

Meeting Minutes

Meridian Transportation Commission

March 7th, 2016

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

1. Meeting called to order at 3:30 pm and Roll taken:

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

Others Present: Rhonda Jahlbert (for Margaret Havey) Ted Baird, and Caleb Hood

2. Adoption of the Agenda

Prior to the adoption of the Agenda Commissioner Lancaster requested clarification on the current agenda. The Commissioner wanted an update regarding the strategic initiatives emails and the annual report that was recently given. Chairman Hopkins asked Caleb Hood to provide a brief update. Since the last Commission meeting, ITD District 3 staff informed him that ITD was applying for a statewide competitive grant for Strategic Initiatives for transportation projects. ITD District 3 is applying to widen Chinden from Locust Grove to Eagle Road. Caleb spoke to City Council and other agencies asking for letters of support, as well as sent emails to the Commission. Caleb drafted a letter and met with Chairman Hopkins who signed it and letter was forwarded to Amanda LaMott. The deadline was March 1st, which is why there was a rush to complete the letter prior to today's Commission meeting. Chairman Hopkins provided an end of year update - Mayor expressed thanks and gratitude to the commission for their contribution to the City.

Motion by Lancaster to adopt Agenda as written, second by Lewis – all ayes – motion carried.

3. Introduction of Ex-Officio Member Cavener

Councilman Luke Cavener provided a brief background update on his experience. Currently serving on Meridian City Council, 3rd year of first term, replaced Councilman Zaremba. He is a lifelong resident of Meridian and excited to serve on this commission.

(Ex-Officio members Wasdahl and Carson arrived)

4. Approval of Minutes from February 1st, 2016 Meeting

Commissioner Lancaster noted typographical error on item 5a page 3 of packet, ASHTO should be "AASHTO". No other comments or corrections needed. Motion by Lewis to approve the minutes with the one change, second by Ballard – all ayes – motion carried.

5. Old Business Items

a. 2016 Transportation Project Priorities Update (C. Hood)

Mr. Hood directed the commission's attention to provided documents, which is a compiled summary, with incorporated commission feedback, for 2016 Meridian roadway and intersection priorities. Mr. Hood reacquainted the commission with the purpose of the documents and the action to amend the documents to establish the proper prioritization so the information could be presented to Council and then ACHD by April 1st. Questions were asked, discussed and answered regarding Black Cat/Franklin/Ten Mile, as well as Fairview/Locust Grove lane configurations and level of service. The phasing along McMillan Road was also discussed. Clarification was made regarding the notation "high priority" classification which is an ACHD classification.

Discussion to change the prioritization of identified priority line item #10 (Franklin Road) down to and move #20 (McMillan) up. Motion by Hall, second by Lewis - all-ayes – motion carried.

Discussion to change the prioritization of Locust Grove, between Fairview and Chinden up. Motion by Commissioner Leslie to move Ten Mile Road, Ustick to McMillan down in priorities so two Locust Grove projects can move into the top 15, second by Hall – 7 ayes, 1 nay - motion carried.

Caleb provided a brief update on the Community Programs projects. There are no major changes in priorities year over year. Caleb recommended removing completed projects or those on the 90 day bid list from the list. There are some new projects so the commission should prioritize as they deem appropriate. Commissioner Lewis asked for an update regarding Rails with Trails so he could better assess the prioritization of identified projects. Mr. Hood provided an update and clarified 'joint use' either through purchase, lease or other means, not that the UP is giving away their property, but allowing us to 'buy' a seat in their ROW. The hope is to engage UP in conversation and show them the benefit to the community of working together. The Community Projects list is not specific or exclusive of ACHD funded projects. It is more of a citywide project list, but we prepare it for ACHD as a communication tool that if there are projects ACHD is constructing and our projects could be benefited in their overall plan.

Motion by Lancaster to move community program line items 14, 15 & 16 down to below line 25 and move all other projects up 3 places, seconded by Lewis - 3 ayes 5 nays - motion failed.

Commissioner Lewis made a motion to move line item 15 & 16 down below line 25 and other items up on the list - all ayes - motion carried.

Mr. Hood mentioned that there are two additional types of projects that haven't historically been on the project list that the Commission could consider for prioritization, which ACHD would consider for funding; wayfinding signage and shared lane markings. Mr. Hood will share project information with Council tomorrow and will bring back any feedback over the next couple months.

b. Amendment of Commission Bylaws (C. Hood)

Caleb Hood provided a brief update starting on page 7 of the packet. Last month the Commission reviewed the information, briefly. Caleb noted the documents included in the packet and the purpose of them as the guidelines/rules for the Commission. Included documents are the original 2013 ordinance, the updated 2015 ordinance and a 'clean' copy of the updated bylaws. Questions were asked, discussed and answered, particularly about the format and repetitiveness in the various documents. Motion to adopt amended Bylaws by Ballard, second by Lewis – 7 ayes, 1 nay – motion carried.

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

Mr. Hood noted that he received an email from Sgt. Arnold that he would not be able to attend this month.

d. Transportation Project Update (C. Hood)

Mr. Hood directed the Commission to page 18 of the packet. On page 20, information on the MDC Idaho Ave Placemaking project was presented. Mr. Hood shared the approved concept plan. There is an expected soft opening in April with a 'formal' event in May. Mr. Ballard has attended several of the meetings offered some additional comments. ACHD is still reviewing the plan with their legal department. Mr. Hood does not anticipate any issue with approval.

6. New Business Items

a. Valley Regional Transit 2016 Service Change Proposals (M. Havey)

Rhonda Jalbert presented in place of Ms. Havey. Ms. Jalbert is the Development Director for Valley Regional Transit and reviewed the August service changes and the three Intercounty transit proposal specifics with the Commission. She reviewed data received from VRT consultants on the route system service, how to make them more reliable and sustainable, route performance and issues related to service. She reviewed the current state, collection of information through interviews with multiple agency and business contacts, as well as actions taken by VRT. The VRT Board has not approved any route changes at this time; they will review concepts and vote on recommendations April 4th. Any approved changes are slotted to occur in August 2016. Ms. Jalbert pointed that public comment closes March 13th and directed the Commission to the Valley Ride website survey and requested a letter of comments/recommendation from the City Council on which scenario(s) the City prefers. Mr. Hood will present any recommendation the Commission would like to provide to City Council.

Motion by Commissioner Lewis and second by Commissioner Ballard for Mr. Hood to make a "soft" recommendation to City Council on proposal 2 – all ayes – motion carried.

Motion by Commissioner Lewis and second by Commissioner Ballard to extend past 5:30 meeting deadline – all ayes – motion carried.

Questions were asked regarding ridership and intercounty routes through Meridian as well as fiscal impact. VRT will come back at a future time to share ridership numbers, discuss other operational opportunities and share received community feedback regarding recommendations.

b. Staff communications (C. Hood)

No current staff communications, the memo was left as a place holder for next meeting.

7. 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**

At the direction of the Chairman last month, Mr. Hood contacted Gerald Diffendaffer and invited him to attend the next Commission meeting. Caleb will be on business travel during the April 4th meeting. Mr. Hood will contact Mr. Diffendaffer on change of date (to April 11th) and see if he is available to attend the next scheduled meeting of the Commission. (Topic is not currently represented on future meeting topics, as new date needs to be determined.) Liisa Itkonen will attend next month to update the Commission on the COMPASS freight study and is aware of the proposed new date of April 11th, 2016.

8. Next Meeting Date: April 11th, 2016 (changed from April 4th)

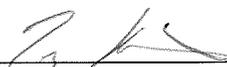
9. Adjourn

Motion by McRoberts and second by Ballard to adjourn – all ayes – motion carried.

Meeting adjourned at 5:44 p.m.

(AUDIO RECORDING AVAILABLE UPON REQUEST)

APPROVED:



TRACY HOPKINS, CHAIR

ATTEST:



JAYCEE L. HOLMAN
Jacy Jones
City Clerk



4.11.16
DATE

4/12/16
DATE