



**REGIONAL TECHNICAL ADVISORY COMMITTEE  
MARCH 26, 2014  
COMPASS, 1<sup>ST</sup> FLOOR BOARD ROOM  
MERIDIAN IDAHO**

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

**ATTENDEES:**

Sabrina Anderson, Ada County Highway District  
 Jeff Barnes, City of Nampa  
 Richard Beck, Ada County Development Services  
 Tom Ferch, Ada County Highway District  
 Daren Fluke, City of Boise  
 Wendy Howell, City of Kuna  
 Rhonda Jalbert, Valley Regional Transit  
 Justin Lucas, City of Meridian, **Chair**,  
 Patricia Nilsson, Canyon County Development  
 Services, **Vice Chair**  
 Eric Shannon, Nampa Highway District No. 1  
 Deanna Smith, Public Participation Committee  
 Jenah Thornborrow, City of Garden City  
 Michael Toole, Department of Environmental  
 Quality

**MEMBERS ABSENT:**

Jennifer Almeida, Canyon County Development  
 Services  
 Nichoel Baird Spencer, City of Eagle  
 Clair Bowman, City of Nampa  
 Karen Gallagher, City of Boise  
 Bob Flowers, Mayor, City of Parma  
 Chris Hopper, Canyon Highway District No. 4  
 Rob Howarth, Central District Health  
 Department (*Ex-officio*)  
 Kathleen Lacey, City of Boise  
 Meg Leatherman, Ada County Development  
 Services  
 Robb MacDonald, City of Caldwell  
 Nathan Mitchell, Mayor, City of Star  
 Nicole Nimmons, Boise State University  
 Deb Root, Canyon County Development Services  
 Darin Taylor, City of Middleton

**OTHERS PRESENT:**

Nancy Brecks, COMPASS  
 Scott Frey, FHWA  
 Len Grady, City of Nampa  
 Keith Holmes, COMPASS  
 Liisa Itkonen, COMPASS  
 Megan Larsen, COMPASS  
 Tom Laws, COMPASS  
 Amy Luft, COMPASS  
 Don Matson, COMPASS

700 N. East 2nd Street,

Suite 200

Meridian, ID 83642

P. 208.855.2558

F.208.855.2559

www.compassidaho.org

## **OTHERS PRESENT (continued)**

Carl Miller, COMPASS  
Brian Smith, J-U-B Engineers  
Toni Tisdale, COMPASS

## **CALL TO ORDER**

Chair Justin Lucas called the meeting to order at 9:03 am.

## **AGENDA ADDITIONS/CHANGES**

Chair Lucas requested to add a brief presentation from Scott Frey of the Federal Highway Administration as Agenda Item V-B.

After discussion, **Patricia Nilsson moved and Wendy Howell seconded approval to add Agenda Item V-B to the agenda as requested. Motion passed unanimously.**

## **OPEN DISCUSSION/ANNOUNCEMENTS**

Patricia Nilsson said she will be organizing a "get to together" for local attendees at the APA Conference in Atlanta, Georgia in April 2014.

Rhonda Jalbert stated that VRT staff member Jordan Swain moved back to Salt Lake City.

## **CONSENT AGENDA**

### **A. Approve February 26, 2014, RTAC Meeting Minutes**

**Daren Fluke moved and Rhonda Jalbert seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **SPECIAL ITEMS**

### **A. Recommend Prioritization of Member Agency Requests and New Regional Projects for FY2015 Unified Planning Work Program (UPWP)**

Don Matson presented draft scopes of work for four regional projects, which emerged as priorities in a November 2013 UPWP workshop with RTAC and other COMPASS committees, and three member requests for inclusion in the FY2015 COMPASS UPWP.

Chair Lucas said that the City of Meridian formally withdrew their member request for an industrial lands inventory and assessment.

Patricia Nilsson discussed looking at the concept of developing partnerships with local jurisdictions to complete tasks in the UPWP if needed. In some MPOs around the country they rely on local agency staff with appropriate expertise to perform some of the tasks in their UPWP. In turn, the local jurisdiction is reimbursed for its staff time with federal planning funds.

After discussion, **Chair Lucas directed COMPASS staff to review Patricia Nilsson's idea from a technical perspective, and discuss with RTAC how COMPASS might handle such a shift with the UPWP. Patricia will provide examples from other MPOs.**

After discussion, **Patricia Nilsson moved and Sabrina Anderson seconded to direct COMPASS staff to use the draft scopes of work to develop draft tasks for the FY2015 UPWP. Motion passed unanimously.**

After discussion, **Deanna Smith moved and Richard Beck seconded approval of the priority order for the three member requests as:**

- **No. 1, Treasurer Valley Bicycle and Pedestrian Data Collection Strategy (Ada County Highway District)**
- **No. 2, Area of City Impact Comprehensive Plan Analysis (Ada County)**
- **No. 3, Ada County Full Build-out Scenario Plan (Ada County)**

**Motion passed with one nay vote.**

**By consensus it was agreed the regional projects will remain in the priority order presented:**

- **No. 1, Transportation Funding Education Campaign**
- **No. 2, Development of Additional Performance Measures and Targets**
- **No. 3, Facilitate Training in, and the Sharing of, Best Practices Among Agencies**
- **No. 4, Work with Agencies to Develop, Update, and Integrate Plans, Synchronize Project Implementation and Enhance Overall Coordination**

#### **B. Status Report - Certification Review**

Scott Frey distributed the agenda for the April 22-23, 2014, FHWA/FTA certification review of the COMPASS area, which is conducted every 4 years. Member agencies are welcome to attend the review and there is a public meeting scheduled on April 22 from 6:00-800 pm.

#### **ACTION ITEMS**

##### **A. Recommend Approval of CIM 2040 Grant Implementation Program Recipients(s)**

Don Matson presented the RTAC subcommittee's recommendation of three CIM 2040 implementation grant program applications:

- **City of Kuna, Greenbelt Expansion (construction) \$40,000**
- **City of Middleton, Sidewalk and Trail Connection (design) \$30,000**
- **City of Wilder, Pavement Management Program/Chip Seal (maintenance) \$24,000**

After discussion, **Patricia Nilsson moved and Deanna Smith seconded to accept the RTAC subcommittee's recommendations for project funding as presented and forward the recommendations to the COMPASS Board for approval. Motion passed unanimously.**

**B. Recommend COMPASS Board Approval of Changes to Regional Transportation Improvement Program (TIP) Amendment Policy**

Toni Tisdale presented recommended changes to the TIP Amendment Policy that remove all references to project grouping, allow transit carry-over projects and approved End-of-Year changes via Administrative Modifications, and the addition of a “no action required” section for minor administrative changes. Other minor changes are requested throughout the document for clarity, and links will be added to various COMPASS websites to provide more detailed information.

After discussion, **Patricia Nilsson moved and Daren Fluke seconded to recommend COMPASS Board approval of the changes to the Regional Transportation Improvement Program amendment policy. Specifically, to add under the components for the amendments and administrative modifications, references to specific balancing committee guidelines. As well as regarding other considerations for both categories that COMPASS will notify jurisdictions of all the balancing committee actions. Motion passed unanimously.**

**C. Recommend COMPASS Board Approval to Amend the FY2014-2018 Regional Transportation Improvement Program (TIP)**

Toni Tisdale presented an updated version of Amendment 4 of the requested changes to the FY2014-2018 TIP from the City of Boise, Valley Regional Transit, and Garden City.

After discussion, **Patricia Nilsson moved and Rhonda Jalbert seconded to recommend COMPASS Board approval of Amendment No. 4 as presented. Motion passed unanimously.**

**OTHER**

**Next RTAC Meeting: April 23, 2014, at 9:00 am.**

**ADJOURNMENT:**

**Sabrina Anderson moved and Wendy Howell seconded adjournment at 10:21 am. Motion passed unanimously.**