuming approximately 3,000 annual non-program and program trips were provided, about two percent of the transit need is being met within the study area. This means that 98 percent of the transit demand in the study area is not being met. Therefore, there is a great need for transit services in the community. This analysis determined that most of this need for transit service is within the City of Laurel.

**Greatest Transit Need Analysis**

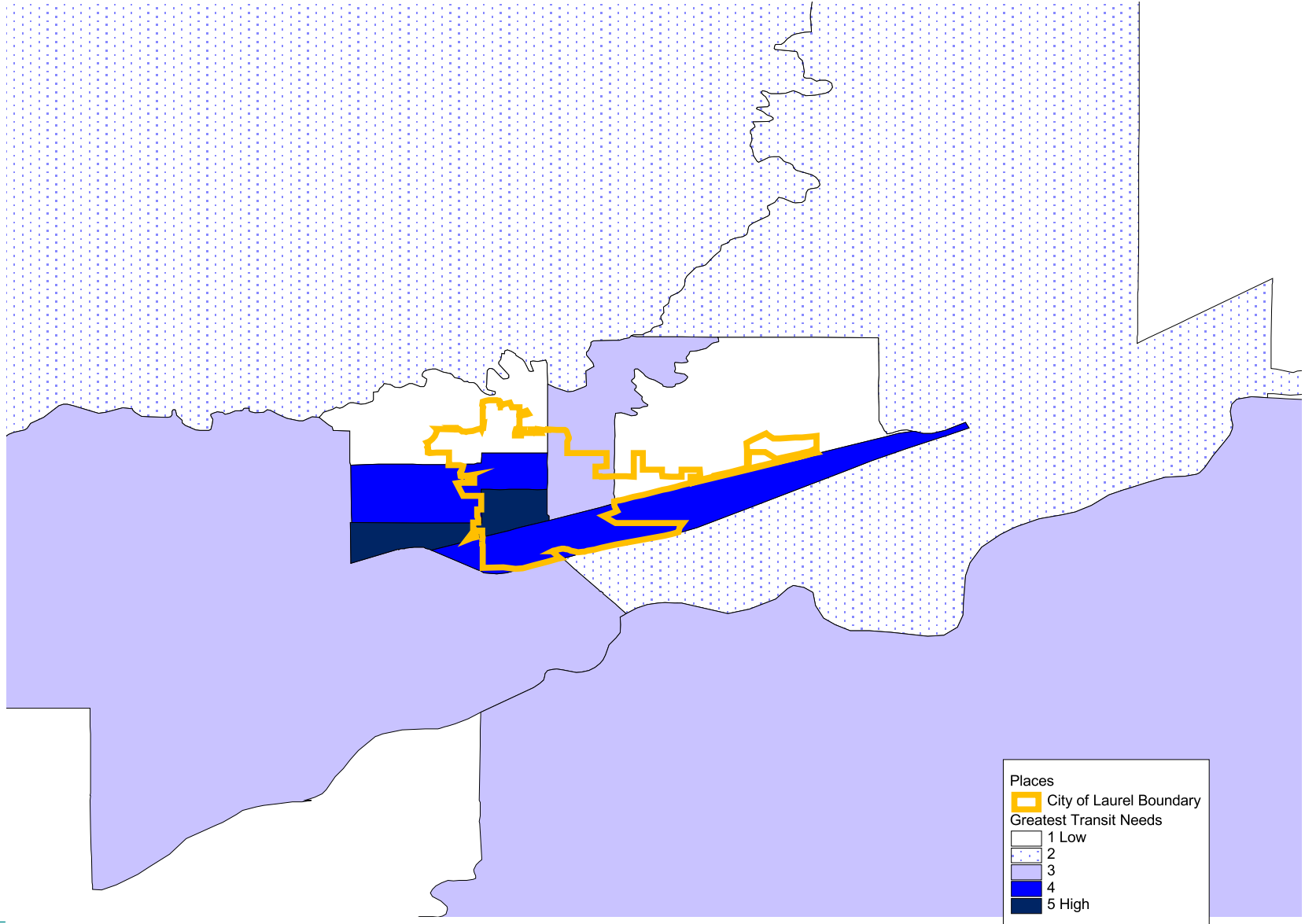
Figure C-2 presents the US Census block groups in the study area with the greatest transit needs along with the transit need index. Three US Census block groups were determined to have the greatest transit needs based on zero-vehicle households and elderly, disabled, and below-poverty populations. Table C-1 presents information on these three US Census block groups. The greatest transit need (which reflects the largest transit-dependent population) is located in the western portion of the City of Laurel along Interstate 90 (I-90), as shown on Figure C-2.

Table C-1 Greatest Transit Need			
Census Tract	Census Group	Rank	Area Description
19	3	5	Western Laurel along I-90
19	6	4	Central portion of Laurel
19	2	4	Western Laurel

*Source: LSC, 2009.*

By identifying those areas with a high need for public transportation, LSC was able to uncover a pattern for areas with a high propensity to use transit service. As different transit scenarios were examined, this information was used in the analysis to ensure that areas with a high transit need will be adequately served. Those US Census block groups that did not score in the highest category but that have a high score were still considered for transit service.

Figure C-2  
Greatest Transit Needs



Places

- City of Laurel Boundary

Greatest Transit Needs

- 1 Low
- 2
- 3
- 4
- 5 High



## **Regional Flow Analysis**

In order to identify the possible regional travel demand between the cities of Laurel and Billings, the LSC team used the methodologies of modal split analysis and work travel flow analysis.

### Modal Split Analysis

Based on the MDT traffic volumes, the LSC team determined that there are approximately 33,546 vehicle-trips along I-90 between the cities of Laurel and Billings. By examining the traffic volumes east and west of this section of I-90, the LSC team determined that about 10,756 of those trips start or end in the cities of Laurel or Billings. The remaining trips are pass-through trips, in that they start or end in the cities of Laurel or Billings but also travel outside the study area or just pass through this section of I-90.

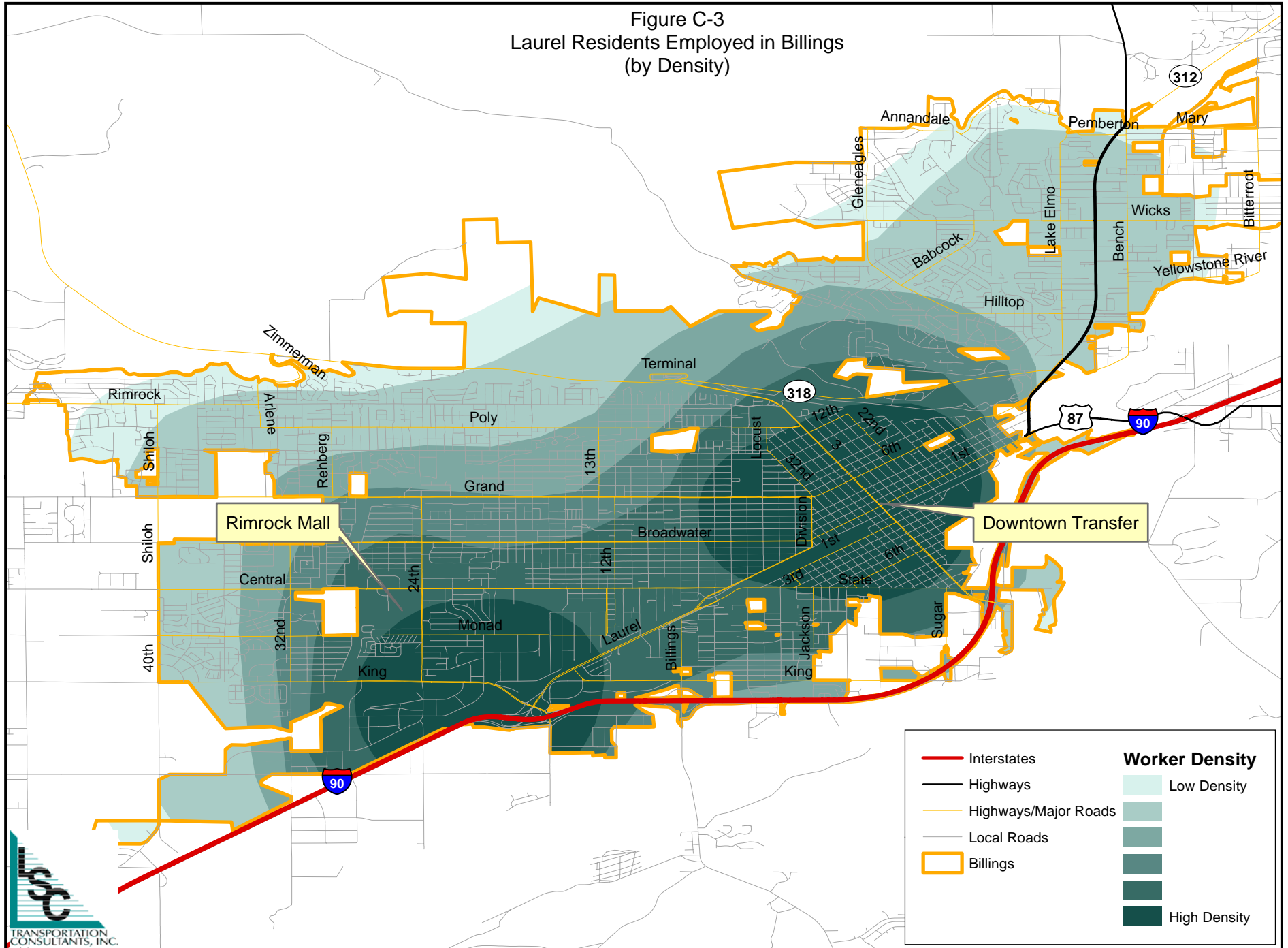
The LSC team then used a range of modal split to estimate the possible transit trips from the 10,756 trips. The results of these ranges are that a modal split of 0.5 percent results in about 53 one-way daily trips and 13,250 one-way annual trips, and a modal split of one percent results in about 107 one-way daily trips and 26,750 one-way annual trips.

### Worker Travel Flow Analysis

The LSC team used the 2006 US Census data on worker travel flow to examine the regional travel patterns. Figure C-3 presents the workers per square mile that travel between the cities of Laurel and Billings. Of the approximately 1,403 individuals that live in the City of Laurel and work in the City of Billings, about 503 people work in the downtown area and 334 people work in the King Street and I-90 areas (including the Rimrock Mall area).

Based on 1,403 individuals traveling between the cities of Laurel and Billings, approximately 2,800 daily commuter trips are generated. If 0.5 percent of the 2,800 daily trips are assumed to be carried by a transit service, this will result in about 14 daily transit trips or 3,500 annual transit trips. If 1.5 percent of the 2,800 daily trips are assumed to be carried by a transit service, this will result in about 42 daily transit trips or 10,500 annual transit trips. Additional analysis was conducted in the TDP's service alternatives analysis to determine if these percentages of commuter trips can support a transit service.

Figure C-3  
Laurel Residents Employed in Billings  
(by Density)

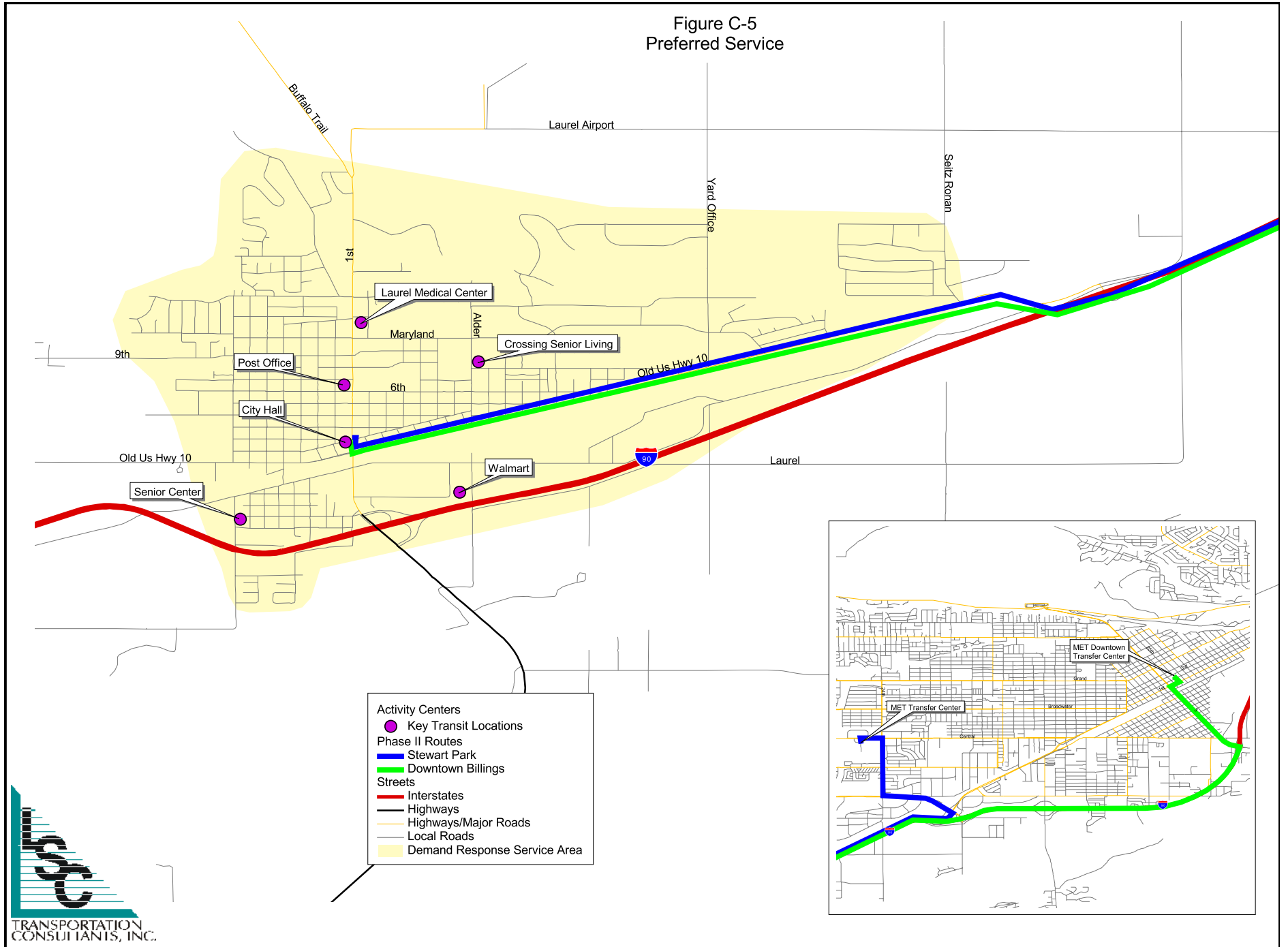


## **SERVICE DUPLICATION AND GAPS ANALYSIS**

This section summarizes the various transportation providers in the area and the service duplication/gap analysis. The detailed transit gap analysis can be found in Chapter IV of the TDP. Figure C-4 shows the current service area of the major transportation providers within the study area. Table C-2 presents the existing transportation providers on which information was gathered. Many agencies in the region provide only limited transportation services to their clients and the majority of transit agencies limit their ridership to a specific clientele, which makes public transit for the general public very difficult. Note that MET (City of Billings transit service) is included in Table C-2 for the purpose of future coordination efforts, even though it does not currently serve the City of Laurel.

The overall resulting gap is that there is little to no general public transportation in the City of Laurel. In addition, there is little linkage between the cities of Laurel and Billings. Obtaining access to the City of Billings is an issue for many of the residents of Laurel since the Billings has more human service programs and employment, medical, shopping, and educational facilities than Laurel.

Figure C-5  
Preferred Service



**Table C-2  
2008 Population Demographics**

Census Tract	Block Group	Area (sq mi)	Households	Population	Zero-Vehicle Households	Percentage	Low-Income	Percentage	Mobility-Limited	Percentage	Elderly	Percentage
14	1	307.19	477	1,253	14	3.0%	90	7.2%	52	4.1%	146	11.6%
14	2	15.99	297	800	0	0.0%	81	10.2%	61	7.6%	116	14.5%
14	3	25.61	445	1,343	6	1.2%	166	12.4%	54	4.0%	213	15.8%
16	1	161.45	562	1,659	15	2.7%	245	14.8%	80	4.8%	169	10.2%
19	1	1.36	697	2,215	17	2.4%	122	5.5%	84	3.8%	363	16.4%
19	2	0.82	429	1,075	29	6.7%	39	3.6%	81	7.6%	342	31.8%
19	3	0.50	342	784	33	9.6%	160	20.3%	59	7.6%	197	25.1%
19	4	1.11	420	1,129	19	4.5%	118	10.4%	30	2.6%	221	19.5%
19	5	2.54	886	2,622	8	0.9%	261	9.9%	114	4.4%	267	10.2%
19	6	1.37	304	754	26	8.7%	98	13.0%	56	7.4%	235	31.2%
<b>Total</b>		<b>518</b>	<b>4,859</b>	<b>13,633</b>	<b>166</b>	<b>3.4%</b>	<b>1,379</b>	<b>10.1%</b>	<b>671</b>	<b>4.9%</b>	<b>2,268</b>	<b>16.6%</b>

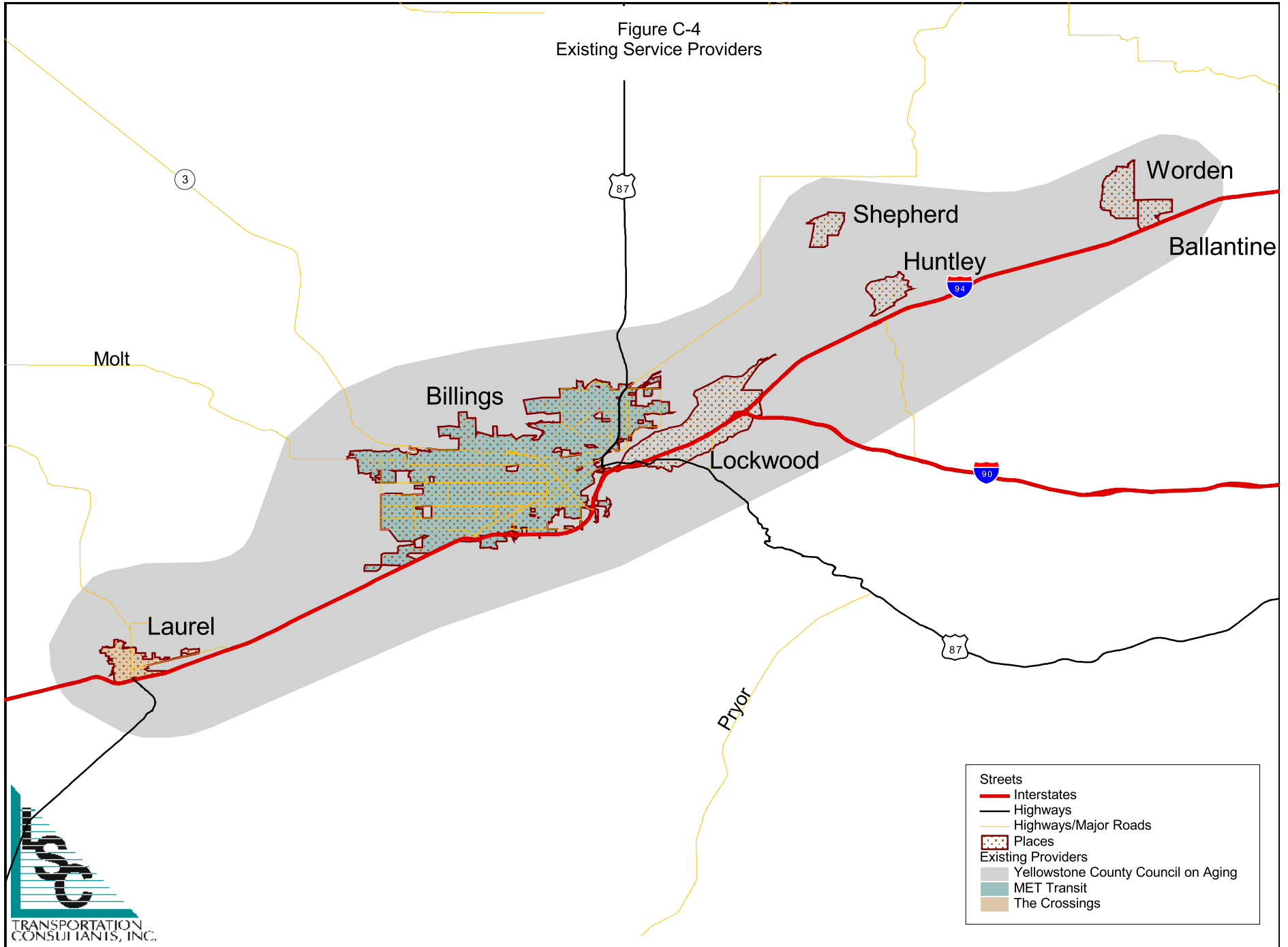
Source: US Census 2000, Laurel Growth Management Plan

## **PREFERRED SERVICE PLAN**

In order to develop the preferred transit service plan, the Stakeholder Advisory Committee (SAC) created a priority list of service options. Based on information from the community and the demand analysis, the LSC team was able to develop a preferred service plan for the City of Laurel from the list of prioritized service options. The preferred service plan will eliminate service gaps and duplication within the City of Laurel and improve access to services in the City of Billings.

At the June 2009 meeting, the SAC agreed that elements for all the options presented need to be developed in the preferred transit service plan. The SAC also agreed that the preferred service plan should be developed over the next six years in three phases. The transit service options will include demand-response service in the City of Laurel, regional service to the City of Billings (for linkage with the human services programs and the medical, shopping, and educational facilities), and a vanpool program to Billings (for commuters to access employment). With each subsequent phase, the level of service will be increased. The SAC agreed that there will need to be a high level of coordination between the City of Laurel and the existing transportation providers within the study area. Figure C-5 presents the preferred service plan.

Figure C-4  
Existing Service Providers



## MANAGEMENT PLAN

The City of Laurel should develop a Transit Program (TP) within the City Public Works Department under the direction of the City Council . A transit coordinator should be hired for the TP. The transit coordinator will be responsible for overseeing transit service contracts, monitoring the costs and productivity of the services in all phases of the preferred transit service plan, and overseeing maintenance of the transit vehicles. The transit coordinator will also need to work closely with the Federal Transit Administration (FTA), MDT, Yellowstone County Council on the Aging (YCCOA), Laurel Medical Center, and any service contractors that may be hired to provide the transit service presented in the service plan.

## IMPLEMENTATION PLAN

Details on the preferred transit service plan were presented in Chapter X of the TDP. The preferred service plan includes local demand-response service, regional service to the City of Billings, and a vanpool program to the City of Billings. The financial costs of these services are detailed in the TDP.

The preferred transit service plan will be developed in three phases. Phase I (2010 through 2011) has an estimated annual operating cost of about \$180,120 with inflation. The Phase I costs include local demand-response, regional, and vanpool services. Phase II (2012 through 2013) increases the estimated annual operating cost to about \$258,000 with inflation due to the increase in the level of service for the regional service and vanpool program. Phase III (2014 through 2015) increases the estimated annual operating cost to about \$347,500 with inflation due to the increase in the level of service for the demand-response service.

Following is a list of activities that need to be completed in order to implement Phase 1 of the preferred transit service plan:

- The TP should hire a transit coordinator in 2009 to oversee the implementation and administration of the new transit service.
- Through City Council, the transit coordinator should apply for MDT funding and FTA 5311 funding in 2009 to cover the operational and capital costs. The transit coordinator should identify the local match funding.
- With City of Laurel approval, the transit coordinator should develop a request for proposals (RFP) in late 2009 for contract services to operate the transit

service. TP staff should review the proposals and select one agency with which to develop a contract for the transit service.

- City Council will need to approve the service contract.
- The transit coordinator should develop intergovernmental agreements with the local human services providers and MET.
- The city should purchase vehicles in 2010 if shared vehicles cannot be identified.
- Phase I service should begin in 2010.

## **COORDINATION EFFORTS**

In order to develop the TDP, the LSC team and City of Laurel Planning Department staff created the SAC, which was made up of local government entities and human services providers.

The group of local stakeholders identified by the project team included the following organizations:

- City of Laurel Planning Department
- City of Laurel Public Works Department
- MET
- City of Red Lodge
- MDT
- Yellowstone County
- YCCOA
- Crossings
- Laurel Senior Citizen Center
- Total Transportation
- Vocational Rehab
- Montana Department of Public Health & Human Services
- Elderly programs

Information gathered from these entities was used to develop the preferred transit service plan detailed in the TDP. Attachment A presents the sign-in sheets from the four combined SAC and public coordination meetings that were held during the TDP coordination planning process. Attachment A also includes a copy of the public notice for the TDP.

During the TDP planning process, the LSC team also conducted a total of three public meetings during May through August 2009. Input from the SAC and the public was used to identify transit needs and recommended transit services.

Attachment B presents the signed resolution No. R09-116 approving this coordination plan. This attachment also includes the Laurel City Council minutes dated October 20, 2009 detailing the approval of the coordination plan for the City of Laurel.

### **Coordination Strategies**

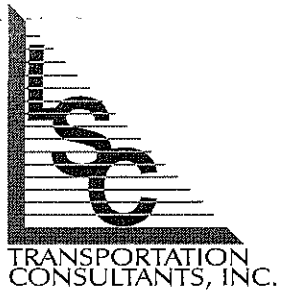
Based on input from the SAC, the preferred transit service plan has been designed to coordinate on several levels with other transportation providers in the region. The first coordination effort is that the schedules for regional service to the City of Billings have been developed so that the buses will arrive at the MET transfer station just before the 30- or 60-minute pulses. This will allow individuals that need to link with the MET transit service to be able to transfer with little waiting time.

The second coordination effort is that the City of Laurel will work with YCCOA and Crossings (senior living center) to coordinate trips. Additionally, the city plans on working with YCCOA and Crossings to share vehicles for the transit service's spare vehicles. The SAC currently sees no need to invest in a computerized dispatching system for this coordination effort since the estimated level of trips with YCCOA and Crossings can be conducted with an informal communications process. The agencies will update their coordination efforts through the existing Yellowstone Transportation Advisory Committee (TAC).

The following are the key strategies of this coordination plan:

- Coordination Council (through the Yellowstone TAC)
- Contract services (City of Laurel contracting with either MET or a human services provider to operate the preferred transit service plan)
- Joint MDT grant application for 2011-2015
- Vehicle sharing
- Coordination of schedules and trips





Attachment A

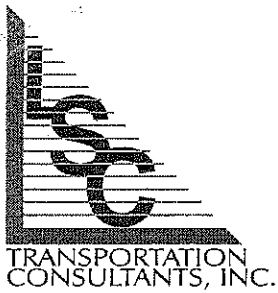
516 North Tejon Street  
 Colorado Springs, Colorado 80903  
 (719) 633-2868 FAX: (719) 633-5430

City of Laurel Transit Development Plan  
 TAC Meeting Wednesday March 11, 2009

Name	Representing	Address	Phone Fax	E-mail Address
Michael Felschow, AICP	LSC Transportation Consultants, Inc	516 North Tejon Street Colorado Springs, CO 80903	(719) 633-2868 (719) 633-5430	Mfelschow@LSCCS.com
Keith Thompson		616 6 <sup>th</sup> Ave Laurel 1209 Lewis Ave Billings	628 4508 248 8557	
Emelie Eaton	City of Laurel	P O Box 159 Laurel 59044	628 2164 Phone 628 8683 Fax	DEaton4626@AOL.com
Audrey Allums	MDT	2069 Prospect Helena, Ave 59620	406-444-4210	aallums@mt.gov
Ron WENGER	City of Billings	PO Box 1178 59101	406-657-8221 "- 687-8419	WENGER@billingsmt.us
Debra Hagel	City of Billings	P.O. Box 1178 Bl. Co. MT 59101	406-657-8378 406-657-8419	hageld@ci.billings.mt.us

City of Laurel Transit Development Plan  
TAC Meeting      Wednesday March 11, 2009

Name	Representing	Address	Phone Fax	E-mail Address
James Caniglia	City of Laurel Summit Consulting	115 W. 1 <sup>st</sup> St.	428-4796	jcaniglia@laurel.mt.gov
Beth Shumate	Red Lodge	5650 Gibben, Custer, 59029	856-4003	gkshumate@gmail.com
Bill Sheridan	City of Laurel	City Hall Laurel, MT	406 860-3881	bsheridan@laurel.mt.gov
Pat Vandell	Yellowstone Co Council on Aging	P.O. 20895 Billings 59102	406.259.9666	yccoapv@imz.net
Dorothy Alegria	Yellowstone Co Council on Aging	Laurel Senior Center Laurel, MT 59044	406-670-6747 work cell #	dottiesue7@hotmail.com
Cory Kinsfather	total transportation Billings, Tolly & Busler	1309 Rosebud Lane Billings, MT	406-252-1778	Jackie Fuchs USA Dig.com
Jim Reno	GFI Co.	217 N. 27	256-2701 256-2777	jreno@Co.Yellowstone. mt.gov



516 North Tejon Street  
 Colorado Springs, Colorado 80903  
 (719) 633-2868 FAX: (719) 633-5430

City of Laurel Transit Development Plan  
 TAC Meeting Tuesday June 30, 2009

Name	Representing	Address	Phone Fax	E-mail Address
Michael Felschow, AICP	LSC Transportation Consultants, Inc	516 North Tejon Street Colorado Springs, CO 80903	(719) 633-2868 (719) 633-5430	Mfelschow@LSCCS.com
Keith Thompson		1209 Lewis Ave PO Box 159 Billings	248-8557 628 2164	
Emelie Eaton	Laurel City Co	Laurel 59044	628 8683	DEaton4626@AOL.com
James Cariglia	Laurel	PO BOX 10 Laurel, 59044	628-4796	scaniglia@laurelmt.gov
Debra Haug	MET Transit	P.O. Box 1178 Billings, MT 59103	406-657-8378	haugd@ci.billings.mt.us
ADAM KRAFT	MDT TRANSIT	2960 PROSPECT AVE. PO BOX 201001 HELENA, MT 59620-1001	406-444-6120	AKRAFT@MT.GOV

City of Laurel Transit Development Plan  
TAC Meeting Tuesday June 30, 2009

Name	Representing	Address	Phone Fax	E-mail Address
Wm. Sheridan	City of Laurel	PO Box 10 Laurel, MT 59044	628-4790	wsheridan@laurel.mt.gov
Lynn Jackson	City of Red Lodge	PO Box 2067 RL MT 59068	446-0324	jacksons@paulbenjamin.net
Ron Knudgen	total transportation	1509 Roseb Lane Butte MT	406-252-1778	Jackie Fuchs g USA Digicom
Lynne Austin	Vocational Rehab	2121 Rosebud Blvd Butte	406-248-4800	LAUSTON@MT.GOV
Pat Vaulff	YCCO	1505 Ave D Butte	259-9666 259-2849	ycco2pv@mont.net
Patrick Sanders	Montana DPHHS	111 North Sanders Helena MT 59620	406-444-4132	psanders@mt.gov

LSC TRANSPORTATION CONSULTANTS, INC.



516 North Tejon Street  
Colorado Springs, CO 80903  
(719) 633-2868  
FAX (719) 633-5430  
E-mail: lsc@lscs.com

Laurel, MT  
Transit Development Plan  
Public Meeting  
Tuesday August 25, 2009, 12:00 noon

Name

Contact Information/E-mail Address

James Caniglia

xcaniglia@laurel.mt.gov - 628-4796

Don + Lorraine Craig

mypurpleboa@msn.com

Alberta Lawver

202 5th Ave

Loretta McFarlin

316 Cedar Ave Laurel

Irez Greenwalt

Marilyn Jones

330 S 80th - 628-2288

~~Nadje Wambé~~

~~323 S 80th Laurel~~

~~Nadje Wambé~~

Lara M. Farnham

215 S. 8th Ave. (406-628-6190)

LaVerne Day

313 1/2 8th Ave S. Laurel

Name	Address	e-mail	Phone	Agency
James Cariglin	P.O. Box 10 Laurel MT 59044	JCariglin@laurel.mt.gov	628-4796	City of Laurel
Debra Hagel	P.O. Box 1178 Billings, MT 59103	hageld@ci.billings.wt.us	657-8578	MET Dorsd - City of Billings
Lindsay Johnson	PO Box 9, Red Lodge	lindsay.johnson@vcu.com	446-1606	Planner City of Red Lodge
Pet Lundell	1575 Ave D Rlly 59102	ycco2p@mt.met	257 9666	yellowstone Co. Council in Argus
Don Kingfisher	1509 Rosebud Lane Billings, MT 59101	Jackie Puck's USA Dig.com	252-1778	toilet transportation Billings MT
Lynne Austin	2121 Rosebud Ave Polys 59102	LAUSTINE@MT.GOV	655-7668	Vocational Rehab.
Bill Sheridan	P.O. Box 10 Laurel, MT 59044	bsheridaw@laurel.mt.gov	860-3821	City of Laurel
ADAM KRAFT	2960 PROSPECTOR MARIENNA, 59620	akraft@mt.gov	444-6120	MT DEPT. OF TRANS
Emelie Eaton	PO Box 159 Laurel	JEaton4626@ AOL.com	628-2164	City of Laurel

August 25, 2006

## **Public Meeting to Notify Interested Parties That Laurel is Applying for a Capital Assistance Grant**

A public meeting is scheduled for Wednesday, May 6th, 2009 at 6:00 pm in the City Council Chambers at Laurel City Hall, 115 West First Street, Laurel, Montana to notify all interested parties that Laurel is applying for a capital assistance grant through the Federal Transportation Administration administered by the Montana Department of Transportation.

In addition, this is to notify all interested parties that Laurel is

applying for an operating grant for expenses associated to public transportation for the general public. Service may include daily bus service to and from Billings and weekend service to and from Red Lodge.

For further information contact Adam Kraft at the Montana Department of Transportation or Laurel City Planner James Caniglia at 628-4796.

(Published in Laurel Outlook 04-15-09 and 04-22-09)



**RESOLUTION NO. R09-116**

**A RESOLUTION OF THE CITY COUNCIL TO ACCEPT THE  
TRANSIT COORDINATION PLAN PREPARED BY LSC TRANSPORTATION  
CONSULTANTS FOR THE CITY OF LAUREL.**

WHEREAS, the City Council previously authorized and approved a contract with LSC Transportation Consultants, via Resolution No. R09-20, for the preparation of a Transit Development Plan for the City of Laurel;

WHEREAS, LSC Transportation Consultants conducted open meetings for members of the public and stakeholders to gather input and discussion regarding the contents and recommendations contained in the City's Transit Development Plan;

WHEREAS, LSC Transportation Consultants additionally prepared the attached Transit Coordination Plan based on the recommendations contained in the Transit Development Plan;

WHEREAS, LSC Transportation Consultants prepared the attached Transit Coordination Plan that is now before the City Council for its acceptance.

BE IT RESOLVED by the City Council of the City of Laurel, Montana, that the attached Transit Coordination Plan is hereby accepted by the City of Laurel; and

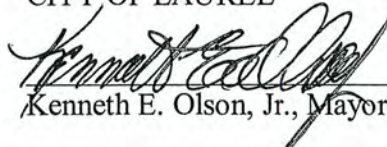
BE IT FURTHER RESOLVED, the Mayor is authorized to execute all documents required to implement the plan, if necessary.

Introduced at a regular meeting of the City Council on October 20, 2009 by Council Member  
Stamper.

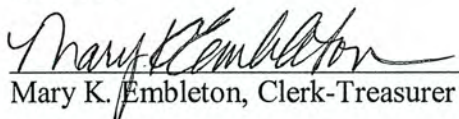
PASSED and ADOPTED by the City Council of the City of Laurel, Montana, this 20<sup>th</sup> day of October, 2009.

APPROVED by the Mayor this 20<sup>th</sup> day of October, 2009.


CITY OF LAUREL

  
\_\_\_\_\_  
Kenneth E. Olson, Jr., Mayor

ATTEST:

  
\_\_\_\_\_  
Mary K. Embleton, Clerk-Treasurer

Approved as to form:

  
\_\_\_\_\_  
Sam Painter, Legal Counsel  
Elk River Law Office, P.L.L.P.



- **Clerk/Treasurer Financial Statements for the month of July 2009.**
- **Clerk/Treasurer Financial Statements for the month of August 2009.**
- **Clerk/Treasurer Financial Statements for the month of September 2009.**
- **Approval of Payroll Register for PPE 10/24/2009 totaling \$158,489.14.**
- **Receiving the Committee Reports into the Record.**

--Budget/Finance Committee minutes of October 6, 2009 were presented.

--City-County Planning Board minutes of October 1, 2009 were presented.

--Public Works Committee minutes of October 6, 2009 were presented.

--Council Workshop minutes of October 13, 2009 were presented.

--Laurel Airport Authority minutes of August 25, 2009 were presented.

--Laurel Library Board of Trustees minutes of August 11, 2009 were presented.

The mayor asked if there was any separation of consent items. There was none.

Motion by Council Member Hart to approve the consent items as presented, seconded by Council Member Eaton. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

**CEREMONIAL CALENDAR:** None.

**REPORTS OF BOARDS AND COMMISSIONS:** None.

**AUDIENCE PARTICIPATION (THREE-MINUTE LIMIT):** None.

**SCHEDULED MATTERS:**

- **Confirmation of Appointments:** None.
- **Ordinance No. O09-10: Ordinance to amend the official zoning map of the City of Laurel, Montana, to change the zoning designation of a parcel of property located in Yellowstone County from Residential Manufactured Home to Light Industrial Zoning.** Second reading.

Motion by Council Member Eaton to adopt Ordinance No. O09-10, seconded by Council Member Hart. There was no public comment or council discussion. A roll call vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R09-116: A resolution of the City Council to accept the Transit Coordination Plan prepared by LSC Transportation Consultants for the City of Laurel.**

Motion by Council Member Stamper to approve Resolution No. R09-116, seconded by Council Member Mace. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R09-117: Resolution of the City Council granting a variance from the City's zoning regulations to allow the owner to replace the existing four-foot fence with a six-foot privacy fence at 602 West Maryland Lane, exceeding the fence height limitations for properties zoned R-7500 under the Laurel Municipal Code.**

Motion by Council Member Wilkins to approve Resolution No. R09-117, seconded by Council Member Rodgers. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

- **Resolution No. R09-118: Resolution authorizing the Mayor to sign an agreement to provide health services with St. Vincent Healthcare of Billings, Montana.**

Motion by Council Member Rodgers to approve Resolution No. R09-118, seconded by Council Member Wilkins. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

**ITEMS REMOVED FROM THE CONSENT AGENDA:** None.

**COMMUNITY ANNOUNCEMENTS (ONE-MINUTE LIMIT):** None.

**COUNCIL DISCUSSION:**

Council Member Poehls stated that the Emergency Services Committee meeting is scheduled on Monday, October 26<sup>th</sup>, at 5:30 p.m.

Council Member Mace stated that the daily road report includes as much information about Laurel as Billings.

Council Member Stamper stated that the County will receive an award from Bright n' Beautiful for the Yellowstone County Veterans' Cemetery at a banquet on Wednesday, October 28<sup>th</sup>. Council Member Stamper plans to attend the event. Vi Hills and the New Life Foursquare Church will also receive awards for their participation in Laurel's cleanup days last spring. Mayor Olson stated that both services resulted after the city council approved and provided funding for the citywide cleanup event.

Council Member Eaton attended the Yellowstone Historic Preservation Board meeting at the Western Heritage Center today, where there were advertisements for the Halloween activities happening in Billings. She announced that none of those activities could trump the activities that three non-profit groups have planned in Laurel.

Council Member Eaton attended the Tree Board meeting this afternoon. The Tree Board agreed to submit an application for a grant for some 2010 activities. Council Member Eaton will ask Mayor Olson to sign the grant application after this meeting.

Mayor Olson stated that this path is important to travel, as being a Tree City is a choice. The city has a choice to maintain or a choice to make a difference. The City of Laurel's council members have decided to make the choice of making difference, and he thinks being designated as a Tree City is making that choice. He applauded Council Member Eaton's efforts and stated that he would be more than willing to sign anything in that regard.

Kurt Markegard stated that the State of Montana Transportation Project Manager contacted him today regarding the NE Laurel Project. He informed Kurt that the underpass will be closed tomorrow from 4:00 a.m. until 9:00 p.m. while an irrigation siphon pipe is installed on the south side of the underpass. The contractor requested six days closure, which was not acceptable to the city or the State.

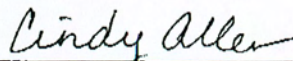
Mayor Olson stated that there were some traffic concerns yesterday. The traffic issues went out to the interstate, and city staff contacted the proper people at MDT. Instead of having the four-way stop, MDT ended up manning the intersection to allow traffic to move at a more reasonable rate than just the four-way stop. Mayor Olson stated that this is another example of city departments going the extra mile for the citizens of Laurel. He expressed appreciation for the staff's activities in that regard.

**UNSCHEDULED MATTERS:** None.

**ADJOURNMENT:**

Motion by Council Member Mace to adjourn the council meeting, seconded by Council Member Poehls. There was no public comment or council discussion. A vote was taken on the motion. All seven council members present voted aye. Motion carried 7-0.

There being no further business to come before the council at this time, the meeting was adjourned at 6:47 p.m.

  
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Cindy Allen, Council Secretary

Approved by the Mayor and passed by the City Council of the City of Laurel, Montana, this 3<sup>rd</sup> day of November, 2009.

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Kenneth E. Olson, Jr., Mayor

Attest:

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Mary K. Embleton, Clerk-Treasurer