

**Meeting Minutes**  
**Meridian Transportation Commission**  
**February 1st, 2016**

Council Chambers – Meridian City Hall • 33 East Broadway Ave., Meridian, Idaho

**1. Meeting called to order at 3:33 pm and Roll taken:**

<u>x</u> Ryan Lancaster	<u>x</u> Bryan Leisle	<u>o</u> Vacant (ex-officio)
<u>o</u> Darrel McRoberts	<u>x</u> Ryan Hall	<u>x</u> Shawn Martin (ex-officio)
<u>x</u> Stephen Lewis	<u>x</u> Jack McGee	<u>x</u> Toni Tisdale (ex-officio)
<u>x</u> David Ballard	<u>x</u> Lance Baumgartner	<u>x</u> Margaret Havey (ex-officio)
<u>o</u> Tracy Hopkins	<u>x</u> Mark Wasdahl (ex-officio)	<u>x</u> Miranda Carson (ex-officio)

**Others Present: Ted Baird, Sgt. Arnold, Brooke Green, Dave Fotsch, Ryan Head and Caleb Hood**

**2. Adoption of the Agenda**

Motion by Lancaster to adopt agenda as written and second by McGee to approve the agenda – all ayes – motion carried.

**3. Approval of Minutes from January 4th, 2016 Meeting**

Commissioner Lewis requested to amend meeting minutes regarding roll call status of Ms. Carson. Minutes marked absent but she was in attendance. Change status from o to x. No other changes requested. Motion by McGee to approve minutes as amended and second by Lewis – all ayes – motion carried.

**4. Old Business Items**

**a. Transportation Projects Update (C. Hood)**

Transportation agenda topic starts on page 5 of the packet. Caleb began the update at the bottom of page 6. Some SH-55 improvements that have been done over the past several years were part of an agreement between ITD, ACHD and the developer of The Village. The next phase of widening is in the TIP and planned for 2017, but it is subject to change depending on the occupancy and STARS agreement – so the “will” be constructed should read “may”. Regarding the US 20/26 Task force, two dedicated members attending regularly representing the Transportation Commission; Commissioner Ballard and Commissioner Hopkins. There have been 5 meetings, most recent meeting was very productive, broke into 3 sub-committee groups consisting of about 5 members each. The next meeting of this group will be on February 22<sup>nd</sup>. Rails with Trails was also highlighted. A group met on Friday, January 29<sup>th</sup> w/ACHD, Compass, Nampa and Boise. Due to large number of agency involvement, COMPASS volunteered to lead a formal workgroup and get approval from COMPASS board and pull together a draft charter for the workgroup. Caleb highlighted topics for the joint meeting between City Council and MDC board scheduled for February 26<sup>th</sup>. City Council and MDC board will meet to discuss the elements for the Idaho Avenue revitalization project between Main and 2<sup>nd</sup> Street. Potential

elements include benches, paint, bike racks, planters etc. Installation is anticipated April 2016; the anticipated/soft launch date is Spring 2016, an official launch where the community could be involved would take place in the May timeframe. Caleb encouraged Transportation Commission members to come and support Chairman Hopkins as he gives the End of Year Report to the City Council on February 16<sup>th</sup>. If anyone is interested in tickets to the Mayor's State of the City address or the Taste of Meridian, Caleb mentioned he has tickets.

## **5. New Business Items**

### **a. ACHD Bicycle Advisory Committee Overview (Brooke Green/Dave Fotsch)**

Brooke Green, ACHD, and Dave Fotsch provided the update and gave an overview of the Bike Advisory Committee; its purpose, how it evolved and how it can engage with the Meridian Transportation Commission at the local level. Brooke is the bike advisory pedestrian coordinator for ACHD as a transportation planner overseeing community programs. i.e. safe routes to school, sidewalk enhancement network, which includes bike and pedestrian facilities. She would like to enlist the help of the Transportation Commission in providing recommendations to the Bike Advisory Committee (BAC) on enhancements for Meridian. Dave is the new Chairman of BAC. He gave a high-level review of why the committee was formed and its function to advise ACHD on all things related to bicycles i.e. goals, objectives of master plan, recommendations on operations, updates on ASHTO standards, etc. He outlined appointments to the committee, guiding principle and expectations of member and overall structure. Brooke presented budget, dollars spent and statistic data on bike/pedestrian programs. The district spends is about \$1.5-\$2 million dollars on facilities which is approximately 5% of ACHD budget. Since the inception/tracking of data, ACHD has put in 276 new bike lanes and 400 new bike signage in all of ADA County. Discussion occurred and questions were asked and answered regarding Bicycle Master Plan, Meridian specific data and committee purpose advisory vs advocacy. Brooke will come back to a future meeting (TBD) to present additional Meridian specific data.

### **b. 2016 Transportation Projects Priorities Kick-Off (C. Hood/Ryan Head)**

Caleb Hood and Ryan Head, ACHD, provided the background presentation. Mr. Hood drew the attention of the Commission to the copies of 2015 prioritization spreadsheets (in prep for 2016 prioritization planning) as well as a Glossary, level of service map and the combined prioritization of Ada County. Mr. Head is the Planning supervisor/lead programmer for the ACHD Integrated Five-Year Work Plan (IFYWP) at ACHD and he walked through the documents, how calculations are determined and the key drivers that affect them. ACHD's #1 priority is to maintain the assets/facilities the community has purchased and enhance them as necessary to facilitate transportation. Mr. Head pointed out 2 items of concern for Meridian:

- Cherry/Fairview area: ACHD adopted a corridor/access management plan, so widening of this corridor is currently on hold due to concerns from the business community.
- One section of Ustick is not currently triggered for improvement, but ACHD will continue to look for programming options.

ACHD uses several methods to determine prioritization of projects, i.e. cost-benefit analysis, modeling and program/project feedback from cities. City input can affect prioritization. ACHD compiles all the data items including City input and will have an initial draft of the IFYWP in August to review with the Commission/City. In September, ACHD will review comments/feedback and adoption will be voted on by ACHD in October. Mr. Head fielded and responded to questions regarding the level of service map, data/analysis and spreadsheet errors. Mr. Hood then transitioned conversation away from ACHD process to review/discuss the Meridian specific details. Caleb reminded the Commission that City Council must have recommendations to ACHD by April 1, 2016. Which means the Commission needs to finalize the prioritization by the March 7th meeting so Caleb can present to City Council by Mid-March. Caleb reviewed the list so everyone is on the same page top noting the top 15-20 projects are the most important. Caleb requested that the Commissioners review the documents and be prepared to discuss/agree upon top 15-20 items for 2016 at the March meeting.

**c. Meridian Police Department Status Report (Sgt. Stacey Arnold)**

Sgt. Arnold reported that no crashes have occurred over the last month since signage was put on at The Village & Eagle location. PD is analyzing citation data for I-84 exit at Meridian Road to see if there should be a recommendation to ITD - i.e. people not seeing the sign No right on Red. The Hawk signal at Compass Public Charter School seems to be working - PD presence seems to make a difference too. Commission appreciates PD involvement at their meetings and would like to be more involved in discussions w/ PD on the non-urgent topics, i.e. speed limit changes or request for school zone enhancements, especially on the front end.

**d. Review Commission Enabling Ordinance (C. Hood)**

Mr. Hood directed the TC to the document supplied in the packet for review highlighting page 12 (possible mission statement) and 14 (scope of authority). Recommended comparing current Ordinance to item 5e. A brief discussion took place.

**e. Review and Approve Amendments to Commission By-Laws (C. Hood/T. Baird) (deferred to next meeting)**

Mr. Hood and Mr. Baird suggested a review of the amendments in comparison to the ordinance document provided in 5d. Mr. Baird noted Duties and Roles really haven't changed the amendments are to ensure all Commissions within the City are aligned and under the same operating jurisdiction. A brief discussion occurred.

Motion by Lewis and second by McGee to defer both items 5d and 5e to the March meeting for further discussion and voting on amendment approval - all ayes - motion passed.

**f. Staff Communications (C. Hood)**

Mr. Hood drew the Commission's attention to the two correspondence items in the packet for review. Item 1 page 22 – Signage “20 is plenty” and item 2 on page 26, solo incident regarding a

citizen at the Meridian/McMillan intersection. ACHD has responded but the citizen is not happy and escalated to the Mayor's office. Caleb will extend and offer to both citizen concerns to come an address the Commission at the April meeting.

**6. Future Meeting Topics**

- a. **COMPASS Freight Study**
- b. **Eagle Road Speed Limit Update**
- c. **Speed Limits on Ten Mile Road**
- d. **VRT Transit 101**
- e. **ACHD CIP**
- f. **US 20/26 Corridor Study**
- g. **Master Mobility Planning**

**7. Next Meeting Date: March 7th, 2016**

**8. Adjourn**

Motion by McGee and second by Leisle to adjourn – all ayes – motion carried.

Meeting adjourned at 5:31 p.m.

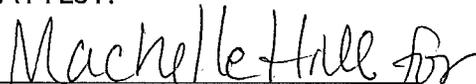
(AUDIO RECORDING AVAILABLE UPON REQUEST)

APPROVED:

  
\_\_\_\_\_  
TRACY HOPKINS, CHAIR

3-7-16  
DATE

ATTEST:

  
\_\_\_\_\_  
JAYCEE L. HOLMAN



3-9-16  
DATE