



**REGIONAL TECHNICAL ADVISORY COMMITTEE**  
**MARCH 23, 2011**  
**COMMUNITY PLANNING ASSOCIATION**

**\*\*MINUTES\*\***

- ATTENDEES:** Clair Bowman, City of Nampa  
Jennifer Carson, Canyon County Development Services  
Jon Cecil, Capital City Development Corporation  
Brent Danielson, Ada County Development Services  
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**  
Kathleen Lacey, City of Boise  
Jeff Lowe, Ada County Highway District (*for Sabrina Anderson*)  
David Luft, Department of Environmental Quality  
Robb MacDonald, City of Caldwell  
Don Matson, COMPASS (*Ex-Officio*)  
Eric Shannon, Nampa Highway District No. 1  
Nichoel Baird Spencer, City of Eagle
- MEMBERS ABSENT:** Mary Barker, Valley Regional Transit  
Chris Collins, Mayor, City of Notus  
Steve Hasson, City of Kuna  
Casey Jones, Boise State University  
Nathan Mitchell, Mayor, City of Star  
Deanna Smith, Public Participation Committee  
Craig Telford, Mayor, City of Parma  
Jenah Thornborrow, City of Garden City
- OTHERS PRESENT:** Jeff Barnes, City of Nampa  
Nathan Dale, COMPASS  
Keith Holmes, COMPASS  
Liisa Itkonen, COMPASS  
Amy Luft, COMPASS  
Carl Miller, COMPASS  
Katie Pincus, Kittelson & Associates  
Matt Stoll, COMPASS  
Toni Tisdale, COMPASS  
Charles Trainor, COMPASS  
Cheyne Weston, Boise Parks & Recreation  
Debbie Winchar, COMPASS

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## **CALL TO ORDER**

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

## **AGENDA ADDITIONS/CHANGES**

Jon Cecil requested an information item be added to the end of the agenda regarding an update on the Sustainable Communities Network webinar.

Introductions were made of all attendees.

## **OPEN DISCUSSION/ANNOUNCEMENTS**

Clair Bowman introduced Jeff Barnes, Staff Engineer for the City of Nampa. Clair said that Jeff will be his alternate representative on RTAC.

Keith Holmes reminded the Committee that the deadline for completed Member Requests for FY2012 COMPASS Staff Assistance forms is the close of business on Friday, March 25, 2011. Please send all completed requests to: [KHolmes@Compassidaho.org](mailto:KHolmes@Compassidaho.org).

## **CONSENT AGENDA**

### **A. Approve February 23, 2011 Meeting Minutes**

**Ryan Head moved and Clair Bowman seconded to approve the February 23, 2011 meeting minutes as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Recommend Approval for a Funding Source Swap between Ada County Highway District and Boise State University**

Toni Tisdale presented a background summary of the Ada County Highway District /Boise State University funding swap.

**Nichoel Baird Spencer moved and Kathleen Lacey seconded to recommend approval for a Funding Source Swap between Ada County Highway District and Boise State University. Motion passed unanimously.**

## **Information/Discussion Items**

### **A. Update on Airport-Overland Road Corridor Study**

Clair Bowman presented information on a future east-west connection south of I-84, between Nampa Airport and Garrity interchange on the west, connecting to Ten Mile Road near Overland Road on the east. Clair said a final report will be presented to RTAC in June or July 2011.

### **B. Review Findings and Recommendations of State Street Transit and Traffic Operational Plan**

Jeff Lowe reviewed the activities to date and status of the State Street Transit and Traffic Operational Plan.

### **C. Review Status of Local/State Agency Adoption of *Communities in Motion* 2035**

Charles Trainor discussed the outreach activities and issues in requesting local/state agency adoption of *Communities in Motion* 2035.

### **D. Update on Regional Sustainability Planning Workshop**

Liisa Itkonen reviewed the draft scope of work for the Regional Sustainability Planning process. Liisa said she will bring the scope of work back to RTAC in April 2011 for recommendation, to the COMPASS Executive Committee in May, as a workshop item to the COMPASS Board in June, and for Board action in July or August. Liisa encouraged the Committee to speak to their respective elected officials regarding any questions or concerns they may have.

#### **Discussion:**

- When this item comes back to RTAC in April, it may be helpful to discuss whether or not the Regional Sustainability Plan will be a part of *Communities in Motion* or if it will be a separate document.
- Policy boards are going to ask for a general estimate of workdays and the amount of funding requested from cooperating partners if moving forward with the plan.

Liisa replied if policy boards need that type of detail, they may want to look at the items in the scope of work and come up with an estimate for the items they would work on.

- The draft budget summary implies the costs but what is not seen is a description of the benefits derived from this process. What federal funding would be available for this plan that is not currently available?

Liisa replied it is an unknown at this time. Liisa said she would describe some of the benefits without being able to point to additional dollar amounts.

- A request was made that at RTAC's April 2011 meeting, staff responds to the questions raised and that a more thorough discussion take place on the scope and budget.

After further discussion, a suggestion was made to place this item on the April 2011 agenda as an action item with time for additional discussion. Once the scope of work and budget is presented it will be clear what the Committee's recommendation will be.

### **E. Review Street and Infill Visualization Opportunities**

Charles Trainor reviewed the visualization project and requested that members provide candidate sites within their respective jurisdictions.

#### **Discussion:**

- On what criteria are these going to be evaluated? Are we going to target specific type of sections (i.e., minor or major arterials)? More guidance is needed on comparisons as to how something can be context sensitive in design, based on characterization of streets.

- Consider candidate sites already located on CIM maps, activity centers, or comp plan neighborhood centers. Look at FHWA's requirements for visualization.

Charles requested candidate sites be forwarded to him within the next two weeks.

- Is there going to be a ranking committee?

Charles replied he would like to get a list of candidates first but if it is the Committee's desire to form a workgroup to rank the candidates, it can be requested. Clair Bowman said if there is going to be a ranking; it should be done by a group outside this Committee.

## **F. Review Prioritization Option**

Charles Trainor presented a Regional Systems Prioritization Model outline.

### **Discussion:**

- What is being requested from RTAC?

Matt Stoll replied, in the future this process will come back to RTAC for recommendation. That will be determined based upon when the Board makes a decision regarding the long-range transportation plan.

- ACHD has concerns in particular; how this is going to correlate with the development of the CIP. More conversation is needed. ACHD staff will submit their questions and concerns on how this will go forward.

## **G. Review Recommendation Processes for Transit Systems Planning and Alternatives Analysis**

Don Matson presented general information on the planning and analysis process that would be necessary to attain federal funding for a fixed guideway project and to begin construction. Don said generally the process includes systems planning, alternatives analysis, preliminary engineering, and final design. He added that flowcharts are being refined as part of an informative report for member agencies; the report will be released in a few months.

## **H. FY2011 Variance Report: October 1, 2010 to December 31, 2010**

Information only.

## **I. Sustainable Communities Funding**

Jon Cecil said on March 22, 2011, he attended a Sustainable Communities Network webinar, "Supporting the Partnership for Sustainable Communities: Tools for Advocacy." The webinar included an update on the current state of the Partnership for Sustainable Communities in federal budget negotiations; a guide to local advocacy efforts you can take to support these grant programs, including how to schedule meetings in your District; how to call your Members of Congress; email and letter templates; an overview of additional documents and images specific to your state available to you; and, an opportunity to ask questions and share efforts already under way.

Jon said if anyone would like to receive a copy of his notes, he will forward them to Charles Trainor for distribution.

**OTHER**

**A. Next Meeting:** Wednesday, April 27, 2011, 9:00 a.m., at COMPASS.

**ADJOURNMENT**

**Clair Bowman moved and Ryan Head seconded adjournment at 10:55 a.m.  
Motion passed unanimously.**

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