

# Community Planning Association of Southwest Idaho

## COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO BOARD OF DIRECTORS MEETING

September 27, 2004 - 1:30 p.m.

Ada County Courthouse

200 W. Front Street, Boise, Idaho

### \*\*AGENDA\*\*

#### I. AGENDA ADDITIONS/CHANGES (1:30)

#### II. OPEN DISCUSSION/ANNOUNCEMENTS (1:35)

#### III. CONSENT AGENDA (2:00)

- \*A. Approve August 16, 2004, COMPASS Board Meeting Minutes
- \*B. Receive Approved July 20, July 28, August 2, and August 23, 2004 Executive Committee Meeting Minutes  
*The Executive Committee approved these minutes on September 1, 2004.*
- \*C. Receive Approved June 21, 2004, Finance Committee Minutes  
*The Finance Committee approved these minutes on August 11, 2004.*
- \*D. Amend the COMPASS Bylaws to Name the Finance Committee as a Standing Committee of the Board and Adopt the Finance Committee Bylaws  
*Notice of the intent to change the COMPASS Bylaws was given in the July and August 2004 Board meeting packets.*

#### IV. ACTION ITEMS

- 2:05 A. Executive Session – Personnel Matter [Idaho Code 67-2345(b)]  
*There are one and perhaps two personnel issues to be addressed. Any action on either will be taken in open session following the Executive Session.*
- 2:35 B. Confirm Appointment of Executive Director Judy Peavey-Derr  
Based on Recommendation from the Executive Committee  
*Judy Peavey-Derr will present the Executive Committee's recommendation for Board confirmation.*
- 2:55 \*C. Endorse Preliminary Plan Amendments and Toni Tisdale  
Associated Consultant Reports for *Destination 2030 Limited Plan Update*  
*The draft plan will be ready for review including the consultant's*

*environmental, cultural and financial reports. Upon endorsement, the plan will go through the public involvement process. The Regional Technical Advisory Committee has endorsed these draft chapters and associated consultant reports. These documents will be posted on the website for review.*

**3:15 \*D. Confirm Communities in Motion Steering Committee Charles Trainor**

*The Steering Committee will have up to fifteen members and will provide guidance in key policy areas for Communities in Motion. The Board is requested to approve the nine members of the Executive Committee as the Ada and Canyon Counties representatives on the Steering Committee. The remaining members will be from the partnering counties, ValleyRide, and the Idaho Transportation Department.*

**3:25 \*E. Confirm Executive Committee Adoption of Resolution 10-2004 Approving Revision 4 of the FY2004 Unified Planning Work Program and Budget Matt Stoll**

*The Executive Committee adopted Resolution 10-2004 approving Revision 4 of the FY2004 Unified Planning Work Program and Budget. The Executive Committee is empowered to approve minor amendments per Article VI, Section 2 C (6) of the Bylaws. The Board was notified of this potential action in the August 2004 Board packet.*

**V. INFORMATION/DISCUSSION ITEMS**

**3:35 \*A. Discussion of Planned Community Review Policy Charles Trainor**

*Ada County ordinance requires a determination if planned communities are consistent with the current Long Range Transportation Plan. A COMPASS policy does not currently exist. Staff will review and discuss elements of a proposed policy. Board approval of a proposed policy will be sought at the October 2004 meeting.*

**3:55 \* B. Information Regarding On-site Visitation to the Sacramento Area Council of Governments Charles Trainor**

*This item is staff follow-up to a Board suggestion that it would be beneficial to have a group of COMPASS Board members visit another Metropolitan Planning Organization.*

**4:05 C. Status Report – Finance Committee A.J. Balukoff**  
*A.J. Balukoff, Vice-Chair of the Finance Committee, will provide a status report.*

**VI. EXECUTIVE DIRECTOR REPORT (4:10)**

**\*A. Staff Activity Report**

*The August 2004 staff activity report is attached.*

**\*B. Status Report – Corridor Studies**

*The monthly status report on the corridor studies is attached.*

**\*C. Status Report – Destination 2030 Limited Plan Update**

*The monthly status report on the Destination 2030 Limited Plan Update is attached.*

**\*D. Status Report – Current Air Quality Efforts**

*The monthly status report on current air quality issues is attached.*

**\*E. Status Report – Current Transportation Project Information**

*The monthly status report on current transportation projects and issues is attached.*

**\*F. Status Report – Standing Committees' Attendance**

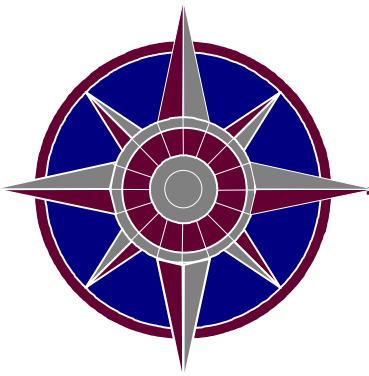
*The monthly status report on Standing Committees' attendance is attached.*

**ADJOURNMENT (4:15)**

**\* Enclosures**

**Times are approximate. Agenda is subject to change.**

T:\900supsvs\board\2004agendasminutes\agenda09272004.doc



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
Board of Directors Meeting  
August 16, 2004  
Canyon County Courthouse  
Caldwell, Idaho**

**\*\*\*MINUTES\*\*\***

**ATTENDEES:**

A.J. Balukoff, Independent School District of Boise City  
Matt Beebe, Commissioner, Canyon County  
David Bieter, Mayor, City of Boise  
Vernon Bisterfeldt, Councilman, City of Boise  
Dave Bivens, Commissioner, for Dave Wynkoop, Commissioner,  
Ada County Highway District  
Clair Bowman, Executive Director, Community Planning  
Association, Ex-Officio  
Alan Brock, Commissioner, Golden Gate/Notus-Parma Highway  
Districts  
Elaine Clegg, Councilwoman, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
Mark Dunham, Boise State University  
Kelli Fairless, ValleyRide  
David Ferdinand, Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
John Franden, Commissioner, Ada County Highway District  
Kathy Holley, Central District Health, Ex-Officio  
Phil Kushlan, Capital City Development Corporation  
Jeff Lang, Councilman, City of Kuna  
Gordon Law, City of Caldwell  
Ralph Little, Commissioner, Canyon Highway District #4  
Mike McGown, Idaho Department of Environmental Quality, Ex-  
Officio  
Frank McKeever, Mayor, City of Middleton  
Nancy Merrill, Mayor, City of Eagle  
Bryce Millar, Commissioner, Nampa Highway District #1  
Nathan Mitchell, Mayor, City of Star  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

Paul Raymond for Martin Thorne, Councilman, City of Nampa  
Patrick Rice, Greater Boise Auditorium District  
J. Schweitzer for Susan Eastlake, Commissioner, Ada County  
Highway District  
Eric Shannon for Charlie Rountree, Idaho Transportation  
Department  
Fred Tilman, Commissioner, Ada County  
Mike Vuittonet, Joint School District #2  
Rick Yzaguirre, Commissioner, Ada County

**MEMBERS ABSENT:** Keith Bird, Councilman, City of Meridian  
Ted Ellis, Mayor, Garden City  
Robert Vasquez, Commissioner, Canyon County

**OTHERS:** Nancy Brecks, Community Planning Association  
Elizabeth Criner, Veritas Advisors  
Rosemary Curtin, RBCI  
Scott Ellsworth, CH2M Hill  
John Fregonese, FCA  
James Grunke, Boise Metro Area Economic Development Council  
Leonard Herr, Idaho Department of Environmental Quality  
Katey Levihn, Ada County Highway District  
Patricia Nilsson, Community Planning Association  
Gregg Richard, Senator Mike Crapo's Office  
Linda Ritter, Community Planning Association  
Terri Schorzman, Community Planning Association  
Hal Simmons, City of Boise  
Matt Stoll, Community Planning Association  
Cindy Thiel, Community Planning Association  
Toni Tisdale, Community Planning Association  
Charles Trainor, Community Planning Association  
Jeanne Urlezaga, Community Planning Association  
Jay Witt, Community Planning Association  
Phill Worth, Kittelson & Associates

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 1:37 p.m.

## **AGENDA ADDITIONS/CHANGES**

**Bob Flowers moved and Dave Bieter seconded to amend the August 16, 2004, agenda as follows: Move Information/Discussion Item VI-A. Introduction of the *Communities in Motion* Consultants as the first item under Item III - Special Items. Move Action Item V-D – Executive Session – Personnel Matter [Idaho Code 67-2345 (b)] to end of the Action Items. Change the title of Item V-E – Confirm Appointment of Executive Director Based on Recommendation of the Executive Committee to “Confirm Appointment of an Interim Executive Director.” Defer Item VI-B to the September 20, 2004, COMPASS Board meeting. Motion passed unanimously.**

## **OPEN DISCUSSION/ANNOUNCEMENT**

Garret Nancolas provided a brief update on the Executive Director search process. He stated that the Executive Committee would meet again on August 23, 2004, to review reference checks on the two candidates. He said the Executive Committee is hoping to bring a name forward to the Board at the September 20<sup>th</sup> Board meeting.

## **INFORMATION/DISCUSSION**

### **VI A. Introduction of *Communities in Motion* Consultants**

Charles Trainor introduced Phill Worth of Kittelson & Associates and John Fregonese of FCA who reviewed the *Communities in Motion* Scope of Work. A copy of the presentation can be obtained from COMPASS.

Dave Bieter asked what assurance is there that there will be no conflict of interest between *Communities in Motion* and the SunCor project. Phill Worth stated that Mark Vandehey and John Ringert of Kittelson & Associates are handling the SunCor project and they will not be involved, unless invited to participate, in the *Communities in Motion* project nor will the Kittelson staff working on *Communities in Motion* be involved in the SunCor project.

Nancy Merrill stated her concern about the confusion the public may have with the two plans, *Ada Guide Plan* and *Communities in Motion*, since they will be done at the same time. Charles replied COMPASS, the Ada County Highway District, and the Idaho Transportation Department public involvement staff are working together to minimize confusion.

## **SPECIAL ITEM**

Judy Peavey-Derr introduced Gregg Richard of Senator Crapo's office. Gregg provided an update on COMPASS' congressional priorities.

## **CONSENT AGENDA**

- A. Approve July 19, 2004, COMPASS Board Meeting Minutes**
- B. Receive Approved June 2, 2004, Executive Committee Meeting Minutes**

**Tom Dale moved and Nancy Merrill seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

- A. Approve Updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties**

Toni Tisdale reviewed the updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties.

Elaine Clegg requested that changes be shown on the maps on the COMPASS website.

**Nancy Merrill moved and John Franden seconded approval of the updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties as presented. Motion passed unanimously.**

**B. Approve Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County**

Toni Tisdale reviewed the Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County.

After discussion, **Tom Dale moved and Garret Nancolas seconded approval of the Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County. Motion passed unanimously.**

**C. Adopt Resolutions 08-2004 and 09-2004 Approving the Final FY2005-2009 Transportation Improvement Programs for the Nampa Urbanized Area and Northern Ada County**

Patricia Nilsson reviewed changes to the projects lists. She said the public comment period has ended and 150 comments were received.

After discussion, **Nancy Merrill moved and Phil Kushlan seconded adoption of Resolutions 08-2004 and 09-2004 approving the Final FY2005-2009 Transportation Improvement Programs for the Nampa Urbanized Area and Northern Ada County. Motion passed unanimously.**

**D. Adopt Resolution 07-2004 Approving the Final FY2005 Unified Planning Work Program and Budget**

Matt Stoll provided an overview of the Final FY2005 Unified Planning Work Program and Budget with Boise City's request to add the Clean City's project support.

**Nancy Merrill moved and Elaine Clegg seconded to Adopt Resolution 07-2004 Approving the Final FY2005 Unified Planning Work Program and Budget including the Clean City's project as requested by Boise City. Motion passed unanimously.**

**E. Endorse Project List for the *Destination 2030 Limited Plan Update* (Ada County only item)**

Toni Tisdale stated the project list was approved by the Regional Technical Advisory Committee at its June 23, 2004, meeting and includes federally funded and "regionally significant projects to be included in the *Destination 2030 Limited Plan Update*.

After discussion, **John Franden moved and Mike Vuittonet seconded endorsement of the project list for the *Destination 2030 Limited Plan Update* as presented. Motion passed unanimously.**

**F. Approve Changes to the Demographic Advisory Committee Bylaws**

Charles Trainor stated the memo included in the packet reflected the proposed changes to the Demographic Advisory Committee Bylaws. He noted that the attachment in the packet was not correct, but he requested approval based on the memo.

**Elaine Clegg moved and Vern Bisterfeldt seconded to approve the changes to the Demographic Advisory Committee Bylaws as represented in memo dated August 2, 2004:**

**cut quorum from 50% +1 to 33% +1 (9 attendees would qualify); use past attendance when considering reappointments; mandate automatic termination of a voting membership upon 3 successive absences; and do not count terminated memberships toward quorum. Motion passed unanimously.**

**G. Confirm Appointment of an Interim Executive Director**

**H. Executive Session – Personnel Matter [Idaho Code 67-2345 (b)]**

Judy Peavey-Derr said since Clair Bowman is retiring and this is his last meeting, the Board needed to appoint an interim Executive Director.

**Bob Flowers moved and Kelli Fairless seconded to adjourn into Executive Session at 3:20 p.m.**

**Clair Bowman called role. The following members were present and voted in the affirmative to adjourn into Executive Session. A.J. Balukoff, Matt Beebe, David Bieter, Vern Bisterfeldt, Alan Brock, Elaine Clegg, Tammy de Weerd, Kelli Fairless, David Ferdinand, Bob Flowers, John Franden, Phil Kushlan, Jeff Lang, Gordon Law, Ralph Little, Frank McKeever, Nancy Merrill, Bryce Millar, Nathan Mitchell, Judy Peavey-Derr, Pat Rice, J. Schweitzer for Susan Eastlake, Eric Shannon for Charlie Rountree, Paul Raymond for Martin Thorne, Fred Tilman, Mike Vuitonet, Dave Bivens for Dave Wynkoop, Rick Yzaguirre. There were no nay votes.**

The meeting adjourned back into regular session at 3:45 p.m.

**Bob Flowers moved and Nancy Merrill seconded to appoint Deputy Executive Director Matt Stoll as Interim Executive Director for a period not to exceed 60 days. The Executive Committee will meet to determine additional compensation during this period of time. This action does not constitute an endorsement by the Board of Matt Stoll for the Executive Director position. Motion passed unanimously.**

## **ADJOURNMENT**

**Dave Bivens moved and Fred Tilman seconded to adjourn at 3:46 p.m. Motion passed unanimously.**

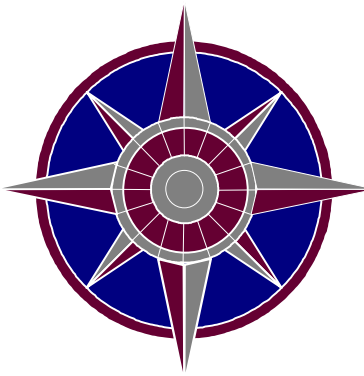
**Dated this 27th day of September 2004.**

**APPROVED:**

By: \_\_\_\_\_  
**Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

By: \_\_\_\_\_  
**Matthew J. Stoll, Interim Executive Director  
Community Planning Association**



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
July 20, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:** David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**ABSENT MEMBERS:** Matt Beebe Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**

**OTHERS:** Nancy Brecks, Community Planning Association

## **CALL TO ORDER**

Vice -Chair Tammy de Weerd called the meeting to order at 9:20 a.m.

### **A. Executive Session: Personnel Matter [Idaho Code 67-2345(b)]**

**Garret Nancolas moved and Tom Dale seconded to adjourn into Executive Session at 9:25 a.m.**

**Vice-Chair de Weerd called role. The following Executive Committee members were present and voted in the affirmative to adjourn into Executive Session: David Bieter, Tom Dale, Tammy de Weerd, Bob Flowers, John Franden, Garret Nancolas and Judy Peavey-Derr (via telephone). There were no nay votes.**

The Executive Committee adjourned back into regular session at 11:45 a.m.

**Adjournment**

**John Franden moved and Tom Dale seconded to adjourn at 11:46 a.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

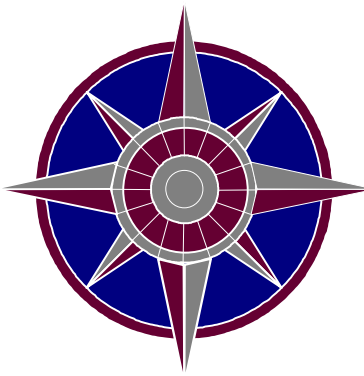
**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**

**T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes07202004specialmeeting.doc**



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
July 28, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:**

David Bieter, Mayor, City of Boise  
Clair Bowman, Executive Director, Community Planning Association  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
David Ferdinand, Commissioner, for Matt Beebe, Commissioner, Canyon County  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Paul Raymond for Tom Dale, Mayor, City of Nampa,  
**Secretary/Treasurer**

**ABSENT MEMBERS:**

Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**OTHERS:**

Nancy Brecks, Community Planning Association  
Kathleen Marie Lacey, City of Boise  
Katey Levihn, Ada County Highway District  
Patricia Nilsson, Community Planning Association  
Hal Simmons, City of Boise  
Matt Stoll, Community Planning Association  
Jeanne Urlezaga, Community Planning Association  
Jay Witt, Community Planning Association

**CALL TO ORDER**

Acting Chair Nancy Merrill called the meeting to order at 1:50 p.m.

**A. Approve June 2, 2004, Executive Committee Meeting Minutes**

**John Franden moved and David Bieter seconded approval of the June 2, 2004, Executive Committee meeting minutes as presented. Motion passed unanimously.**

## **B. Establish August 16, 2004, COMPASS Board Agenda**

Clair Bowman reviewed staff suggested Agenda Items 1- 24. He said staff recommends changing Item 17 from an Action item to an Executive Director Report item.

After discussion, **David Bieter moved and John Franden seconded to adopt Agenda Items 1-16 and 18-24 as presented and change Item 17 to an Executive Director Report item. Motion passed unanimously.**

(Acting Chair Nancy Merrill turned the meeting over to Vice-Chair Tammy de Weerd at 2:00 p.m.)

## **C. Review Final Report: Assessment of COMPASS' Project/Contract Management Capabilities**

Matt Stoll reviewed the Executive Summary of Fred Kitchener's assessment report on COMPASS' project/contract management capabilities.

## **D. Update on the B20 Biodiesel Study and Preliminary Results**

Jay Witt provided an update on the preliminary results of the B20 Biodiesel Study. He stated that the draft report is currently in technical review.

## **E. Executive Session –Personnel Matter [Idaho Code 67-2345(b)]**

**Chair de Weerd stated there is no longer a need for an Executive Session and asked for any objection to moving to Item F. Hearing none, Chair de Weerd so ordered.**

## **F. Interim Corridor Preservation Ordinance**

Patricia Nilsson stated the SH 44 (State Street) and US 20/26 (Chinden) Corridor Studies are slated to start soon, but both studies will take at least a year to complete. Proposed developments could affect potential solutions. Patricia discussed an interim corridor preservation ordinance communities could adopt to protect such options.

## **Adjournment**

**David Bieter moved and Nancy Merrill seconded to adjourn at 2:55 p.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

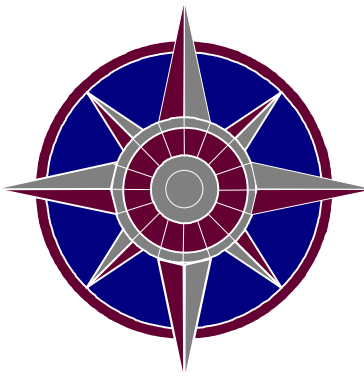
**APPROVED:**

**By:** \_\_\_\_\_  
**Judy Peavey-Derr, Chair**  
**Community Planning Association**

**ATTEST:**

**By:** \_\_\_\_\_  
**Matthew J. Stoll, Interim Executive Director**  
**Community Planning Association**

T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes07282004.doc



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
August 2, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:** David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**ABSENT MEMBERS:** Matt Beebe, Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**

**OTHERS:** Nancy Brecks, Community Planning Association

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 3:05 p.m.

### **A. Executive Session: Personnel Matter [Idaho Code 67-2345(b)]**

**Nancy Merrill moved and Garret Nancolas seconded to adjourn into Executive Session at 3:10 p.m.**

**Chair Judy Peavey-Derr called role. The following Executive Committee members were present and voted in the affirmative to adjourn into Executive Session: Dave Bieter, Tom Dale, John Franden, Nancy Merrill, Garret Nancolas and Judy Peavey-Derr. There were no nay votes.**

The Executive Committee adjourned back into regular session at 5:55 p.m.

**Adjournment**

**John Franden moved and Tom Dale seconded to adjourn at 6:00 p.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

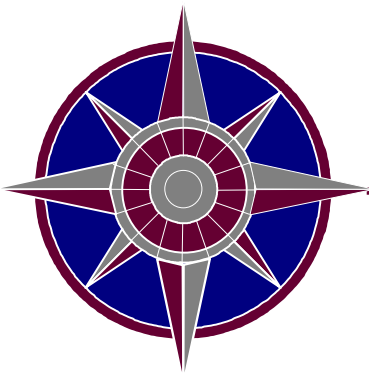
**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**

T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes08022004specialmeeting.doc



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
Board of Directors Meeting  
August 16, 2004  
Canyon County Courthouse  
Caldwell, Idaho**

**\*\*\*MINUTES\*\*\***

**ATTENDEES:**

A.J. Balukoff, Independent School District of Boise City  
Matt Beebe, Commissioner, Canyon County  
David Bieter, Mayor, City of Boise  
Vernon Bisterfeldt, Councilman, City of Boise  
Dave Bivens, Commissioner, for Dave Wynkoop, Commissioner,  
Ada County Highway District  
Clair Bowman, Executive Director, Community Planning  
Association, Ex-Officio  
Alan Brock, Commissioner, Golden Gate/Notus-Parma Highway  
Districts  
Elaine Clegg, Councilwoman, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
Mark Dunham, Boise State University  
Kelli Fairless, ValleyRide  
David Ferdinand, Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
John Franden, Commissioner, Ada County Highway District  
Kathy Holley, Central District Health, Ex-Officio  
Phil Kushlan, Capital City Development Corporation  
Jeff Lang, Councilman, City of Kuna  
Gordon Law, City of Caldwell  
Ralph Little, Commissioner, Canyon Highway District #4  
Mike McGown, Idaho Department of Environmental Quality, Ex-  
Officio  
Frank McKeever, Mayor, City of Middleton  
Nancy Merrill, Mayor, City of Eagle  
Bryce Millar, Commissioner, Nampa Highway District #1  
Nathan Mitchell, Mayor, City of Star  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

Paul Raymond for Martin Thorne, Councilman, City of Nampa  
Patrick Rice, Greater Boise Auditorium District  
J. Schweitzer for Susan Eastlake, Commissioner, Ada County  
Highway District  
Eric Shannon for Charlie Rountree, Idaho Transportation  
Department  
Fred Tilman, Commissioner, Ada County  
Mike Vuittonet, Joint School District #2  
Rick Yzaguirre, Commissioner, Ada County

**MEMBERS ABSENT:** Keith Bird, Councilman, City of Meridian  
Ted Ellis, Mayor, Garden City  
Robert Vasquez, Commissioner, Canyon County

**OTHERS:** Nancy Brecks, Community Planning Association  
Elizabeth Criner, Veritas Advisors  
Rosemary Curtin, RBCI  
Scott Ellsworth, CH2M Hill  
John Fregonese, FCA  
James Grunke, Boise Metro Area Economic Development Council  
Leonard Herr, Idaho Department of Environmental Quality  
Katey Levihn, Ada County Highway District  
Patricia Nilsson, Community Planning Association  
Gregg Richard, Senator Mike Crapo's Office  
Linda Ritter, Community Planning Association  
Terri Schorzman, Community Planning Association  
Hal Simmons, City of Boise  
Matt Stoll, Community Planning Association  
Cindy Thiel, Community Planning Association  
Toni Tisdale, Community Planning Association  
Charles Trainor, Community Planning Association  
Jeanne Urlezaga, Community Planning Association  
Jay Witt, Community Planning Association  
Phill Worth, Kittelson & Associates

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 1:37 p.m.

## **AGENDA ADDITIONS/CHANGES**

**Bob Flowers moved and Dave Bieter seconded to amend the August 16, 2004, agenda as follows: Move Information/Discussion Item VI-A. Introduction of the *Communities in Motion* Consultants as the first item under Item III - Special Items. Move Action Item V-D – Executive Session – Personnel Matter [Idaho Code 67-2345 (b)] to end of the Action Items. Change the title of Item V-E – Confirm Appointment of Executive Director Based on Recommendation of the Executive Committee to “Confirm Appointment of an Interim Executive Director.” Defer Item VI-B to the September 20, 2004, COMPASS Board meeting. Motion passed unanimously.**

## **OPEN DISCUSSION/ANNOUNCEMENT**

Garret Nancolas provided a brief update on the Executive Director search process. He stated that the Executive Committee would meet again on August 23, 2004, to review reference checks on the two candidates. He said the Executive Committee is hoping to bring a name forward to the Board at the September 20<sup>th</sup> Board meeting.

## **INFORMATION/DISCUSSION**

### **VI A. Introduction of *Communities in Motion* Consultants**

Charles Trainor introduced Phill Worth of Kittelson & Associates and John Fregonese of FCA who reviewed the *Communities in Motion* Scope of Work. A copy of the presentation can be obtained from COMPASS.

Dave Bieter asked what assurance is there that there will be no conflict of interest between *Communities in Motion* and the SunCor project. Phill Worth stated that Mark Vandehey and John Ringert of Kittelson & Associates are handling the SunCor project and they will not be involved, unless invited to participate, in the *Communities in Motion* project nor will the Kittelson staff working on *Communities in Motion* be involved in the SunCor project.

Nancy Merrill stated her concern about the confusion the public may have with the two plans, *Ada Guide Plan* and *Communities in Motion*, since they will be done at the same time. Charles replied COMPASS, the Ada County Highway District, and the Idaho Transportation Department public involvement staff are working together to minimize confusion.

## **SPECIAL ITEM**

Judy Peavey-Derr introduced Gregg Richard of Senator Crapo's office. Gregg provided an update on COMPASS' congressional priorities.

## **CONSENT AGENDA**

- A. Approve July 19, 2004, COMPASS Board Meeting Minutes**
- B. Receive Approved June 2, 2004, Executive Committee Meeting Minutes**

**Tom Dale moved and Nancy Merrill seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

- A. Approve Updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties**

Toni Tisdale reviewed the updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties.

Elaine Clegg requested that changes be shown on the maps on the COMPASS website.

**Nancy Merrill moved and John Franden seconded approval of the updates to the Federal 2010 Functional Classification Maps in Rural Northern Ada and Canyon Counties as presented. Motion passed unanimously.**

**B. Approve Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County**

Toni Tisdale reviewed the Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County.

After discussion, **Tom Dale moved and Garret Nancolas seconded approval of the Functional Classification Maps for the *Destination 2030 Limited Plan Update* – Ada County and *Moving People: 2025* – Canyon County. Motion passed unanimously.**

**C. Adopt Resolutions 08-2004 and 09-2004 Approving the Final FY2005-2009 Transportation Improvement Programs for the Nampa Urbanized Area and Northern Ada County**

Patricia Nilsson reviewed changes to the projects lists. She said the public comment period has ended and 150 comments were received.

After discussion, **Nancy Merrill moved and Phil Kushlan seconded adoption of Resolutions 08-2004 and 09-2004 approving the Final FY2005-2009 Transportation Improvement Programs for the Nampa Urbanized Area and Northern Ada County. Motion passed unanimously.**

**D. Adopt Resolution 07-2004 Approving the Final FY2005 Unified Planning Work Program and Budget**

Matt Stoll provided an overview of the Final FY2005 Unified Planning Work Program and Budget with Boise City's request to add the Clean City's project support.

**Nancy Merrill moved and Elaine Clegg seconded to Adopt Resolution 07-2004 Approving the Final FY2005 Unified Planning Work Program and Budget including the Clean City's project as requested by Boise City. Motion passed unanimously.**

**E. Endorse Project List for the *Destination 2030 Limited Plan Update* (Ada County only item)**

Toni Tisdale stated the project list was approved by the Regional Technical Advisory Committee at its June 23, 2004, meeting and includes federally funded and "regionally significant projects to be included in the *Destination 2030 Limited Plan Update*.

After discussion, **John Franden moved and Mike Vuittonet seconded endorsement of the project list for the *Destination 2030 Limited Plan Update* as presented. Motion passed unanimously.**

**F. Approve Changes to the Demographic Advisory Committee Bylaws**

Charles Trainor stated the memo included in the packet reflected the proposed changes to the Demographic Advisory Committee Bylaws. He noted that the attachment in the packet was not correct, but he requested approval based on the memo.

**Elaine Clegg moved and Vern Bisterfeldt seconded to approve the changes to the Demographic Advisory Committee Bylaws as represented in memo dated August 2, 2004:**

**cut quorum from 50% +1 to 33% +1 (9 attendees would qualify); use past attendance when considering reappointments; mandate automatic termination of a voting membership upon 3 successive absences; and do not count terminated memberships toward quorum. Motion passed unanimously.**

**G. Confirm Appointment of an Interim Executive Director**

**H. Executive Session – Personnel Matter [Idaho Code 67-2345 (b)]**

Judy Peavey-Derr said since Clair Bowman is retiring and this is his last meeting, the Board needed to appoint an interim Executive Director.

**Bob Flowers moved and Kelli Fairless seconded to adjourn into Executive Session at 3:20 p.m.**

**Clair Bowman called role. The following members were present and voted in the affirmative to adjourn into Executive Session. A.J. Balukoff, Matt Beebe, David Bieter, Vern Bisterfeldt, Alan Brock, Elaine Clegg, Tammy de Weerd, Kelli Fairless, David Ferdinand, Bob Flowers, John Franden, Phil Kushlan, Jeff Lang, Gordon Law, Ralph Little, Frank McKeever, Nancy Merrill, Bryce Millar, Nathan Mitchell, Judy Peavey-Derr, Pat Rice, J. Schweitzer for Susan Eastlake, Eric Shannon for Charlie Rountree, Paul Raymond for Martin Thorne, Fred Tilman, Mike Vuitonet, Dave Bivens for Dave Wynkoop, Rick Yzaguirre. There were no nay votes.**

The meeting adjourned back into regular session at 3:45 p.m.

**Bob Flowers moved and Nancy Merrill seconded to appoint Deputy Executive Director Matt Stoll as Interim Executive Director for a period not to exceed 60 days. The Executive Committee will meet to determine additional compensation during this period of time. This action does not constitute an endorsement by the Board of Matt Stoll for the Executive Director position. Motion passed unanimously.**

## **ADJOURNMENT**

**Dave Bivens moved and Fred Tilman seconded to adjourn at 3:46 p.m. Motion passed unanimously.**

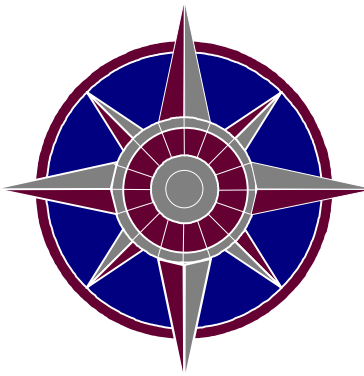
**Dated this 27th day of September 2004.**

**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
July 20, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:** David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**ABSENT MEMBERS:** Matt Beebe Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**

**OTHERS:** Nancy Brecks, Community Planning Association

## **CALL TO ORDER**

Vice -Chair Tammy de Weerd called the meeting to order at 9:20 a.m.

### **A. Executive Session: Personnel Matter [Idaho Code 67-2345(b)]**

**Garret Nancolas moved and Tom Dale seconded to adjourn into Executive Session at 9:25 a.m.**

**Vice-Chair de Weerd called role. The following Executive Committee members were present and voted in the affirmative to adjourn into Executive Session: David Bieter, Tom Dale, Tammy de Weerd, Bob Flowers, John Franden, Garret Nancolas and Judy Peavey-Derr (via telephone). There were no nay votes.**

The Executive Committee adjourned back into regular session at 11:45 a.m.

**Adjournment**

**John Franden moved and Tom Dale seconded to adjourn at 11:46 a.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

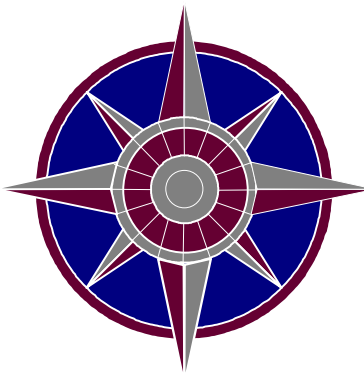
**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**

**T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes07202004specialmeeting.doc**



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
July 28, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:**

David Bieter, Mayor, City of Boise  
Clair Bowman, Executive Director, Community Planning Association  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
David Ferdinand, Commissioner, for Matt Beebe, Commissioner, Canyon County  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Paul Raymond for Tom Dale, Mayor, City of Nampa,  
**Secretary/Treasurer**

**ABSENT MEMBERS:**

Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**OTHERS:**

Nancy Brecks, Community Planning Association  
Kathleen Marie Lacey, City of Boise  
Katey Levihn, Ada County Highway District  
Patricia Nilsson, Community Planning Association  
Hal Simmons, City of Boise  
Matt Stoll, Community Planning Association  
Jeanne Urlezaga, Community Planning Association  
Jay Witt, Community Planning Association

**CALL TO ORDER**

Acting Chair Nancy Merrill called the meeting to order at 1:50 p.m.

**A. Approve June 2, 2004, Executive Committee Meeting Minutes**

**John Franden moved and David Bieter seconded approval of the June 2, 2004, Executive Committee meeting minutes as presented. Motion passed unanimously.**

## **B. Establish August 16, 2004, COMPASS Board Agenda**

Clair Bowman reviewed staff suggested Agenda Items 1- 24. He said staff recommends changing Item 17 from an Action item to an Executive Director Report item.

After discussion, **David Bieter moved and John Franden seconded to adopt Agenda Items 1-16 and 18-24 as presented and change Item 17 to an Executive Director Report item. Motion passed unanimously.**

(Acting Chair Nancy Merrill turned the meeting over to Vice-Chair Tammy de Weerd at 2:00 p.m.)

## **C. Review Final Report: Assessment of COMPASS' Project/Contract Management Capabilities**

Matt Stoll reviewed the Executive Summary of Fred Kitchener's assessment report on COMPASS' project/contract management capabilities.

## **D. Update on the B20 Biodiesel Study and Preliminary Results**

Jay Witt provided an update on the preliminary results of the B20 Biodiesel Study. He stated that the draft report is currently in technical review.

## **E. Executive Session –Personnel Matter [Idaho Code 67-2345(b)]**

**Chair de Weerd stated there is no longer a need for an Executive Session and asked for any objection to moving to Item F. Hearing none, Chair de Weerd so ordered.**

## **F. Interim Corridor Preservation Ordinance**

Patricia Nilsson stated the SH 44 (State Street) and US 20/26 (Chinden) Corridor Studies are slated to start soon, but both studies will take at least a year to complete. Proposed developments could affect potential solutions. Patricia discussed an interim corridor preservation ordinance communities could adopt to protect such options.

## **Adjournment**

**David Bieter moved and Nancy Merrill seconded to adjourn at 2:55 p.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

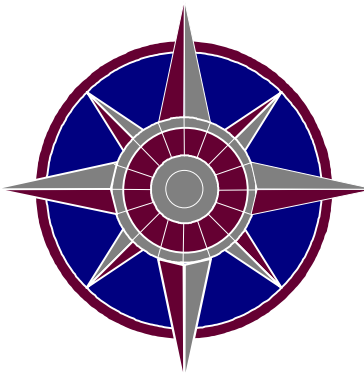
**APPROVED:**

**By:** \_\_\_\_\_  
**Judy Peavey-Derr, Chair**  
**Community Planning Association**

**ATTEST:**

**By:** \_\_\_\_\_  
**Matthew J. Stoll, Interim Executive Director**  
**Community Planning Association**

T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes07282004.doc



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
August 2, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:** David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
John Franden, Commissioner, Ada County Highway District  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**ABSENT MEMBERS:** Matt Beebe, Commissioner, Canyon County  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**

**OTHERS:** Nancy Brecks, Community Planning Association

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 3:05 p.m.

### **A. Executive Session: Personnel Matter [Idaho Code 67-2345(b)]**

**Nancy Merrill moved and Garret Nancolas seconded to adjourn into Executive Session at 3:10 p.m.**

**Chair Judy Peavey-Derr called role. The following Executive Committee members were present and voted in the affirmative to adjourn into Executive Session: Dave Bieter, Tom Dale, John Franden, Nancy Merrill, Garret Nancolas and Judy Peavey-Derr. There were no nay votes.**

The Executive Committee adjourned back into regular session at 5:55 p.m.

**Adjournment**

**John Franden moved and Tom Dale seconded to adjourn at 6:00 p.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

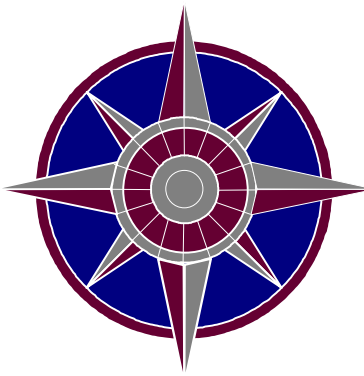
**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**

T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes08022004specialmeeting.doc



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
August 23, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:** Matt Beebe Commissioner, Canyon County  
David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
Susan Eastlake, Commissioner, for John Franden, Commissioner,  
Ada County Highway District  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**

**OTHERS:** Nancy Brecks, Community Planning Association

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 1:45 p.m.

### **A. Executive Session: Personnel Matter [Idaho Code 67-2345(b)]**

**Tammy de Weerd moved and Matt Beebe seconded to adjourn into Executive Session at 1:47 p.m.**

**Chair Judy Peavey-Derr called role. The following Executive Committee members were present and voted in the affirmative to adjourn into Executive Session: Matt Beebe, David Bieter, Tom Dale, Tammy de Weerd, Susan Eastlake for John Franden, Bob Flowers, Nancy Merrill, Garret Nancolas and Judy Peavey-Derr. There were no nay votes.**

The Executive Committee adjourned back into regular session at 3:40 p.m.

**Garret Nancolas moved and Bob Flowers seconded that the recommendation from the Search Committee to the Executive Committee was to bring the name forward of Matt Stoll to be appointed as the Executive Director upon that position being available. With a**

**probation period of 18 months, with interviews at 90 day intervals for the first six months, and then at least every six months there after during the probationary period. Motion passed with one nay vote from Susan Eastlake. David Bieter was absent for the vote.**

**Adjournment**

**Nancy Merrill moved and Tom Dale seconded to adjourn at 3:45 p.m. Motion passed unanimously.**

**Dated this 1st Day of September 2004.**

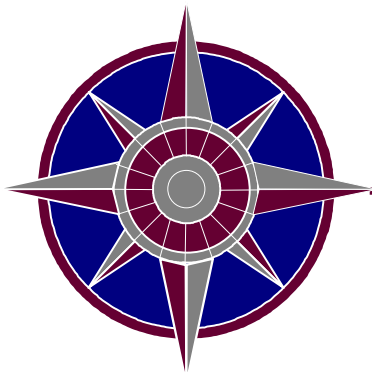
**APPROVED:**

**By: \_\_\_\_\_  
Judy Peavey-Derr, Chair  
Community Planning Association**

**ATTEST:**

**By: \_\_\_\_\_  
Matthew J. Stoll, Interim Executive Director  
Community Planning Association**

**T:\900supsvs\board\Ex Committee\2004 Agenda Minutes\minutes08232004specialmeeting.doc**



# Community Planning Association

---

## of Southwest Idaho

**Community Planning Association of Southwest Idaho  
COMPASS Finance Committee  
June 21, 2004  
Canyon County Courthouse**

**\*\*\* MINUTES\*\*\***

**ATTENDEES:**

A.J. Balukoff, Boise School District, **Vice-Chair**  
Tom Dale, Mayor, City of Nampa  
Susan Eastlake, Commissioner, Ada County Highway District,  
**Chair**  
Bob Flowers, Mayor, City of Parma  
Ralph Little, Commissioner, Canyon Highway District  
Judy Peavey-Derr, Commissioner, Ada County

**ABSENT MEMBERS:**

Todd Lakey, Commissioner, Canyon County  
Garret Nancolas, Mayor, City of Caldwell

**OTHERS ATTENDING:**

Nancy Brecks, Community Planning Association  
Steve Purvis, City of Boise  
Matt Stoll, Community Planning Association  
Cindy Thiel, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER:**

Chair Susan Eastlake called the meeting to order at 12:10 p.m.

**CONSENT AGENDA**

**A. Approve May 14, 2004, Finance Committee Meeting Minutes**

Chair Eastlake asked for any objections to approving the May 14, 2004, meeting minutes as presented. Hearing none, Chair Eastlake so ordered.

**ACTION ITEMS**

Chair Eastlake asked for any objections to changing the order of the action items moving Items C and D before Item A. Hearing none, Chair Eastlake so ordered.

### **C. Approve Finance Committee Bylaws**

**A. J. Balukoff moved and Ralph Little seconded approval of the Finance Committee Bylaws as presented. Motion passed unanimously.**

### **D. Approve COMPASS Financial Manual**

**A. J. Balukoff moved and Ralph Little seconded approval of the COMPASS Financial Manual as presented. Motion passed unanimously.**

#### **A. Review Variance Report: October 1, 2003 to May 31, 2004**

After discussion, Chair Eastlake asked for any objections to directing staff to revise the Variance Report format. The cover memo will provide a general picture of major projects that need to be highlighted. The Variance Report will be attached reporting both status and explanation, and will be color-coded and sorted so that the items in red, which reflect either a substantial financial component or timing component, are at the top. Items coded in yellow reflect projects that need to be watched. Hearing no objections, Chair Eastlake so ordered.

#### **B. Review Preliminary FY2005 Unified Planning Work Program and Budget**

After discussion, Chair Eastlake asked for any objection to directing staff to list the Downtown Boise Mobility Study in the Planning Factors report under "Promote efficient system management and operation." Hearing none, Chair Eastlake so ordered.

After discussion, Chair Eastlake asked for any objection to directing staff to revise the format of the Revenue by Funding Source report under the Surface Transportation Program column eliminate the descriptive wording "Urban" and "State" and the "key #" wording and add COMPASS task numbers and task descriptions. Hearing none, Chair Eastlake so ordered.

After discussion, Chair Eastlake asked for any objection to directing staff to research if there is a tax liability to the fleet manager associated with the fleet manager taking a COMPASS car home nightly for maintenance. Hearing none, Chair Eastlake so ordered.

After discussion, Judy Peavey-Derr moved and Ralph Little seconded recommending the Preliminary FY2005 Unified Planning Work Program and Budget to the Executive Committee, as presented. With the caveat that if there is savings because the medical benefit increase does not go to 25% as budgeted, those savings would go to salaries in the form of merit increases of up to 3%, but more likely 2%. Motion passed unanimously.

#### **E. Approve Definition of "Regional" Projects**

#### **F. Consider Changes to the Per Diem Rate**

Chair Eastlake asked for any objections to deferring items E and F until the July Finance Committee meeting. Hearing none, Chair Eastlake so ordered.

### **INFORMATION/DISCUSSION ITEMS**

**A. Establish Next Meeting Agenda**

After discussion, Chair Eastlake asked for any objection to directing staff to reschedule the **July 16, 2004 Finance Committee to before the COMPASS Board meeting on July 19th.** Hearing none, Chair Eastlake so ordered.

**ADJOURNMENT**

Meeting adjourned at 1:30 p.m.

**Dated this 11th Day of August 2004.**

**APPROVED:**

By: \_\_\_\_\_  
**Susan Eastlake, Chair**  
**COMPASS Finance Committee**

**ATTEST:**

By: \_\_\_\_\_  
**A. J. Balukoff, Vice-Chair**  
**COMPASS Finance Committee**

T:\900supsys\Finance Committee\Minutes\minutes06212004.doc



# Community Planning Association of Southwest Idaho

**MEMORANDUM**

**TO:** Community Planning Association Board of Directors

**FROM:** Matthew J. Stoll, Interim Executive Director

**DATE:** September 7, 2004

**RE:** **Amend the COMPASS Bylaws to Name the Finance Committee as a Standing Committee of the Board and Adopt the Finance Committee Bylaws**

**Action Requested:**

Amend the COMPASS Bylaws (Article VI Section 3) to Name the Finance Committee as a Standing Committee of the Board and Adopt the Finance Committee Bylaws.

**Background:**

The COMPASS Bylaws provide for amendment of the Bylaws as follows:

*ARTICLE VII.  
GENERAL PROVISIONS*

*Section 2. Amendment. These Bylaws may be amended or repealed and replaced by the adoption of such new bylaws as may be approved by a two-thirds (2/3) vote of the Board at any regular meeting provided, however, that such amendment(s) shall be introduced at one regular meeting of the Board and may not be voted upon before the next subsequent regular meeting of the Board.*

The COMPASS Bylaws further provide a list of standing committees with one-line purposes as follows:

*ARTICLE VI.  
STANDING COMMITTEES*

*Section 3. Other Standing Committees:*

*A. Establishment. The following are hereby established as other standing committees of the Board:*

*1. Demographic Advisory Committee. The purpose of this committee is to assist COMPASS staff and the Board by preparing and recommending population estimates and forecasts to the Board for application in all COMPASS' planning activities.*

2. *Regional Technical Advisory Committee. The purpose of this committee is to assist COMPASS staff and the Board by reviewing and recommending appropriate action(s) to the Board with regard to all transportation-related matters to come before the Board.*
3. *Transportation Modeling Advisory Committee. The purpose of this committee is to assist COMPASS staff in maintaining and improving the bi-county transportation forecast model.*

**Status:**

The Finance Committee adopted its Bylaws on June 18, 2004 and requested that the COMPASS Bylaws be modified to add the Finance Committee as a Standing Committee of the Board to Article VI, Section 3. As required by the COMPASS Bylaws, notification of intent to amend Article VI, Section 3 to add the Finance Committee was provided with supporting information as part of the August 16, 2004 Board packet.

Staff requests the Board establish the Finance Committee as a Standing Committee of the Board by taking the following two actions at the September 27, 2004 meeting:

1. Amend the COMPASS Bylaws by adding the following new section (in alphabetical order) to Article VI, Section 3.

Finance Committee. The purpose of this committee is to provide guidance to management and to establish reasonable, but not absolute, assurance regarding internal policies, procedures and controls for the sound operation of COMPASS.

Text for this addition is taken directly from Article 1 of the proposed Finance Committee Bylaws. The proposed amendment to the Bylaws is attached.

2. Ratify the Finance Committee Bylaws as proposed by Committee members. The proposed Finance Committee Bylaws, as adopted by the Committee on June 18, 2004, are attached.

T:\900supsvs\board\Matt's Memos\Memorandum Amending Bylaws Article VI Section 3.doc

### **Section 3. Other Standing Committees:**

- A. Establishment. The following are hereby established as other standing committees of the Board:**
- 1. Demographic Advisory Committee. The purpose of this committee is to assist COMPASS staff and the Board by preparing and recommending population estimates and forecasts to the Board for application in all COMPASS' planning activities.**
  - 2. Finance Committee. The purpose of this committee is to provide guidance to management and to establish reasonable, but not absolute, assurance regarding internal policies, procedures and controls for the sound operation of COMPASS.**
  - 3. Regional Technical Advisory Committee. The purpose of this committee is to assist COMPASS staff and the Board by reviewing and recommending appropriate action(s) to the Board with regard to all transportation-related matters to come before the Board.**
  - 4. Transportation Modeling Advisory Committee. The purpose of this committee is to assist COMPASS staff in maintaining and improving the bi-county transportation forecast model.**
- B. Membership. The number and appointment of membership on other standing committees shall be reviewed and approved annually by the Board at the first regular Board meeting of each calendar year.**
- C. Bylaws. Bylaws for other standing committees shall be prepared and may be amended from time to time by each standing committee. Bylaws provisions become effective only upon ratification by the Board.**

## **FINANCE COMMITTEE BYLAWS**

### **ARTICLE I – ESTABLISHMENT AND PURPOSE**

The Finance Committee is intended to provide guidance to management and to establish reasonable, but not absolute, assurance regarding internal policies, procedures and controls for the sound operation of COMPASS. The name of this committee shall be the Finance Committee (“Committee”) of the Community Planning Association (COMPASS).

### **ARTICLE II - COMMITTEE STRUCTURE**

#### **Section 1: Composition**

The Committee shall be composed of seven COMPASS Board members: the COMPASS Board Secretary/Treasurer, three members from Ada County and three members from Canyon County.

#### **Section 2: Term of Office**

The term of office for Committee members will be two-year staggered terms, except for the Secretary/Treasurer whose term is one year. There is no limit to the number of terms a member may serve. Terms will be numbered except for the Secretary/Treasurer as odd-year/even-year terms.

#### **Section 3: Appointment**

Vacancies on the Committee shall be filled by the Board Chair and presented annually to the COMPASS Board for confirmation at the first meeting following the annual meeting of the Board. It is recommended that Board members having professional experience and responsibility for financial and accounting matters be among the first Board members considered for appointment to the Committee.

#### **Section 4: Additional Expertise**

The Committee may by majority vote taken at any regularly scheduled meeting name one or more finance and accounting professionals to assist the Committee as additional, non-voting members of the Committee.

#### **Section 5: Alternates**

In the event that a duly appointed Committee member is unable to attend a meeting of the Committee, that member may arrange for an alternate to participate in Committee deliberations on his/her behalf.

### **ARTICLE III – MEETINGS**

#### **Section 1: Frequency and Notification**

Meetings of the Finance Committee may be held at times and places agreed to by the Committee and distributed to all COMPASS Board members, provided, however, that notice of such meetings is posted on the COMPASS website and distributed via e-mail to all COMPASS Board members by at least the third working day prior to the day of the meeting. No action may be taken at a meeting that has not met these criteria.

#### **Section 2: Open Meetings**

All meetings are subject to the open meetings law of the State of Idaho, with exceptions consistent with that law.

### **ARTICLE IV - OPERATIONS**

#### **Section 1: Rules of Order**

Roberts Rules of Order, in its most recent edition, shall govern all deliberations of the Committee.

#### **Section 2: Quorum**

A quorum shall consist of four Committee members or alternates.

**Section 3: Voting**

Each Committee member shall have one vote.

**Section 4: Chair and Vice Chair**

The Committee shall elect a Committee Chair and a Vice Chair to serve as meeting chairperson in the event the Chair is unable to attend.

**ARTICLE V – POWERS AND DUTIES**

**Section 1: Authority**

The Finance Committee is a Standing Committee of the COMPASS Board. The Committee Chair shall report all actions taken by the Committee to the Board. Ultimate authority resides with the Board.

**Section 2: Duties**

The Committee shall have the following duties and responsibilities to advise and make recommendations to the COMPASS Board as approved by the Board:

- 1 Review and recommend internal financial controls over assets, revenues and expenditures, including the following specific objectives:
  - a. Determine that COMPASS expenditures comply with Board directives and are properly authorized and adequately documented.
  - b. Determine revenue sources and evaluate the revenue recognition process.
  - c. Assess compliance with applicable state and federal regulations and statutes.
- 2 Review and analyze COMPASS financial documents, policies and procedures.
- 3 Review and recommend the COMPASS budget, including budget adjustments, financial assumptions and variance reports.
- 4 Review and recommend internal and external financial reports, including all necessary financial statements and audit reports.
- 5 Review and recommend a Financial Policy Manual.
- 6 Engage an independent accounting firm or other professional as needed to perform a compliance/performance review of practices, procedures and financial controls; and to identify and recommend policy and procedure changes.
- 7 Review and recommend changes to policies, procedures and controls related to procurement, utilization and tracking requirements of all federal funding.
- 8 Review and recommend changes to the scope of financial authority and responsibilities for COMPASS Board officers and the Executive Director.
- 9 Serve as the official audit committee for COMPASS.

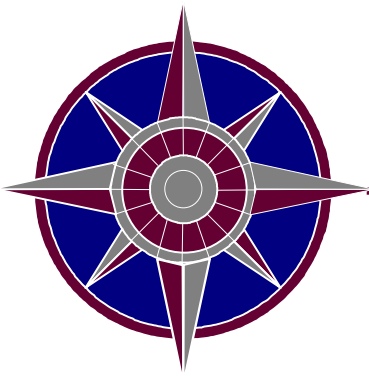
**ARTICLE VI – STAFF RESPONSIBILITIES**

The COMPASS Executive Director shall provide adequate staff support to the Finance Committee, specifically including preparation and distribution of meeting agendas and packets, recording of meetings and the preparation of minutes of all Finance Committee meetings.

**ARTICLE VII - AMENDMENTS**

These Bylaws may be amended by an affirmative vote of at least four Committee members who are present at a duly authorized meeting, subject to ratification by the COMPASS Board. A Bylaws change shall be presented for consideration at a regularly scheduled meeting of the Committee; however, voting shall be deferred until the regularly scheduled meeting following the meeting at which the Bylaws change was proposed.

T:\policies\Finance Committee Bylaws as revised 5-14-2004.Doc



# Community Planning Association of Southwest Idaho

## MEMORANDUM

**TO:** Community Planning Association Board of Directors  
**FROM:** Toni Tisdale, Principal Planner  
**DATE:** September 1, 2004  
**RE:** **Endorse Preliminary Plan Amendments and Associated Consultant Reports for Destination 2030 Limited Plan Update**

### Action Requested:

Endorse preliminary plan amendments and associated consultant reports for *Destination 2030 Limited Plan Update*.

### Background:

The *Destination 2030 Limited Plan Update* is intended to bridge the gap between the current long-range transportation plan, *Destination 2025*, and the upcoming regional long-range transportation plan, *Communities in Motion*, in order to ensure no project delays within Ada County. The limited nature of the update, as approved by the COMPASS Board on March 15, 2004, is based on keeping changes to the *Destination 2025* plan to a minimum, so that a December 2004 approval can be achieved.

A consultant was hired early in the process to provide the Financial Plan and detailed reports on environmental and cultural issues that proposed projects could face during the design phase of project development.

COMPASS staff has worked internally and with other agency staff members to update chapters from *Destination 2025* for the *Destination 2030 Limited Plan Update*. One chapter is new to this plan (Chapter 11: Congestion Management System) due to enactment of new regulations since *Destination 2025* was adopted.

### Status:

There are 11 chapters for review and endorsement:

- Chapter 1: General Transportation Issues
- Chapter 2: Public Involvement
- Chapter 3: Travel Demand Forecast Model
- Chapter 4: Preservation of Transportation Corridors
- Chapter 5: Major Projects
- Chapter 6: Environmental Issues
- Chapter 7: Public Transportation
- Chapter 8: Non-motorized Transportation

- Chapter 9: Urban Goods Movement
- Chapter 10: Transportation Enhancement Needs
- Chapter 11: Congestion Management System

These chapters are posted on the website (<http://www.compassidaho.org/ltd/draftchapters.htm>). They have been updated with comment and discussion; and the Regional Technical Advisory Committee endorsed them. Attachment I is a list of the major changes in each chapter.

Originally, COMPASS staff expected there would be no changes to policy within the plan unless there was recent Board action that changed policy or a blatant error was discovered. However, upon review, a member agency suggested a few policy changes. The Regional Technical Advisory Committee reviewed the suggested policy changes and agreed to present them to the Board for consideration. Attachment II provides the policy as it is currently written along with the proposed changes for consideration. These proposed changes have not been incorporated into the chapters.

The consultant developed three reports that provide material from which to draw technical detail for the plan. These reports are titled:

- *Destination 2030 Limited Plan Update – Engineering and Financial Analysis*
- *Destination 2020 Limited Plan Update – Environmental Inventory Summary Report*
- *Destination 2030 Limited Plan Update – Cultural Resources Overview*

The summary versions of these reports are listed on the website at <http://www.compassidaho.org/ltd/technical.htm>. Full versions of these reports can be requested by contacting the COMPASS office. (The full versions are quite lengthy.)

COMPASS staff requests endorsement of the draft chapters and the consultant's reports, as well as direction on the suggestions for policy changes. Endorsement is all that is required at this point. The next phase is public involvement. The document will not be final until the COMPASS Board considers public input. Final adoption is expected in December 2004.

Attachments (2)

pc: 662.01

TT T:\600transup\601transup\tac\rtac\040901Bdmmo2030.doc

# ATTACHMENT I

## *Destination 2030 Limited Plan Update*

### Major Changes in Chapters

#### **Chapter 1: General Transportation Issues**

- Added language clarifying that the limited plan update is intended to fulfill federal requirements until *Communities in Motion* is completed in 2006
- Added all Federal requirements for a long-range transportation plan
- Included new COMPASS mission statement adopted in June 2004
- Updated language on impacts of transportation on air quality and the status of Northern Ada County as a maintenance area
- Added information about the Title VI Plan
- Clarified that regionally significant projects included in the Transportation Improvement Program must be listed in the long-range transportation plan
- Updated demographic area map
- Updated population and employment statistics, tables and graphs
- Updated county-to-county commute travel table
- Made no changes to policies except to delete a reference to the Citizens' Advisory Committee

#### **Chapter 2: Public Involvement**

- Revised public involvement approach to reflect Limited Update: objectives, anticipated use of comment, schedule, notification process and materials, agency participation, and general COMPASS public involvement policy
- Replaced existing public involvement policies (for *Destination 2025*) with COMPASS public involvement policy adopted by the Board in November 2003

#### **Chapter 3: Travel Demand Forecast Model**

This chapter was almost entirely rewritten because of major changes in the model since the last plan update. The new chapter includes:

- Information about the new model and how it was developed
- The variety of purposes for the model
- Deficiency analysis for projects in the *Destination 2030 Limited Plan Update*
- Made no changes to policies

#### **Chapter 4: Preservation of Transportation Corridors**

- Added language explaining COMPASS members' decision to focus on corridor level transportation needs and thus list only regionally significant projects in the long-range transportation plan
- Included methodology and assumptions for determining project inclusion
- Included links to large functional classification maps for 2010 and 2030 rather than separating the maps into sections
- Updated language explaining map differences, street classifications and how maps are used
- Removed specific Ada County Highway District design elements and replaced with a reference to the Ada County Highway District Policy Manual
- Added Eagle Road / Fairview Avenue to the major intersections for preservation table
- Made major changes to the list of transportation projects for preservation by including only those projects determined to be regionally significant

- Added a table of preservation projects from *Destination 2025* that were NOT carried over to the *Destination 2030 Limited Plan Update*
- Added the following upcoming studies
  - Ada County Guide Plan
  - Communities in Motion
  - Downtown Boise Mobility Study
  - Downtown Meridian Transportation Management Plan
  - Floating Feather Alignment Study
  - Kuna/Mora / SH 69 Alignment Study
  - Lake Hazel Extension / Gowen Road Relocation Study
  - Park and Ride Location Study
  - State Highway 44 Corridor Study
  - Traffic Management Center Location and Concept Study
  - US Highway 20/26 Corridor Study
  - Urban Interchange Concept Study
  - West Bench Lane Configuration Study
- Eliminated the collector evaluation section. It is no longer relevant because of the decision to focus on corridor level transportation needs.
- Made no changes to policies

### **Chapter 5: Major Projects**

- Added new proposed project list
- Updated all project information, including costs and statistics, when available
- Used new methodology of including only regionally significant projects (refer back to Chapter 4)
- Updated the committed project list, including only regionally significant projects
- Included the definitions of “regionally significant”
- Added reference to the Ada County Highway District Capital Improvements Plan
- Added references throughout to state highways with corresponding locally named roads (i.e. Eagle Road (SH 55))
- Added environmental justice consideration area data as related to proposed projects
- Inserted new maps depicting the new project list
- Added new financial forecast information for the Ada County Highway District and five-year historical funding information for the Idaho Transportation Department and ValleyRide
- Made no changes to policies

### **Chapter 6: Environmental Issues**

- Included a summary of the air quality transportation conformity process with reference to the forthcoming air quality conformity demonstration report
- Added detailed history of Northern Ada County’s air quality
- Included a summary of the regional emissions analysis conducted for the air quality conformity demonstration report
- Updated all environmental, historical and noise information to include data from the consultant’s report
- Made no changes to policies

### **Chapter 7: Public Transportation**

- Added new study and plan information
  - Strategic Plan

- Regional Operations and Capital Improvements Plan (ROCIP)
- Downtown Boise Mobility Study
- State Street Corridor Study
- Updated ridership and funding data, tables and graphs
- Added information about the Interim Committee on Public Transportation and Air Quality
- Corrected name and services changes (such as the Boise Urban Stages to ValleyRide)
- Added a public transportation project list for consistency
- Made no changes to policies

### **Chapter 8: Non-motorized Transportation**

- Removed references to
  - Recreational Trails
  - Ridge-to-Rivers Plan
- Added new Introduction
- Removed the specific project list and referenced the Idaho Transportation Department and Ada County Highway District work programs along with local Comprehensive Plans
- Added non-motorized transportation (pathways / bicycle lanes) map
- Made no changes to policies

### **Chapter 9: Urban Goods Movements**

- Updated data and statistics when possible
- Added the divisions of the airport influence area on the map
- Made no changes to policies

### **Chapter 10: Transportation Enhancement Needs**

- Revised statistics and data
- Revised list of scheduled projects to include
  - Oregon Trail/Boise Avenue Kiosk in Boise
  - Eckert Pathway Extension in Ada County
  - Warm Springs Boulevard Landscaping in Boise
  - Boise State University Greenbelt Improvement in Boise
  - Historic Locomotive Relocation in Boise
- Updated the gateway area maps
- Made no changes to policies

### **Chapter 11: Congestion Management System**

This chapter is completely new. When Northern Ada County became a transportation management area (TMA), federal regulations required development of a Congestion Management System. This chapter contains the following information:

- Background on the federal congestion management system requirements
- A draft congestion management system process diagram
- A summary of the data collection process
- The technical definition of roadway congestion in the Treasure Valley
- A summary of the system's congestion mitigation measures
- A summary of the system's interaction with COMPASS' established transportation planning processes
- A qualitative analysis of roadway congestion in 2030

**ATTACHMENT II**  
*Destination 2030 Limited Plan Update*  
Suggested Policy Changes

**Chapter 4: Preservation of Transportation Corridors**

- Policy 4 – COMPASS will request the Ada County Highway District to coordinate with local governments in developing a program of collector designs on a section-by-section basis. This work will require involvement of landowners and neighborhoods in the layout of effective collectors. COMPASS will work with the Ada County Highway District and other local governments to develop a collector designation process.
  - Suggestion: This policy should include mention of “continuous collectors” (within a square mile) as a concept that has merit and should be explored with Ada County Highway District and others.
- Policy 10 – COMPASS, in conjunction with other local governments in Ada and Canyon Counties, will conduct a South Treasure Valley Arterial Corridor Study to connect I-84 southeast of Boise to a yet-to-be-determined Canyon County terminus. Results will be added to the Functional Classification Map.
  - Suggestion: This policy should include mention of Kuna-Mora Road as the Board’s endorsed arterial for this corridor (as approved on February 25, 2002).

**Chapter 7: Public Transportation**

- Policy 3 – COMPASS will develop building blocks (i.e. start with vanpools/buses, then gradually build to a fixed guideway transit system) that can be increased to produce a comprehensive transit system that meets regional needs.
  - Suggestion: There may be situations where it is feasible or desirable to begin with a fixed guideway system rather than “build” up to it with vanpools/buses. This policy should make a statement about supporting fixed guideway systems and not temper that support by stating unequivocally that such support will come about through “building blocks” of lesser forms of transit.



# Community Planning Association

---

## *of Southwest Idaho*

**MEMORANDUM**

**TO:** Community Planning Association Board Members  
**FROM:** Charles Trainor, Director of Planning  
**DATE:** September 10, 2004  
**RE:** **Confirm *Communities in Motion* Steering Committee**

**Action Requested:**

Confirm using the Executive Committee as the Ada and Canyon contingent on the Steering Committee for *Communities in Motion*.

**Background:**

As noted at the August 19, 2004, Board meeting, the regional long-range transportation plan, *Communities in Motion*, is now in progress following the execution of an agreement with Kittelson & Associates. One of the management approaches for the project is the establishment of a Steering Committee. The agreement states that, "The Steering Committee will comprise Ada/Canyon representatives drawn from the COMPASS Board and one or more representatives of the Partnering Counties." The Steering Committee will meet up to seven times during the course of the project and provide guidance on key areas, including initial visioning, evaluative criteria, scenario evaluations/selections, and others.

The size of the Committee should be no greater than 15, including up to four representatives from the Partnering Counties plus an Idaho Transportation Department representative and a ValleyRide representative. The Steering Committee will act as a "litmus test" during the process to validate the appropriateness and acceptability of policy recommendations. It will not be a decision-making group: the COMPASS and Idaho Transportation Boards remain the ultimate authorities.

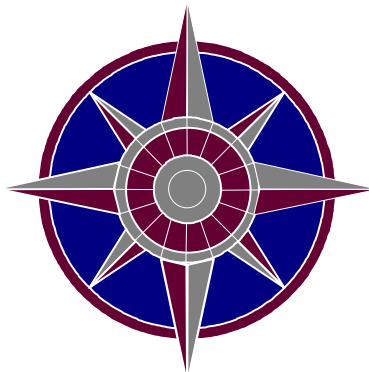
**Status:**

The proposal is to have the Executive Committee serve as the Ada and Canyon contingent on the Steering Committee. Since several members of the Executive Committee also have participated in the formation of the Ada Guide Plan, the overlap can help provide consistency between the two projects. With the nine Executive Committee members, the addition of the six other members would bring the Steering Committee to 15 members. Steering Committee sessions would tag onto the existing Executive Committee sessions.

This concept was accepted by the Executive Committee on September 1, 2004. I request the Board confirm this proposal.

pc: File 661.03-5 Communities in Motion - Steering Committee

CT: T:\600transup\661rtp\2030\steering-committee\board-mmo-sept0204.doc



# Community Planning Association

---

## *of Southwest Idaho*

### MEMORANDUM

**TO:** Community Planning Association Board of Directors

**FROM:** Matthew J. Stoll, Interim Executive Director

**DATE:** September 3, 2004

**RE:** **Confirm Executive Committee Adoption of Resolution 10-2004 Approving Revision 4 of the FY2004 Unified Planning Work Program and Budget**

**Action Requested:**

Confirm Executive Committee adoption of Resolution 10-2004 approving Revision 4 of the FY2004 Unified Planning Work Program and Budget.

**Background:**

Federal metropolitan planning rules require a metropolitan planning organization to produce and maintain a Unified Planning Work Program and Budget.

Modification is needed to accommodate changes in staff activities, revenues and expenses, transportation projects, etc. In general, modifications are accomplished by means of a Board resolution, original copies of which are then distributed to appropriate funding agencies.

The Finance Committee reviewed and accepted Revision 4; modifications 1-5, with the understanding that an additional modification, adding dollars to the Middleton Road Extension Alternatives, could occur during the End of the Year Sweep.

**Status:**

COMPASS staff requested that the Executive Committee approve the FY2004 Unified Planning Work Program and Budget-Revision 4 in order to obligate these dollars through the Idaho Transportation Department prior to fiscal year-end. Six modifications were approved for the FY2004 Unified Planning Work Program and Budget-Revision 4 and are summarized in the table below.

#	Revenue Adjustment	\$ Change	Expense Adjustment	\$ Change
1	Add \$324,300 Federal dollars to Task 262-“ACHD-Three Cities River Crossing” to pass-through to ACHD per the June 24, 2004 Transportation Management Area Balancing Committee meeting.	\$324,300.	Add related expense for pass-through to the Ada County Highway District.	\$324,300.
2		\$0.	<p>Reallocate workdays and related salary dollars from 651-“Air Quality Planning” and 685-“Transportation Improvement Program” to 601-“Transportation Support”, 640-“Transportation Liaison” and 642-“Congestion Management System” to help cover anticipated expense overruns at year-end.</p> <p>651 (34) workdays (\$ 14,700)  685 (48) workdays (\$ 26,500)</p> <p>601 +58 workdays \$ 29,230  640 +19 workdays \$ 9,370  642 + 5 workdays \$ 2,600</p>	
3			<p>Reallocate workdays by job classification (Director, Principal, and Operations) to reflect the actual level of staff working within these two tasks as follows:</p> <p>640-“Transportation Liaison”  Director +31 workdays \$ 9,600.  Principal -28 workdays  Operations - 3 workdays</p> <p>710-“Development Monitoring”  Director -31 workdays (\$ 9,600)  Principal +28 workdays  Operations + 3 workdays</p> <p>The net effect to workdays and salary dollars is zero.</p>	

4			Reallocate dollars to cover cost overrun for Task 990-“Operations”- Legal/Lobbying from Professional Services expense as follows:  Legal/Lobbying: 990-“Operations”  Professional Services: 642-“Congestion Management” 720-“Data Resources/Forecasting” 990-“Operations”	\$ 36,000.  (\$15,000) (\$ 3,000) (\$18,000)
5			Transfer dollars to Task 671-“Public Transportation Support” to cover the cost of a Professional Services Agreement for development of a white paper on public transportation. Transfer dollars from unexpended Travel/Education expenses as follows:  Professional Services: 671-“Public Transportation Support”  Travel/Education: 720-“Data Resources/Forecasting” 760-“Geographic Information Systems” 990-“Operations”	\$ 5,500.  (\$ 1,500) (\$ 2,000) (\$ 2,000)
6	Add \$112,000 to Task 612-“Middleton Road Extension Alternatives” as approved at the August 20, 2004 Idaho Transportation Department Board meeting as part of the End of the Year Sweep process.  Federal Dollars (STP-U Key #9134) Match-City of Nampa	\$103,800 \$ 8,200 \$ 436,300	Add related expenses to Task 612-“Middleton Road Extension Alternatives”  Professional Services Other (State Forces-for review)	\$107,000 \$ 5,000 \$ 436,300

## Attachments

pc: File 601 FY04 UPWP  
 T:\900supsvs\board\Matt's Memos\FY2004 UPWP Rev4 Board.doc

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2004 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4  
REVENUE AND EXPENSE SUMMARY**

<b>REVENUE</b>	<b>FY2004 Rev-3</b>	<b>FY2004 Rev-4</b>
<b>GENERAL MEMBERSHIP</b>		
Ada County	153,552	153,552
Ada County Highway District	99,809	99,809
Association of Canyon County Highway Districts	16,333	16,333
Boise City	90,128	90,128
Caldwell City	14,129	14,129
Canyon County	70,000	70,000
Eagle City	6,506	6,506
Garden City	5,331	5,331
Kuna City	3,979	3,979
Meridian City	19,541	19,541
Middleton City	1,659	1,659
Nampa City	29,084	29,084
Parma City	832	832
Star City	1,032	1,032
Refund FY03 Membership Contributions-Ada	(6,476)	(6,476)
Refund FY03 Membership Contributions-Canyon	(497)	(497)
Subtotal	504,942	504,942
<b>SPECIAL MEMBERSHIP</b>		
Boise State University	3,650	3,650
Capital City Development Corporation	3,650	3,650
Greater Boise Auditorium District	1,825	1,825
Idaho Transportation Department	3,650	3,650
Independent School District of Boise City	3,650	3,650
Joint School District #2	3,650	3,650
ValleyRide	3,650	3,650
Subtotal	23,725	23,725
<b>GRANT AND SPECIAL</b>		
Bureau of Reclamation, Drainage Planning	11,261	11,261
CMAQ - Biodiesel project Key #8858	185,320	185,320
FHWA/FTA - CPG/Ada	559,408	559,408
FHWA/FTA - CPG/Canyon	196,754	196,754
FTA Section 5307 Ada (04)	105,000	105,000
FTA Section 5307 Canyon (04)	45,000	45,000
FTA Section 5307 Ada (03)	30,000	30,000
FTA Section 5307 Canyon (03)	170,000	170,000
STP Urban - Key #8136, FY02 Ada carry-over	52,352	52,352
STP Urban - Key #8137, FY02 Ada carry-over	207,839	207,839
STP TMA - Key #8138, FY04 Ada	244,622	244,622
STP Urban - Key #9206, FY04 Canyon	61,156	61,156
STP-State - Key #7826, FY04, Ada	246,059	246,059
ITD-local match for STP-State Key #7826, Ada	19,491	19,491
STP-State - Key #7826, FY04, Canyon	277,470	277,470
ITD-local match for STP-State Key #7826, Canyon	21,980	21,980
STP State - Key #7827, FY04, Ada	214,647	214,647
ITD-local match for STP-State Key #7827, Ada	17,003	17,003
STP State - Key #7827, FY04, Canyon	308,882	308,882
ITD-local match for STP-State Key #7827, Canyon	24,468	24,468
STP Urban-Key #9134, FY04 Canyon	251,645	355,445
City of Nampa-local match for STP-U Key #9134	14,680	22,880
Subtotal	3,265,037	3,377,037
<b>OTHER</b>		
ITD-Communities in Motion	500,000	500,000
Carry-over (local funds for match)	16,240	16,240
Data Dissemination	19,000	19,000
Interest Income	7,000	7,000
Ortho Photos, Ada County	75,000	75,000
Mapping and Miscellaneous	7,500	7,500
Subtotal	624,740	624,740
<b>COMPASS REVENUE</b>	<b>4,418,444</b>	<b>4,530,444</b>

<b>PASS THROUGH</b>		
STP Urban - Key #7702, FY01	36,368	36,368
STP Urban - Key #8136, FY02	184,816	184,816
STP Urban - Key #8136, FY02	145,556	145,556
STP Urban - Key #8137, FY03	32,910	32,910
STP Urban - Key #8137, FY03	13,900	13,900
STP Urban - Key #8821, FY02	926,600	1,250,900
STP Urban - Key #9134, FY03	105,630	105,630
STP-Urban - Key #9134, FY03	138,990	138,990
<b>PASS THROUGH REVENUE</b>	<b>1,584,770</b>	<b>1,909,070</b>

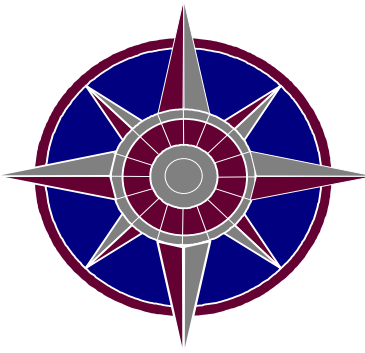
<b>TOTAL REVENUE</b>	<b>6,003,214</b>	<b>6,439,514</b>
----------------------	------------------	------------------

<b>EXPENSE</b>	<b>FY2004 Rev-3</b>	<b>FY2004 Rev-4</b>
<b>SALARY, FRINGE &amp; CONTINGENCY</b>		
Salary	932,000	932,000
Fringe	355,700	355,700
Salary Contingency (Overtime and Bonus)	8,200	8,200
Sick Time Trade	10,000	10,000
Subtotal	1,305,900	1,305,900
<b>INDIRECT OPERATIONS &amp; MAINTENANCE</b>		
COMPASS	275,500	275,500
<b>DIRECT OPERATIONS &amp; MAINTENANCE</b>		
Planning & Administrative:		
Professional Service Agreements		
601, Transportation Support	26,100	26,100
610, SH 44 Corridor Preservation	500,080	500,080
611, SH 20/26 Corridor Preservation	495,660	495,660
612, Middleton Road Extension Alternatives	169,630	276,630
636, Regional Transportation Modeling	18,000	18,000
637, Peak Hour Model	200,000	200,000
642, Congestion Management System	20,000	5,000
655, Biodiesel Study	127,000	127,000
661, Communities in Motion	802,978	802,978
662, Destination 2030-Limited Plan Update	30,100	30,100
671, Public Transportation Support	-	5,500
720, Data Resources and Forecasting	4,500	1,500
760, Automated Geographic Information Systems	500	500
761, Ada County Orthophotography	75,000	75,000
780, Drainage Planning	9,561	9,561
990, Operations	35,000	17,000
Legal / Lobbying	35,000	71,000
Equipment / Software	55,000	55,000
Travel/Education	19,500	14,000
Printing / Postage	3,500	3,500
Public Involvement	82,000	82,000
Meeting Support	5,500	5,500
Other	5,900	10,900
Retirement	35,000	35,000
Subtotal	2,755,509	2,867,509
<b>COMPASS EXPENSE</b>	<b>4,336,909</b>	<b>4,448,909</b>

<b>COMPASS SUMMARY WITHOUT PASS THROUGH</b>		
TOTAL REVENUE	<b>4,418,444</b>	<b>4,530,444</b>
TOTAL EXPENSES	<b>4,336,909</b>	<b>4,448,909</b>
<b>Reserve-Air Quality Event-public transportation</b>	<b>15,000</b>	<b>15,000</b>
CHANGE IN FUND BALANCE	<b>66,535</b>	<b>66,535</b>

<b>PASS THROUGH</b>		
ValleyRide-Rail Corridor Study	36,368	36,368
Ada County Highway District-Corridor Studies	184,816	184,816
Ada County Highway District-Three Cities River Crossing	145,556	145,556
City of Caldwell-GIS start up	32,910	32,910
Idaho Department of Water Resources-Biodiesel Fuel	13,900	13,900
Ada County Highway District-Three Cities River Crossing	926,600	1,250,900
Caldwell portion of Canyon County Orthophotos	105,630	105,630
Downtown Caldwell Circulation Study	138,990	138,990
<b>PASS THROUGH EXPENSE</b>	<b>1,584,770</b>	<b>1,909,070</b>

<b>TOTAL EXPENSE</b>	<b>5,921,679</b>	<b>6,357,979</b>
----------------------	------------------	------------------



# Community Planning Association of Southwest Idaho

## RESOLUTION NO. 10-2004

### **PROVIDING FOR THE ADOPTION OF REVISION 4 OF THE FY2004 UNIFIED PLANNING WORK PROGRAM AND BUDGET OF THE COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO**

**WHEREAS**, the FY2004 Unified Planning Work Program and Budget – Revision 3 was reviewed and adopted by the Community Planning Association of Southwest Idaho Board under Resolution 03-2004, dated April 19, 2004; and

**WHEREAS**, the Community Planning Association of Southwest Idaho desires to incorporate funding and program revisions in the Unified Planning Work Program and Budget to include planning projects funded under the Surface Transportation Program; and

**WHEREAS**, the Community Planning Association of Southwest Idaho desires to periodically update revenue and expense assumptions in the Unified Planning Work Program and Budget; and

**WHEREAS**, the Community Planning Association of Southwest Idaho desires to amend the annual Unified Planning Work Program and Budget when significant changes occur as part of timely reviews; and

**WHEREAS**, the attached memorandum dated August 25, 2004, summarizes the adjustments to the FY2004 Unified Planning Work Program and Budget - Revision 4 and is made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED**, that the Community Planning Association of Southwest Idaho Executive Committee adopts Revision 4 of the FY2004 Unified Planning Work Program and Budget.

**BE IT FURTHER RESOLVED**, that the Chair and Interim Executive Director are authorized to submit all grant and contract revisions and sign all necessary documents for grant and contract purposes.

**DATED** this 1st day of September 2004.

**APPROVED:**

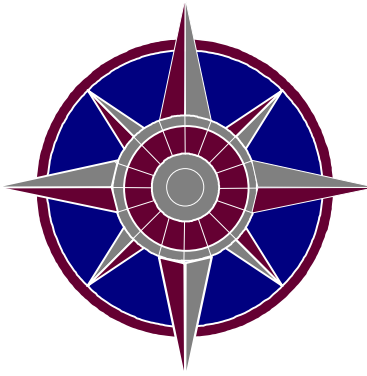
**By:**

\_\_\_\_\_  
**Judy Peavey-Derr, Chair**  
**Community Planning Association Board**

**ATTEST:**

**By:**

\_\_\_\_\_  
**Matthew J. Stoll, Interim Executive Director**  
**Community Planning Association**



# Community Planning Association of Southwest Idaho

## MEMORANDUM

**TO:** Community Planning Association Board of Directors  
**FROM:** Charles Trainor, Director of Planning  
**DATE:** September 10, 2004  
**RE:** Discussion of Planned Community Review Policy

### Requested Action:

Review and discuss elements of a proposed policy regarding reviews of planned communities within Ada County. This item will be proposed for approval at the October 2004 Board meeting.

### Background:

In response to a planned community development proposal submitted circa 1990 for an area south of the Boise airport, Ada County adopted a zoning ordinance (8-2E-1 through 8-2E-7) establishing the process and requirements for consideration of planned communities. This process applies to proposals of at least 640 acres lying outside of approved areas of impact and the Idaho National Guard artillery range. Article 8-2E-4.F requires that the applicant submit a determination by the Community Planning Association as to whether the planned community would "...necessitate an update to the adopted regional transportation plan." If an update is deemed necessary, the applicant could be required to pay for the update.

Since the original proposal never materialized, only one planned community has undergone this process—Hidden Springs in 1997. At that time, no update to the regional transportation plan was deemed necessary. Since only one application has undergone this determination process, COMPASS has not created a formal process under which planned communities would be evaluated as to their consistency with the regional transportation plan.

Spring Valley Ranch is in the process of preparing an application for consideration by Ada County as a planned community along State Highway 55 near the northern boundary of Ada County. Preliminary meetings have occurred during 2004, but no formal application or submittals have been received. Mike Wardle, an employee of SunCor, the developer for the project, has asked what information COMPASS will need to consider a determination under Article 8-2E-4.F.

**Status.**

Ada County ordinance requires a determination if planned communities are consistent with the current Long Range Transportation Plan. A COMPASS policy does not currently exist. The policy implication of such a determination indicates the need to have this finding be a Board or Executive Committee action versus a staff decision. The decision must be made on the basis of specific findings of fact, which is the intent of the proposed policy as attached. The proposed policy includes three specific questions to be addressed in the analysis:

- a. Are the general nature and amount of development to be allowed under the planned community proposal consistent with the demographic forecast used in the adopted plan?
- b. Would the traffic generated by the proposal indicate a need for new or added arterial capacity beyond that included in the plan?
- c. Does the location or nature of the proposal directly violate an explicit policy or policies of the plan?

The remainder of the policy addresses required information for the analysis, defining a process and timeframe, and stipulating limitations of a consistency determination.

The policy is submitted at this time for Board review, with approval to be sought in October 2004.

**Attachment**

pc: File 990.03 and 640.01

CT: T:\900supsvs\Working Policies\planned-community-review-board.doc

## **Planned Community Review Policy - Ada County**

This policy applies to a determination of consistency between the regional long-range transportation plan adopted by the Community Planning Association of Southwest Idaho and a proposed planned community being submitted in Ada County under the provisions of Zoning Ordinance, Article 8-2E.

1. Specify that the questions to be addressed in a determination of the need to amend the regional transportation plan would be:
  - a. Are the general nature and amount of development to be allowed under the planned community proposal consistent with the demographic forecast used in the adopted plan?
  - b. Would the traffic generated by the proposal indicate a need for new or added arterial capacity beyond that included in the plan?
  - c. Does the location or nature of the proposal directly violate an explicit policy or policies of the plan?
  
2. Require the applicant to submit the information needed by COMPASS to arrive at its determination and require that this information provided to COMPASS be the same as will be contained in the official application to Ada County. The information needed by COMPASS would include:
  - a. A description of the density and/or intensity of land uses proposed within the planned community. 8-2E-4.B.5 (These items reference the appropriate sections of the Ada County Code.)
  - b. A general land use map designating land use categories for the entire planned community area. 8-2E-4.B.6
  - c. Anticipated population of the planned community at completion. 8-2E-4.B.7
  - d. Circulation plan depicting location, design, and dimensions for the various types of streets, trails, and paths. 8-2E-4.B.10
  - e. A phasing plan indicating the sequence of development, general land uses, and anticipated commencement and completion times of each phase shall be provided, indicating land use types, total area contained, anticipated population levels, and essential public services. 8-2E-4.B.14
  - f. The applicant shall submit a detailed economic impact analysis evaluating the impacts of the planned community upon existing infrastructure and any cost of new infrastructure that may be required to serve the planned community including, but not limited to, streets, schools, fire protection, water systems, wastewater collection and treatment systems, air quality programs, water quality programs, solid waste disposal, law enforcement, parks and open space, irrigation delivery systems, libraries and emergency medical services. Written statements shall be solicited by the applicant from affected municipalities, agencies and/or districts, and other service providers commenting on the impact of the planned community upon existing infrastructure and the costs of providing new infrastructure needed to serve the project. 8-2E-4.E

3. Specify that the required information be provided to COMPASS at least 60 days prior to the date of submittal of the application to Ada County. A formal written request from the applicant must accompany the information. This time is needed to review the information, develop an analysis, and work through the approval process established in this policy.
4. Specify that, following submittal of the information, COMPASS staff will develop an analysis of the need for a plan update. This analysis will be placed before the Regional Technical Advisory Committee, which will be requested to make a recommendation regarding the analysis to the COMPASS Board. The recommendation will address the three questions noted in this policy and recommend a determination that the proposal would or would not require an update to the regional transportation plan and the nature of changes needed. The analysis and recommendation would then be put on the COMPASS Board agenda for consideration and action. When the COMPASS Board has acted on the recommendation, the Board's action and any supporting documentation will be relayed to Ada County Development Services in writing along with an estimate of time and expenses needed to complete the amendment.
5. Specify that the determination regarding the need for an update of the plan based on the proposed planned community is not to be interpreted as a statement for or against the proposal itself. The analysis will not address the merits or issues of the proposal beyond its consistency with the regional transportation plan.
6. Specify that the determination does not constitute a traffic impact analysis nor does it eliminate the need for additional transportation studies as may be required by other agencies.
7. Require the determination to detail any assumptions used, including the information provided by the applicant, and condition any conclusions to note that changes in the assumptions or information provided may invalidate the determination.
8. Specify that, should the Board determine an update is needed, the Board is not committing to perform the update, even should the applicant be willing to fund an update. Should an update process be performed, approval of changes needed to make the plan consistent with the proposal is not guaranteed.



# Community Planning Association of Southwest Idaho

**MEMORANDUM**

**TO:** Community Planning Association Board Members  
**FROM:** Charles Trainor, Director of Planning  
**DATE:** September 10, 2004  
**RE:** Information Regarding On-site Visitation to the Sacramento Area Council of Governments

**Action Requested:**

No action is requested. This item is for review and discussion only.

**Background:**

Earlier this year, it was suggested to have a group of COMPASS Board members visit another metropolitan region. The intent would be to see first-hand how an area addresses issues similar to those we face in the Treasure Valley. One of the proposed candidates was the Sacramento Area Council of Governments or SACOG.

Information about SACOG and the Sacramento region is attached. While the Sacramento area is nearly four times our population, the issues of dealing with congestion, sprawl and automobile dominance in a western U.S. community offer common themes with our region. As noted in the attachment, SACOG is nearing the completion of a land use scenario process very similar to what will occur in *Communities in Motion* and the Ada Guide Plan. Political differences have occurred during this study, titled the *Sacramento Region Blueprint*. Yet the plan is going before the SACOG Board for consideration on September 16, 2004. The Board is structured to allow separate votes, depending on the regionality of the issues.

**Status:**

The full SACOG Board meets at 9:00 AM on the third Thursday of each month, so the next meetings would be October 21, November 18, and December 16. Round trip flights start at \$240. Assuming an overnight stay, hotel costs would be \$100-160 per room. SACOG is located in downtown Sacramento, just a few blocks from the State Capitol.

Assuming a group of six traveled to Sacramento, costs to COMPASS would run less than \$3,000. This would be contingent upon available funding.

**Attachment (1)**

CT: T:\900supsvs\board\sacog-memo.doc  
 pc: File 991.03 Board

## Sacramento Area Council of Governments (SACOG)

### Sacramento Region Description

Population: 1,936,006 (2000 Census)

Area size: 6,190

Number of local governments: six counties, 22 cities

### SACOG Information

#### Organization

- Established by Joint Powers Agreement
- Board size: 32 (31 voting) Comprised of county supervisors and city council members, appointed by the member jurisdictions.
- Funding: Total revenue for FY 2005 - \$11,752,306, of which \$ 6,277,188 came from Federal sources. Locally-derived funds amounted to \$ 4,841,118. Member dues amounted to \$250,000.
- Staff size: 53 (7 executive/managerial, 41 planning/administrative, 5 support) Salaries are \$4.6 million of the total budget, followed by \$3.95 million for consulting services.



#### Other functions in addition to MPO for Sacramento area:

- Designated Airport Land Use Commission and Regional Transportation Planning Agency for Sacramento, Sutter, Yolo and Yuba Counties.
- Staff for the Capitol Valley Service Authority for Freeways and Expressways (SAFE).
- Service Authority for Freeways and Expressways for Sacramento, Yolo, Yuba, Sutter, El Dorado and San Joaquin Counties.

#### Voting structure:

- A majority of the Directors in each of the following categories must be present to constitute a quorum for action by the Board: population, member cities and member counties.
- In addition the SACOG Board's voting structure comprises a three-threshold voting process. Action by the Board requires an affirmative vote of at least a majority in each of the following three categories: population, member cities and member counties.
- The JPA allows the Board to define "subareas" for the purpose of restricting voting on topics with less than region-wide vested interest.

#### Board committees:

- *Administration Committee*-- Six members appointed by the Chairman to review items in the area of human resources, audits, the budget and the Overall Work Program.
- *Legislation and Public Affairs Committee*-- Five members appointed by the Chairman to consider state and federal advocacy, news media outreach, and other activities.
- *Housing and Land Use*--Six members appointed by the Chair to review items related to the Blueprint for the Future and Transportation-Land Use Study, Airport Land Use, Housing Needs Allocation and Open Space.

- *Transportation and Air Quality*-- Six members appointed by the Chairman to review all items relating to the MTP, MTIP and SIP as well as the SAFE and SECAT programs.
- *Strategic Planning*-- Seven members, comprised of the SACOG Chair, Vice Chair, prior year's Chair and the chairs of the other four committees, to review the JPA, Board representation, and long-term vision planning.

### **Plan Information**

In July 2002, SACOG completed a three-year process to develop a major update to its long-range transportation plan for the region. The plan, titled *A Bold First Step for Mobility in the Sacramento Region*, used the transportation plans of cities and counties as its primary building blocks, providing coordination between them and focusing on transportation strategies that link different locations in the region--highways, rail, bus services and bikeways. An important goal was to develop a comprehensive, coordinated, multi-modal plan for the region that can be used as an advocacy document to obtain funding. This plan can be viewed at <http://www.sacog.org/mtp/>.

The forecasted growth for the SACOG region is 2.8 million people by 2025—an increase of almost 1 million over the 2000 population. The plan recognized the challenge of the growth, stating that *“Despite encouragement of infill development, most new housing continues to be located in areas beyond existing urban development. Ninety percent of new housing is expected to locate at or beyond today’s urban edge, on what are referred to as greenfields.”* (p. 21. Chapter 3- Growth and Change. <http://www.sacog.org/mtp/chapter3.pdf> )

The Tier 1 recommendations for funding, assuming no increases in the existing revenue base, are shown below:

#### **Tier 1 Total Cost: \$22.5 billion**

##### **Regional Programs -- \$1.0 billion**

Clean Air (\$212 million), Regional Bicycle and Pedestrian projects (\$350 million), Smart Growth Community Design (\$500 million), Transportation demand management (\$44 million), Landscaping and other enhancements (\$20 million)

##### **Public Transit -- \$7.6 billion**

Expansion of train service to the Bay Area. Commuter rail service. Continued expansion of light rail services within region. Increase bus service to 400 buses in service compared to 190 today. Bus rapid transit in three commute corridors. Expansion of bus and van service, including increases in service for elderly and disabled persons. Community circulator vans that serve neighborhoods, commercial areas, and job centers.

##### **Roads, Highways and Bridges -- \$7.6 billion**

A new Parkway, incorporating conservation easements. Multi-modal connectors between El Dorado County, Rancho Cordova, Elk Grove and I-5, with protected open space components. A replacement bridge over the American River. A third new bridge near Marysville/Yuba City. Highway projects as detailed on the project list, including bypasses, interchanges and carpool lanes. Intelligent Transportation Systems projects including "smart corridors." Local road projects as detailed in the project list, including developer-paid projects.

##### **Road Maintenance -- \$5.8 billion**

Catch up on local road maintenance in Sacramento County, but \$860 million in maintenance and rehabilitation need remains in all other counties. State highway maintenance keeps up with need.

##### **Local Bicycle and Pedestrian -- \$281 million**

Source: <http://www.sacog.org/mtp/chapter6.pdf>.

With this investment, Vehicle Miles Traveled (VMT) per capita would continue to rise due to longer trips. Total VMT would increase by 58 percent, from 43.2 million daily today to 68.6 million daily in 2025, compared to a 49 percent population increase. Congestion would worsen throughout the region, given that the investments result in just a 20% increase in roadway capacity, although the investments would cut the peak hours “congestion index” from 173 to 155, assuming a base of 100 for conditions in 2000. Mode share between single occupancy vehicles, carpooling, transit and other modes changed very little, and the plan concluded that “*At the regional level, people do not change travel modes significantly.*” (p. 48)

### **Public transportation Information**

- The main public transportation provider is the Sacramento Regional Transit District (RT), which operates bus and rail services.
- RT operates fixed-route bus service on 67 routes in Sacramento County on weekdays, with a combination of 47 local or base routes, and 20 peak period express routes. Twenty-three of the local bus routes continue service on weekends and holidays. The peak bus fleet is 176 vehicles and the total fleet is 209 vehicles, including 136 compressed natural gas (CNG) buses and 73 diesel buses. In FY 98, 19.7 million passengers rode RT buses, representing nearly 70% of RT's total system ridership.
- Several other smaller bus services are operated by a variety of agencies.
- The light rail system is 20.6 miles with 31 stations; nine of these offer bus transfer services, and ten have free park-and-ride lots. The system has two "trunkline" corridors which extend in a radial pattern from the central city parallel to Highway 50 (Folsom Corridor) and Interstate 80 (Northeast Corridor). The system has 15.9 miles of double track and 4.7 miles of single track. It operates in the street, along transit/pedestrian malls in the downtown area and in exclusive rights-of-way in the suburban areas. Service is provided 365 days a year with a fleet of 36 light rail vehicles from 4AM to midnight, seven days a week.
- There is also a regional commuter rail service, the Capitol Corridor intercity rail service, providing eight daily round trips from Sacramento to San Jose, five of which operate extended service to Colfax. The Capitol Corridor service includes stops at stations in Colfax, Auburn, Rocklin, Roseville, Sacramento, Davis, Fairfield/Suisun, Martinez, Richmond, Berkeley, Emeryville, Oakland, Hayward, Fremont, Santa Clara and San Jose.

Source: [http://www.sacrt.com/shorrangeplan/service\\_descript.stm](http://www.sacrt.com/shorrangeplan/service_descript.stm)

## **Sacramento Region Blueprint**

The growth trends noted in the 2025 regional transportation plan, *A Bold First Step for Mobility in the Sacramento Region*, stimulated a project to evaluate the ways in which the Sacramento area might grow over the next 45 years. The SACOG Board initiated the Blueprint Project in 2002. The motivation for the project was to determine if there are alternatives to current transportation investment priorities and land use patterns that would make improvements to the region's travel patterns and air quality, while being consistent with local attitudes and values.

The project developed state-of-the-art information and analysis tools to support local government decision-making, both in local City Councils and Boards of Supervisors, and at the regional SACOG Board of Directors. The premise of the study was based on the democratic principle that increased knowledge leads to improved decision-making.

The project was also committed to the democratic principle of broad participation. For example, it used interactive computer software to help citizen planners better understand the impacts of their opinions and choices.

Four scenarios were developed for evaluation:

- Scenario A: Future development the same as today's (fairly low density). The scenario has an outward growth pattern, with jobs-housing imbalances in sub-areas.
- Scenario B: More housing choice, some growth through re-investment, mix of land uses, "edge" cities get their most growth.
- Scenario C: Slightly higher housing densities and re-investment than B, mix of land uses, "inner ring" areas get their most growth.
- Scenario D: Highest housing densities and re-investment levels, mix of land uses, "core" areas get their most growth

A series of forums and subsequent meetings with local governments were held during 2004. The Blueprint will go before the SACOG Board on September 16, 2004, for consideration. Two communities in the region have had issues with some of the recommendations, according to articles in the Sacramento Bee ("2 cities balk at plan on growth" May 30, 2004.

<http://www.sacbee.com/content/news/story/9480453p-10404421c.html>) But Blueprint supporters point to the general acceptance and the success of the public involvement and education process.

More information can be found at

<http://www.sacregionblueprint.org/sacregionblueprint/home.cfm>.

T:\900supsvs\board\sacog-info.doc

**AUGUST 2004 - STAFF ACTIVITY REPORT**

**ITEM VI-A**

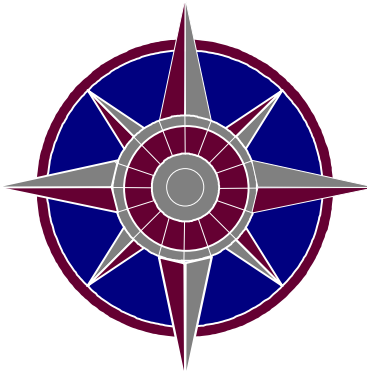
<b>TASK</b>	<b>PROJECT</b>	<b>LEAD STAFF</b>
<b>601</b>	<b>TRANSPORTATION/AIR QUALITY SUPPORT</b>	<b>MATT STOLL</b>
	<ul style="list-style-type: none"> <li>• Attended regular staff meetings and prepared monthly status reports.</li> <li>• Coordinated the monthly Regional Technical Advisory Committee meeting.</li> <li>• Prepared the proposed FY2004 Unified Planning Work Program and Budget – Revision 4.</li> <li>• Developed Final FY2005 Unified Planning Work Program and Budget.</li> <li>• Participated in State and Local Coordinating Committee meeting with Idaho Transportation Department and Ada County Highway District staff.</li> </ul>	
<b>610</b>	<b>SH 44 CORRIDOR PRESERVATION</b>	<b>PATRICIA NILSSON</b>
	<ul style="list-style-type: none"> <li>• Continued work on mapping and land use data for the corridor.</li> <li>• Met with Idaho Transportation Department and Federal Highway Administration staff on August 9, 2004 to review potential for National Environmental Policy Act tiering process.</li> <li>• Met with Canyon County Commission to review corridor studies.</li> <li>• Attended Idaho Transportation Department/Federal Highway Administration three-day workshop on linking corridor planning to the National Environmental Policy Act requirements.</li> </ul>	
<b>611</b>	<b>US 20/26 CORRIDOR PRESERVATION</b>	<b>PATRICIA NILSSON</b>
	<ul style="list-style-type: none"> <li>• Continued work on mapping and land use data for the corridor.</li> <li>• Met with Idaho Transportation Department and Federal Highway Administration staff on August 9, 2004 to review potential for National Environmental Policy Act tiering process.</li> <li>• Met with Canyon County Commission to review corridor studies.</li> <li>• Attended Idaho Transportation Department/Federal Highway Administration three-day workshop on linking corridor planning to the National Environmental Policy Act requirements.</li> </ul>	
<b>612</b>	<b>MIDDLETON ROAD EXTENSION ALTERNATIVES</b>	<b>PATRICIA NILSSON</b>
	<ul style="list-style-type: none"> <li>• Held public meeting on August 31, 2004 at Nampa Civic Center to present environmental scan information and solicit public input on issues, concerns, and potential alignments. 125 people attended.</li> </ul>	
<b>636</b>	<b>REGIONAL TRANSPORTATION MODELING</b>	<b>JAY WITT</b>
	<ul style="list-style-type: none"> <li>• Continued providing traffic volume forecast to consultants and member agencies as requested for regional transportation planning activities.</li> <li>• Continued to make improvements to the 24-hour travel demand-forecasting model as identified.</li> </ul>	
<b>637</b>	<b>PEAK HOUR MODEL</b>	<b>JAY WITT</b>
	<ul style="list-style-type: none"> <li>• Calibrated and validated a regional peak hour model.</li> <li>• Worked with the peak hour model contractor to develop an Ada County Highway District Impact Fee element to the peak hour model.</li> <li>• Completed a sensitivity analysis of the peak hour model.</li> <li>• Continued to develop a scope of work for a COMPASS mode choice model request for proposals.</li> </ul>	
<b>640</b>	<b>TRANSPORTATION LIAISON</b>	<b>MATT STOLL</b>
	<ul style="list-style-type: none"> <li>• Met with Ada County Highway District staff to coordinate overall projects and efforts.</li> </ul>	
<b>642</b>	<b>CONGESTION MANAGEMENT</b>	<b>JAY WITT</b>
	<ul style="list-style-type: none"> <li>• Continued to develop a Congestion Management System database and specific travel demand</li> </ul>	

TASK	PROJECT	LEAD STAFF
	<ul style="list-style-type: none"> <li>model elements to aid in data analysis and the production of maps.</li> <li>Began drafting a congestion management chapter for the Destination 2030 Limited Plan Update.</li> </ul>	
645	<p><b>AIR QUALITY CONFORMITY DEMONSTRATION</b></p> <ul style="list-style-type: none"> <li>Completed the 30-day public comment period on the transportation conformity demonstration for the FY2005-2009 Northern Ada County Transportation Improvement Program. Responses to the comments were drafted, distributed to the Interagency Consultation Committee, and included in an appendix to the conformity document.</li> <li>Submitted the Board adopted transportation conformity demonstration for the FY2005-2009 Northern Ada County Transportation Improvement Program to the Federal Highways Administration and the Federal Transit Administration for their review and approval.</li> <li>Completed a preliminary regional emissions analysis to support a conformity demonstration for the Destination 2030 Limited Plan Update.</li> <li>Completed a preliminary regional emissions analysis to support a revised Transportation Conformity Demonstration of the FY2005-2009 Northern Ada County Transportation Improvement Program. The revision is necessary due to the development of the new 24-hour travel forecasting model and the Destination 2030 Limited Plan Update.</li> </ul>	JAY WITT
651	<p><b>AIR QUALITY PLANNING</b></p> <ul style="list-style-type: none"> <li>Participated in Treasure Valley Clean Cities Coalition stakeholder and steering committee meetings.</li> <li>Attended a National Environmental Policy Act integration workshop held at the Idaho Transportation Department District 3 offices. The focus of the workshop was to identify how to include elements of the National Environmental Policy Act into transportation planning.</li> <li>Began an analysis of the air quality benefits associated with public transportation in the Treasure Valley for ValleyRide.</li> </ul>	JAY WITT
655	<p><b>B20 BIODIESEL STUDY</b></p> <ul style="list-style-type: none"> <li>Participated in the Discovery Center of Idaho's Alternative Fuels Festival.</li> <li>Participated in a radio interview on KIDO regarding COMPASS' role in the Discovery Center of Idaho's Alternative Fuels Festival.</li> <li>Worked with the National Biodiesel Board to develop standardized press releases regarding the preliminary study results.</li> <li>Collected biodiesel and petroleum diesel fuel samples with the intent of including an analysis of the fuel in the final report.</li> <li>Discussed the preliminary results of the B20 emissions study with Treasure Valley Clean Cities Coalition stakeholders.</li> <li>Continued to support the technical review of the draft B20 emissions study report. The report is a portion of COMPASS' overall B20 Biodiesel Project.</li> <li>Continued development of a database containing all data needed to report on vehicle emissions. This data will be used to improve our air quality emissions models.</li> </ul>	JAY WITT
661	<p><b>REGIONAL LONG-RANGE TRANSPORTATION PLAN</b></p> <ul style="list-style-type: none"> <li>Completed negotiations between the <i>Communities in Motion</i> and Ada Guide Plan Scopes of Work. An agreement was executed with Kittelson &amp; Associates on July 23, 2004.</li> <li>Held a Project Coordinating Team meeting on August 17 to refine the schedule.</li> <li>Continued organization of a media conference to kick off <i>Communities in Motion</i> in coordination with the Ada Guide Plan.</li> <li>Continued work on development of scenarios for moderate and high-density growth scenarios for use in <i>Communities in Motion</i>.</li> <li>Attended Garden City and City of Eagle Council meetings to assure coordination of <i>Communities in Motion</i> and Ada Guide Plan.</li> <li>Met with Gem County staff and citizens to discuss <i>Communities in Motion</i> and Gem County's</li> </ul>	CHARLES TRAINOR

TASK	PROJECT	LEAD STAFF
	<p>participation.</p> <ul style="list-style-type: none"> <li>• Participated in Ada Guide Plan stakeholder meeting on August 4, 2004.</li> <li>• Participated in a public meeting for the Idaho Transportation Department's study of Eagle Road to provide informational materials on <i>Communities in Motion</i>.</li> <li>• Participated in a Transportation Fair hosted by the Ada County Highway District Commuteride program at the Citibank Call Center in Boise to provide informational materials on <i>Communities in Motion</i>.</li> <li>• Participated in a meeting with Gem County and City of Emmett representatives to discuss <i>Communities in Motion</i> and their role.</li> </ul>	
662	<p><b>DESTINATION 2030 LIMITED PLAN UPDATE</b></p> <ul style="list-style-type: none"> <li>• Posted six draft chapters of the <i>Destination 2030 Limited Plan Update</i> on the website for early review.</li> <li>• Completed four draft chapters of the <i>Destination 2030 Limited Plan Update</i> for review by the Regional Technical Advisory Committee.</li> <li>• Worked with the consultant to finalize the Draft Environmental Report for the plan.</li> <li>• Finalized the Ada County functional classification maps for 2010 and 2030 with Board endorsements.</li> </ul>	TONI TISDALE
671	<p><b>PUBLIC TRANSPORTATION SUPPORT</b></p> <ul style="list-style-type: none"> <li>• Participated in coordination and strategy meetings to provide information to the Public Transportation and Air Quality Interim Committee.</li> </ul>	TONI TISDALE
685	<p><b>TRANSPORTATION IMPROVEMENT PROGRAM</b></p> <ul style="list-style-type: none"> <li>• Prepared final FY2005-2009 Transportation Improvement Program for COMPASS Board adoption on August 16, 2004.</li> <li>• Met with Garden City Council, Golden Gate Highway District, and Parma City Council to review status of existing projects and process for FY2006-2010 Transportation Improvement Program.</li> <li>• Attending Idaho Transportation Department workshop on improvements to the Transportation Enhancement program.</li> </ul>	PATRICIA NILSSON
686	<p><b>MAXIMIZE TRANSPORTATION FUNDS</b></p> <ul style="list-style-type: none"> <li>• Monitored Congressional progress toward reauthorization.</li> <li>• Arranged for Senator Crapo's transportation staff person, Gregg Richard, to attend August 2004 COMPASS Board meeting.</li> <li>• Met with Gregg Richard, Senator Crapo's transportation staff person, to discuss high priority projects and funding needs in the Treasure Valley.</li> <li>• Attended Urban Balancing Committee and Transportation Management Area Balancing Committee meetings on August 26, 2004.</li> </ul>	CLAIR BOWMAN
710	<p><b>DEVELOPMENT MONITORING</b></p> <ul style="list-style-type: none"> <li>• Completed the mid-year report.</li> <li>• Continued efforts to update preliminary plat information.</li> </ul>	CHARLES TRAINOR
720	<p><b>DATA RESOURCES AND FORECASTING</b></p> <p><i>Ada/Canyon</i></p> <ul style="list-style-type: none"> <li>• No significant activity.</li> </ul>	CHARLES TRAINOR

<b>TASK</b>	<b>PROJECT</b>	<b>LEAD STAFF</b>
<b>760</b>	<b>AUTOMATED INFORMATION SYSTEMS</b>  <i>Ada</i> <ul style="list-style-type: none"> <li>• Participated in the monthly Ada County Special Interest Group cooperative mapping meeting.</li> <li>• Maintained various countywide geographic data layers.</li> <li>• Provided monthly map updates to Public Safety and Boise City Planning &amp; Zoning.</li> <li>• Distributed the monthly Data Dissemination compact disks to subscribers.</li> <li>• Sold approximately 13 ortho-photo sections.</li> <li>• Continued migration from coverage to geodatabase in cooperation with member agencies.</li> <li>• Copied COMPASS data and orthos to 4 hard drives to members and consultants</li> </ul> <i>Canyon</i> <ul style="list-style-type: none"> <li>• Attended a meeting with Canyon County elected officials and staff to discuss the need and options of consolidating geographic information systems data and resources in Canyon County.</li> </ul> <i>Regional</i> <ul style="list-style-type: none"> <li>• Produced approximately 71 maps for general public and 130 maps for member agencies.</li> <li>• Supported planning activities by providing approximately 26 mapping and data exchange requests.</li> <li>• Edited the official 2010 functional classification map.</li> </ul>	<b>ROSS DODGE</b>
<b>900</b>	<b>OPERATIONS</b>  <i>Regional</i> <ul style="list-style-type: none"> <li>• Met or spoke individually or in small groups with sixteen Board members, seven other elected official and five senior staff of member agencies and stakeholders.</li> </ul>	<b>CLAIR BOWMAN</b>
<b>960</b>	<b>COMPUTER SYSTEMS MANAGEMENT</b>  <ul style="list-style-type: none"> <li>• Acquired surplus hardware from Emergency Management.</li> <li>• Began analysis of Disaster Recovery Plan for critical system data and hardware.</li> <li>• Analyzed cost to replace failed web server.</li> </ul>	<b>HARLEY PARSON</b>
<b>990</b>	<b>DIRECT SUPPORT</b>  <ul style="list-style-type: none"> <li>• Continued weekly Directors meetings to enhance systematic communication among senior staff.</li> <li>• Arranged participation at annual Association of Metropolitan Planning Organizations meeting in San Antonio, Texas from October 11-15, 2004.</li> </ul>	<b>CLAIR BOWMAN</b>
<b>991</b>	<b>INDIRECT SUPPORT</b>  <ul style="list-style-type: none"> <li>• Oversaw general administration and personnel</li> <li>• Completed the search process for the Executive Director position.</li> <li>• Participated in the monthly Finance Committee meeting.</li> </ul>	<b>JEANNE URLEZAGA</b>

T:\900supsvs\board\Staff Activity Report\2004 Staff Activity Reports\August2004.doc



# Community Planning Association of Southwest Idaho

## MEMORANDUM

**TO:** Community Planning Association Board of Directors

**FROM:** Patricia A. Nilsson, AICP, Principal Planner

**DATE:** August 2, 2004

**RE:** Status Report – Corridor Studies

**Action Requested:**

None. Information only.

**Background:**

COMPASS staff is currently managing three corridor studies as part of the Unified Planning Work Program - Middleton Road Connections in partnership with the City of Nampa and separate studies of State Highway 44 and U.S. 20/26 in partnership with the Idaho Transportation Department.

**Status:**

*Middleton Road Connections:* A public meeting was held on August 31, 2004, to present environmental scan information and solicit public input on issues, concerns, and potential alignments. 125 people attended.

*State Highway 44 and U.S. 20/26 Corridor Studies:* Staff continued work on mapping and land use data for the corridor. Staff met with Idaho Transportation Department and Federal Highway Administration staff on August 9, 2004, to review potential for National Environmental Policy Act tiering process. At the conclusion of the meeting, Idaho Transportation Department and COMPASS staff agreed that the tiering process would not yield benefits to these corridor studies. COMPASS staff met with Canyon County Commission to review corridor studies. Also, COMPASS staff attended a Idaho Transportation Department/Federal Highway Administration three day workshop on linking corridor planning to the National Environmental Policy Act requirements.

PAN T:\600transup\610 SH 44\September 2004 Board statusreport.doc



# Community Planning Association of Southwest Idaho

**MEMORANDUM**

**TO:** Community Planning Association Board of Directors

**FROM:** Toni Tisdale, Principal Planner

**DATE:** September 1, 2004

**RE:** **Status Report – Destination 2030 Limited Plan Update**

**Action Requested:**

No action is requested.

**Background:**

The Board endorsed a process to update the *Destination 2025* long-range transportation plan for Ada County in March 2004. This approval triggered work on the project, titled “*Destination 2030 Limited Plan Update*.”

**Status:**

Recent activities under *Destination 2030 Limited Plan Update* included:

- **Consultant Reports** - The consultant submitted the final draft of the environmental reports. The Regional Technical Advisory Committee endorsed this report.
- **Chapter Review** – The following chapters were endorsed by the Regional Technical Advisory Committee in August 2004:
  - Chapter 3 – Travel Demand Forecast Model
  - Chapter 5 – Major Projects
  - Chapter 6 – Environmental Issues
  - Chapter 9 – Urban Goods Movement

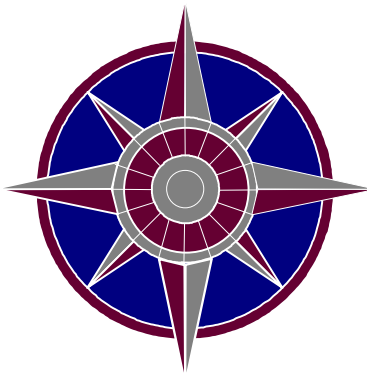
These chapters are posted to the website for early review.

(<http://www.compassidaho.org/ltd/draftchapters.htm>) Upon completion, Chapter 11 – Congestion Management System will be forwarded via email to the Regional Technical Advisory Committee for comment so that all the chapters are presented to the Board in September 2004.

- **Air Quality** – COMPASS staff has developed the preliminary regional emissions analysis to support a Transportation Conformity Demonstration. The Interagency Consultation Committee will review the preliminary data in September 2004. The Transportation Conformity Demonstration will enter the public input phase in October 2004 along with the rest of the plan documents.

pc: File 662.01 *Destination 2030 Limited Plan Update*

TT: T:\600transup\662\Board Updates\040901.doc



# Community Planning Association of Southwest Idaho

## MEMORANDUM

**TO:** Community Planning Association Board of Directors  
**FROM:** Jay Witt, P.E., Modeling Principal Planner  
**DATE:** September 2, 2004  
**RE:** Status Report – Current Air Quality Efforts

**Action Requested:**

None. Information only.

**Background:**

The information below provides a monthly update on COMPASS' air quality efforts.

**Status:**

### **AIR QUALITY MONITORING**

- The Idaho Department of Environmental Quality reported Treasure Valley pollutant levels in the moderate range for eleven days during August 2004.
  - Eight of the eleven days were moderate due to ozone levels.
  - Three of the eleven days were moderate due to coarse particulate (PM<sub>10</sub>) levels.
  - Bans on open burning were requested on four of the eleven moderate air quality days.
  - Six of the eleven moderate air quality days were measured at Ada County monitors.

### **ADA COUNTY**

- A 30-day public comment period on the transportation conformity demonstration for the FY 2005-2009 Northern Ada County Transportation Improvement Program ended on August 5, 2004. Responses to the comments were drafted, distributed to the Interagency Consultation Committee, and included in an appendix to the final conformity document. The final, COMPASS Board adopted, conformity demonstration was submitted to the Federal Highways Administration and the Federal Transit Administration for their review and approval.

### **TREASURE VALLEY**

- COMPASS staff participated in Treasure Valley Clean Cities Coalition stakeholder and steering committee meetings on August 17, 2004 and August 23, 2004 respectively.

### **B20 BIODIESEL PROJECT**

- COMPASS staff attended and participated in the Discovery Center of Idaho's Alternative Energy Festival August 6-8, 2004.
- COMPASS staff drafted a standardized press release regarding the preliminary B20 emissions study results. Staff was also asked to provide the National Biodiesel Board with comments on their standardized press release regarding the preliminary B20 emissions study results.
- Biodiesel and petroleum diesel fuel samples were collected by COMPASS staff with the intent of including an analysis of the fuels available in the Treasure Valley for the final B20 emissions study report.
- The B20 emissions study preliminary results were discussed with the Treasure Valley Clean Cities Coalition stakeholders.



# Community Planning Association of Southwest Idaho

**MEMORANDUM**

**TO:** Community Planning Association Board of Directors

**FROM:** Linda Ritter, Assistant Planner

**DATE:** September 7, 2004

**RE:** Status Report – Current Transportation Project Information

**Action Requested:**

None. Information only.

**Background:**

The information below provides a monthly update on transportation trends, issues, and current project status.

**Status:**

The following are the most recent monthly statistics compared to the same month a year ago:

<b>Boise Air Terminal</b>	<b>July 2004</b>	<b>July 2003</b>	<b>% Change</b>
Monthly Air Passengers (Inbound and Outbound)	273,527	262,571	4.2%
Monthly Air Freight (Inbound and Outbound) (tons)	4,048	3,560	13.7%

<b>Public Transportation Monthly Ridership</b>	<b>July 2004</b>	<b>July 2003</b>	<b>% Change</b>
ACHD VanPool	11,951	11,496	4.0%
ValleyRide/BUS*	73,180	77,369	-5.4%
Treasure Valley Metro/Transit	13,130	11,548	13.7%
<b>Total</b>	<b>98,261</b>	<b>100,413</b>	<b>-2.1%</b>

\*ValleyRide is in the process of analyzing their data collection system and reevaluating the information collected and setting performance measures and trends.

## **STATUS OF PROJECTS ADA COUNTY**

### ***I-84, Cole Road to Isaac's Canyon***

*Daris Bruce, Idaho Transportation Department – 334-8322*

Preliminary traffic control scenarios have been identified and the final design is underway. Current work is being concentrated on the development and selection of a final traffic control scenario.

### ***I-84 Intelligent Transportation System, Oregon Department of Transportation Cooperative Agreement***

*Daris Bruce, Idaho Transportation Department – 334-8322*

This project has commenced. Anticipated completion of the sign work is scheduled for September 30, 2004, then a 90 day test period and anticipated completion by December 30, 2004. This contract is for the work designing, fabricating, and installing one overhead dynamic message sign. The sign structure design has been approved. The anticipated start date is August 20, 2004. The contractor shall be allowed to close one lane of I-84 westbound traffic between the hours of 10:00 A.M. to 5:00 P.M., as necessary. The contractor shall also be allowed to close all lanes of I-84, westbound traffic between the hours of 12:00 A.M. to 4:00 A.M. for a maximum of 2 hours for placement of overhead structure.

### ***I-84, Ten Mile I.C. Access Report***

*Daris Bruce, Idaho Transportation Department – 334-8322*

Negotiations are complete, the agreement has been signed and the notice to proceed given.

### ***I-84/I-184, WYE Interchange Stage 2***

*Daris Bruce, Idaho Transportation Department – 334-8322*

This is a federal aid project consisting of the reconstruction of I-84 and I-184 eastbound lanes from Five Mile Road to the Cole/Overland Road and Franklin exits. The project includes the construction of five new freeway ramps and two structures. The original contract work was substantially completed August 4, 2004. Change order work for Intelligent Transportation System installation will continue throughout September of 2004. The remaining seeding will be done in accordance with contract requirements.

### ***I-84, Orchard Street to Gowen Road Corridor Study***

*Daris Bruce, Idaho Transportation Department – 334-8322*

No significant changes compared to last month. Design and environmental work continues for alternative selection.

### ***SH-16, Firebird South Passing Lanes***

*Daris Bruce, Idaho Transportation Department – 334-8322*

This is a widening project located 8 miles south of Emmett. Work began on June 5, and the project should have minor traffic impacts. Currently the contractor is paving the widening areas,

and pulverization of the curve is scheduled to begin September 8, 2004. The contractor is currently incurring disincentive and liquidated damages.

***SH-16, Improvement Study***

*Daris Bruce, Idaho Transportation Department – 334-8322*

The environmental work is the critical path at this time. The Environmental Assessment has been approved by the Federal Highway Administration to go through the hearing process. The hearing has been scheduled for October 6, 2004 in Gem County and October 7, 2004 in Ada County. Preliminary Design Review has been completed. The draft Record of Survey is complete and being reviewed by the Idaho Transportation Department District 3.

***SH-16, Intersection of Substation Road, Near Emmett***

*Daris Bruce, Idaho Transportation Department – 334-8322*

This is a traffic signal project. Idaho Power and Qwest have completed utility relocations. Work is proceeding on seepage trench and granular subbase. The contractor is working on widening portion of the project.

***SH-44, Corridor Preservation, I-84 (west of Middleton) to Eagle***

*Daris Bruce, Idaho Transportation Department – 334-8322*

The Consultant selection committee short listed Parametrix and CH2MHill to submit proposals and interview. Proposals and interviews are anticipated in October.

***SH-55, Eagle Rd Infrastructure Improvements, Phase 1, 2, & 3***

*Daris Bruce, Idaho Transportation Department – 334-8322*

Consultant services are required and the consultant selection process has been initiated.

***SH-55, Eagle Road Traffic Study***

*Daris Bruce, Idaho Transportation Department – 334-8322*

A meeting was held on August 12, 2004 to discuss the outcome of the workshops held in February. In total, over 200 people showed up to be informed and provide comment. The public involvement consultant is currently developing a report to formalize the comments from the meeting. A consultant has been selected to produce a feasibility study which will identify the appropriate signal system for the corridor. The feasibility study is anticipated to be completed by October/November timeframe.

***US-20/26, Cloverdale Road to Hewlett Packard Main Entrance and US-20/26, Hewlett Packard Main Entrance to Joplin Road***

*Daris Bruce, Idaho Transportation Department – 334-8322*

These are two companion projects. Right-of-Way negotiations are in progress. A Final Design Review was held on June 30, 2004. Corrections to the plans from the final design review are expected in September. Environmental re-evaluation is being completed by the District and additional 4f issues have been brought to the District's attention. Anticipated plans, specifications, and engineer's estimate package submittal is scheduled for April 2005.

***US-20/26, Intersection Meridian Road, near Boise***  
*Daris Bruce, Idaho Transportation Department – 334-8322*

This traffic signal project includes a right turn bay at the intersection of Chinden Boulevard and Meridian Road. This project went to bid on August 31, 2004, and the apparent low bidder is Central Paving with a bid of \$254,985.20. If this project is awarded, then construction is anticipated to begin October 1, 2004 and completed by mid-December of 2004.

***US-20/26, Myrtle Street and Front Street***  
*Daris Bruce, Idaho Transportation Department – 334-8322*

This is a Mill and Inlay project in downtown Boise from Broadway Avenue to 13<sup>th</sup> Street. This project was substantially completed in August 2004. Change order work for patterned crosswalks will be completed in September 2004.

**CANYON COUNTY**

***I-84, Karcher Interchange, Nampa***  
*Daris Bruce, Idaho Transportation Department – 334-8322*

No significant changes compared to last month. The Right-of-Way Team met in August and will continue to meet monthly in an attempt to streamline the right-of-way purchasing process. In an effort to keep completion of the project on schedule the relocation of the Pioneer irrigation lateral will be removed from the project and bid as a separate contract preceding the interchange project. The consultant plans to have completed plans at the District by November 1, 2004.

***Middleton Road Bridge, Boise River (South of Middleton)***  
*Daris Bruce, Idaho Transportation Department – 334-8322*

This project was substantially completed August 3, 2004. Change order 25 was issued at the request of Canyon County to install additional guardrail. This portion of the project is yet to be completed. The seeding and planting of trees is pending for the fall timeframe.

***SH-55, Marsing Road to Sunnyslope Road***  
*Daris Bruce, Idaho Transportation Department – 334-8322*

The final plan's specifications and engineer's estimate package was submitted by the consultant on August 30, 2004. Right-of-way acquisition, including condemnations, has been completed.

***Nampa Traffic Circulation***  
*Paul Raymond, City of Nampa - 468-4422*

The City of Nampa is continuing the process of upgrading and coordinating the traffic signals in and around the downtown area.

***Roads to be rebuilt 2003-2004***  
*Casey Bequeath, Canyon Highway District #4- 454-8135*

**Road**

D&S Purple Sage Ranchettes – Ranch Road extension	.13 miles	
Middle Road, from Pride Lane to District Line	.50 miles	
Apricot Lane, from Pride Lane to Chicken Dinner Road	.50 miles	
Symms Road, from Chicken Dinner Road to the first corner	.50 miles	
Chicken Dinner Road, from Lowell Road to Symms Road	1.00 miles	
Foothill Road, from Blessinger Road to Kingsbury Road	1.00 miles	
Galloway Road, from Middleton Road to Cemetery Road	1.00 miles	
Lansing Lane, from State Highway 44 to Purple Sage Road	2.25 miles	
Can-Ada Road, from U.S. 20/26 to Ustick Road	2.00 miles	
Kimpton Acres Subdivision, from Cemetery Road to Purple Sage Road	<u>1.59 miles</u>	overlay
	<b>Total</b>	<b>10.47 miles</b>

**Bridgework**

Pride Lane	Mora Canal, 2 <sup>nd</sup> bridge south of Highway 55
Orchard Avenue	Phyllis Canal, east of Lake Avenue
Homedale Road	Deer Flat Caldwell Canal, west of 10 <sup>th</sup> Avenue
KCID Road	Box south of Linden Road
Midland Road	Mason Creek, 42' south of Linden Road

T:\600transup\601transup\Monthly Status Reports\Transportation September Status Report.doc

<b>DEMOGRAPHIC ADVISORY COMMITTEE</b>									
<b>Attendance List of Members</b>									
<b><u>Member Agency/Name</u></b>	<b>May '04</b>	<b>June '04 Skip Mtg.</b>	<b>July '04</b>	<b>Aug '04</b>	<b>Sept '04</b>	<b>Oct '04</b>	<b>Nov '04</b>	<b>Dec '04</b>	<b>TOTAL</b>
<b>General Membership</b>									
Ada County/ <i>J. Cecil</i>				1					1
Ada Citizen/ <i>J. Barrett</i>	1								1
Ada Chamber/ <i>J. Grunke</i>				1					1
Ada Dev.-R.E./ <i>M. Wardle</i>	1			1					2
ACHD/ <i>K. Levihn</i>	1		1	1					3
City of Boise/ <i>H. Simmons</i>	1		1	1					3
City of Eagle/ <i>N. Baird Spencer</i>	1		1	1					3
City of Garden City/ <i>B. Nejad</i>									0
City of Kuna/ <i>M. Halstead</i>			1						1
City of Meridian/ <i>A. Canning</i>			1	1					2
City of Star/ <i>D. Stegenga</i>	1		1	1					3
Canyon County/ <i>L. Jensen</i>									0
Canyon Citizen/ <i>D. Wallace</i>	1								1
Canyon Chamber/ <i>G. Vezzoso</i>	1		1						2
Canyon Dev-R.E./ <i>Vacant</i>									0
ACCHD/ <i>V. Isaccson</i>									0
City of Caldwell/ <i>S. Hasson</i>									0
City of Middleton/ <i>M. Berent</i>	1			1					2
City of Nampa/ <i>N. Holm</i>									0
ValleyRide/ <i>K. Fairless</i>	1		1	1					3
BSU/ <i>Vacant</i>									0
Public Utility/ <i>K. Pardue (ID Power)</i>	1		1	1					3
DEQ/ <i>J. Ramsdell</i>			1						1
COMPASS	1		1	1					3

T:\900supsvs\board\Committee Attendance\AttendanceLists.xls

# REGIONAL TECHNICAL ADVISORY COMMITTEE

## Attendance List of Members

<u>Member Agency</u>	May '04	June Special Mtg	June '04	July '04	Aug '04	Sept '04	Oct '04	Nov '04	Dec '04	TOTAL
<b>General Membership</b>										
Ada County	1		1		1					3
Ada County Highway District	1	1	1	1	1					5
City of Boise	1	1	1	1	1					5
City of Eagle	1	1	1		1					4
City of Garden City										0
City of Kuna			1	1						2
City of Meridian	1	1	1	1	1					5
City of Star	1	1	1	1	1					5
Canyon County		1	1		1					3
ACCHD	1	1	1	1	1					5
City of Caldwell			1							1
City of Middleton	1	1	1	1						4
City of Nampa	1	1		1						3
<b>Special Membership</b>										
BSU										0
CCDC										0
ITD	1		1	1	1					4
Independent School Dist. of Boise		1		1	1					3
Joint School Dist. #2	1									1
ValleyRide		1		1						2
<b>Ex-Officio</b>										
Central District Health										0
COMPASS	1	1	1	1	1					5
Idaho Dept. of Environmental Quality	1	1	1							3

## TRANSPORTATION MODEL ADVISORY COMMITTEE

### Attendance List of Members

<u>Member Agency/Name</u>	May '04	June '04	July '04 <i>Skip Mtg</i>	Aug '04	Sept '04	Oct '04	Nov '04	Dec '04	TOTAL
<b>General Membership</b>									
Ada County/ <i>Vacant</i>									0
ACHD/ <i>K. Kemmer</i>	1	1		1					3
ACHD/ <i>J. Rosenlund, Chair</i>	1	1		1					3
City of Boise/ <i>K. Lacey</i>	1			1					2
DEQ/ <i>J. Ramsdell</i>		1							1
ITD/ <i>D. Coonce</i>		1		1					2
ITD/ <i>G. Sanderson</i>	1	1							2
Canyon Hwy Dist #4/ <i>C. Bequeath</i>	1								1
Canyon Cnty Dev Serv/ <i>L. Jensen</i>		1							1
City of Nampa/ <i>P. Raymond</i>									0
Nampa Hwy Dist#4/ <i>J. Buffington</i>									0
CC Small Cities Rep/ <i>V. Brewer</i>	1	1		1					3
COMPASS	1	1		1					3
ValleyRide/ <i>K. Fairless</i>									0
<b>Appointed Transportation/Land Use/Air Quality Professionals</b>									
Fehr & Peers/ <i>R. Miliam or S. Jones</i>				1					1
Keller Assoc./ <i>T. Reynen</i>	1	1		1					3
Pline Engineering/ <i>J. Pline</i>		1		1					2
Washington Group/ <i>D. Szplett</i>	1	1		1					3