



**REGIONAL TECHNICAL ADVISORY COMMITTEE
FEBRUARY 26, 2014
COMPASS, 1ST FLOOR BOARD ROOM
MERIDIAN IDAHO**

****MINUTES****

ATTENDEES:

Sabrina Anderson, Ada County Highway District
 Nichoel Baird Spencer, City of Eagle
 Richard Beck, Ada County Development Services
 Clair Bowman, City of Nampa
 Tom Ferch, Ada County Highway District
 Daren Fluke, City of Boise
 Chris Hopper, Canyon Highway District No. 4
 Wendy Howell, City of Kuna
 Justin Lucas, City of Meridian, **Chair**,
 Robb MacDonald, City of Caldwell
 Patricia Nilsson, Canyon County Development
 Services, **Vice Chair**
 Nicole Nimmons, Boise State University
 Eric Shannon, Nampa Highway District No. 1
 Deanna Smith, Public Participation Committee
 Jordan Swain, Valley Regional Transit

MEMBERS ABSENT:

Jennifer Almeida, Canyon County Development
 Services
 Karen Gallagher, City of Boise
 Michael Garz, Idaho Transportation Department,
 District 3
 Ryan Head, Ada County Highway District
 Rob Howarth, Central District Health
 Department (*Ex-officio*)
 Kathleen Lacey, City of Boise
 Meg Leatherman, Ada County Development
 Services
 Nathan Mitchell, Mayor, City of Star
 Deb Root, Canyon County Development
 Services
 Darin Taylor, City of Middleton
 Bob Flowers, Mayor, City of Parma
 Jenah Thornborrow, City of Garden City
 Michael Toole, Department of Environmental
 Quality

OTHERS PRESENT:

Nancy Brecks, COMPASS
 Scott Frey, FHWA
 Len Grady, City of Nampa
 Keith Holmes, COMPASS
 Liisa Itkonen, COMPASS
 Amy Luft, COMPASS
 Don Matson, COMPASS
 Toni Tisdale, COMPASS

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CALL TO ORDER

Chair Justin Lucas called the meeting to order at 9:02 am.

AGENDA ADDITIONS/CHANGES

No agenda additions or changes were requested.

OPEN DISCUSSION/ANNOUNCEMENTS

Chair Lucas reminded the Committee that Patricia Nilsson was elected Vice Chair at the last meeting.

Clair Bowman introduced Len Grady, Nampa City Engineer.

CONSENT AGENDA

A. Approve January 22, 2014, RTAC Meeting Minutes

Nichoel Baird Spencer moved and Richard Beck seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEM

A. Review Status of the FY2015 Unified Planning Work Program (UPWP) Development and Discuss Member Agencies Project Requests

Don Matson reviewed the schedule for developing the FY2015 Unified Planning Work Program.

Don discussed the general scopes of work for the four projects, in priority order, developed at the RTAC UPWP workshop in November 2013:

Item 1: Transportation Funding Education Campaign

Amy Luft explained this will be strictly an educational campaign on the need for funding. How funding is spent, where it can be spent, and really focusing the public on what we do if we have a deficiency. Media outreach will be through radio spots.

Item 2: Development of Additional Performance Measures and Targets

Clair Bowman said the Performance Measures Committee is trying to cut down the number of performance measures at this point, and suggested moving this item down on the priority list.

Nichoel Baird Spencer suggested clarifying the descriptions as to perfecting data and finding better data to track and monitor.

Sabrina Anderson said that under Task 2 a. Automobile Level of Service is already tracked very well by the county and Major Activity Centers are already defined by the cities. ACHD submitted a UPWP request that is very similar to the Bicyclist and Pedestrian counts, and described very well what that data is used for and how it helps make decisions.

Item 3: Facilitate Training in, and the Sharing of, Best Practices among Agencies

Sabrina Anderson said the COMPASS educational series have been excellent and suggested adding a task for follow up after the series to evaluate what was learned and how to apply those things to the region.

Item 4: Work with Agencies to Develop, Update, and Integrate Plans, synchronize Project Implementation, and Enhance Overall Coordination

Member Agency Requests for FY2015 UPWP Project:

Don presented four member requests for projects to be included in the FY2015 UPWP, Two requests from Ada County, one from ACHD and one from Meridian.

After discussion, Don said at the March 26, 2014, RTAC meeting, the next step in developing the UPWP will be to discuss all of the regional projects and member requests and prioritize them together. Staff will provide a recommendation on what all can be reasonably approved for the FY2015 UPWP.

B. Discuss Member Agency Outreach during *Communities in Motion 2040* (CIM 2040) Public Comment Period

Liisa Itkonen announced the public comment period for CIM 2040 runs March 3 – April 27, 2014. Liisa said to contact Amy Luft to schedule a time for COMPASS staff to present an overview of the plan to any group that would be interested.

C. Review Status of *Communities in Motion 2040* Grant Implementation Program and Appoint Subcommittee to Review and Rank Grant Applications

Don Matson provided a status report on the *Communities in Motion 2040* Grant Implementation Program and reviewed the two applications received to date.

Don requested volunteers to sit on a subcommittee to evaluate and rank the applications based on the program criteria and made a recommendation at the March 26 RTAC meeting, which will be forwarded to the COMPASS Board in April 2014.

After discussion, the following RTAC members volunteered for the subcommittee:

Nichoel Baird Spencer
Richard Beck
Clair Bowman
Tom Ferch
Daren Fluke
Nicole Nimmons
Patricia Nilsson

D. Review Proposed Changes to Regional Transportation Improvement Program Amendment policy

Toni Tisdale reviewed proposed changes to the Regional Transportation Improvement Program amendment policy to provide updates and clarification. The recommendation is to remove all references to project grouping, allow transit carry-over projects via Administrative Modifications, allow End-of-Year changes via Administrative Modifications, and add a "no action required" section for minor administrative changes.

Toni will request a recommendation for COMPASS Board approval at the March 26, 2014, RTAC meeting.

Clair Bowman requested that under "Other Consideration" of Administrative Modifications amend the language to say, "All jurisdictions in Ada County will receive notification of TMA Balancing Committee meetings and actions," and "All jurisdictions in the Nampa Urbanized Area receive notification of Urban Balancing Committee meetings and actions."

E. Discuss Guidance for the Next Long Range Transportation Plan Update (CIM 2045)

Liisa Itkonen discussed changes in the process and what would stay the same for the CIM2045 update, which will begin in October 2014.

After discussion, Chair Lucas said COMPASS staff should do a self-evaluation and let the committee know what worked and what did not work.

The committee recommended finding out why the non-RTAC members on the CIM Planning Team and non-Executive Committee members on the CIM Leadership stopped attending the meetings.

Nichoel Baird Spencer recommending staying with the current vision and keep it to the two county plan. The City of Eagle wants to see a focus on employment generation relevant to the transportation system.

Clair Bowman recommending reconfirming the corridor priorities, and redoing the financial chapter completely because of changes in the region. Clair agrees with keeping the vision, goals, performance measures, and implementation polices as they are. Look at individual elements, not just tweak each chapter.

Liisa will send the draft scope of work to RTAC in April 2014.

OTHER

Next RTAC Meeting: March 26, 2014, at 9:00 am.

ADJOURNMENT:

Clair Bowman moved and Chris Hopper seconded adjournment. Motion passed unanimously.