

**REGIONAL TECHNICAL ADVISORY COMMITTEE
FEBRUARY 22, 2012
COMMUNITY PLANNING ASSOCIATION**

****MINUTES****

ATTENDEES:

Jennifer Almeida, Canyon County Development Services
 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
 Ryan Head, Ada County Highway District
 Caleb Hood, City of Meridian, **Chair**
 Chris Hopper, Canyon Highway District No. 4
 Rob Howarth, Central District Health Department
(Ex-Officio)
 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
 Nichoel Baird Spencer, City of Eagle
 Dave Szplett, Idaho Transportation Department,
 District 3 *(for Michael Garz)*
 Michael Toole, Department of Environmental Quality

MEMBERS ABSENT:

Megan Leatherman, Ada County Development Services
 Nathan Mitchell, Mayor, City of Star
 Greg Nelson, City of Kuna
 Darin Taylor, City of Middleton
 Craig Telford, Mayor, City of Parma
 Jenah Thornborrow, City of Garden City

OTHERS PRESENT:

Elaine Clegg, City of Boise
 Kelli Fairless, Valley Regional Transit
 Brooke Green, Community Transportation Association of Idaho
 Keith Holmes, COMPASS
 Liisa Itkonen, COMPASS
 Randy Kyrias, Idaho Transportation Department
 Amy Luft, COMPASS
 Don Matson, COMPASS
 Carl Miller, COMPASS
 George Oamek, Honey Creek Resources, Inc.
 Walt Satterfield, COMPASS
 Matt Stoll, COMPASS
 Toni Tisdale, COMPASS
 Charles Trainor, COMPASS
 Heather Wheeler, Community Transportation Association of Idaho
 Debbie Winchar, COMPASS



COMPASS
 COMMUNITY PLANNING ASSOCIATION
 of Southwest Idaho

CALL TO ORDER

Chair Hood called the meeting to order at 9:09 a.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve January 25, 2012 Meeting Minutes

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

ACTION ITEMS

A. Recommend Approval of Priorities for Discretionary Applications

Toni Tisdale requested a recommendation to approve priorities for large highway, transit, and planning discretionary applications.

Discussion:

- FTA 5309 State of Good Repair, Project: Commuteride Replacement Vans, Ada County Highway District had initially said they would contribute a 30% match but since the project is now grouped the extra match will not help the project so ACHD will provide only the required match of 20%.
- FTA 5309 Bus Livability Program, Project: BSU Bike Barn will be changed to Class 1, Bike Facilities for the entire campus and the description changed to "Analysis, planning, design and construction."
- Regarding the Bike Facilities project, it would be helpful to have a one-page concept of this project which could be given to the commissioners as a point of clarification.

After discussion, **Sabrina Anderson moved and Clair Bowman seconded to recommend approval of the Priorities for Discretionary Applications as amended. Motion passed unanimously.**

B. Request Subcommittee to Develop Rural Prioritization Process

Toni Tisdale requested volunteers for a subcommittee to develop the rural prioritization process.

After discussion, **Eric Shannon moved and Ryan Head seconded approval to form a subcommittee to develop a rural prioritization process. Motion passed unanimously.**

Volunteers:

Nichoel Baird Spencer, City of Eagle
Eric Shannon, Nampa Highway District No. 1
Chris Hopper, Canyon Highway District No. 4
Ryan Head, Ada County Highway District
Mary Barker, Valley Regional Transit
Brad Burge, Golden Gate Highway
Notus-Parma Highway District #2 staff member

INFORMATION/DISCUSSION ITEMS

A. Discuss Financial Forecast

Charles Trainor discussed the upcoming financial forecast process. Charles then introduced George Oamek of Honey Creek Resources, Inc., the selected consultant who will prepare the forecast.

George Oamek said there will be a lot of emphasis on the individual agencies and the ability to meet in person. Towards that end, George would like to meet and develop a preliminary analysis by the end of March, with a final forecast by the end of April.

Charles said this document will come back to RTAC in May for preliminary review.

B. Receive a Report on the Local and State Level Public Transportation Planning Process and Project Funding Steps

Mary Barker presented an overview of the funding allocation process for Ada and Canyon Counties.

Randy Kyrias, Public Transportation Administrator, Idaho Transportation Department (ITD), said through the awareness and acknowledgement that there are duplications in this process, ITD has been working with metropolitan directors to better understand how the metropolitan and non-metropolitan system should work, integrate together and function better. The first outcome is to move forward with identifying each metropolitan area as a stand-alone network. There is a good defined process in place in the metropolitan areas and there should not be duplication. ITD will assign a designation for each of the urbanized metropolitan areas.

Randy said the pressing question is how funding decisions flow and that is something that they presently do not know. The MPO directors, CTAI, and ITD have committed to define the boundaries and then understand how the prioritizations flow.

Heather Wheeler, Executive Director of Community Transportation Association of Idaho (CTAI), said they have a contract with ITD to do the rural transportation planning and coordination process for the rural communities throughout the state. Heather said it is CTAI's role is to ensure there is transportation planning and coordination happening in the other areas outside of Ada County and Canyon County.

Sabrina Anderson suggested that CTAI come back to RTAC at a separate meeting and provide a little more information of what they are doing and how agencies and COMPASS can be more involved.

SPECIAL ITEM

Councilwoman Elaine Clegg provided a presentation of the 2011 AMPO Conference in Dallas, Texas.

C. Discuss Planning for FY2013 Unified Planning Work Program (UPWP) and Introduce Concepts

Don Matson presented a recap of last month's presentation regarding the scope and flexibility of the projects. Don said in identifying the concepts, he has received some ideas of what COMPASS should be doing in the next fiscal year.

Don identified the proposed concepts and polled the Committee about prioritization of projects. In prior years the Committee has recommended to approve or not approve projects, without prioritization. It is also important to know how the Committee feels about ongoing/core projects.

The first question to the Committee was whether the flexible time in COMPASS' work plan should be focused on one large project or several small projects (status quo). Three members preferred COMPASS' flexible time be devoted to one large projects, six members indicated time should be spent on large and small projects, and seven favored time spread among several small projects.

When asked about scoring, prioritization or neither, Committee members were unanimous in a preference of a high/med/low priority rating process. Five members volunteered to work with Don over the next month to develop a prioritization process:

Volunteers for Scoring Priorities:

Clair Bowman, City of Nampa
Mary Barker, Valley Regional Transit
Nichoel Baird Spencer, City of Eagle
Chris Hopper, Canyon Highway District No. 4
Kathleen Lacey, City of Boise

Discussion:

- There are still existing blocks that are too heavy:
 - 820 Committee Support: there is too much time allocated to this task; why do we need COMPASS staff attendance at these meetings?
- When dealing with these items, it would be helpful to have something included in the meeting packet so that the Committee can be better prepared and participate in meaningful discussion.

D. Review Draft Transportation Improvement Program (TIP) Public Involvement Plans and Planning Calendar

Toni Tisdale presented the draft Public Involvement Plans for the FY2013-2017 and FY2014-2018 TIP updates.

Mary Barker said regarding the call for projects up front, we need to build in a process for incorporating projects that come to the surface after the initial call for projects. There are grant opportunities that come out that we don't know about. It needs to be a living document.

OTHER

A. Next RTAC Meeting: Wednesday, March 28, 2012, **10:00 a.m.**, at COMPASS.

ADJOURNMENT

Nichoel Baird Spencer moved and Clair Bowman seconded adjournment at 11:05 a.m. Motion passed unanimously.