



**REGIONAL TECHNICAL ADVISORY COMMITTEE
JUNE 27, 2012
COMMUNITY PLANNING ASSOCIATION**

****MINUTES****

- ATTENDEES:**
- Sabrina Anderson, Ada County Highway District
 - Nichoel Baird Spencer, City of Eagle
 - Mary Barker, Valley Regional Transit
 - Clair Bowman, City of Nampa, **Vice Chair**
 - Michael Garz, Idaho Transportation Department,
District 3
 - Caleb Hood, City of Meridian, **Chair**
 - Chris Hopper, Canyon Highway District No. 4
 - Rob Howarth, Central District Health Department
(*Ex-Officio*)
 - Wendy Howell, City of Kuna
 - Casey Jones, Boise State University
 - Megan Leatherman, Ada County Development
Services
 - Robb MacDonald, City of Caldwell
 - Patricia Nilsson, City of Boise
 - Jenah Thornborrow, City of Garden City
- MEMBERS ABSENT:**
- Jennifer Almeida, Canyon County Development
Services
 - Jeff Barnes, City of Nampa
 - Ryan Head, Ada County Highway District
 - Nathan Mitchell, Mayor, City of Star
 - Eric Shannon, Nampa Highway District No. 1
 - Deanna Smith, Public Participation Committee
 - Darin Taylor, City of Middleton
 - Craig Telford, Mayor, City of Parma
 - Michael Toole, Department of Environmental
Quality
- OTHERS PRESENT:**
- Lisa Bachman, Garden City/JUB
 - Jeanne Barker, City of Garden City
 - Richard Beck, Ada County Development Services
 - Dave Fotsch, Central District Health Department
 - Keith Holmes, COMPASS
 - Liisa Itkonen, COMPASS
 - Amy Luft, COMPASS
 - Don Matson, COMPASS
 - Matt Stoll, COMPASS
 - Toni Tisdale, COMPASS
 - Jeanne Urlezaga, COMPASS
 - Debbie Winchar, COMPASS

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CALL TO ORDER

Chair Hood called the meeting to order at 10:15 a.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve May 23, 2012 Meeting Minutes

Casey Jones moved and Wendy Howell seconded to approve the Consent Agenda as presented. Motion passed unanimously.

SPECIAL ITEM

A. Recommend Approval of the Draft FY2013 Unified Planning Work Program (UPWP)

After discussion, **Nichoel Baird Spencer moved and Chris Hopper seconded to approve the Draft FY2013 UPWP with the following recommendations:**

- **Remove Program No. 710, Complete Streets. Add 36 workdays and add the task descriptions to Program No. 701, General Membership Services;**
- **Expand Program No. 605, Transit/Multi-Modal Planning, to include discussions of Valley Regional Transit, the Ada County Highway District, as well as all modes of transportation;**
- **Program No. 720, State Street Corridor Implementation. Reduce the ongoing coordination to 40 workdays and remove the language associated with the grant which is already covered in another portion of the UPWP as general grant writing; and**
- **Program 761, Blueprint for Good Growth, should be reduced to 10 workdays. The ongoing preliminary plat tracking and monitoring is already contained under Program No. 661, Communities in Motion.**

After further discussion, Chair Hood clarified that without additional recommendations for consideration by the RTAC the 88 workdays as recommended for removal in the motion will not be reallocated to other tasks within the UPWP.

There being no further discussion, **the motion carried with two nays.**

B. Recommend Changes to the TMA Program for the FY2013-2017 Update

After discussion, **Tricia Nilsson moved and Jenah Thornborrow seconded to recommend the changes to the TMA Program for the FY2013-2017 Update as detailed in Attachment 1, FY2013-2017 STP-TMA Program Summary Worksheet, as requested with all options included and change funds from Key No. 12367 to 12368.**

After further discussion, **Sabrina Anderson moved and Nichoel Baird Spencer seconded a substitute motion to recommend changes to the TMA Program for the FY2013-2017 Update as detailed in Attachment 1, FY2013-2017 STP-TMA Program Summary Worksheet, minus the funding for the Boise Bike Share and change funds from Key No. 12367 to 12368. Motion carried with 10 ayes and 7 nays.**

Information/Discussion Items

A. Review Guidance on Process for Future Discretionary Program Applications

Toni Tisdale said staff is working to include this as part of the application process when meeting with member agencies this summer. Therefore, the applications would be due mid-November which would allow time for prioritization of all projects.

Discussion:

- May not be able to set a date. Notification was sent out stating the FTA may come out with another round of State of Good Repair and Veteran grants in July.

Toni replied these grants are so volatile that there would have to be a secondary plan to incorporate these changes.

- The regional plan could be used as a touch stone of potential projects; the Board could approve it, and keep it as a living document without getting into detail. With the limited timeframe, State of Good Repair and Boise Greenbelt projects should be listed in the implementation section of the plan. What else does the MPO need to do to rank and prioritize; there isn't a need for more than a general recognition of that type of project in the regional plan.

Toni said that is exactly why capital projects will go forward for these discretionary opportunities. That is something to think about while going through the CIM update process; what do we want to apply for in the next five to 10 years?

- Amend the current plan to put in these categories and examples of projects. It doesn't need to be complicated.

Toni replied projects are not shown in a priority order in the current CIM 2035 plan. Therefore, it would be a lengthy process to add two or three years' worth of discretionary type projects into the unfunded list. It does not fit the current format. This a temporary fix; the next step would be to have all possible projects prioritized in the long-range plan. A caveat could be added that if something comes up that was unknown at the time; we have the opportunity to prioritize projects and bring them before the Board.

Toni said Board approval will be sought by the end of the calendar year so when approaching member agencies this summer, this will be part of that package. This item will come back to RTAC next month for recommendation.

- A suggestion was made to convene a subcommittee to work on a process for Discretionary grants.

Subcommittee volunteers:

Mary Barker, Valley Regional Transit
Tricia Nilsson, City of Boise
Ryan Head, Ada County Highway District

Toni said she will send out an email to all RTAC members requesting additional involvement.

B. Update of COMPASS Public Involvement Policy

Amy Luft reviewed the draft Public Involvement Policy and timeline. Amy said she will send an email to this Committee with information on how to find everything on the COMPASS website.

C. Review Draft Rural Prioritization Process

Toni Tisdale said staff is working with the rural jurisdictions. Toni reviewed the five funding slots and prioritization rotation schedule.

Chris Hopper suggested going back to the agencies who will be involved in this prioritization process. After one additional meeting, the process should be ready to bring back to RTAC next month for a recommendation.

D. Discuss Grant Implementation Program

Don Matson gave a brief review of the Grant Implementation Program for a Sustainable Environment (GIPSE) DRAFT Program Summary Outline. Don said he will bring this item back to RTAC next month and at that time will request a workgroup be formed to further refine the program. A final, complete grant program will be presented to the COMPASS Board for approval in the fall of 2012.

E. Update on the FY2013-2017 Transportation Improvement Program (TIP)

Toni Tisdale provided an update on the FY2013-2017 Transportation Improvement Program.

OTHER

A. Next RTAC Meeting: Wednesday, July 25, 2012, 10:00 a.m., at COMPASS.

ADJOURNMENT

Sabrina Anderson moved and Mary Barker seconded adjournment at 12:00 p.m. Motion passed unanimously.

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