



TRANSPORTATION MODEL ADVISORY COMMITTEE
February 6, 2007
Community Planning Association

****MINUTES****

ATTENDEES: Matt Ellsworth, City of Meridian (*for Pete Friedman*)
Christine Floor, Valley Regional Transit
Karen Gallagher, City of Boise, *Vice Chair*
Dean Gunderson, Ada County Development Services
Kendall Kemmer, Ada County Highway District
Brad Lane, Fehr & Peers Associates (*via telephone conference*)
Rob Miller, Public Participation Committee
Jim Pline, Pline Engineering, Inc.
Tim Richard, Canyon Highway District #4
Kevin Sablan, Idaho Transportation Department
Gary Sanderson, Idaho Transportation Department, *Chair*
Jay Witt, Washington Group International

MEMBERS ABSENT: Vern Brewer, Holladay Engineering
Michael Fuss, City of Nampa
Jorge Garcia, IDEQ
Gary Inselman, Ada County Highway District
Joe Rosenlund, J-U-B Engineers, Inc.

OTHERS PRESENT: Kent Fugal, Project Engineering Consultants, Ltd.
Stephen Lewis, Project Engineering Consultants, Ltd.
Erv Olen, Parametrix
Ted Reynen, Keller Associates
Randy Romeo, COMPASS
Brent Turley, The Transpo Group
MaryAnn Waldinger, COMPASS
Steve Waldinger, Forsgren Associates, Inc.
Yancey Willis, COMPASS
Debbie Winchar, COMPASS

CALL TO ORDER

Chair Sanderson called the meeting to order at 9:04 a.m.

AGENDA ADDITIONS/CHANGES

Chair Sanderson asked for additions or changes to the agenda. None were requested.

OPEN DISCUSSION/ANNOUNCEMENTS

Introductions were made of all attendees.

CONSENT AGENDA

Approve December 5, 2006 Meeting Minutes

Jim Pline moved and Jay Witt seconded to approve the December 5, 2006 meeting minutes as written.

Discussion:

After discussion, *the maker and second of the motion agreed to amend the motion to change the wording in Action Item A, Elect Chair and Vice Chair to read, "...was elected as TMAC's Chair for 2007" and "...was elected TMAC's Vice Chair for 2007." Motion passed unanimously.*

ACTION ITEM

A. Elect Vice Chair

Leon Jensen was recently selected as Canyon County Development Services' Director and has resigned his position as TMAC's Vice Chair

Jim Pline nominated Karen Gallagher to serve as TMAC's Vice Chair. There being no further nominations, the nominations were closed. By unanimous consent, Karen Gallagher was elected TMAC's Vice Chair for 2007.

INFORMATION/DISCUSSION ITEMS

A. Congestion Management Annual Report Status

MaryAnn Waldinger presented the status of the Congestion Management Annual Report. Because work has not been completed, a review of the Treasure Valley Congestion Management System Annual Report – 2006, will be presented at the next scheduled TMAC meeting.

MaryAnn Waldinger stated that completion of the Report is anticipated for the end of February. A pdf version of the Report will be sent to the Committee via email.

Kent Fugal suggested that a copy of the comparison table data for 2003 – 2006 be made available to the Committee.

B. Travel Model Improvement Peer Review Status

MaryAnn Waldinger presented the Peer Review process. The Travel Model Improvement Program (TMIP) Peer Review application has been completed and will be submitted to the Federal Transit Administration – Region 10 (FTA) for review. The FTA will provide additional comments and then forward the application to the U.S. Department of Transportation. A determination of eligibility will then be made. Confirmation of eligibility is expected within the next couple of months.

C. *Travel Model Assignment Adjustment Procedures*

MaryAnn Waldinger reviewed various agencies' procedures used to adjust model assignments from various agencies. The Council of Fresno County Governments provided the best example.

Discussion:

- It is good to have guidelines. Because there will occasionally be special cases, it is not necessary to set standards.
- Fresno's procedures are very clear. It should be required reading for decision makers, which would give them a good briefing of what a model can and cannot do.
- Guidelines should accompany all model forecasts.
- TMAC can provide guidelines but standards should be the role of COMPASS staff.
- What mechanism should consultants use to provide feedback, and should that be incorporated into whatever guidance or procedures are established?
 - MaryAnn replied that COMPASS' role at this time, is to work with TMAC to set up the guidelines. Discussion should commence with member agencies reviewing the Traffic Impact Studies in order to provide them with the tools necessary to perform a review.
- A recommendation was made to appoint Jim Pline to the new Traffic Impact Study (TIS) sub-committee.
- A recommended practice on Traffic Impact Studies has been provided by the Institute of Transportation Engineers (ITE). A majority of the work may already have been done. ***(Jim Pline stated he would provide the document to staff.)***
- Most of the refinement when judging that the model results, relies on traffic count data specific to the particular area. COMPASS will not have all the data.
 - MaryAnn replied that COMPASS staff has been working with the member agencies (i.e., Canyon Highway District, Nampa Highway District, Notus, Parma, Golden Gate, ACHD, and ITD) since 2005 to obtain their traffic count data in an electronic format, which will be entered into an access database. That data will be posted periodically on the COMPASS website.
- Regarding the sub-area modeling information provided by Fehr & Peers, does that pertain to this discussion on adjusting model volumes?
 - MaryAnn replied that as our area grows and some of the demands change, performing a sub-area model is not out of the question. If a large project would benefit from a sub-area model, it would be included in COMPASS' Unified Planning Work Program (UPWP).
- Guidelines may be too strong. A tool kit may be more applicable.

MaryAnn Waldinger stated the discussion comments will be reviewed and a summary of methods will be prepared for the Committee's review.

Kendall Kemmer commented that ACHD has done a Capital Improvement Program (CIP) update and planning threshold guidelines were provided for peak hour traffic.

OPEN DISCUSSION/ANNOUNCEMENTS

MaryAnn Waldinger stated on February 24, 2007, COMPASS will host "Putting ***Communities in Motion*** into Action," a transportation planning fair to thank the public for their participation in the ***Communities in Motion*** planning process, to distribute Executive Summaries, maps, and CD-ROMs containing the full plan, and to share implementation strategies. More information will be forthcoming, and as presentations are confirmed, COMPASS will post schedules, speakers and topics at www.communitiesinmotion.org/publicevents.

Next Meeting: March 27, 2007, 9:00 a.m., at COMPASS.

Suggested Agenda Items:

- Congestion Management Annual Report Update
- ***Blueprint for Good Growth*** Update
- Planning Thresholds
- RTAC sub-committee update on Traffic Impact Studies

Dean Gunderson announced his new position as Principal Planner for Land Use and Transportation for Ada County.

ADJOURNMENT

There being no further discussion, the meeting adjourned at 10:04 a.m.

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