



Consortium Member Agency Meeting
Thursday, June 7, 2007 1:30 P.M. to 3:30 P.M.
Ada County Highway District Auditorium
AGENDA

I. Consent Agenda

- a. Approval of the April 25, 2007 Meeting Notes (pg. 3-11)

II. Action Items

- a. **Adequate Public Facilities Task Order – Karen Doherty (1:35 P.M.-1:50 P.M.) (pg. 12-19)**

Michael Lauer's proposed scope and budget for the Adequate Public Facilities task order is attached. The Steering/Technical Committee will be reviewing the task order during the morning of June 7 and a verbal update of their recommendations will be provided during the Consortium meeting. The Consortium will be asked to act on a contract and task order for Planning Works (Michael Lauer) based on the Steering Committee's recommendation.

Boise, Meridian, Eagle, and the Ada County Highway District have passed resolutions supporting the development and implementation of adequate public facilities requirements. Ada County and Garden City should be adopting similar ordinances in the near future.

- b. **Approval of Steering Committee membership for Phase II (1:50 P.M.-1:55 P.M.) (pg. 20-22)**

Refer to attachment.

- c. **Supplemental Contract for Continuing Project Coordination Services (1:55 P.M.-2:00 P.M.) (pg. 23-24)**

The contract for project coordination services by Doherty & Associates expires on June 30, 2007. Refer to attachment for more information.

III. Subcommittee Updates

- a. **Update of Open Space Subcommittee – Deanna Smith (2:00 P.M.-2:10 P.M.)**

A verbal update will be given by Deanna Smith on progress of the Ada County Open Space subcommittee.

- b. **Update from the Transit Ready/Mixed Use Compact Development Subcommittee – Kelli Fairless (2:10 P.M.-2:30 P.M.) (pg. 25-29)**

A verbal update will be given by Kelli Fairless on the subcommittee's progress. The background paper on public outreach is attached for review and comment.

- c. **Update from the Area of City Impact Modification Process Subcommittee - Patricia Nilsson (2:30-2:50 P.M.) (pg. 30-37)**

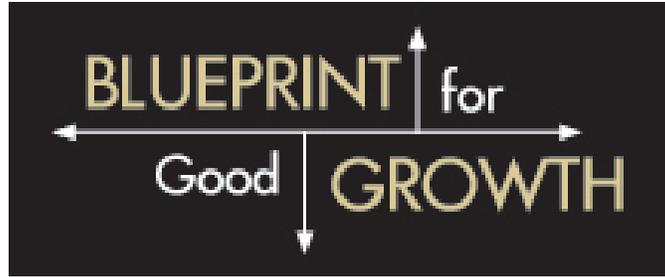
A verbal update will be given by Patricia Nilsson on the committee's progress. This verbal update is supplemented by the attached information.

Blueprint for Good Growth - c/o Doherty & Associates – 575 E. Parkcenter Blvd, Suite 200 - Boise, ID 83706
Business (208) 336-0420 - Fax (208) 336-2407 – Email kdoherly@dohertyeng.com
www.blueprintforgoodgrowth.com

- IV. **Informational Items** (2:50-3:30 P.M.)
- a. **Project Coordinator's Report** (pg. 38-39)
 - b. **Funding Status Update** (pg. 40-41)

Upcoming Consortium Meetings

July 12, 2007, 1:30 – 3:30 P.M., ACHD Auditorium
August 2, 2007, 1:30 – 3:30 P.M., ACHD Auditorium
September 6, 2007, 1:30 – 3:30 P.M., ACHD Auditorium
October 4, 2007, 1:30 – 3:30 P.M., ACHD Auditorium
November 1, 2007, 1:30 – 3:30 P.M., ACHD Auditorium
December 6, 2007, 1:30 – 3:30 P.M., ACHD Auditorium



Countywide Land Use and Transportation Guide Plan

Meeting Minutes

**Consortium Meeting – ACHD Auditorium
Wednesday, April 25, 2007 11:30 A.M. to 1:30 P.M.**

Attendees: *(See attached sign-in sheet)*

Mayor Bieter called the meeting to order at 11:55 A.M.

CONSENT AGENDA

a. Approval of the March 1, 2007 and March 15, 2007 Meeting Notes

Consent agenda approved.

ACTION ITEMS

II. a. Adequate Public Facilities Status

Michael Lauer opened this item by thanking the group for their input at the recent Sun Valley Leadership Conference. Michael noted that he will be making minor modifications to the proposed scope of work for the Adequate Public Facilities task as requested by the Steering Committee during their meeting earlier today. Michael is including schools in the work; the background data for schools will be reviewed but ordinances will not be created at this time. The revised scope will be brought to the Steering Committee and Consortium again in June for their approval.

The Consortium members discussed resolution status for support of further review of Adequate Public Facilities, especially relating to transportation. Meridian passed a modified version of the resolution last night. Mayor deWeerd thanked Michael for his speedy response to Meridian's Council questions. A copy of Meridian's resolution and FAQs from Michael were distributed (attached.)

Discussion occurred regarding the resolution intent. Consortium members were encouraged to modify the language as necessary to illustrate their jurisdiction's support of the implementation phase. Based on timing of the draft resolutions, each entity was asked to act on the resolution by the June 7 Consortium meeting. Eagle provided a written review of the Phase I document; this was provided to Consortium members via email on April 26, 2007.

II. b. Traffic Impact Fee Review

The Steering Committee has asked that traffic impact fee methodology be reviewed so that projects which followed Blueprint for Good Growth principles be incentivized. Steve Price indicated that ACHD is supportive of the traffic impact fee incentivizing infill projects but indicated Idaho Code currently has several implementation barriers that must be overcome regarding urbanized area exemptions. He indicated that trip capture provides positive benefits for everyone in the transportation system. Mayor deWeerd cautioned that there are areas where infill is encouraged but the infrastructure system is not adequate to support the new infill development.

Michael Lauer noted that a review of this methodology is being performed as part of ACHD's Transportation and Land Use Integration Plan (TLIP) project. Steve Price suggested that the Blueprint for Good Growth review the outcome of the TLIP review and then act as necessary to support code revisions to incentivize infill projects. Consensus amongst Consortium members was achieved to delay action until the TLIP process has finished its review.

II. c. Approval of Steering Committee membership for Phase II

Consortium members unanimously approved Pete Wagner/DEQ to fill an environmental vacancy on the Steering Committee. An updated roster will be provided to the Consortium.

SUBCOMMITTEE UPDATES

III. a. Area of City Impact Process Status

Tricia Nilsson summarized the three key issues that were discussed at the Area of City Impact subcommittee meetings.

1. Establishment of a planning boundary and MOU to commemorate;
2. Creation of a sub-area plan
3. Area of Impact Adoption

The subcommittee will be working in May to refine these three processes. A new draft of the processes will be provided for the June 7 meeting. Gerry Armstrong commended the group on their ability to work together and leading a new way of doing business in the State of Idaho.

III. b. Open Space Subcommittee

Gerry Armstrong provided an update on Ada County's Open Space Task Force. He indicated that two very successful meetings have been held to date. Ada County staff is committed to moving this vision forward. A scope of work is currently being created for the Task Force consultant advisor and subcommittee assignments are being made.

Councilmember Clegg requested that Blueprint for Good Growth participate on Ada County's Open Space Task Force as an official member. Discussion was held; Commissioner Woods agreed that an official representation was beneficial. Motion made and passed unanimously.

III. c. Mixed Use Compact Development Subcommittee

Kelli Fairless described the educational forums envisioned by the subcommittee. These include hosted meetings, front porch forums, local officials workshops, and public education forums. ULI has been approached to be a partner in this outreach process and is receptive of the notion. The ultimate outcome of the process would be a development manual for transit ready/mixed use compact development which would be embraced and utilized by local jurisdictions.

III. d. Access Management and Corridor Preservation Subcommittee

Charles Trainor provided this subcommittee update. He noted that many of the planned tasks could be achieved through non-contracted work as a result of local jurisdiction staff involvement. Critical deliverables thus far were defined as model access management and corridor preservation ordinances and rational nexus of linkage between access management and development pressure. Corridor preservation beyond a 20-year horizon should also be stressed. The public outreach portion of this area is being coordinated by COMPASS in conjunction with Canyon County. Charles indicated that the BGG subcommittee is currently waiting for draft deliverables from ACHD's Transportation and Land Use Integration Project and various corridor studies before moving ahead so that work is not duplicated.

Discussion occurred regarding participation from Canyon County in the BGG process. Consortium members would like to see involvement from Canyon County.

III. e. Status of ACHD'S Transportation and Land Use Integration Project

Don Kostelec provided an update on ACHD's ongoing TLIP project. The most recent set of workshops occurred in April with the consultant team to finalize corridor cross-sections. He indicated Canyon County

is becoming a part of this process through COMPASS. Within the next two months, individual meetings will be held with each Ada County jurisdiction and the TLIP team to discuss draft policy issues. The format should be one hour meetings; 20 minute presentations and 40 minutes for follow-up discussions. Don suggested that Planning and Zoning Commissions be invited to attend their respective jurisdiction discussions. Don indicated the consultant is currently refining COMPASS' model especially regarding connectivity issues. Valley Regional Transit is also reviewing transit integration including service types in collaboration with the model refinement. Mayor Bieter commended the TLIP team on their recent presentations and encouraged Don to provide a format for Dan Burden to discuss fire access issues with other jurisdictions.

IV. a. Project Coordinator's Report

The Consortium encouraged rejuvenation of the project's public involvement campaign. Councilmember Clegg suggested a Speakers Bureau of Consortium members to support the Steering Committee outreach efforts. Commissioner Woods noted that the Boise Metro Chamber has not taken an official stance on Blueprint for Good Growth and suggested encouragement of a public declaration of support from the Chamber. Mayors Bieter and Evans and Commissioner Woods volunteered to follow-up with the Chamber to seek that support.

The meeting was adjourned at 1:20 P.M.

Blueprint for Good Growth

Committee: Consentium

Date: 4/25/07

Name	Contact Number	Representing
GERRY ARMSTRONG	287-7922	ADA COUNTY FRED FILMAN
Walter Jett	384-4422	Boise
John Evans	427-2927	Garden City
Matl Still	855-2558	COMPASS
Kelli Fairless	846-8547	Valley Regional Transit
Scott Gurnsey	334-8303	ITD
Tammy de Weerd	888-4433	Meridian
Jim Tibbs	384-4410	Boise
ELAINE CLEGG	333-8066	BOISE
Paul Woods	287-7000	Ada County
Nicholas Baird Spencer	939-0227	Mayor Merrill-Eagle
Carol McKee	333-8534	AC, HD
Michael Lauer	816 516 7094	Planning Works
Richard Cook	287-7903	Ada County
Charles Trainor	855-2558	COMPASS
Elizabeth Conner	472-2927	Garden City
Patricia Nilsson	384. 3842	Boise City
Susan Buxton	331-1800	Moore Smith Buxton & Turke
Nate Mitchell	941-2688	STAR
Deam Endereson	287-7944	Ada County Dev. Serv.
Russ DANE	867-8184	ADA CITY ASSOC. REALTORS
Katay Lenihn	387-6109	ACHD
Steven B. Price	387-6112	ACHD
DAVID TURNBULL	398-4000	STEERING COMMITTEE

Ralph Perez 761-4342 Isaac's Canyon Inc.

CITY OF MERIDIAN

RESOLUTION NO. 07-558

BY THE CITY COUNCIL:

BIRD, BORTON, ROUNTREE, ZAREMBA

SUPPORTING AND PARTICIPATING IN THE DEVELOPMENT OF ADEQUATE PUBLIC FACILITIES ORDINANCES, SPECIFICALLY INCLUDING THOSE FOR LAND USE AND TRANSPORTATION

WHEREAS, Ada County ("County"), the Ada County Highway District ("ACHD") and the Cities of Boise, Eagle, Garden City, Kuna, Meridian and Star (together the "Member Agencies"), and the Idaho Transportation Department ("ITD") executed a letter of intent on April 19, 2004 and entered into a Intergovernmental Agreement on August 9, 2004 ("IGA") to commence a regional multi-jurisdictional effort to engage in a two phase countywide land use and transportation planning and implementation process ("Blueprint for Good Growth or BGG"); and

WHEREAS, the IGA established a Consortium of Member Agencies, a joint Technical and Steering Committee consisting of representative of the Member Agencies, COMPASS, and other community stakeholders; and

WHEREAS, the Consortium and Technical and Steering Committees approved the adoption of the BGG Phase I on or about September 14, 2006, which establishes the overall framework for growth management in Ada County; and

WHEREAS, on or about March 15, 2007, the Consortium approved the implementation of the BGG phase II, including the development of adequate public facilities requirements, policies and strategies that are intended to be incorporated into the plans, regulations and ordinances of the Member Agencies and ITD; and

WHEREFORE, the City of Meridian has determined that it is in the best interests of the City to continue to participate and support the development and implementation of adequate public facilities requirements, policies and strategies;

NOW, THEREFORE, BE IT RESOLVED, that the City of Meridian hereby approves the City's continued participation in the collaborative and coordinated development of adequate public facilities requirements, policies and strategies for transportation improvements that are intended to be incorporated into the City's plans, regulations and ordinances; and

BE IT FURTHER RESOLVED, pursuant to Idaho Code 67-2328, the City of Meridian intends to execute an acceptable Second Intergovernmental Agreement to facilitate the implementation of the BGG Phase II.

ADOPTED by the City Council of the City of Meridian, Idaho, this 24th day of April, 2007.

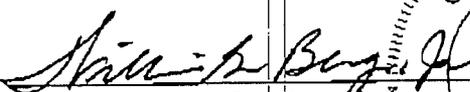
APPROVED by the Mayor of the City of Meridian, Idaho, this 24th day of April, 2007.

APPROVED:



Mayor Tammy de Weerd

ATTEST:

By: 
William G. Berg, Jr., City Clerk



I am copying Tracy Hall/BOI on this issue so that Mayor Bieter is apprised of the jurisdictions' response to the resolutions and can make contact as necessary to get the resolutions passed at all jurisdictions.

Here are the questions – Anna please add more info if I didn't get them correctly documented:

- 1) Who will measure the demands and capacity allotments? Should COMPASS do this? Concerns about additional staff time at the City of Meridian as they don't have extra staff to allocate to this task. (concern of de Weerd and Rountree) Rountree thinks COMPASS is the best to do this. Need to discuss with Borton that this will be reviewed during the APF task – I don't think you need to provide an answer now – just assure that this will be reviewed.

COMPASS is the best suited to assemble information about demands. Each jurisdiction must identify approvals that would be allocated demands. Demand equals, existing demand, plus projected background traffic growth, plus demand from approved yet unbuilt development that is likely to occur within a set time period, plus development from the proposal being reviewed

ACHD has been refining the general COMPASS traffic model and is in the best position to monitor remaining capacity. Capacity equals existing capacity plus the capacity that will be provided from planned improvements over the next __ (typically 2-3) years

- 2) Concern about "upstream" additions to demand that affect LOS in Meridian, ie. Eagle puts in a new development that takes up capacity and fills up LOS on a street within Meridian's jurisdiction. How is "upstream" additions calculated and fairly dealt with in a City that has no control over adjacent City's land use decisions?

This is a difficult issue. Upstream traffic has the potential to absorb significant capacity. Good modeling and projections are critical to quantify these impacts, so we can determine the best actions to take. We are likely to identify some constrained corridors that will not operate at desired levels of service to avoid shifting growth out of into areas along key transportation corridors.

- 3) If mitigation for a development calls for adding additional lanes, there is probably a need to rebuild the existing lane on the existing roadway (example was an existing 2-lane farm-to-market road whose mitigation agreement with the developer for going over the accepted LOS was to add additional capacity). If the whole road is rebuilt and curb, gutter, sidewalk is added too, this is a large expense that the developer might "balk at" since his mitigation was to add lanes. How is that dealt with?

There are several options, including reimbursement for advanced facilities, collecting money from several projects until the entire project can be built, using private contributions to advance a project on the CIP, or providing sellable credits for excess contribution. The solution depends on the location and the overall need for the facility (e.g., where it falls on the CIP)

- 4) Canyon County is not at the table and takes up a lot of our capacity (sim to question 2). How is this addressed? Is this an exercise in futility as they are part of the problem but not part of the APF solution?

There is always an edge beyond which we can't reach. Ideally, Canyon County should be part of this effort, but it is not unreasonable to proceed without them as long as our level of service standards do not shift additional development to the west.

- 5) One Council member thought it was unfair for the "last developer in" to pay for all the mitigation. Example: If developers 1, 2, and 3 take up most of the capacity and then developer 4 is the one that "tips the scale" and goes over the LOS threshold, developer 4 is unfairly left as the only one that requires mitigation for his development. Isn't there a fair way to review demand on a street based on the Comp Plan, determine if mitigation will be required based on the planned land use, then assign a % of that mitigation to each developer instead of the last one in paying for it all?

Full recovery impact fees (you currently only charge for arterial streets) would provide additional funding needed to minimize mitigation requirements. APF is not the most equitable system. It is the best available system to sync development approvals with available capacity. If developer 1, 2, and 3 pay for all their capacity, then we are in a much better position to have the resources to capacity for developer 4.

That said, in 2005, Florida adopted some proportionate share requirements to try to limit the extent of the burden on those who must mitigate.

6) What are the exempt "de minimis" developments?

To be determined. Though all must be monitored.

So Michael, please call Joe Borton and discuss these issues so that he can get these questions resolved. If it is easier for you to write a quick memo so that all Council members have the answers, that is fine and I can get that distributed. I'd hope that this can be done no later than noon on Friday so that we can get this done before they leave for Sun Valley.

FYI – the other question they had was if ACHD was on board and willing to "relinquish" some of their control in this arena. I know ACHD is on board – their resolution is being passed today. I'll have Price or Franden call Borton on that one.

If you have any questions, please let me know. Thanks!

Karen Doherty, P.E.
Local Project Manager
Blueprint for Good Growth, Inc.
c/o Doherty & Associates, Inc.
575 E Parkcenter Blvd, Suite 200
Boise, ID 83706
phone 208-336-0420
cell 208-863-2746
fax 208-336-2407
email kdoherly@dohertyeng.com
www.dohertyeng.com

Memo

To: Karen Doherty
 From: Michael Lauer, AICP – Principal
 Date: May 30, 2007
 Re: Revised Scope of Services

I've incorporated the suggested changes to the attached scope of services. Below is a detailed budget to document the projected time and travel costs required for each task.

In response to concerns about duplicating prior Phase II tasks, the only task that overlaps work that I've previously billed for is Task 1. The hours that I've allocated for this task, which will primarily take place in Ada County, will be used to supplement and update previously collected system data and to develop a mutual understanding of the impacts of the APFO on each local government's existing development review procedures and standards.

Detailed Budget

Task	Task Description	MJL	BK	BGP	Trips	Totals
1	Orientation and Data Supplements	36	4	2	1	42
2	Steering Committee Workshop 1	12		2	1	14
3	Steering Committee Workshop 2	16		8	1	24
4	Consortium Workshop 1	16		8		24
5	Focus Groups	16		12		28
6	Level of Service Standards	6	4	20		30
7	Initial Determinations	6	4	16		26
8	Capital Improvements Assessment	6	4	16		26
9	Steering Committee Workshop 3	16		4	1	20
10	Consortium Workshop 2	16		4		20
11	Public Workshop	16		36		52
12	Final Synthesis Report	16			1	16
13	APFO Template	30				30
14	Steering Committee Workshop 4	16			1	16
15	Consortium Workshop 3	16				16
16	Administrative Procedures and Forms	16		30		46
	Total Hours	256	16	158	6	430
	Costs	\$38,400	\$1,600	\$20,540	\$7,200	\$67,740

MJL Michael Lauer - Principal
 BK Brian Kelly - GIS Manager
 BGP Bruce Peshoff - Principal

Memo

To: Karen Doherty
 From: Michael Lauer, AICP – Principal
 Date: June 4, 2007
 Re: Revised Scope of Services

This memo responds to the request to modify the APFO scope to prepare separate ordinances for each jurisdiction in lieu of a model for use by all jurisdictions. The only way to cut the existing budget is to reduce stakeholder participation. I believe that this would be a mistake that would reduce the quality and political viability of the ordinance. As I've previously, stated, the model I propose will be tailored to the local governments in Ada County, but will not be integrated into each individual jurisdiction's municipal code. To be effective, each of the ordinances will need relatively consistent provisions. I've drafted the following FAQs to clarify my draft scope.

What will we get for this investment? Three key products that are essential for implementation of a transportation APFO:

- Synthesis report documenting the assumptions and policy issues addressed in the ordinance. This document is essential to demonstrate that local governments have been diligent in examining the data and policy options.
- Model APFO that will be nearly ready for adoption. (see next question)
- A draft interlocal agreement addressing procedures and standards to be followed in implementing the APFO.

Why do we need so many meetings? The meetings fall into two categories,

- information gathering, which will be essential to ensure that procedures and standards work with existing standards and procedures;
- consensus building, which will develop agreement on key policy options; and
- information dissemination, which will be used to ensure that stakeholders understand the implications of APFO implementation.

What will need to be done prior to adopting the ordinance? Each local government will need to adjust section references for their own codes, insert signature blocks, and conduct public hearings prior to adopting the model ordinance. The model may identify some local options for selected provisions that do not require uniformity. While I could add this to my scope, adding these tasks for 7 separate local governments would dramatically increase the budget.

What will need to be done prior to adopting the interlocal agreement? Prior to adopting the interlocal agreements, the cities, Ada County, Ada County Highway District, ITD and COMPASS will need to insert signature blocks, ratify the terms of the agreement and supplement the agreement with any additional provisions or references that are appropriate to the agreement. As drafted the agreement will cover all necessary procedures and standards for implementing transportation APF for each jurisdiction.

If you have any other questions, please do not hesitate to contact me. I should be available during your meeting if the airlines maintain their flight schedules.

Scope of Services

Analysis, Technical Documentation and Adequate Public Facilities Ordinance (APFO) Template¹ Development.

Task 1. Orientation and Data Supplements

The objectives of this task are to identify the major issues that will affect the development and implementation of the APFO. CONSULTANT will schedule a three-day trip to Ada County to conduct the following meetings, which shall be coordinated by the Project Manager. Two weeks prior to the meeting, CONSULTANT will provide a questionnaire identifying information that attendees should bring to each meeting.

1. Development Review/Capital Planning Meetings. Applicable staff involved in the preparation of capital improvements plans for sewer, water, transportation and stormwater facilities and the review/tracking of subdivision applications, construction plans, planned development/planned community applications, and multi-family and commercial site plan applications for:
 - a. Ada County
 - b. City of Boise
 - c. City of Eagle
 - d. City of Garden City
 - e. City of Kuna
 - f. City of Meridian
 - g. City of Star
 - h. ACHD
 - i. Idaho Transportation Department
 - j. Irrigation Districts
2. Service Provider Meetings. Applicable staff involved in reviewing development applications and preparing capital improvement programs for the following service providers:
 - a. School Districts
 - b. Fire Protection Services

Meetings: eleven (11) one-hour meetings

Product: Draft Synthesis Report Summarizing existing development review procedures, existing level of service standards, capital planning procedures and service areas that must be integrated into the APFO. The Synthesis Report will highlight key decisions that will need to be made prior to completing an APFO. While the primary focus of this project is to implement APF provisions for transportation facilities, the synthesis report will highlight considerations

¹ The templates will be in ordinance form, but each local government will need to adjust the format of the provided ordinances.

applicable to water, sewer, stormwater, fire protection and school facilities, including existing level of service standards used by each applicable jurisdiction and the status of capital planning for each facility.

Task 2. Steering Committee Meeting 1

Consultant will facilitate a meeting of the project Steering Committee² to outline key regulatory policy decisions that will need to be resolved through the APFO. Where applicable, Consultant will identify the policy recommendations addressed in BGG policies.

Meeting: One (1) meeting to be scheduled in conjunction with the trip for the meeting in Task 1.

Task 3. Steering Committee Workshop 2

Consultant will present the results of Task 1 and highlight the implications of existing development review standards and procedures on an APFO for transportation. Where conflicts exist or changes to existing development review processes are required, Consultant will identify and facilitate discussion of optional strategies to resolve the conflict or change the development review process. Consultant also will present recommendations for adjustment to existing levels of service standards.

Meeting: One (1) meeting to be conducted on same trip as the meetings for Tasks 4 & 5.

Task 4. Consortium Workshop 1

Consultant will present the results of Tasks 1-2 to the Consortium and outline significant regulatory and policy decisions that the Technical/Steering Committee have made or are in the process of evaluating.

Meeting: One (1) meeting to be conducted on same trip as the meetings for Tasks 3 & 5.

Task 5. Focus Group Sessions

Planning Works will conduct up five our focus group sessions with community leaders, builders and developers to gather input from key stakeholders on the development, adoption and implementation of adequacy requirements for transportation..

Meetings: Five Focus Group sessions with key stakeholders to be conducted on the same trip as the meetings for Tasks 3 & 4.

² The project Steering Committee should be comprised of representatives from the BGG Steering and Technical Committee to provide continuity in this process. These groups have an understanding of past BGG progress, have good working relationships and represent most key stakeholders. Supplemental membership may be necessary to ensure that each stakeholder group has active representation.

Task 6. Level of Service Standards Determinations

Based on results from the Transportation/Land Use Integration Project (TLIP)³, Consultant will summarize recommended level of service (LOS) standards for transportation facilities. Consultant will update LOS standards in the Synthesis Report based on feedback from each service provider and local government. Consultant will forward this information to applicable service providers for written comments prior to completion of Task 7.

***Product:** Preliminary Level of Service Standards recommendations memorandum identifying appropriate level of service standards for transportation facilities based on the location and type of facility.*

Task 7. Initial Determinations Summary

The consultants shall make initial determinations of the following provisions for inclusion in the APFO

- **Procedural Requirements of Adequate Public Facilities Ordinance**
 - the most appropriate points in the various development approval processes when transportation and school APF assessment, commitment of capacity and mitigation should be applied;
 - the duration of capacity reservations;
 - coordination of the determination of facilities adequacy and mitigation with other aspects of the development approval process;
 - applicable categories of development or development approvals;
 - land use types or development approvals that should receive preferential treatment;
 - provisions for waivers, exemptions or appeals from adequate public facilities requirements;
 - mitigation requirements;
 - conditions that may be attached to a favorable adequate public facilities determination, including, but not limited to, deferral of development, phasing of development, reduction in density/intensity of development, and mitigation by the developer of public facility deficiencies;
 - adequate public facilities review and monitoring procedures; and
 - integration of development review and adequacy determination with the development approval process.

- **Applicable Level of Service Standards** - reasonable and appropriate level of service standards for essential public facilities identified in the Blueprint for Good Growth.

³ Consultant will rely on TLIP consultants to develop transportation LOS standards. Other LOS standards will be based on existing codes and service capacities identified by service providers.

Product: Memorandum recommending levels of service for water, sewer, fire protection, stormwater and transportation facilities and documenting key assumptions used to develop the recommended level of service standards.

Task 8. Establishment of Initial Capital Improvements Assessment and Capacity Baseline.

Based upon the initial determination of applicable level of service standards Consultant shall provide a template for service providers to document existing public facility demands and capacities, and project future public facility demands and capacity needs. This template will require:

- Service providers to document data quantifying current demands and capacities, which shall be based upon operational facilities presently in existence and facilities and services funded for completion within the time period in which capacity is to be assessed.
- Local governments to quantify existing development that generates demands for development and already approved, yet un-built development that is likely to generate demands during the time period in which capacity is to be assessed.
- ACHD to identify constrained transportation corridors that will not be achieve desired level of service standards through existing state or local capital improvements plans.

Product: Memorandum outlining the methodology for defining existing transportation system capacity, planned capacity, existing demand, committed demand and constrained corridors.

Task 9. Steering Committee Workshop 3

Consultant will facilitate a workshop with the Committee to present the results of Tasks 6 through 8 prior to finalizing the Synthesis Report.

Meeting: One (1) meeting with the Steering Committee to be conducted in conjunction with the trip for Task 10.

Task 10. Consortium Workshop 2

Consultant will present the findings of Tasks 1-8 and facilitate a discussion of key regulatory policy implications for each jurisdiction.

Meeting: One (1) meeting with the Consortium to be conducted in conjunction with the trip for Task 9.

Task 11. Final Synthesis Report.

Consultant will update the synthesis report summarizing the conclusions resulting from Tasks 1-8 and recommending an appropriate adequate public facilities system and structure for BGG member jurisdictions. The primary focus of the report will be on transportation facilities, but report information will provide background supporting local efforts to refine water, sewer and stormwater

management APFOs. Technical/Steering Committee members will be provided with a two-week review period to submit comments prior to the initiation of Task 12.

Product: Synthesis Report on APFO Policy Issues

Task 12. Public Workshop.

In conjunction with task 14, Consultant will facilitate a community information meeting on the status and assumptions behind the APFO. Focus group attendees and the general public will be invited to this informational session and be given the opportunity to comment and ask questions about APFO implementation.

Meetings: One (1) meeting with interested citizens.

Task 13. Draft APFO Template

Consultant will draft:

1. a template for school APFOs that highlights policy options that are available for each school district;
2. a template for water, sewer, stormwater and fire protection APFOs that highlights policy options that are available for each local government;
3. a model APFO for transportation; and
4. a sample interlocal agreement for implementation of transportation APFOs.

The drafts will include sample whereas clauses, section headings, standard regulatory language to be used in each jurisdiction's ordinance and descriptions of options and provisions that will need to be added by each jurisdiction.

Product: APFO Template that should serve as the model APFO for each local government. Accompanying the APFO draft will be a sample interlocal agreement that should serve as the model ILA between each local government, COMPASS, ACHD and ITD.

Task 14. Steering Committee Workshop 4.

Consultant will facilitate a meeting of the Committee to discuss the draft APFO documents from Task 13 and, for issues that are local options or unresolved issues, the steps required for each jurisdiction to adopt and implement the ordinance.

Meeting: One (1) meeting with the Steering Committee to be conducted in conjunction with the trip for Task 15.

Task 15. Consortium Workshop 3

Consultant will summarize questions and comments from Task 12 and provide an overview of the transportation APFO implications for each jurisdiction.

Meeting: *One (1) meeting with the Consortium to be conducted in conjunction with the trip for Task 14.*

Task 16. Draft Administrative Procedures and Forms

Consultant will develop sample administrative procedures and forms necessary for implementation of the adequate public facilities system on a daily and on-going basis. Administrative procedures and forms will address the following:

- Application for preliminary determination
- Application for final determination
- Adequate public facilities review (internal for local government)
- Adequate public facilities review (external for independent agencies)
- Determination of facility capacity
- Reservation of facility capacity
- Determination of adequacy of public facilities
- Applicable conditions (i.e. deferral, required phasing of development, reduction in density/intensity of development, mitigation)
- Exemptions from the adequate public facilities determination
- Waivers
- Appeals
- Time limits for reviews and processing
- Submission requirements
- Annual monitoring of development approval, facility capacity committed and facility capacity remaining
- Procedure for changes in level of service standards (annual)

Product: *APFO Forms which should be used as a model for each local government to evaluate the completeness of applications for findings of adequate transportation facilities.*

Task 17. Adoption Support

Consultant can provide assistance during the adoption process for any individual jurisdiction on a time and expense basis.



MEMORANDUM

TO: Blueprint for Good Growth Consortium

FROM: Karen Doherty, P.E. – Project Coordinator

DATE: June 4, 2007

RE: **Vacant Positions on the Steering Committee**

ACTION REQUESTED:

Approval of the following Steering Committee appointments pending confirmation at the June 7 joint Steering/Technical meeting.

BACKGROUND:

The vacancies on the Steering Committee were discussed at the previous meetings. The following suggestions for replacements have been made. Confirmation of these nominations by the joint Steering and Technical Committees is sought at the June 7 meeting.

Affordable Housing (1 vacancy)

- Nominations still sought.

Agriculture (1 vacancy)

- Clay or Josie Erskine, Peaceful Belly

Chambers (1 vacancy)

- Teri Bath, Eagle Chamber of Commerce

Large Employers (1 vacancy)

- Rob Miller, HP

Urban Redevelopment (2 vacancies)

- Pam Sheldon, CCDC
- Sean Wardle, MDC



Blueprint for Good Growth

Steering Committee Membership (rev. 06/04/07)		
Representing	Contact	Phone number
ACHD (2 voting members)	Katey Levihn	387-6109
	Steve Price	387-6112
	J. Schweitzer	387-6110
	Chris Danley	378-6202
Ada County	Richard Cook	287-7903
	John Traylor	287-7900
Affordable Housing		
Agriculture	Charlie Baun	375-0408
	Ruby German	922-4550
	Clay and Josie Erskine	345-8003
Boise River Flood Control District No. 10	Bill Clayton	482-6600
City of Boise (2 voting members)	Kathleen Lacey	384-3835
	Patricia Nilsson	384-3842
COMPASS	Charles Trainor	855-2558
Contracting Community	Michael Gifford	344-2531
Chambers	Ray Stark	472-5225
	Teri Bath	939-4222
Development (Com.)	David Turnbull	378-4000
Development (Res.)	Bill Clark	342-2625
City of Eagle (2 voting members)	Nichoel Baird Spencer	939-0227
	Bill Vaughan	939-0227
Economic Development	Clay Carley	345-7852
	Peter O'Neill	333-2401
Environmental	Pete Wagner	373-0277
Garden City (2 voting members)	Elizabeth Conner	472-2900 x9
	Diane Kushlan	433-9352
Idaho Smart Growth	Deanna Smith	344-2261
ITD (2 voting members)	Phil Choate	334-8901
City of Kuna (2 voting members)	Mayor Scott Dowdy	922-5274
City of Meridian (2 voting members)	Anna Canning	884-5533
	Pete Friedman	884-5533
Large Employers	Mike Reynoldson	368-4344
Neighborhoods	Gary Allen	388-1200
	Deborah Nelson (alternate)	388-1200
Public Schools	Dr. Linda Clark	855-4500
	Wendel Bigham	855-4500

Blueprint for Good Growth - c/o Doherty & Associates – 575 E. Parkcenter Blvd, Suite 200 - Boise, ID 83706
Business (208) 336-0420 - Fax (208) 336-2407 – Email kdoherty@dohertyeng.com
www.blueprintforgoodgrowth.com

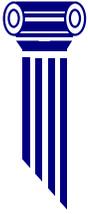


Blueprint for Good Growth

Steering Committee (Continued)		
City of Star (2 voting members)	Mayor Nathan Mitchell	286-0633
	Mary Taylor	286-7247
U of I	Sherry McKibben	343-7851
ULI of Idaho	Bob Taunton (SunCor)	939-0343
Urban Redevelopment	Pam Sheldon	384-4264
	Shaun Wardle	863-4160
Valley Regional Transit	Kelli Fairless	846-8547

Consultant Staff		
Representing	Contact	Phone Number
Planning Works	Michael Lauer	(816) 516-7094
Doherty & Associates, Inc.	Karen Doherty, P.E. (Project Coordinator)	336-0420
Doherty & Associates, Inc.	Heather Carroll, P.E.	336-0420
Doherty & Associates, Inc.	Zach Piepmeyer, E.I.T.	336-0420
Doherty & Associates, Inc.	Sajonara Tipuric, Engineering Technician	336-0420

Blueprint for Good Growth - c/o Doherty & Associates – 575 E. Parkcenter Blvd, Suite 200 - Boise, ID 83706
Business (208) 336-0420 - Fax (208) 336-2407 – Email kdoherty@dohertyeng.com
www.blueprintforgoodgrowth.com



Doherty & Associates, Inc.

575 E. Parkcenter Blvd., Suite 200 Boise, ID 83706 Phone: (208) 336-0420 Fax: (208) 336-2407
Email: boiseoffice@dohertyeng.com Website: www.dohertyeng.com

June 1, 2007

Fred Tilman, Chair
Ada County Commissioners
200 W. Front Street
Boise, Idaho 83702

John S. Franden, President
Ada County Highway District
3775 Adams Street
Garden City, Idaho 83714

Mayor Dave Bieter
City of Boise
150 N. Capitol Blvd
Boise, Idaho 83702

Mayor Nancy Merrill
City of Eagle
P.O. Box 1520
Eagle, Idaho 83616

Mayor John Evans
City of Garden City
6015 Glenwood Street
Garden City, Idaho 83714

Mayor Scott Dowdy
City of Kuna
231 Kay Avenue
Kuna, Idaho 83634

Mayor Tammy deWeerd
City of Meridian
33 E. Idaho
Meridian, Idaho 83642

Mayor Nathan Mitchell
City of Star
P.O. Box 130
Star, Idaho 83669

District Engineer Scott Gurnsey
Idaho Transportation Department
P.O. Box 8028
Boise, Idaho 83707

Subject: Contract Supplemental for Project Coordination Services for Blueprint for Good Growth, Inc.

Dear Blueprint for Good Growth Member Agencies:

It has been our pleasure to serve the Blueprint for Good Growth participants since October 2004 as the local project coordinator. The accomplishments that the Consortium, Steering, and Technical Committees have made thus far are commendable; the groups have kept the best interests of Ada County intact as they have made decisions concerning our future. You have successfully laid groundwork to tackle the challenges produced by our unprecedented growth.

The member agencies of the Consortium are currently beginning the implementation phase of Blueprint for Good Growth and we have been asked to extend our agreement for six-months through December 31, 2007 to provide continued project support. Our services as project coordinator are duration driven; therefore, we have carefully examined the project's time requirements and our anticipated costs for these services. We have enjoyed our work with the project and offer to continue these efforts until the

project is finished. Our firm prides itself on providing excellent client service and we commit to the participants of Blueprint for Good Growth to finish the project coordination activities through at least December 31, 2007 and longer if the Consortium deems necessary.

We will perform additional services through the calendar year end of 2007 at the existing contract value. This supplemental agreement includes continued project coordination services between July 1, 2007 and December 31, 2007 at \$6,000 per month. This letter proposes a supplement of \$36,000 to our Agreement dated April 14, 2005, for project coordination services. The lump sum amount is based on one Consortium meeting per month and one joint Technical/Steering Committee meeting per month. It also includes project coordination efforts at an additional estimated effort of 35 hours per month. Please note that this proposal is based on our current project activities and time commitments; we are willing to discuss other options for fees based on modified time commitments. All other provisions of the original Agreement remain in effect.

Please contact me if you have any questions regarding our proposal. We look forward to continuing our working relationship through the completion of this pioneering project.

Sincerely,

A handwritten signature in blue ink that reads "Karen Doherty, President/Treasurer". The signature is written in a cursive style.

Karen Doherty, President/Treasurer
Doherty & Associates, Inc.

Creating Transit Ready Development

Public Outreach Process

Background Paper

- Purpose:** Create a process and a forum that both informs and seeks input from the public and private sector regarding how to achieve planning¹ objectives.
- Raising awareness with planning staff regarding the needs of developers and how their efforts can implement objectives found in adopted plans
 - Raising awareness in the development community of the adopted planning policies and their potential role in implementation.
 - Identification of gaps in our collective ability to achieve plan objectives
 - Develop consensus on alternative approaches in the planning and development sectors to close identified gaps in achieving planning objectives.
- Why:**
1. Raise awareness of objectives in regional plans.
 2. Raise awareness regarding how the development community can support the success of planning objectives.
 3. Establish a dialog with developers, planning and zoning commissions, local elected officials, and other key stakeholders to incorporate transit supportive design elements in future developments along key regional corridors.
 4. Expand the involvement of key development stakeholders in the community dialogue needed to successfully integrate transportation into land use decision-making.
- Target Audience**
- Commercial and residential developers
 - Planning and zoning commissions
 - Local planning staff
 - Public safety staff
 - Local elected officials
 - Financial institution leaders
- Sponsors:**
- Urban Land Institute
 - Valley Regional Transit
 - COMPASS
 - Blue Print for Good Growth

When: June 2007 – May 2008

Process:

- Three separate small group forums targeting key stakeholder/decision-maker groups (see attached)
- Public education forums held through the Urban Land Institute that allow for the target stakeholder groups to learn and communicate together about the benefits and barriers to achieving plan objectives

How

- Form a steering committee that will assist with the planning and coordination of the hosted meetings and public forums
- Develop communication strategies pertaining to expected outcomes
- Complete a project report

Suggested actions:

- Define timeline, milestones and deadlines
- Assign tasks:
 - Determine Steering Committee members
 - Define expected outcomes
 - Develop budget
 - Determine and develop resource materials
 - Determine and secure presenters
 - Presenters and presentation topics
 - Determine logistics and procure location, meals, etc.

Expected outcome: A well organized, educational, publicized process that is well attended by targeted members of the development community and those who participate at the public level in the development process. The development of alternative approaches to ensure implementation of the objectives in existing regional plans.

¹Plans to be included in this effort are, at a minimum those below. Other plans, notably the comprehensive plans....:

1. Communities in Motion – Ada and Canyon Counties (adopted...)
The regional long range transportation plan....
2. Treasure Valley in Transit – Ada and Canyon Counties
3. Transportation and Land Use Integration Plan – Ada County, Canyon??

Steering Committee Timeline

June 1, 2007

- Develop list of meeting materials and make assignments
- Set a meeting with developers on BGG Steering Committee to review concepts for public outreach materials and get feedback
- Discuss timeline and objectives for the small targeted meetings

June 15, 2007

- Review draft materials being created for the various forums
- Discuss steering committee timeline and meeting schedule
- Finalize process for seeking private sector input on the materials developed for the meetings

June 22 (or sometime that week)

- Review materials with small group of developers from BGG Steering Committee

June 29, 2007

- Finalize formats for support materials
- Finalize timeline for meeting schedules
- Review draft of public education forums topics and objectives for each forum

July 13, 2007

- Discuss and confirm objectives and details for hosted meeting forum with developers and other private sector stakeholders
- Develop facilitators questions for discussion segment of the meetings
- Finalize process for securing hosted meeting participants
- Finalize invitations and meeting materials

July 27, 2007

- Discuss and confirm objectives and details for front porch forum with neighborhoods, business leaders, regional chambers members, etc.)
- Develop facilitators questions for discussion segment of the meetings
- Finalize process for securing front porch forum meeting participants
- Finalize invitations and meeting materials

August 10 and 24, 2007

- Discuss and confirm objectives and details for local officials forums
- Develop talking points and strategies for securing participation from key leaders in the valley
- Develop facilitators questions for discussion segment of the meetings
- Finalize process for securing meeting participants
- Finalize invitations and meeting materials

September 7, 2007

- Conduct a dry run for all the materials for the hosted meetings and the front porch forums

• **Public Outreach on Mixed-Use and Compact Development Guidelines**

Hosted Meetings

September 2007 through January 2008

- Target Audience:
- Commercial Developers
 - Residential Developers
 - Financial Institutions
 - Large Employers (*here or below?*)
 - Legislators (*here or below?*)

Process:
Small group meetings with developers, hosted by a peer within the development community to discuss how the private sector can engage and participate in creating development guidelines and establishing a development environment that encourages transit supportive features in developments. Distribute “What we Learned” Report.

Front Porch Forums

September 2007 through May 2008

- Target Audience:
- Neighborhood Associations
 - Homeowner Associations
 - General Public
 - Chambers of Commerce
 - Large Employers (*here or below?*)
 - Legislators (*here or below?*)

Process:
A neighborhood association or interested group hosts a meeting with their members or constituents. The group is taken through some educational materials. A facilitator takes them through a series of questions designed to get their thoughts and concerns on transit friendly development from a neighborhood perspective. Distribute “What we Learned” Report

Local Officials Workshops

March 2008 through August 2008

- Target Audience:
- Local elected officials
 - Planning and Zoning officials
 - Planning staff

Process:
Working sessions with local officials designed to educate them about transit friendly development standards and the evolution of transit services in a community. There will be emphasis on the importance of design and working early in the process with key stakeholders to allow for innovative and creative solutions to neighborhood and development concerns. Distribute “What we Learned” Report

Public Education Forums

September 2007 through August 2008

- Target Audience:
- All stakeholders
 - Public

ULI Partnering Opportunities:
1. First week of October 2007, an event on “Infrastructure”. The keynote would be a ULI senior fellow and we would provide copies of a new ULI report on infrastructure investment worldwide and nationally. The report really provides a focus to the infrastructure crisis. Following the keynote, we would hope to have local representatives speak to infrastructure solutions. A special outreach would be to legislators.

2. In January 2008, an event on “sustainability” and what does it mean to the development industry from three

perspectives: social, fiscal and environmental. This is great opportunity to showcase transit as a benefit.

3. In March 2008, ULI will repeat the housing trends conference.

These three public forums would include a guest speaker and/or panel discussions on topics of interest pertaining to mixed-use and compact development. The speakers will be technical experts in transit oriented development or policy-makers and business leaders from other regions where development guidelines have been implemented.

Possible Topics

- Why Integrate Land use and Transportation?
- Financing Transit Ready Development
- Lessons Learned from other regions
- Following up on the ULI advisory panel report on ACHD when it is published in September 2006
- Program around APF ordinance with some perspectives of other areas who have adopted similar ordinances
- Hosting a panel on “What does Blueprint mean to me?” from the perspective of a CEO, small business person, developers and neighborhood representative.

Expected Outcomes

- Informed stakeholders
- Engaged developers, citizens, and decision-makers with a better understanding of the connection between land-use and successful transportation services
- Community buy-in for transit friendly design elements
- Consensus on alternative approaches to fulfilling objectives in existing regional plans.
- Design guideline manual that can be used by local officials and the development community to inform the development process.

Materials/Tools

Mixed Use Development Picture Matrix

Technical matrix to tie land use with transit services

Glossary of terms

How is parking related to the evolution of transit

Transit Technologies and types of services

Presentation on the current plans and the vision and reality of the future if we do nothing

Why should we integrate land use and transportation (why is business as usual not going to help us achieve our vision)

Meeting invitations

Facilitators guide

AREA OF CITY IMPACT PROCESS COMMITTEE

1. Establishment of a Planning Boundary

- a. Goal: Delineation of planning areas outside currently adopted areas of impact where sub area planning is desired and/or necessary by a city or county.
- b. Purpose: This boundary is created solely for the purposes of developing sub area plans and to establish communication protocols among the city, adjacent cities, and Ada County regarding development activity during the sub area planning process.
- c. Process: Since property rights are not affected by the establishment of the planning boundary, the boundary will be created through a Memorandum of Understanding among Ada County, ACHD, and the affected city or cities. The Memorandum of Understanding will include the following provisions:
 - i. Establish the planning boundary.
 - ii. Define the roles and responsibilities of the requesting city, the county, and other cities adjacent to or overlapping the planning boundary.
 - iii. Establish referral area for mutual notice of county and city rezone, land division, or conditional use applications of other city, county, or ACHD planning activities within the planning boundary. The planning area shall serve as a referral area. All county applications shall be transmitted to the appropriate city or cities for comment and review until a formal area of impact agreement takes effect after the completion of the sub area plan and/or the referral area is deemed unnecessary by both the requesting city and the county.
 - iv. Periodic review of sub area planning process and planning boundary.
 - v. Set a term of the Memorandum of Understanding.
 - vi. Set a deadline for the requesting city to distribute and seek review of sub area plan timeline, scope of work, and public participation plan. The public participation plan shall be incorporated by reference and shall become part of the Memorandum of Understanding once finalized by the city.
- d. Guidelines and/or Criteria:
 - i. There are not specified criteria regarding the sufficiency of a particular planning boundary, but generally they respect natural or man-made features, landforms, major transportation corridors, infrastructure constraints, and jurisdictional boundaries.
 - ii. The planning boundary shall include, at a minimum, area to accommodate twenty years of growth for the city.
 - iii. The planning boundary may include a portion of an existing planning boundary proposed by another city. Such city (or cities) shall be invited to participate in any subsequent sub area planning process proposed by the city.
 - iv. Proposed planning boundaries are shown on Appendix A.

2. City Sub Area Plan Scope of Work and Process

- a. Goal: City sub area plans that express the vision of the community after consideration of the needs and vision of affected cities and/or the county.
- b. Purpose: The purpose of this section is to provide criteria related on how to conduct the sub area planning process.
- c. Process:
 - i. Each city, as part of the sub are planning process, shall first develop a scope of work, timeline, and public participation plan for the sub area planning effort.
 - ii. The city shall invite the county and affected neighboring cities that have overlapping areas of impact, referral areas, or planning area boundaries to be stakeholders in the planning process and allow these stakeholders to review the plan timeline, scope of work, and public participation plan.
 - iii. The city shall take comments (requested modifications) and make necessary changes to accommodate such comments.
 1. Where there are conflicting suggestions, the city shall make note and accommodate the majority of the stakeholders.
 2. Where the city disagrees with a requested modification, the city shall make note of such objections and specifically note the reason for the objection.
- d. Guidelines and/or Criteria:
 - i. *[Moved to planning boundary section—ABC]*Sub area plans may include all or part of the planning area defined in Section 1. If the city decides to complete a sub area plan for only a part of the planning area, the city shall revise the Memorandum of Understanding to include a timeline for the completion of the sub area planning process for the balance of the planning area.
 - ii. A sub area plan can be an addendum or amendment to the existing city comprehensive plan or an independent plan. The city shall serve as the lead planning agency for the sub area planning process, notwithstanding the public engagement and involvement plan as set forth in the Memorandum of Understanding.
 - iii. *[Moved to planning boundary section—ABC]*The sub area plan shall address the 14 elements required under Idaho Code by specific discussion or by reference to an existing plan.
 - iv. The sub area plan shall include a fiscal component (e.g., adequate public facilities).
 - v. The sub area plan shall be consistent with the adopted county Parks and Waterways Open Space Plan and other regional open space, trails, or bikeway plans, including but not limited to the Ridge to Rivers plan.

3. County Sub Area Plan Scope of Work and Process

- a. Goal: County sub area plans that express the vision of the community after consideration of the needs and vision of affected cities.
- b. Purpose: The purpose of this section is to provide criteria related on how to conduct the sub area planning process.
- c. Process: The county, as part of the sub are planning process, shall first develop a scope of work, timeline, and public participation plan for the sub area planning effort.
- d. Guidelines and/or Criteria:
 - i. The county shall invite affected neighboring cities that have areas of impact, referral areas, or planning area boundaries within the study area to be stakeholders in the planning process and allow such stakeholders to review the plan timeline, scope of work, and public participation plan. The county shall take comments (requested modifications) and make necessary changes to accommodate such comments. Where there are conflicting suggestions, the county shall make note and accommodate the majority of the stakeholders. Where the county disagrees with a requested modification, the county shall make note of such objections and specifically note the reason for the objection.
 - ii. The sub area plan shall address the 14 elements required under Idaho Code by specific discussion or by reference to an existing plan. The sub area plan should make particular note of the open space component and fiscal component (e.g., adequate public facilities) given the relative importance of such items as noted through the Blueprint process.
 - iii. The County may propose changes to the existing Title 9 or intergovernmental agreement to have portions of their sub area plans integrated into the existing comprehensive plan with the area of city impact and cities.

4. Joint Workshop with Property Owners and Affected Residents. At this workshop, the requesting city and county staffs will:

- a. Describe the purpose of the meeting only in reference to area of city impact boundary, not land uses.
- b. Explain the implications of being included or excluded from the city's area of city impact.
- c. Summarize the process thus far.
- d. Solicit comments on the proposed area of city impact boundary, the conceptual future land use map, and other issues related to the implementation of the proposed plan.
- e. The Joint Workshop may be included as part of the city's public participation plan.

5. Area of City Impact Amendment Negotiation Process

- a. Goal: Predictable and timely review and adoption of sub area plans by the Board of County Commissioners.
- b. Purpose: Without timely review of cities proposed comprehensive plan changes, the lag time between the two governing units can be years. This creates uncertainty for property owners, invites criticisms of inefficient government bureaucracy, creates a feeling of mistrust in the community members involved in the planning efforts, and delays implementation of the city comprehensive plans.
- c. Process:
 - i. The city shall have 1 year following the joint workshop to submit a formal request for and area of city impact negotiation. Such request shall include:
 1. Map of existing city limits;
 2. Map of existing area of city impact;
 3. Map of approved planning area boundary (see Section 1);
 4. Map of proposed area of city impact;
 5. Map of the proposed future land use map with the proposed area of city impact boundary;
 6. Map of the proposed urban service planning area;
 7. Map of constrained lands with brief text explanation of such constraints.
 8. Land Use Analysis depicting a matrix (see Figure 1) of the current and future mix of land uses within the existing city limits, the existing area of city impact and the proposed area of city impact. This analysis shall be consistent with the documented sub area plan (see Section 2) and shall include at a minimum:
 - a. The acreage of vacant developable land (as determined by the requesting city) by land use designation.
 - b. The acres of underdeveloped land (as determined by the requesting city) by land use designation available for urban infill.
 - c. The acres of constrained land (as determined by the requesting city) by land use designation.
 - d. The future land use categories adopted for the existing comprehensive plan and the proposed sub area plan (if different).
 9. Growth Trends Analysis as provided by COMPASS or the requesting city. If the requesting city is not proposing to use COMPASS projections:
 - a. The city shall demonstrate, through building permit trends and/or platting activity that different projections are appropriate.

6. Intergovernmental Agreement and/or Title 9 Agreement.

- a. Goal: An agreement on the specific implementation guidelines and/or standards that the county would apply to developments proposed within an area of city impact or within overlapping areas of city impact.
- b. Purpose: Each area of city impact amendment shall require a concurrent intergovernmental agreement and/or amendment to their existing Title 9 Agreement for the purpose of detailing how the County will review development applications within their area of city impact. This city shall draft the initial agreement based on a template provided by the county and shall include but not be limited to:
 - i. Adopting all or portions of county sub area plans.
 - ii. Adopting all or portions of the city's comprehensive plan.
 - iii. Adopting all or portions of the city's zoning and/or subdivision code.
 - iv. Adopting all or portions of the city's design guidelines and/or standards.
 - v. Developing new zoning ordinance standards through the use of overlay districts.
- c. Process:
 - i. The intergovernmental agreement shall be ratified at a joint public hearing of the applicable elected officials of the city (or cities) and the county. The agreement does not require review and approval by the Ada County Planning and Zoning Commission.
 - ii. Following adoption of the intergovernmental agreement, the Ada County Development Services staff shall schedule any necessary text or map amendments for the next available hearing with the Ada County Planning and Zoning Commission to occur no later than six months from adoption of the agreement.
- d. Guidelines and/or Criteria: The intergovernmental agreement and/or Title 9 amendment shall address the following:
 - i. Reference to an adopted city ordinance that prohibits the city from annexing any land outside its area of city impact, or extending any municipal services into a neighboring city's area of city impact (unless such extensions are part of an existing contractual agreement between the affected cities and/or service providers.
 - ii. The proposed frequency of modifications to future area of city impact adjustments. Either party may initiate such modifications.
 - iii. The process and conditions that would justify an exigency consideration to adjust the area of city impact prior to the proposed frequency. For example a public/ private partnership that advances the infrastructure forward.

7. Joint Meeting of City Council and the Board of County Commissioners.

- a. The purpose of the joint meeting shall be to discuss the proposed intergovernmental agreement and any potential issues related to processing the necessary comprehensive plan and/or zoning ordinance text and/or map amendments. Potential issues shall include but not be limited to:
 - i. Did the city follow the agreed-upon scope of work, timeline, and public participation plan for the sub area planning effort? If no, has the city adequately informed the county, adjoining local governments, and affected service providers within the land identified in the sub area plan and the proposed area of city impact?
 - ii. Does the proposed area of city impact avoid creating islands, corridors, or irregular boundaries, unless these areas are designated or reserved for open space or regional facilities?

- b. The meeting may be waived with agreement by both parties.

I:\PDS\Planning and Zoning\Blueprint for Good Growth\AOCI Process Committee June 2007 draft.doc

Figure 1: Example of Land Use Analysis Matrix

Land Use Designation	Vacant Land (in acres)			Underdeveloped Land (in acres)			Constrained Land (in acres)			Total
	City Limits	AOCI	Expansion	City Limits	AOCI	Expansion	City Limits	AOCI	Expansion	
Very Low Residential										
Low Residential										
Medium Residential										
High Residential										
Mixed Employment										
Office										
Mixed Use Commercial										
Mixed Use Residential										
Commercial										
Industrial										
Public/Quasi-Public										
Total Acres										
% of Total										



MEMORANDUM:

TO: Blueprint for Good Growth Consortium

FROM: Karen Doherty, P.E. – Project Coordinator

DATE: June 1, 2007

RE: Local Project Coordinator Report

Per our recent discussions and as a result from the April Chamber Leadership Conference, our office has been busy building tools to “Get the message out” about Blueprint for Good Growth. I have also given six presentations in the last month to varied audiences including Meridian’s City Council; ULI’s Executive Committee; “Large-Scale Developments in the Treasure Valley” with Gary Allen; Building Contractors of Southwest Idaho Developers Council; Eagle Chamber’s Economic Development Committee; and to the Southern Idaho Section of the American Society of Civil Engineers.

We are certainly starting to create a buzz about Blueprint and I am working with the Steering Committee to help spread the word. I have asked them to speak about Blueprint for Good Growth to their colleagues, business associates, and friends at a professional meeting. They can host a group of associates for a lunch to given them details about Blueprint for Good Growth. As members of our Steering Committee, they are our respected community participants and some of the best advocates of the process. Clay Carley has offered to provide an update about Blueprint in June to the YMCA Board of Directors and Downtown Boise Association.

After we have finalized speaking engagements from the Steering Committee, I will be asking members of the Consortium to assist with the sectors of Ada County which have not been reached by our Steering Committee. Our office can provide handouts, brochures, Power Point presentations, and a host of other information. We are tracking the project’s outreach, so please inform us about any upcoming events so we can add them to our master outreach list.

I am also working with the Idaho Statesman to get a Guest Opinion published about the implementation phase of Blueprint for Good Growth.

The attached billing summary is for your information only.

**Blueprint for Good Growth, Inc.
Project Billing Summary
by Doherty & Associates, Inc.
for Project Coordination Services**

Invoice Summary as of 5/30/07

**Actual Consultant Hours Spent to Date as
of 5/25/07**

<i>Invoice #</i>	<i>Date</i>	<i>Amount</i>	<i>Name</i>	<i>Hours</i>	<i>Total</i>
1240	12/31/2004	\$ 7,058.82	Doherty	1296.50	\$ 144,296.44
1249	1/31/2005	\$ 3,529.41	Carroll	81.50	\$ 7,238.23
1254	3/9/2005	\$ 3,529.41	Slupe	449.75	\$ 19,929.35
1270	4/1/2005	\$ 3,529.41	Melander	23.00	\$ 851.29
1276	5/2/2005	\$ 3,529.41	Piepmeyer	59.90	\$ 4,389.93
1297	5/31/2005	\$ 3,529.41	Nemec	57.50	\$ 3,965.01
1312	6/30/2005	\$ 3,529.41	Brosious	3.00	\$ 89.16
1319	7/31/2005	\$ 3,529.41	Miller	1.00	\$ 79.88
1331	8/30/2005	\$ 3,529.41	Hackett	33.00	\$ 2,247.11
1340	10/3/2005	\$ 3,529.41	Tipuric	14.50	\$ 56.12
1350	10/31/2005	\$ 4,716.91	Total	2019.65	\$ 183,142.52
1360	11/28/2005	\$ 4,716.91			
1372	12/30/2005	\$ 4,716.91			
1383	1/30/2006	\$ 4,716.91			
1391	2/27/2006	\$ 4,716.91			
1399	4/3/2006	\$ 4,716.91	Admin 2004		\$ 5.05
1408	5/1/2006	\$ 1,187.50	Meetings 2004		\$ 23.50
1422	5/31/2006	\$ 1,187.53	Admin 2005		
1438	6/9/2006	\$ 45,000.00	Meetings 2005		
1439	6/30/2006	\$ 5,714.29	Admin 2006		\$ 275.14
1449	7/31/2006	\$ 5,714.29	Meetings 2006		\$ 1,073.10
1463	8/28/2006	\$ 5,714.29	Admin 2007		
1480	10/2/2006	\$ 5,714.29	Meetings 2007		\$ 1,034.75
1498	10/30/2006	\$ 5,714.29			
1507	11/27/2006	\$ 5,714.29			
1521	12/29/2006	\$ 5,714.26			
1537	1/29/2007	\$ 6,000.00			
1549	2/26/2007	\$ 6,000.00			
1566	4/2/2007	\$ 6,000.00			
1578	4/30/2007	\$ 6,000.00			
1609	5/30/2007	\$ 6,000.00			
Total Invoiced to date		\$ 184,500.00	Total Spent to Date	\$	185,554.06
Total Initial Budget Through May 31, 2006		\$ 69,500.00			
Extra Services Through May 31, 2006		\$ 45,000.00			
Total Budget Through May 31, 2006		\$ 114,500.00			
Project Coordination June 1 - December 31, 2006		\$ 40,000.00			
Project Coordination January 1 - June 30, 2007		\$ 36,000.00			
Remaining Contract		\$ 6,000.00			

Direct Expenses as of 5/25/07

Total \$ 2,411.54



MEMORANDUM:

TO: Blueprint for Good Growth Consortium
FROM: Karen Doherty, P.E. – Project Coordinator
DATE: June 1, 2007
RE: **Funding Committee Status**

Action Requested:

For information only. This information provides you with a background on the funding status.

Background:

Non-Profit Status

The IRS has determined that BGG, Inc. is exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to BGG, Inc. are deductible under section 170 of the Code Ruling effective December 23, 2004.

Funding Solicitation Status

The funding committee is actively soliciting additional funds from the remaining participating jurisdictions as outlined below.

Jurisdiction	Request	Responsible Funding Member
Kuna	\$ 20,000	Bieter
Total	\$ 20,000	

Mayor Bieter and Mayor Merrill are working to establish meetings with Idaho Power, Blue Cross, Blue Shield, Simplot, and Intermountain Gas. Mayor Bieter and Commissioner Franden will be meeting with United Water (Greg Wyatt).

Funding Status

Following is a summary of the total contributions to date.

Name	Total	Notes
Ada County	\$ 210,000	\$50k for Phase I and \$50k for Phase II; \$60k for Doherty. Addtl \$50k for Phase II in Aug 2006.
ACHD	150,000	\$122k for Phase I; \$28k for Phase II.
City of Boise	150,000	\$50k ea Phase I and II. Addtl \$50k for Phase II in June 2006.
ITD	50,000	
City of Meridian	60,000	\$30k each Phase I and II. Phase II pledged in July 2006.
US Environmental Protection Agency	22,500	
City of Eagle	20,000	\$20k Phase I. \$20k Phase II pledged in June 2006 pending all other contributions received.
City of Kuna	20,000	
City of Star	20,000	
City of Garden City	10,000	
COMPASS Yr End Sweep	9,266	Doherty supplemental.
Boise River Flood Control District #10	7,500	
Hewlett Packard Boise Operations	5,000	Phase II
Tom Ryder	1,000	
North End Neighborhood Assn.	300	
Total Contributions	\$735,566	

Overall Financial Status	
Total Contributions	\$ 735,566
Phase I Payments (completed)	(\$ 405,000)
Phase II Payments (as of Oct 1, 2006 work completion)	(62,060)
Local Project Coordination Contract through June 30, 2007	(190,500)
Less subtotal Phase I + Phase II payments plus Project Coordination Authorization	(\$ 657,560)
Total Remaining Funds for Phase II	\$ 78,006