



**Regional Technical Advisory Committee
January 26, 2005
Community Planning Association**

Minutes

ATTENDEES:

- Greg Abramson, City of Kuna
- Casey Bequeath, Canyon Highway District #4
- Mary Berent, City of Middleton, **Vice Chair**
- Wendel Bigham, Meridian School District Transportation
- Kevin Bittner, Valley Regional Transit
- Jim Buffington, Nampa Highway District #1
- Bruce Eggleston, City of Boise
- Dean Gunderson, Ada County (for Michael Wilson)
- Leon Jensen, Canyon County
- Don Kostelec, ACHD, **Chair**
- Gordon Law, City of Caldwell
- Pam Sheldon, Capital City Development Corporation
- Steve Siddoway, City of Meridian
- Nichoel Baird Spencer, City of Eagle,
- Dennis Stegenga, City of Star
- Sue Sullivan, Idaho Transportation Department-Dist. 3
- Charles Trainor, COMPASS (*Ex-Officio*)

ABSENT:

- John Anderson, Boise Air Terminal
- Leonard Herr, Department of Environmental Quality
- Berrin Nejad, City of Garden City
- Paul Raymond, City of Nampa
- Sarah Stobaugh, Boise Independent School District
- Bill Vaughan, City of Eagle

OTHERS

ATTENDING: Patricia Nilsson, COMPASS
Nicole Prehoda, COMPASS
Terri Schorzman, COMPASS
Toni Tisdale, COMPASS
Debbie Winchar, COMPASS
Jay Witt, COMPASS

CALL TO ORDER

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

CONSENT AGENDA

Approve December 1, 2004 Minutes

Pam Sheldon stated that in the word “Capitol” in Capital City Development Corporation should be spelled “*Capital.*”

Dean Gunderson commented that the motion made under the item to “Endorse Draft Planned Community Review Policy” should be amended to read: “*After further discussion, the motion was approved with one abstention.*”

Nichoel Baird Spencer moved and Dean Gunderson seconded to approve the December 1, 2004 minutes as amended. There being no further discussion, the motion was unanimously approved.

ACTION ITEMS

Officer Elections

Nichoel Baird Spencer and Pam Sheldon nominated Don Kostelec to serve as RTAC’s Chair. There being no other nominations, the nominations were closed. By unanimous consent, Don Kostelec was elected as RTAC’s Chair for 2005-2006. Casey Bequeath and Jim Buffington nominated Gordon Law to serve as RTAC’s Vice Chair. Gordon Law and Nichoel Baird Spencer nominated Mary Berent to serve as RTAC’s Vice Chair. There being no other nominations, the nominations were closed. By a show of hands, Gordon Law received 3 votes and Mary Berent received 12 votes. By a majority of the votes, Mary Berent was elected to serve as RTAC’s Vice Chair for 2005-2006.

Amendment to FY2005-2009 Nampa Urbanized Area and Northern Ada County Transportation Improvement Programs – Valley Regional Transit

Patricia Nilsson stated under the provisions of TEA-21, Valley Regional Transit (VRT) had not been able to use federal funds for transit projects. During extensions passed by Congress, VRT is able to use federal funds for operating. However, when VRT does their budget at the beginning of the year, they are told by the Federal Transit Authority that they cannot add the federal funds to their budget. When the extensions allow for the use of operating, an amendment process is done to shift the funds.

Kevin Bittner explained that Congress extending the operating waiver in 2005, has to do with the Transit Operations and Preventive Maintenance described in Table 1 of the Amendment to FY2005-2009 Northern Ada County Transportation Improvement Program. Regarding the Transit Capital projects for Key Nos. PD3049 and PD3028, instead of doing multiple

amendments, it would be better to wait and hear from Congress and do one TIP and STIP amendment together.

In Table 2 for the Nampa Urbanized Area TIP, Transit Capital was moved to Northern Ada County. In the 5309 Coalition, Treasure Valley Transit had two phases for a facility in Canyon County. The first phase was transferred to VRT and this is the amount of money for the second, which was transferred to VRT-sponsor from Canyon County-sponsor. In the STIP, it was still in the Canyon County projects. Regarding the Transit Demand Response, VRT has not used all of the demand response funds for 2004. The 2005 funds can be better utilized by moving them into Preventive Maintenance to decrease the demand response and increase preventive maintenance. (Project Nos. 55 and 64)

Gordon Law asked if the Canyon County Mayors are in agreement with the request for a shift? Kevin responded that they are but he does not have a letter from each Mayor so stating. If there was disagreement, it would have come up at VRT's Board meeting. This request was presented to VRT's Board and the Canyon County Mayors through the Board packet.

Don Kostelec asked if Funding Source 5307 was an additional allocation from federal dollars or was it taken out of another 5307 source? Kevin explained that in TEA-21, it states that any area that has gone over 200,000 in population would receive capital. There is approximately \$2.2 million of federal dollars. When doing the budget for 2005, VRT had to follow TEA-21. All that was programmed was for capital projects, not operating. There is no additional money; it was the appropriations of approximately \$2.2 million. The capital projects were programmed and other money was left unallocated until Congress extended the operating waiver.

Don Kostelec stated, the \$1.2 million federal share had not been allocated in the TIP that was adopted, it was left unallocated. Have we have now tapped into it? Kevin replied that was correct. In the VRT budget, Boise City and Garden City were contributing the \$1.2 million for federal.

Don suggested that when going to the COMPASS Board with a recommendation; note that the \$1.2 million was held out of the TIP.

After further discussion, **Dean Gunderson moved and Dennis Stegenga seconded to recommend the amendment to FY2005-2009 Nampa Urbanized Area and Northern Ada County Transportation Improvement Programs with the clarification that the \$1.2 million was held out of the Transportation Improvement Program until Valley Regional Transit utilized the funds following approval of the waiver by the federal government. There being no further discussion, the motion was unanimously approved.**

Patricia Nilsson stated there have been a number of TIP amendments. Linda Ritter will keep a chronological list on the COMPASS website.

Comment on Annual Appropriations Priorities

Toni Tisdale stated at the December 20 COMPASS Board meeting, the Board requested staff to look into some additional funding sources. In the past COMPASS has applied for Reauthorization funds and Congress asked COMPASS to reapply for the same sources since the transportation bill was not approved. The Board also asked staff to review Annual Appropriations, which is the process that is presently in place. A subcommittee met to prioritize projects.

Toni reviewed the Annual Appropriation Project Request List. This is not a final list. It may be cut down to 8 or 9 projects. An effort is in process to hire a lobbyist. COMPASS is contributing \$50,000 of the \$100,000 to \$150,000 needed for an annual contract. Any entity applying for funds would help pay for the lobbyist, which would be a percentage of the total amount. Because the entities will help to pay for the lobbyist, transportation as well as non-transportation projects will benefit.

More detail will be gathered from the Annual Appropriation Project Request List and it will be forwarded to the subcommittee. A more finalized list will be emailed to RTAC for comment. If the Committee has comments or concerns with any of the projects listed, please let Toni know.

After further discussion, Don Kostelec stated it is best for the region to only put forward the projects that are most manageable.

Don commented that COMPASS staff should be ready to explain if there is economic or rural development, or if there is HUD. The State of Idaho does not get a formula appropriation for such things. If it does, it is not as formulaic as federal transportation dollars. Toni stated she is not sure what our role would be at that point since it goes beyond transportation issues or how staff would be involved in doing that kind of research outside of the transportation arena.

Gordon Law stated that we need to get involved in the process, learn how it works. But we also need to remember that the process works better if there are multiple entities interested in a particular project. It works better to use this process when we have projects that cannot be funded or have difficulty being funded during a normal TIP process. This is the perfect vehicle to approach Congress.

Don Kostelec commented that more would be coming from COMPASS staff as this process progresses. Toni thanked everyone for their support during the reauthorizing process. Bruce Eggleston added that it is very important to get every available body to push these projects with the Congressional delegation to successfully participate in this process. It would be helpful for the COMPASS Board members to participate in a “lobbying 101” training session.

INFORMATION ITEMS

Update to RTAC Bylaws

Toni Tisdale explained that this item would be tabled for future discussion. Terri Schorzman is working to establish a new committee called the Public Participation Committee (PPC). Representatives from the PPC will be assigned to each COMPASS standing committee. RTAC’s draft bylaws have been revised to include two citizen members. This information item will be brought back to RTAC after the PPC has established.

Discussion about Communities in Motion

Charles Trainor stated that a second round of workshops would commence on February 2 and 3, which will take the results of the November 16 and 17 workshops to be distilled down into a limited number of scenarios.

Charles gave a brief description of the workshop process and of the scenarios developed out of the workshops. The six scenarios were narrowed down to:

- ❖ Workshop Average
- ❖ Combine Changing Tides and Corridor

- ❖ Satellite Cities
- ❖ Trend

Communities in Motion and *Blueprint for Good Growth* will meet on March 1 and the elected officials will meet on March 2 to make a recommendation of what preferred scenario could go forward to the COMPASS Board for preliminary action on March 21. From March 22 through April 8, meetings will be scheduled with groups that have an interest and background in this kind of activity in order to inform them of what is being done. Member agencies have been asked to send names of those who need to be contacted. Presentation materials will be developed and volunteers will be sought to do these presentations. Volunteers are not expected to defend the preferred scenario but rather explain how the scenario works and why it was chosen. This gives individuals an opportunity to give feedback to the COMPASS Board, which will take action on April 18. Thereafter, the scenario will be used in developing the transportation plan.

Terri Schorzman commented that a series of Open Houses would take place the week of March 29, 30 and 31 from 7 a.m. to 9 p.m. One or two Open Houses will take place in Ada County and one in Canyon County.

Terri added that volunteers are needed to facilitate the February 2 and 3 workshops. A facilitator training session will take place on Tuesday, February 1 at the Idaho Historical Museum from 11:30 to 3:00. Lunch will be provided. If you would like to volunteer to become a facilitator please let her know as soon as possible.

Pan Calendar Objective

Charles Trainor stated that several studies and planning efforts are underway in the region. It is confusing for everyone including elected officials, to keep track of all that is happening. The goal is to come up with a central calendar that will list all events, which will be posted on the COMPASS website. We are requesting assistance from our member agencies in this effort. This is a work in process and RTAC is requested to give COMPASS their comments on the utility and practicality of such a calendar.

Update on Downtown Boise Mobility Study

Toni Tisdale gave a PowerPoint presentation regarding the Downtown Boise Mobility Study. The Study is wrapping up this spring and RTAC and the COMPASS Board will be requested to approve the Downtown Boise Mobility Study early this year. This presentation can be distributed on CD Rom.

Annual Monitoring Report

Charles Trainor stated the focus is to establish an annual process that would report on and monitor progress under the long-range transportation plans. Two outputs from the monitoring process would be: a product that would inform RTAC and COMPASS Board of the progress made on each policy contained in the transportation plan and, a shorter product aimed at general citizens. This would tie into our TIP process and work program process. Are we investing in the right areas to achieve what we said we would in the plan? Are we investing in the right activities in terms of studies and planning based on what we thought we would do in the plan?

RTAC is not requested to take action on this item but rather to think about what you would expect to see in an annual monitoring report of this type and how you would expect it to read.

After further discussion, Nichoel Baird Spencer commented that at the beginning stages of this process it might be beneficial to identify data sources, where they need to come from, and what monitoring needs to be done on the local level.

Follow-Up Discussion on Development Review

Sue Sullivan stated that when the Comprehensive Plans are being revised COMPASS is not always involved in the review. Sue recommended, given the regional implications of Comprehensive Plan Amendments, that COMPASS be involved in the review of those documents.

Sue commented there are access issues with lot splits. It would be helpful if the land use agencies could try and find a way to make sure that if there is a lot split, there would be no additional access, which would cause a land lock to the state highway system.

Sue expressed another issue; developments are moving forward before the developers have either had their access approved or even before they have submitted a request for the access point. Is there some way to coordinate this so that we do not have an approved subdivision before the developers have an approved access point?

Nichoel Baird Spencer clarified that if the developers are going through a process with the condition that they have to have access, but they have a preliminary plat based on a design in a certain access point, and that access point has not been approved, it requires redesign. It is hard to take that entitlement away even if it is a condition of approval. Don Kostelec added that this is where developers may claim hardship if they design the site without proper authority.

Dennis Stegenga stated if a subdivision is approved preliminarily, the conditions of approval are tied to the final plat. It does not keep the developer from developing the subdivision while they are waiting to receive information to file for the final plat. Dennis recommends that when responding back to the jurisdictions; tell them that they need to have the permit in hand before it goes further. The preliminary plat will be held up until that permit is issued. Nichoel Baird Spencer commented that she would prefer it as an application requirement.

Sue stated this does not have to be solved at this meeting, but it is an issue that needs to be addressed.

After further discussion, Charles Trainor stated that RTAC is empowered through limited circumstances to review Comprehensive Plan Amendments. Don Kostelec agreed there needs to be a process by which certain levels of amendments, and generation of new comprehensive plans, should go through.

Charles suggested creating a subcommittee that could be empowered to draft a position to send to the COMPASS Board. Dean Gunderson volunteered to sit on this subcommittee.

Don Kostelec suggested tabling the discussion of the subcommittee to next month's agenda.

Discussion on Studies Coordination

Toni Tisdale stated there are many studies going on in the Treasure Valley. The goal is to use the Transportation Economic Land Use System (TELUS), which is what is being used for the Transportation Improvement Program, and tie the studies with TELUS. We are not positive it will work. A representative from The New Jersey Transportation Institute is coming to COMPASS to provide a demonstration of TELUS, including the web-based version. In

December, COMPASS received approval to spend \$10,000 to hire a consultant to tie the interactive mapping with TELUS. Today's packet includes a draft of On-going and Future Studies, which includes a list of studies, a brief description of each, website link and agency contact person.

Toni stated she will need help keeping this current. As stated in the memorandum, in May 2003 a resolution was passed authorizing COMPASS staff "to create and maintain a readily-accessible database library consisting of study information ... and member organizations and others who generate relevant information, to voluntarily participate in this effort." COMPASS staff will make contacts and try to keep it updated, however, assistance from member agencies is also necessary to keep this effort current.

Don Kostelec asked since COMPASS is managing this process, what would COMPASS propose, what is the most reasonable level? Toni replied that the more regional studies are those that are relevant in funding (i.e., ACHD's Five-Year Work Program). Keep studies that have been developed within the last five years. Toni suggested that a small discussion item be placed on each RTAC agenda in order to obtain any updates to the studies coordination effort. Don suggested setting up something related to common project milestones. Dean Gunderson suggested that when attending public meetings it might be helpful to burn a copy of the list of Studies to CD.

Toni asked if the final reports for these studies should be posted on the website? The entire report would be accessible from the COMPASS website. Don Kostelec stated if the studies are on other agency websites; make sure you have the link to insure the most recent version is posted. Toni stated there is a concern with using the website links. Even though it is somewhat duplicative having a report on two different servers, it would be better to have the report which would drop off at the end of the fifth year. Sue Sullivan commented that document size is also a concern.

Toni wanted to make the Committee aware that this is something that will continue to be worked on.

Eagle Road Arterial Study

Charles Trainor received a call from Chris Canfield of the Idaho Transportation Department-District #3 (ITD). ITD is seeking endorsements from local entities regarding the proposal along Eagle Road. There are implications for regional traffic generated by this kind of proposal. RTAC is being asked to determine if members consider it appropriate to make a recommendation for endorsement.

Steve Siddoway commented that the City of Meridian has already sent their endorsement. Dean Gunderson stated Ada County has sent a similar letter of endorsement.

Don Kostelec stated that if this has been endorsed by other entities, he did not see it as a problem.

Update on CMAQ Applications

Patricia Nilsson stated that COMPASS received FY2008 CMAQ applications on January 13, 2005. By the time COMPASS receives the applications, the Department of Environmental Quality has already reviewed the air quality content for technical accuracy. COMPASS' role is to make sure they get into the preliminary Transportation Improvement Program. Whatever gets

funded will reside in the final TIP and the ones not funded will be dropped. COMPASS does not score, rank or prioritize these applications as we do other applications.

Jay Witt commented there is no ranking for CMAQ applications at the Metropolitan Planning Organization level. It does occur at the Idaho Transportation Department level. All projects compete against each other throughout the entire state. A lot of weight is put on their emissions reduction, air quality benefit and their cost benefit. Only a qualitative analysis of their air quality benefits is required. COMPASS will endorse these applications if they are complete and the air quality analysis seems to be in order.

OPEN DISCUSSION

Patricia Nilsson stated that because of the upcoming *Communities in Motion* workshops, the subcommittee set up to review the TIP calendar, which was scheduled to meet the first week in February, would be rescheduled. Patricia will send an email to the group regarding the meeting time and date. Copies of the applications and worksheets will be sent a week prior to the meeting.

Sue Sullivan suggested that a discussion item be placed on a future agenda regarding the concept of a Noise Compatible Land Use Control program. Besides guidance on access control, this is something that should be discussed as a group. Toni stated it has been placed on the agenda for the February meeting.

Toni Tisdale stated she has final copies of *Destination 2030* on CD. Ada County agencies are asked to stop at the front desk and pick up a new Functional Classification Map.

Don Kostelec commented that to the cities in Ada County, Sue Sullivan and Patricia Nilsson, ACHD will be sending out the extended version of the Five-Year Work Program. A CD will contain the short version, long version and the map.

NEXT MEETING:

Wednesday, February 23, 2005, 9:00 a.m., at COMPASS.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:35 a.m.

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