

**REGIONAL TECHNICAL ADVISORY COMMITTEE
MAY 18, 2011
COMMUNITY PLANNING ASSOCIATION**



**Special Meeting
MINUTES**

- ATTENDEES:** Sabrina Anderson, Ada County Highway District
Mary Barker, Valley Regional Transit
Clair Bowman, City of Nampa
Jon Cecil, Capital City Development Corporation
Michael Garz, Idaho Transportation Department-
District 3
Caleb Hood, City of Meridian, **Vice Chair**
Wendy Howell, City of Middleton, **Chair**
Kathleen Lacey, City of Boise
Megan Leatherman, Ada County Development Services
Jeff Lowe, Ada County Highway District (*for Ryan Head*)
David Luft, Department of Environmental Quality
Robb MacDonald, City of Caldwell
Patricia Nilsson, City of Boise
Eric Shannon, Nampa Highway District No. 1
Deanna Smith, Public Participation Committee
- MEMBERS ABSENT:** Jennifer Carson, Canyon County Development Services
Chris Collins, Mayor, City of Notus
Steve Hasson, City of Kuna
Chris Hopper, Canyon Highway District No. 4
Rob Howarth, Central District Health Department (*Ex-Officio*)
Casey Jones, Boise State University
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:** Jeff Barnes, City of Nampa
Nancy Brecks, COMPASS
Nathan Dale, COMPASS
Sonia Hennum, Kittelson & Associates
Liisa Itkonen, COMPASS
Amy Luft, COMPASS
Carl Miller, COMPASS
Matt Stoll, COMPASS
Toni Tisdale, COMPASS
Charles Trainor, COMPASS
Jeanne Urlezaga, COMPASS
Ted Vanegas, Valley Regional Transit
Cheyne Weston, Boise Parks & Recreation
Debbie Winchar, COMPASS

800 S. Industry Way, Ste 100

Meridian, ID 83642

P. 208.855.2558

F. 208.855.2559

www.compassidaho.org

CALL TO ORDER

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

UPDATE FROM DEMOGRAPHIC ADVISOR COMMITTEE (DAC)

Jeff Lowe gave an overview of the DAC's May 11, 2011 meeting and summarized DAC's mission.

REVIEW SCENARIO PLANNING PROCESS OPTIONS

Carl Miller reviewed the Scenario Planning Process options.

After discussion, **Kathleen Lacey moved and Deanna Smith seconded to strike Option 2: Community Determined, as an option for further consideration. Motion passed unanimously.**

After further discussion, **Tricia Nilsson moved and Jon Cecil seconded to include in scope of work the scenario planning process based on the six phased scenario planning framework from FHWA, keep in \$73K for that effort of which \$5K be included for phase 1, apply for consultant resources to set up the scope of work, and that the scope of work include in the assumption that RTAC will be engaged in making a recommendation along with input from DAC and any other COMPASS standing committees.**

After discussion, **Sabrina Anderson made a substitute motion and Clair Bowman seconded that RTAC approve Option 1 with the clear understanding that it is not a full start over, and that the information on Community Choices 2006, 2010, and Census 2010 information be provided to participants at beginning.**

After discussion, **substitute motion failed with two ayes.**

After further discussion, **the original motion failed.**

Jeff Lowe moved and Clair Bowman seconded to hire a consultant to follow the draft scope of work, budget and schedule, as may be adopted, with time allotted to each specific task, to be negotiated upon selection of a consultant.

After discussion, **motion failed.**

Clair Bowman moved and Sabrina Anderson seconded to hire a consultant to implement the scenario planning process, that the base includes 2010 census, approved developments, the existing CIM that we incorporate the Community Choices forecast policies, that we revisit those policies to reconfirm their appropriateness and that the recommendations come back to RTAC and DAC for recommendation to the COMPASS Board.

After discussion, **Deanna Smith made an alternate motion and Kathleen Lacey seconded that COMPASS create a Request for Proposal to hire consultant for task element 5.2, scenario planning, in the scope of work.**

After further discussion, **motion passed with eight ayes and five nays.**

REVIEW DRAFT SCOPE OF WORK, BUDGET AND SCHEDULE

Liisa Itkonen briefly reviewed draft scope of work.

After discussion, **Sabrina Anderson moved and Clair Bowman seconded to:**

- **drop element 3.4, environmental and natural resources, to \$20K;**
- **drop element 3.5, emergency services (safety and security) to \$20K;**
- **drop element 2.4, graphics, to \$20K;**
- **cut element 2.3, street simulation;**
- **add element 7.7, for a technical writer in the amount of \$55K ;**
- **move element 2.4, graphics, under 7.7 so graphics and technical writer are under same amount;**
- **savings realized from element 2.3, street simulation, and additional \$20K, would go to element 6.8, operations/ITS plan update, which would increase to \$115K.**

The reason for cutting street simulation; it's nice to have but street simulation has been done through other efforts. If there is money to fund the outcome, it would be nice, but no enhancement money. The ITS plan because is out of date. ACHD and Nampa may be able to add funds to make region-wide ITS plan.

Matt Stoll requested a simplified motion without commentary.

Sabrina Anderson restated the motion and Clair Bowman seconded to reduce 3.4 to \$20K, 3.5 to \$20K, 2.4 cut to \$20K but move to it under the new 7.7 for \$55K, cut 2.3, labeled 7.7 technical writer/ graphics, and increase 6.8 to \$115K.

After discussion, **Tricia Nilsson made a substitute motion and Clair Bowman seconded to add a technical writer under element 7.7 for \$55K and increase 6.8 to \$115K.**

After further discussion, **Sabrina Anderson, Tricia Nilsson, and Clair Bowman withdrew the motion and substitute motion.**

Sabrina Anderson moved and Tricia Nilsson seconded to take element 2.3, street simulation, to zero.

After discussion, **motion passed with two nays and one abstention.**

Sabrina Anderson moved and Eric Shannon seconded to cut element 3.4, environment and natural resources, to \$20K.

After discussion, **Sabrina Anderson amended the motion and Eric Shannon seconded cut element 3.4, environment and natural resources, to \$20K and include 20 workdays and on element 2.3, street simulation, cut the workdays from 10 to zero. Motion failed.**

Sabrina Anderson moved and Caleb Hood seconded to reduce element 3.4, environment and natural resources, to \$20K and reduce the workdays from 30 to 20. Motion passed unanimously.

Sabrina Anderson moved and Tricia Nilsson seconded to change element 2.3, street simulation, workdays from 10 to 5 recognizing some staff time will be needed to compile information from other agencies. Motion passed unanimously.

Sabrina Anderson moved and Clair Bowman seconded to change element 3.5, emergency services, from \$40K to \$20K and reduce workdays from 20 to 15. Motion passed unanimously.

Sabrina Anderson moved and Clair Bowman seconded to change element 6.8, operations/ITS plan update (two counties, all modes), from \$71.2K to \$125, and change workdays from 10 to 20.

After discussion, **Sabrina Anderson amended the motion and Clair Bowman seconded, to change element 6.8, operations/ITS plan update (two counties, all modes), from \$71.2K to \$140K, and change workdays from 10 to 20. Motion passed with two nays.**

Sabrina Anderson moved and Kathleen Lacey seconded to add element 7.7 to hire a technical writer including graphics in the amount of \$55K and add 10 workdays. Motion passed unanimously.

Caleb Hood moved to change the name of element 5.5 from online review of growth scenarios to review of growth scenarios and reduce amount by \$30K.

After discussion, Caleb Hood removed the motion.

Caleb Hood moved and Sabrina Anderson seconded to combine element 5.5, online review of growth scenarios, with element 5.2, scenario planning, and increase the total budget amount to \$123,800; part of funds are for review of growth scenarios.

After discussion, **motion passed.**

OTHER

A. Next Regular Meeting: Wednesday, May 25, 2011, 9:00 a.m., at COMPASS.

ADJOURNMENT

The meeting adjourned at 11:10 a.m.