



COMPASS
COMMUNITY PLANNING ASSOCIATION
of Southwest Idaho

**REGIONAL TECHNICAL ADVISORY COMMITTEE
JANUARY 25, 2012
COMMUNITY PLANNING ASSOCIATION**

****MINUTES****

ATTENDEES:

Sabrina Anderson, Ada County Highway District
Mary Barker, Valley Regional Transit
Jeff Barnes, City of Nampa
Clair Bowman, City of Nampa, **Vice Chair**
Jon Cecil, Capital City Development Corporation
Michael Garz, Idaho Transportation Department,
District 3
Caleb Hood, City of Meridian, **Chair**
Chris Hopper, Canyon Highway District No. 4
Casey Jones, Boise State University
Kathleen Lacey, City of Boise
Eric Shannon, Nampa Highway District No. 1
Deanna Smith, Public Participation Committee
Nichol Baird Spencer, City of Eagle
Michael Toole, Department of Environmental
Quality

MEMBERS ABSENT:

Jennifer Almeida, Canyon County Development
Services
Ryan Head, Ada County Highway District
Rob Howarth, Central District Health Department
(*Ex-Officio*)
Megan Leatherman, Ada County Development
Services
Robb MacDonald, City of Caldwell
Nathan Mitchell, Mayor, City of Star
Greg Nelson, City of Kuna
Patricia Nilsson, City of Boise
Darin Taylor, City of Middleton
Craig Telford, Mayor, City of Parma
Jenah Thornborrow, City of Garden City

OTHERS PRESENT:

Keith Holmes, COMPASS
Lance Holmstrom, LHTAC
Liisa Itkonen, COMPASS
Amy Luft, COMPASS
Don Matson, COMPASS
Jeff Miles, LHTAC
Carl Miller, COMPASS
Toni Tisdale, COMPASS
Charles Trainor, COMPASS
Jeanne Urlezaga, COMPASS
Debbie Winchar, COMPASS

700 N. East 2nd Street, Suite 200

Meridian, ID 83642

P. 208.855.2558

F.208.855.2559

www.compassidaho.org

CALL TO ORDER

Vice Chair Hood called the meeting to order at 9:04 a.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Mary Barker said Valley Regional Transit will be in their new building on Monday, January 30th (700 N. East 2nd Street, Suite 100, Meridian).

Liisa Itkonen said at COMPASS' January Board meeting, the Board requested that RTAC also discuss the *Communities in Motion 2040* (CIM) scenarios in April and July. The Board will also be reviewing the scenarios in their April and July meetings.

Discussion:

- Since the Planning Team consists of members of RTAC plus additional members, what is the reason to do it twice?
- Not everyone who sits on RTAC is on the Planning Team. Since RTAC makes recommendations to the Board it is important for RTAC to be familiar with the planning scenarios.
- Couldn't interested members that aren't on the Planning Team attend the Planning Team meeting? It's always been said that if there are additional people the Planning Team needs to bring in, they could. If there are RTAC members who are not part of the Planning Team, couldn't they just attend that meeting so RTAC would not have to move its meeting?
- Members on both RTAC and the Planning Team don't have the time to go through the same exercise twice.
- It may help to slightly tweak the *Communities in Motion 2040* Status Report which is contained in RTAC's meeting packet. Then, if issues arise concerning that report, it can be discussed at that time. We don't need a full presentation to RTAC, considering many members from RTAC are on the Planning Team.
- The Planning Team is the recommending body to the Leadership Team. We need to be cautious that when requesting RTAC's input it minimizes the role of the Planning Team in this process.
- It wasn't the Board's direction that they wanted a recommendation from RTAC, it was more to be sure that RTAC had the information. There was no discussion about taking that power away from the Planning Team or Leadership Team. Maybe a more detailed summary memo in the RTAC meeting packet would be adequate.
- Staff should review meeting calendars and present options in the next RTAC meeting.

SPECIAL ITEM

A. Overview of the Local Highway Safety Improvement Plan (LHSIP)

Lance Holmstrom and Jeff Miles presented an overview of the LHSIP.

CONSENT AGENDA

A. Approve December 14,, 2011 Meeting Minutes

Nichoel Baird Spencer moved and Casey Jones seconded to approve the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Election of Chair and Vice Chair

Eric Shannon nominated Clair Bowman to serve as RTAC's Vice Chair. There being no other nominations, the nominations were closed. By unanimous consent, Clair Bowman was elected to serve as RTAC's Vice Chair for 2012.

Clair Bowman nominated Caleb Hood to serve as RTAC's Chair. There being no other nominations, the nominations were closed. By unanimous consent, Caleb Hood was elected to serve as RTAC's Chair for 2012.

B. Recommend Priorities for New Projects for the Draft FY2013-2017 Regional Transportation Improvement Program

Toni Tisdale requested approval of the priorities of new projects for the TIP Update.

After discussion, **Clair Bowman moved and Sabrina Anderson seconded to recommend the priorities for new projects for the Draft FY2013-2017 Regional Transportation Improvement Program with a correction on the Scoring Matrix to change Colorado Road to Colorado Avenue and Holly Road to Holly Street. Motion passed unanimously.**

C. Recommend Approval of the TMA Balancing Committee Guidelines

Toni Tisdale presented the TMA Balancing Committee Guidelines

After discussion, **Nichoel Baird Spencer moved and Clair Bowman seconded to approve the TMA Balancing Committee Guidelines as written but ask the COMPASS Board to consider in Article III, # 2, that if a general consensus cannot be reached, the alternatives, including discussion points, will be presented to RTAC in lieu of the Executive Committee. Motion passed unanimously.**

D. Request Scoring Sub-Committee for Discretionary Applications

Toni Tisdale requested volunteers for a subcommittee to score large highway, transit, and planning discretionary applications.

Volunteers:

Ryan Head, Ada County Highway District
Kathleen Lacey, City of Boise
Mary Barker, Valley Regional Transit
Caleb Hood, City of Meridian
Jeff Barnes, City of Nampa

After discussion, **Sabrina Anderson moved and Nichoel Baird Spencer seconded that RTAC respond and provides feedback via email to all the large highways, transit, and planning discretionary applications. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Discuss Performance Monitoring Report

Carl Miller presented a discussion regarding the Performance Monitoring Report (PMR). Carl asked for the Committee's input regarding what should be in a PMR and how often COMPASS should do a PMR.

Discussion:

- Establish the purpose of the PMR; needs definition.
- Define what is being measured; we should be measuring our success.
- If only referring to the PMR once a year, there's a question of what we want it to be.
- It should not be done in 2012; finish the scenario planning workshops and spend this year re-scoping the PMR to be those indicators that help us measure development in the future.
- In order to make the PMR work, it has to have indicators that are specific to the different jurisdictions in achievability. What's being measured by the jurisdictions?
- Form a subcommittee as we are going through CIM and talk about what can be measured by jurisdiction in order to produce a useful document.
- What are the communities doing? Take time to re-evaluate how it's being used.

Carl said even if the PMR is not done this year, data will still be collected.

B. Continue Discussion of Planning for FY2013 Unified Planning Work Program (UPWP)

Don Matson presented information on the Unified Planning Work Program. A discussion on this topic will take place over the next five months as RTAC input is sought into COMPASS programs and projects for FY2013.

OTHER

A. Next RTAC Meeting: Wednesday, February 22, 2012, 9:00 a.m., at COMPASS.

ADJOURNMENT

Chris Hopper moved and Nichoel Baird Spencer seconded adjournment at 11:00 a.m. Motion passed unanimously.

T:\FY12\800 System Maintenance\820 Committee Support\RTAC\Minutes\minutes012512.docx