

*REGIONAL TECHNICAL ADVISORY COMMITTEE*  
*JUNE 25, 2008*  
*COMMUNITY PLANNING ASSOCIATION*

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

- ATTENDEES:*
- Wendell Bigham, Joint School District #2
  - Sabrina Bowman, Ada County Highway District
  - Brad Broker, Department of Environmental Quality
  - Jon Cecil, Capital City Development Corporation
  - Phil Choate, Idaho Transportation Department-District 3
  - Matt Ellsworth, City of Meridian, *Chair*
  - Jim Farrens, Ada County Development Services
  - Stephen Freiburger, Nampa Highway District #1 (*for Jim Buffington*)
  - Steve Hasson, City of Kuna
  - Rob Howarth, Central District Health Department (*Ex-Officio*)
  - Wendy Howell, City of Middleton
  - Ryan McDaniel, City of Boise
  - Brent Orton, City of Caldwell
  - Gloria Parkvold, Valley Regional Transit
  - Whitney Rearick, Boise State University (*for Jared Everett*)
  - Deanna Smith, Public Participation Committee
  - Nichoel Baird Spencer, City of Eagle
  - Jenah Thornborrow, City of Garden City
  - Toni Tisdale, COMPASS (*Ex-Officio*)
  - Jarom Wagoner, Canyon County Development Services
- MEMBERS ABSENT:*
- Clair Bowman, City of Nampa
  - Anne Horn, Mayor, City of Notus
  - Tim Richard, Canyon Highway District #4, *Vice Chair*
  - Sarah Stobaugh, Boise Independent School District
  - Mary Shaw Taylor, City of Star
  - Margie Watson, Mayor, City of Parma
- OTHERS PRESENT:*
- Liisa Itkonen, COMPASS
  - Justin Lucas, Ada County Highway District
  - Don Matson, COMPASS
  - Jim Pline, Pline Engineering Co.
  - Joe Rosenlund, J-U-B Engineering
  - Sai Kumar Sarepalli, Holladay Engineering Company
  - Charles Trainor, COMPASS
  - MaryAnn Waldinger, COMPASS
  - Debbie Winchar, COMPASS

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*CALL TO ORDER*

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

*AGENDA ADDITIONS/CHANGES*

Chair Ellsworth suggested that for continuity purposes, Information/Discussion Item V.B., Discussion regarding COMPASS' Role in Traffic Impact Study and Development, be moved to the beginning of the Information Items.

*Hearing no objections from the Committee, Information/Discussion Item V.B. was moved to the beginning of the Information Items.*

Introductions were made of all attendees.

*OPEN DISCUSSION/ANNOUNCEMENTS*

None.

*CONSENT AGENDA*

*A. Approve the May 28, 2008 Meeting Minutes*

*Jon Cecil moved and Wendy Howell seconded to approve the May 28, 2008 minutes as written. There being no further discussion, the motion was unanimously approved.*

*ACTION ITEMS*

*A. Recommend Transportation Impact Study Best Practices*

Before discussion began, Stephen Freiburger stated that the Transportation Impact Study (TIS) work group had not see the document before it was placed on the agenda for this meeting. He requested that discussion of the draft document be tabled until RTAC's July meeting pending the TIS work group's review.

Charles Trainor replied that he would appreciate the opportunity to have a discussion and receive Committee feedback at this time recognizing that the TIS work group did not have an opportunity to review this document and that an action would not occur at this meeting. Charles stated that the TIS draft reflects many of the concepts that were in earlier materials.

Stephen commented that several Committee members were absent from this meeting and he would still prefer to table the discussion and action.

*After discussion, Stephen Freiburger moved and Nichoel Baird Spencer seconded to take no action on the draft Transportation Impact Study Best Practices and that discussion be tabled until the TIS work group has had a chance to review the document.*

*After further discussion, the motion passes with one abstention.*

Charles requested that a meeting date and time be established for the TIS work group to convene.

*It was the consensus of the Committee members present, to schedule the TIS work group meeting for Tuesday, July 1, 2008 at 1:30 p.m., at COMPASS.*

Charles stated that he will send an email to all RTAC members regarding the tentative date and time of this meeting.

Chair Ellsworth expressed his appreciation to everyone who has participated in the TIS work group.

*INFORMATION/DISCUSSION ITEMS*

*B. Discussion regarding COMPASS' Role in Traffic Impact Study and Development Reviews*

MaryAnn Waldinger reviewed, and explained the importance of COMPASS' potential role in development and traffic impact study reviews.

Discussion:

- Develop a protocol to coordinate TIS distribution and turnaround time for comments from the member agencies, cities, and highway districts.
- Acknowledgement of COMPASS ' receipt of this information would be helpful.
- COMPASS should be the transmitting agency for anything that is received which would save the cities from having to try and keep up with the various standards.
- There is a need to develop standards and protocols of what COMPASS will need and when it is needed, as well as staff's availability.
- Because of COMPASS' supporting role to the local agencies, this discussion should be centered on the needs of the local agencies.

Charles Trainor replied that the potential inflow from 14 cities in two counties and five highway districts is very large and the goal is to make this process feasible for everyone.

*A. Review Proposed Schedule for Updating **Communities in Motion** (CIM)*

Charles Trainor reviewed the proposed schedule for updating CIM.

Discussion:

- On the calendar, air quality conformity is marked off the entire period of time and it may be prudent to meet with Department of Environmental Quality (DEQ) staff to understand what is typical for ozone nonattainment.

MaryAnn Waldinger replied that Leonard Herr, DEQ's Transportation and Conformity Analyst, gave a presentation to the Interagency Consultation Committee regarding the ozone issue. MaryAnn stated that if ozone is a topic of interest for RTAC, it may be appropriate to add this as a discussion item on a future RTAC agenda. Brad Broker stated he would speak to Leonard regarding this request.

- Follow-up conversations are needed as to how this calendar relates to the Transportation and Land Use Integration Plan (TLIP) adoption calendar as well as comprehensive plan updates.

MaryAnn replied that the plan updates will be integrated into this general calendar.

*C. Discuss Construction and Studies Coordination*

Charles Trainor reviewed issues involved in the construction and studies coordination.

Toni Tisdale stated that the various agency Comprehensive Plans are now posted on the COMPASS website.

*OTHER*

Sabrina Bowman introduced Justin Lucas, ACHD's new transportation planner.

Don Matson stated that an information item regarding amendments and updates to the Access Management Toolkit will be added to RTAC's July agenda.

A. *Next Meeting:* Wednesday, July 23, 2008, 9:00 a.m., at COMPASS.

*ADJOURNMENT*

*There being no further discussion, the meeting adjourned at 10:10 a.m.*

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