



## *Steering/Technical Committee Meeting*

*Thursday, May 7, 2009, 10:00 A.M. to Noon*

*COMPASS, Conference Room*

*800 S. Industry Way, Suite 100*

*Meridian, Idaho*

### **AGENDA**

- I. Consent Agenda***
  - a. Approval of the March 5, 2009, Meeting Minutes (page 2) \**
  
- II. Discussion Items***
  - a. Review Progress of Work Groups*
    - Transportation Adequate Public Facilities Accounting – Sally Goodell (*page 7*) \*
    - Status Report Monitoring/Public Outreach Education – Deanna Smith
    - Area of Impact – Anna Canning
  - b. Other Items*
  
- III. Action Items***
  - a. Recommend Agenda Items for June 11, 2009, Consortium Meeting.*

***\* Attachments***

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## **Steering/Technical Committee Meeting**

*Thursday, March 5, 2009, 10:00 A.M. to Noon*

*COMPASS, Conference Room*

*800 S. Industry Way, Suite 100*

*Meridian, Idaho*

### **MINUTES**

#### **I. Consent Agenda**

##### ***a. Approval of the February 5, 2009, Meeting Minutes***

*Patricia Nilsson moved and Deanna Smith seconded approval of the Consent Agenda as presented. Motion passed unanimously.*

#### **II. Action Items**

*None.*

#### **III. Discussion Items**

##### ***a. Review February 12, 2009, Consortium Meeting***

Matt Stoll stated staff presented the Steering/Technical Committee's recommendation on the four areas of the 2009 Work Plan:

- Integrated Land Use Transportation Planning
- Area of Impact Process
- Development of an Annual Work Shop Update and Public Outreach Materials
- Status of Phase I Report

The Consortium was receptive to the suggestion of stepping back and taking a different approach than the ordinance process on Adequate Public Facilities. The Consortium wants work products developed and associated timelines with the focus primarily on what will be done in 2009. There was an acknowledgment that transportation needs to be focused on; and the first element of BGG needs to be accomplished, which is transportation and land use integration, before moving forward on other issues.

##### ***b. Consider Creating Work Groups and Associated Assignments***

Matt Stoll stated the Steering/Technical Subcommittee recommended breaking into work groups that will meet more frequently and be dedicated to specific topics:

- Transportation Adequate Public Facilities Accounting
- Status Report Monitoring
- Public Outreach Education
- Area of Impact

Matt and Charles Trainor will provide direction but the work groups will be responsible for the work.

Sally noted that, while work has been ongoing at a high level to determine what the work program will look like, technical work has been ongoing with MaryAnn Waldinger from COMPASS and Amar Pillai from ACHD doing most of the work. COMPASS has had to do more work on the technical side than anticipated and that will continue. COMPASS staff time will need to be addressed in the FY2010 Unified Planning Work Program and Budget for COMPASS Board approval.

Matt said COMPASS is going to look at what can be trimmed down in the FY2010 budget to deal with revenue short falls, and will need to know what is important to member agencies for COMPASS' consideration when trimming the budget. Matt agreed that COMPASS staff has put more time into BGG than what was originally committed to.

Sally added that some of the next work to happen will fall to the cities and COMPASS, not ACHD.

Elizabeth Conner suggested that when adjusting the BGG timeline, focus on one or two things now as everything cannot be done at once. It is a dynamic process.

Matt said an evaluation of what each of the individual agencies' motivation is for being at the table needs to be done. What do they truly want to be accomplished?

Patricia Nilsson said to identify the first thing to do. Of the four identified areas, the major work will be in the adequate public facilities piece. The other three areas are not that big. The Status Report is what it is. A lot of time has already been spent on the public outreach effort, and also on the Area of Impact piece.

Charles said a change to the basic procedures on how updates are done needs to happen. The process is deficient. The products are now being used for different purposes and there will be more scrutiny. The decision needs to be made on how accurate we need to be: is 95% accuracy good enough, or do we need to go to 99% to feel confident in making a decision. What we have is good, but we need to spend time in the next year to make it better. With more agencies involved, it will become more automated and won't require the same effort all the time.

Matt said now is the time to get the work done. The key is to allow the work groups, made up of people who have a real interest in the topics, the latitude to get into the details and bring a recommendation to the Steering/Technical Committee and eventually to the Consortium, and not delve into the details as a larger group.

Steering Committee members need to work with the elected officials and agency staffs to identify the priorities that COMPASS should focus on in 2010/2011. If it is BGG, it needs to be conveyed to the COMPASS Board members for their consideration when looking at the FY2010/2011 budgets. What will be scaled back due to funding shortfalls to make room for BGG?

***By unanimous consent the Steering Committee agreed to form the following work groups:***

Transportation Adequate Public Facilities Accounting

Lead: Sally Goodell. Members: Patricia Nilsson, Ashley Ford, Phil Choate, Elizabeth Conner, David Turnbull, and Meg Rush. An invitation to participate will be extended to all of the cities. COMPASS staff will be participating as well.

Status Report Monitoring/Public Outreach Education

Lead: Deanna Smith. Members: Patricia Nilsson, Anna Canning, and Leann Carlsen.

Area of Impact

Lead: Anna Canning. Members: Gary Allen, Patricia Nilsson, Nichoel Baird-Spencer. An invitation to participate will be extended to all of the cities.

**c. Consider Recommending Altered Consortium and Steering Committee Meeting Schedules**

Matt Stoll stated that, in response to a request from the Consortium to have fewer meetings, the Steering Subcommittee recommends that the Steering/Technical Committee and the Consortium meet quarterly. The Steering/Technical Committee will meet one month before Consortium meetings.

After discussion, **it was agreed to recommend to the Consortium the following quarterly meeting schedules:**

- Steering/Technical Committee meetings will be held at COMPASS from 10:00 am – 12:00 pm:
  - May 7, 2009
  - August 6, 2009
  - November 5, 2009
  
- Consortium meetings will be held at COMPASS from 1:30 pm -3:30 pm:
  - June 11, 2009
  - September 10, 2009
  - December 10, 2009

Deanna Smith requested that the work groups periodically email the full Steering/Technical Committee updates of what has been accomplished on the work products.

**d. Review Level of Service Analysis**

**e. Review COMPASS' Approved Unbuilt Analysis**

Sally Goodell stated the Level of Service analysis and Approved Unbuilt analysis have been embedded into each other. The Variable Level of Service map is now in draft form, and a lot of technical work has been done. The picture of trying to achieve the BGG goals around adequate public facilities has shifted from an ordinance review process to evaluating comprehensive plans leading to the development stage. When looking at this from a high level, the policy questions going forward are:

- Is this the type of information the cities are looking for?
- Will it help with cumulative effects analysis?
- How will the cities and counties use the information, if ACHD and COMPASS report development impacts using a cumulative level of service analysis and what decision would be affected?
- Can this information be used to support land use decisions?
- What is the legal framework needed for conditioning development based on cumulative level of service analysis and/or protecting a reserve for growth?
- What role does Variable Level of Service really play given how the discussion has evolved?
- How do we plan to serve the existing trips, plus a reserve for 20 years of growth?
- What level of accuracy is enough in the development review process?
- What is the value and how does it fit in the discussion of adequate public facilities?

Sally noted that level of service designations can change. It becomes a trade-off discussion as to where we are willing to make investments and where we are not willing to.

Elizabeth Conner stated that is an educational piece the elected officials need to see. They need to understand that sometimes you will have Level of Service F for an hour each day on a roadway, but that doesn't mean the road needs to be changed.

Deanna Smith said it is critical that the public as well as the elected officials understand the trade-offs.

Charles Trainor noted that ACHD has a Capital Improvement Program with some level of commitment because of their impact fees. That is not the case with the State plan, which does not have a 20-year program tied to impact fees.

***f. Identify Agenda Items for March 12, 2009, Consortium Meeting***

After discussion, it was agreed the March 12, 2009 Consortium meeting agenda will mirror this meeting's Agenda with a higher level presentation by Sally Goodell on the Level of Service analysis.

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**BGG Steering/Technical Committee Meeting  
SIGN-IN SHEET**

**Date: March 5, 2009**

Name	Representing	Phone #
1. Matt Stoll	COMPASS	
2. Elizabeth Conner	City of Garden City	472-2927
3. Charles Trainer	COMPASS	855-2558
4. Phil Choate	ITD	334-8906
5. DAVID TURNBULL	COMMERCIAL DEVELOPERS	378-4000
6. Dawn Carlson	Meridian Joint School Dist. #2	350-5035
7. MaryAnn Waldinger	COMPASS	
8. Meg Rush	COMPASS	287-5715
9. Sally Goodell	ACHD	382-6129
10. PATRICK FORD	ROSE HAN GROUP / ULI DISTRICT COUNCIL	908.4700
11. Deanna Smith	ISB	333-8066
12. Patricia Nilsson	City of Boise	384-3842
13. JUSTIN LUCAS	ACHD	387-6157
14. AMAR HILLAI	ACHD	387-6238
15. Mark Tate	M3	939-6263
16. Mary May	M3 Companies	939-6263
17. Nancy Brecks	COMPASS	
18.		
19.		
20.		
21.		
22.		
23.		
24.		

**Blueprint for Good Growth  
Transportation Adequate Public Facilities Work Group  
Meeting Summary April 16, 2009**

**Present:** Tricia Nillson, Jeff Lowe, Meg Rush, David Turnbull, Amar Pillai, Caleb Hood, Charles Trainor, Elizabeth Conner, Sally Goodell, Justin Lucas, Gary Inselman

**Absent:** Phil Choate, Ashley Ford, MaryAnn Waldinger

**Others:** Kuna and Star were invited but have not indicated a desire to participate. ACHD will send meeting summaries and agendas until they indicate that they do not want them.

**Status Review for Governing Boards** – All local government representatives that were present indicated a desire to schedule an update for their governing Boards in May and June. Sally will prepare some initial talking points. David and Tricia will review. Sally will transmit the clean version to each City rep and Meg. City/County reps will schedule the update. ACHD will attend to provide support as requested. Consortium members will be asked to introduce each discussion.

**Work for the Group for 2009**

The work group concluded that the general scope of work for 2009 should be to quantify existing comprehensive plan land use, conduct model runs to understand the transportation implications of build out, facilitate a discussion among the elected officials to define policy direction (with implementation direction), and define a process for ACHD/local land use agency interaction when comprehensive plans are changed. Specific work plan:

Quantifying comprehensive plans

- COMPASS will work with Cities on quantification of comprehensive plans for Ada and Canyon Counties for build out scenario (includes existing, approved unbuilt and planned in Ada County)
  - Carl, MaryAnn lead
    - Compile first draft by May Demographics Advisory Committee meeting
    - Cities to review/revise in May/ early June
    - COMPASS to revise for preliminary approval at the June COMPASS Board meeting
    - Continue discussion of ‘how much refinement is enough’

Analyzing the build out scenario

- COMPASS will conduct model run with build out land use to quantify travel demand – July

Formulating and discussing policy options

- Work Group will review results, formulate key observations and frame a discussion for elected officials to address :
  - What is the overall travel demand?
  - What does this mean for transportation in the future?
  - How much can transit help?
  - What are the options for addressing future travel demand?
- Work Group will review modeling results and discuss presentation and policy options – August
- Work Group will present/discuss with Consortium - September
- Wider discussion with other elected officials (forum TBD) – October/November

#### Evaluating the impacts of changes to land use

- ACHD will develop appropriate work elements for a Map Amendment Study – Following COMPASS quantification of comprehensive plans
- Work Group will discuss how to monitor comprehensive plan implementation - date TBD
- Work Group will develop process for evaluating proposed changes to comprehensive plans
  - ACHD will bring initial outline to start discussion – June
  - Draft for Consortium review - September

#### Evaluating cumulative impacts

- COMPASS will work with Cities/County on improved tracking and reporting mechanisms (need timeline)
- ACHD will complete the countywide intersection model - October

#### Near Term Meeting Schedule

- Report work plan, schedule and progress at May 7, 2009 Steering/Technical Committee meeting
- Work Group to reconvene June 4, 2009 – agenda to include updates on ongoing work and begin discussion of process for evaluating proposed changes to comprehensive plans
- Report work plan, schedule and progress at June 11, 2009 Consortium meeting