

**REGIONAL TECHNICAL ADVISORY COMMITTEE
SEPTEMBER 16, 2010
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-D3
Ryan Head, Ada County Highway District
Caleb Hood, City of Meridian
Wendy Howell, City of Middleton, **Vice Chair**
Gary Inselman, Ada County Highway District
Megan Johnson, Ada County Development Services
Kathleen Lacey, City of Boise
Robb MacDonald, City of Caldwell
Don Matson, COMPASS (*Ex-Officio*)
Eric Shannon, Nampa Highway District #1 (*for Todd Milich*)
Deanna Smith, Public Participation Committee
- MEMBERS ABSENT:** Jennifer Carson, Canyon County Development Services
Chris Collins, Mayor, City of Notus
Steve Hasson, City of Kuna
Rob Howarth, Central District Health Department (*Ex-Officio*)
Casey Jones, Boise State University
David Luft, Department of Environmental Quality
Nathan Mitchell, Mayor, City of Star
Sarah Stobaugh, Boise Independent School District
Craig Telford, Mayor, City of Parma
Jenah Thornborrow, City of Garden City
Jim Voorhees, Canyon Highway District #4
- OTHERS PRESENT:** Dave Amick, Idaho Transportation Department
Nathan Dale, COMPASS
Nick Foster, Kittelson & Associates
Nathan Hesterman, Idaho Transportation Department
Amy Luft, COMPASS
Mark McNeese, Idaho Transportation Department
Matt Stoll, COMPASS
Toni Tisdale, COMPASS
MaryAnn Waldinger, COMPASS
Debbie Winchar, COMPASS

CALL TO ORDER

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

OPEN DISCUSSION/ANNOUNCEMENTS

Vice Chair Howell stated because of staff layoffs at the City Eagle, Jeff Lowe would no longer be the RTAC Chair. Wendy read an email from Jeff Lowe.

Don Matson said the transfer of Wendy Howell from Vice Chair to Chair of RTAC and the election of a new Vice Chair will be addressed at the October RTAC meeting.

AGENDA ADDITIONS/CHANGES

None.

ACTION ITEMS

A. Recommend Approval to Amend the FY2010-2014 Transportation Improvement Program

Toni Tisdale said because of the discussion and recommendation of RTAC at the August 2010 meeting to go forward with the Transportation Improvement Program (TIP) but breakdown individual projects, the Idaho Transportation Department (ITD) had concern with the action. Staff presented this item to the COMPASS Board with RTAC's recommendation to approve the FY2011-2015 Regional TIP with the condition that all projects should be shown individually and a subcommittee should work with ITD to develop a formal protocol for grouping and amending projects; however, staff recommended that the Board not approve the TIP until the details are worked out.

Toni said that staff has been directed not to approve the TIP at this time in order to work out with ITD the differences in the FY2011-2015 TIP and STIP documents. The projects still need to move forward. There were a lot of changes in FY2011 between the FY2010-2014 and FY2011-2015 TIPs. Staff is proposing to make those changes.

Matt Stoll welcomed Michael Garz, ITD's new representative on RTAC. Matt provided more background based upon the Committee's action at the August RTAC meeting. ITD pulled together members to discuss the value of project groupings of the TIP and STIP and also to discuss ITD's concerns: trust with ITD and the need to establish a process for protocols before COMPASS agrees to do the grouping process; issue of communication associated with the right-of-way (ROW) being pulled out of SH 44 and US 20/26; and the desire to have a better understanding of the process.

Matt said he, ITD management, and RTAC members discussed:

- a course of action to move the process along and to get at the heart of the trust issue,
- the need to have better dialogue regarding why the ROW would be pulled out and implications that would result if it is pulled out or not pulled out, and
- the need to have the COMPASS Board and RTAC more involved in the final decision of whether or not it should be pulled out.

Matt stated if protocols and goals are put into place and a small work group is formed to make a recommendation to the COMPASS Board regarding the ROW for the two corridors, hopefully at the end of the process a protocol will be established to make a recommendation regarding grouping of projects in the TIP/STIP for the coming year. There are implications for local and state projects if the FY2010-2014 TIP is not amended to reflect the programmed projects and changes. There is also an air quality implication: a conformity document had been approved based on the 2006 *Communities in Motion* plan.

On Monday, September 20, 2010, the Board will be presented with the 2010 *Communities in Motion* plan that has different population projections and transportation networks. The FY2010-2014 Regional TIP to reflect the new projections and networks will not be presented to the Board until after the conformity analysis is amended. The Interagency Consultation Committee will meet on October 7, 2010, and a special meeting of the COMPASS Board will be held on October 13, 2010.

Clair Bowman moved and Mary Barker seconded to recommend approval to the COMPASS Board the modifications to FY2010-2014 Transportation Improvement Program as presented in this packet.

Discussion:

- A few minor changes:
 - Key No. H316: I-84, Wye Interchange Storm Retention Pond – Need a more accurate description. The retention pond is not at the Wye Interchange but on I-84 approximately ½ mile west of Five Mile Road.
 - Key No. 10526: Pavement Striping, Ada County – FY2011 – Change Funding Source: to ***Statewide Safety***.

After discussion, **Clair Bowman and Mary Barker withdrew the motion because there was no consensus to remove funding from the US 20/26 and SH 44 corridor preservation projects.**

After further discussion, Clair Bowman summarized the changes presented:

- Key No. 10526: change funding source
- Key No. H316: amend description
- Key Nos. 07826 and 07827: delete Scheduled Cost changes beyond FY2010

Clair Bowman moved and Sabrina Anderson seconded to recommend approval to amend the FY2010-2014 Transportation Improvement Program with the four changes as presented. Motion passed unanimously.

B. Recommend Approval of Protocols for Grouping of Projects in Transportation Improvement Programs

Toni Tisdale presented the Draft Protocol, TIP Amendment Policy, and ITD's DRAFT SIP/TIP Amendments and Modifications document. Toni said the upcoming challenge is to develop a grouping format. Toni said she looked at the differences between the TIP and STIP groups and asked Dave Amick to explain why the STIP had so many group categories without funding.

Dave Amick presented the Available Funding with Match vs. Programmed Projects and a chart for the Draft FY2011-2015 Capital Investment Program, Grouped Projects by Program (ITD Control Totals) and Costs in Thousands of Year-Of-Expansion Dollars.

Matt Stoll said if we're shooting for the federal requirements as far as the coordination and communication between ITD and COMPASS Board, we're shooting low. From discussions held last week, what we should be striving for is improved coordination and communication on all facets of funding on the transportation system for the improvement of the system for the region.

Discussion:

- Operating funds are not listed for public transit.

Dave replied it has not yet been grouped; a grouping system has not been worked out between the public transportation staff and Federal Transit Administration but it is still on the table.

- Are there documented procedures on how amendments are done?

Matt replied that is why we are having the discussion on groupings; there aren't procedures or protocols set up for how to amend grouped or non-grouped projects, not only on the local projects but also on state projects.

- Because we are nowhere near an approved process, a recommendation to approve the Protocols cannot be made. There was discussion of forming a subgroup of RTAC to work through this process.

Matt clarified the intent of this action item is to get an approval of the process that has been laid out as far as how we are going to engage over the next couple months to develop the protocols and procedures. RTAC will be requested to provide a lot more detail on the recommendations of how to engage the COMPASS Board with workshops and also on how this Committee wants to be engaged over the next couple of months in order to have a finalized protocol and procedures process to go along with a project grouped STIP/TIP that will be recommended to the Board.

Ryan Head moved and Clair Bowman seconded to form an RTAC subcommittee to discuss amendment and modifications to the TIP/STIP, the concept of grouping, and how to improve communication in general.

A comment was made that a subcommittee had been created at the August 2010 RTAC meeting.

Matt directed the subcommittee to:

- review the pros and cons of keeping the right-of-way in US 20/26 and SH 44 because it is a key issue that will be brought back to the COMPASS Board,
- identify workshops of how to engage the COMPASS Board in the decision making of the operation and preservation projects; how those projects are programmed, and
- identify additional workshops on improving coordination and communication between the COMPASS Board and ITD (whether from District 3 or the IT Board).

After discussion, **Ryan Head moved and Clair Bowman seconded to amend the motion to use the existing subcommittee volunteers and to incorporate Matt Stoll's direction to the subcommittee.**

Toni listed the subcommittee volunteers from the August 25, 2010 RTAC meeting:

Wendy Howell
Clair Bowman
Ryan Head
City of Boise staff member
ITD staff member

Mary Barker and Caleb Hood also volunteered to be on the subcommittee.

Motion passed unanimously.

Kathleen Lacey referred to the Draft Project Change Protocol handout. Are we changing or creating a Protocol? Toni replied we are creating a new Protocol. Kathleen said when we're talking about Major Stakeholders; we forgot to add the public to the top of the list.

Toni said she will send out notice of the subcommittee meeting date and time.

There was consensus among subcommittee volunteers to meet on Thursdays at 10:30 a.m.

OTHER

A. Next Meeting: Wednesday, October 27, 2010, 9:00 a.m., at COMPASS.

ADJOURNMENT

Sabrina Anderson moved and Ryan Head seconded adjournment at 10:30 a.m. Motion passed unanimously.

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