

**REGIONAL TECHNICAL ADVISORY COMMITTEE
JANUARY 26, 2011
COMMUNITY PLANNING ASSOCIATION**



**Amended
MINUTES**

- ATTENDEES:** Mary Barker, Valley Regional Transit
Clair Bowman, City of Nampa
Jennifer Carson, Canyon County Development Services
Jon Cecil, Capital City Development Corporation
Michael Garz, Idaho Transportation Department-
District 3
Ryan Head, Ada County Highway District
Caleb Hood, City of Meridian, **Vice Chair**
Chris Hopper, Canyon Highway District No. 4
Rob Howarth, Central District Health Department (*Ex-Officio*)
Wendy Howell, City of Middleton, **Chair**
Megan Johnson, Ada County Development Services
Casey Jones, Boise State University
Kathleen Lacey, City of Boise
Robb MacDonald, City of Caldwell
Eric Shannon, Nampa Highway District No. 1
Deanna Smith, Public Participation Committee
- MEMBERS ABSENT:** Sabrina Anderson, Ada County Highway District
Chris Collins, Mayor, City of Notus
Steve Hasson, City of Kuna
Gary Inselman, Ada County Highway District
David Luft, Department of Environmental Quality
Don Matson, COMPASS (*Ex-Officio*)
Nathan Mitchell, Mayor, City of Star
Nichoel Baird Spencer, City of Eagle
Craig Telford, Mayor, City of Parma
Jenah Thornborrow, City of Garden City
- OTHERS PRESENT:** Todd Bartolome, LHTAC
Nathan Dale, COMPASS
Chris Danley, Iteris
Gerald Flatz, LHTAC
Brooke Green, Community Transportation Association of
Idaho
Doug Hardman, Ada City-County Emergency
Management
Keith Holmes, COMPASS
Liisa Itkonen, COMPASS
David Kuisti, Idaho Transportation Department
Amy Luft, COMPASS
Brian McClure, City of Meridian
Carl Miller, COMPASS
Patricia Nilsson, City of Boise

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OTHERS PRESENT: Matt Stoll, COMPASS
Toni Tisdale, COMPASS
Charles Trainor, COMPASS
Debbie Winchar, COMPASS

CALL TO ORDER

Chair Howell called the meeting to order at 9:00 a.m.

AGENDA ADDITIONS/CHANGES

Mary Barker requested an information item be added to the end of the agenda to review Valley Regional Transit's six-year transit plan update process.

Casey Jones moved and Caleb Hood seconded to amending the agenda as requested. Motion passed unanimously.

OPEN DISCUSSION/ANNOUNCEMENTS

Deanna Smith said on March 24, 2011, 10:00 a.m. – 1:00 p.m., at the Nampa Civic Center, the Idaho Department of Health and Welfare and Idaho Smart Growth will hold a workshop on the connection between public health and the built environment. The key note speaker will be Gary Toth of Project for Public Spaces. COMPASS is also a sponsor for the keynote speaker.

Caleb Hood introduced Brian McClure, Associate City Planner for the City of Meridian. Caleb also said Mayor de Weerd will present Meridian's State of the City Address, on Wednesday, February 2, 2011, at 4:00 pm, at Meridian Middle School (1507 W. 8th Street in Meridian). The presentation's theme is "*Celebrate Meridian: The Next Decade.*"

Carl Miller said COMPASS staff is working on the 2011 version of the Performance Monitoring Report which tracks the goals and progress towards *Communities in Motion*. Carl will email last year's Agency Summaries to each land use agency respectively, and requests updates to the summaries be forwarded to him before RTAC's next meeting on February 23, 2011.

Megan Johnson announced that starting February or March; someone from Ada County will attend the RTAC meetings in her place while she is on maternity leave.

Clair Bowman announced that on March 16, 2011, 5:30 p.m. - 7:30 p.m., at Park Ridge Elementary (off of Kings Road, south of Victory), the City of Nampa, Ada County Highway District, Nampa Highway District #1, and City of Meridian will hold an Open House regarding the Airport Road and Overland Road Corridor Study.

Clair also said a meeting is scheduled with Charles Trainor and Canyon County transportation agencies' staff on Thursday, January 27, 2011, 3:00 p.m., in the Canyon Highway District's large conference room, to review Functional Classifications on COMPASS' Federal Functional Classification map.

CONSENT AGENDA

A. Approve December 15, 2010 Meeting Minutes

Clair Bowman moved and Ryan Head seconded to approve the December 15, 2010 meeting minutes as presented. Motion passed unanimously.

ACTION ITEMS

A. Recommend New Projects and Rankings for the FY2012-2016 Regional Transportation Improvement Program

Toni Tisdale presented the new projects and rankings for the FY2012-2016 Regional Transportation Improvement Program.

After discussion, **Clair Bowman moved and Mary Barker seconded to recommend the New Projects and Rankings as presented in Attachment 1 and Recommendations as presented in Attachment 2 for inclusion in the FY2012-2016 Regional Transportation Improvement Program. Motion passed unanimously.**

B. Recommend Direction for Future Work on Sustainable Communities Planning

Carl Miller gave an update on the State Street/SH 44 Community Challenge/TIGER II Grant proposal. Overall 61 grants were awarded. A threshold of 75 out of 100 points is required for receiving a grant, but the threshold was moved up to 85 because of the volume of applications received. Grants receiving an 85 or higher were moved on to a senior review team. Carl said there were four categories for scoring. The State Street /SH44 Community Challenge/TIGER II Grant proposal received the following points:

- | | |
|---|---------------------|
| • Purpose and Outcome (Livability Principles) | 34 points out of 35 |
| • Work Plan (Deliverables, Budget) | 29 points out of 35 |
| • Leveraging and Collaboration | 10 points out of 15 |
| • Capacity (Ability, HUD Policy Priorities) | 14 points out of 15 |

The proposal received a total of 87 points out of 100, but the application did not get selected by the senior review team. The team did however emphasize their hope that COMPASS would submit their application again in the future.

Liisa Itkonen presented five options for regional sustainability planning and requested the Committee's recommendation on the direction for future work.

Options

	Option A CIM	Option B CIM /Coord.	Option C CIM=RPSD	Option D RPSD (COMPASS)	Option E RPSD (Other)
CIM	As Is	As Is	RPSD	Chapter in RPSD	Chapter in RPSD
COMPASS Role	As Is	Facilitates coordination	Develops the plan	Lead agency	Participant in consortium
Regional Sustainability	Not in single plan	Better coordinated plans	RPSD	RPSD	RPSD
Cost to COMPASS	Cost of CIM	Cost of CIM + staff time	Cost of CIM + \$\$\$\$	Cost of CIM + \$\$	Cost of CIM + staff time

Liisa asked:

- Do COMPASS member agencies want to move toward regional sustainability planning?
- Is there interest/commitment/ability to do regional sustainability planning without grant funding?

Discussion:

- This would be a change in how we do planning in the region. Is there a way to better coordinate the process from the start?

Liisa said this is a lot to consider and asked the Committee if they want to pursue regional sustainability planning if there is no grant funding. Depending on the answer, how do we go about doing it and involve other partners?

- Sustainability planning is a large topic and bringing topics of this magnitude to this group for a discussion and any kind of decision on a short-term basis doesn't seem to be a productive use of everyone's time. A subcommittee should be developed to look at this in more detail and come back to RTAC with a recommendation.
- Is there a timing issue?

Matt Stoll replied overall there is no time crunch. The only crunch that could occur would be if the Committee or the COMPASS Board decides they do not want to pursue the regional sustainability plan and there is a notice of funding availability that comes out. Whatever the outcome of this discussion, the goal is to get investment from this group and have a presentation to bring to the COMPASS Board to help them make a decision.

- Before we get to the "how" we need to address the "what." The central question is, is this a better way to plan? Yes, this is a better way to plan.

- The other question: who is the lead agency? We should be able to get an answer to these questions now.
- COMPASS should be the lead in either a chapter or the whole regional plan. Reservations would involve implementation, adoption, and follow through of the plan. There are agencies that will have little to no involvement.
- Another component to consider is that we will be one TMA in the near future and that will require the kind of consortium partnership that has been created through the grant application process. This gives us the fundamental plan we need and stature for the federal government when they are looking at future applications.

Casey Jones moved and Jon Cecil seconded to accept the principle of regional sustainability planning with COMPASS as the lead agency.

Discussion:

- Is this the recommendation that will go to the Board? Not sure this gives the Board enough information. We should probably come back to RTAC in February for a more pointed discussion of what we are recommending to the Board.
- With the recommendation to move forward, there is a need for COMPASS to develop a strong scope and vision for how this will proceed so that when the Board makes their decision, they will know what they're buying into.

Matt suggested either this Committee or a subcommittee of this group meet to flesh out the scope of work and identify funding and member partners beyond the transportation groups and bring that information back to RTAC. Matt urged the group to take this information back to their elected officials prior to presentation to the COMPASS Board.

The discussion concluded with unanimous agreement that RTAC did not want to consider Options A and B.

Deanna Smith called for the question. **Motion passed unanimously.**

Information/Discussion Items

A. Emergency and Preparedness Planning

Doug Hardman discussed the roles and responsibilities of Ada City-County Emergency Management (ACCEM) and its role in emergency planning in Ada County.

Amy Luft announced that on February 8 and 9, 2011, the 2011 COMPASS Education Series will feature the topic, "Transportation's Role in Emergency Planning" by Gary Gleason of Nusura, Inc. Send an RSVP to Amy if you wish to participate: aluft@compassidah.org.

B. Discuss Project Management for Federal Funding

Toni Tisdale said two issues have arisen. The first issue arose during the Urban Balancing Committee meeting in November 2010: what role should the Local Highway Technical

Assistance Council (LHTAC) have in the urbanized areas (do we want to recommend using LHTAC for project management in the smaller cities)? The second issue: there have been projects that have run out of money while under construction and the Idaho Transportation Department (ITD) has a short turnaround time to pay contractors. The question then comes up, what protocol do we follow when that happens?

Toni introduced Dave Kuisti from ITD, and Jerry Flatz and Todd Bartolome from LHTAC who are in attendance to address the Committee's questions.

Discussion:

- There has been some tightening for ITD to pay the contractors so it's going to be a matter of the agencies to adjust to the policy already in place, which basically says if you are over by \$1,000 or 1%, you have to issue a check to ITD within a certain time. There is a need to revisit our state and local agreements and address this issue more carefully.
- Project managers can be tasked better at advising local elected officials when they think there may be cost overruns.

Jerry Flatz gave a brief background of LHTAC.

Toni said she will bring this item back to RTAC at its February 2011 meeting for recommendation.

C. Review Outreach Activities/Issues in Requesting Local/State Agency Adoption of *Communities in Motion 2035*

Charles Trainor reviewed activities to date, status of adoption, and issues raised.

D. Review Valley Regional Transit's Six-Year Transit Plan Update Process

Mary Barker presented an update on Valley Regional Transit's Mobility Development Plan.

Mary will be contacting each member agency to talk to them about putting more detail into each of the communities on the map of services. Once that is done, the map will be updated and Mary will go out to highway districts and road groups to look at what major construction projects are in process and where expansion projects are located.

OTHER

A. Next Meeting: Wednesday, February 23, 2011, 9:00 a.m., at COMPASS.

ADJOURNMENT

Clair Bowman moved and Deanna Smith seconded adjournment at 10:55 a.m. Motion passed unanimously.