

EXECUTIVE COMMITTEE MEETING  
JANUARY 20, 2009 2:00-3:30 PM  
COMPASS CONFERENCE ROOM

**\*\*AGENDA\*\***



I. AGENDA ADDITIONS/CHANGES

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

- Page 2 \* A. *Approve December 16, 2008, Executive Committee Meeting Minutes*  
*A copy of the draft December 16, 2008, Executive Committee meeting minutes is attached.*

IV. ACTION ITEMS

- Page 6 \* A. *Establish February 23, 2009, COMPASS Board Agenda*  
*Staff proposed Agenda Items for the regularly scheduled February 23, 2009, Board meeting are attached.*
- B. *Confirm COMPASS Board Representative on the Treasure Valley High Capacity Transit Study Downtown Policy Advisory Committee*  
*Staff recommends replacing Trustee A.J. Balukoff with Mayor Dave Bieter as the COMPASS Board representative on the Treasure Valley High Capacity Transit Study Downtown Policy Advisory Committee.*

V. INFORMATION/DISCUSSION ITEMS

- A. *Review Bridging the Gap Workshop*  
*Councilmember Elaine Clegg will outline the proposed Bridging the Gap Workshop.*
- B. *Review Leadership in Motion Awards*  
*Amy Luft, COMPASS Communication Coordinator, will outline COMPASS' new Leadership in Motion Awards Program.*
- Page 11 \* C. *Status Report - Priority Corridor Pre-Alternatives Analysis*  
*Charles Trainor will provide a Status Report on the priority corridor pre-alternatives analysis.*
- D. *Status Report – COMPASS Office Space Plan*  
*Matt Stoll will review current partnership opportunities, finances, market conditions, and options for procuring office space for the organization.*
- E. *Review GIS Partnership Opportunity*  
*Matt Stoll will review a GIS partnership opportunity between COMPASS and Sage Community Resources.*
- F. *Status Report – FY2009 Membership Dues*  
*Jeanne Urlezaga will review membership dues received to-date.*
- G. *Status Report – Legislative Services*  
*Matt Stoll will review current issues associated with legislative efforts.*

VI. OTHER

VII. ADJOURNMENT

*\*Enclosures*

*Agenda is subject to change.*

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**COMPASS**  
COMMUNITY PLANNING ASSOCIATION  
of Southwest Idaho

**EXECUTIVE COMMITTEE MEETING  
DECEMBER 16, 2008  
COMPASS CONFERENCE ROOM**

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

**ATTENDEES:** Tom Dale, Mayor, City of Nampa  
Tammy de Weerd, Mayor, City of Meridian  
David Ferdinand, Commissioner, Canyon County,  
**Secretary/Treasurer**  
John Franden, Commissioner, Ada County Highway District,  
**Chair**  
Nate Mitchell, Mayor, City of Star  
Garret Nancolas, Mayor, City of Caldwell, **Chair Elect**  
Matt Stoll, Executive Director, Community Planning  
Association, Ex officio  
Fred Tilman, Commissioner, Ada County

**MEMBERS ABSENT:** Dave Bieter, Mayor, City of Boise, **Vice Chair**  
Vicki Thurber, Mayor, City of Middleton

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Ken Burgess, Veritas Advisors  
Kelli Fairless, Valley Regional Transit  
Amy Luft, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER:**

Chair Elect Nancolas called the meeting to order at 2:10 pm.

**AGENDA ADDITIONS/CHANGES**

Matt Stoll requested to add under Information/Discussion Items, Item V-C, COMPASS' Role in Lobbying; and Item V-D, Stimulus Package Advocacy.

**Tom Dale moved and David Ferdinand seconded to amend the Agenda as requested. Motion passed unanimously.**

**OPEN DISCUSSION/ANNOUNCEMENT**

None

**CONSENT AGENDA**

**A. Approve November 18, 2008, Executive Committee Meeting Minutes**

**David Ferdinand moved and Tammy de Weerd seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Establish January 26, 2009, COMPASS Board Agenda**

Matt Stoll presented staff proposed Agenda Items 1-20 for the January 26, 2009, COMPASS Board meeting. After discussion, Matt asked to remove Agenda Item 16 from the January 26, 2009, Agenda.

After discussion, *Tammy de Weerd moved and Fred Tilman seconded approval of the January 26, 2009, Agenda Items 1-15 and 17-20, as presented. Motion passed unanimously.*

### **B. Recommend Board Officer Slate for Annual Meeting**

Matt Stoll reviewed the nominations he has received from Board members for the Secretary/Treasurer Board officer position. He stated nominations will also be accepted from the floor at the January 26, 2009, Board meeting.

After discussion, *Tom Dale moved and Fred Tilman seconded to recommend Board confirmation of Carol McKee for the Secretary/Treasurer position. Motion passed unanimously.*

*Fred Tilman moved and Tammy de Weerd seconded the following slate of COMPASS Board officers be recommended for Board confirmation at the January 2009 meeting: Garret Nancolas, Chair; Dave Bieter, Chair Elect; and David Ferdinand, Vice Chair. Motion passed unanimously.*

### **C. Approve Standard Date and Time for Weekly Meeting during 2009 Idaho Legislative Session**

Matt Stoll recommended that during the 2009 Legislative Session the Executive Committee meet each Friday at COMPASS at 10:00 a.m. Members may attend in person or via a conference call. The meetings will be held at COMPASS.

After discussion, *Fred Tilman moved and Tammy de Weerd seconded that during the 2009 Legislative Session, the Executive Committee will meet on Fridays at COMPASS at 10:00 a.m., starting on Friday, January 9, 2009. Motion passed unanimously.*

### **D. Approve Legislative Reception Date**

Matt Stoll stated that February 19, 2009 or March 5, 2009, appears to be the best dates for the 2009 COMPASS Legislative Reception.

After discussion, *Fred Tilman moved and Nate Mitchell seconded scheduling the COMPASS Legislative Reception on February 19, 2009, from 5:30-7:00 pm at the Plaza 121 building. Motion passed unanimously.*

## **INFORMATION/DISCUSSION ITEMS**

### **A. Review Staff interpretation of August 19, 2002, Board Action**

Matt Stoll reviewed COMPASS Board action at the August 19, 2002, Board meeting regarding federal funding and municipalities not complying with existing air quality state implementation plans. The motion read:

*"Mike Wetherell moved and Roger Simmons seconded to approve Resolution 8-2002 adopting the Final FY2003-2007 Boise Urbanized Area Transportation Improvement Program providing, however, that no federal funds shall be expended for roadway maintenance, construction, or re-construction in any area of the county not fully cooperating with the state implementation plans for carbon monoxide and particulate matter or with any future state implementation plans for other air pollutants. Motion passed with one nay vote."*

Matt said his interpretation is that the motion was tied to the FY2003-2007 Transportation Improvement Program that has expired and is no longer applicable.

After discussion, ***Nate Mitchell moved and Tom Dale seconded agreement with Matt Stoll's interpretation that the action was tied to the FY2003-2007 Boise Urbanized Area Transportation Improvement Program and is no longer applicable. Motion passed unanimously.***

#### ***B. Consider Membership Services Request from City of Star***

Nate Mitchell said the City of Star is offering to provide the revenue for COMPASS to hire an outside consultant to evaluate the impact of annexation upon land values and transportation corridor preservation. Nate stated this effort will benefit not only the City of Star but all COMPASS members in the long term.

After discussion, ***Fred Tilman moved and Tammy de Weerd seconded approval of COMPASS' involvement in hiring an outside consultant to evaluate the impact of annexation upon land values and transportation corridor preservation. Motion passed with Nate Mitchell abstaining.***

#### ***C. COMPASS Role in Lobbying***

Matt Stoll discussed that there is a potential that the issue of COMPASS having a role in lobbying at the state and federal levels may be called into question and become a public issue.

Matt stated that it is legal for COMPASS to use membership dues for lobbying and appropriate that COMPASS have a regional voice advocating at both the state and federal level to meet the needs from a financial and policy standpoint. Matt noted that it is a very common practice that metropolitan planning organizations and associations of government have a lobbyist under contract or have staff members who provide these services.

Matt asked for and received confirmation from the Committee that there is a need for COMPASS to have a regional voice at both the state and federal level.

The Committee directed Matt and Ken Burgess to develop talking points for review by the Executive Committee regarding expenditures and accomplishments by having the service provided.

#### ***D. Stimulus Package***

Matt Stoll requested direction for himself and Ken Burgess to develop a list of local projects that do not fit into the constraints of the federal requirements or do not meet the 120 to 180 day limitations for submittal to the Idaho Delegation, the Governor's office and the Idaho Transportation Department to showcase the projects that could be ready if the constraints were lifted. Matt also requested direction for him to be proactive in working with the Idaho Transportation Department to set up a prioritization system and for Ken Burgess to work with the Governor's Office to provide a forum for COMPASS to discuss how to work together as a state on local and state projects.

After discussion, ***Tom Dale moved and Fred Tilman seconded for Matt Stoll and Ken Burgess to go forward with developing an additional list of projects and to work with the Idaho Transportation Department and the Governor's Office. Motion passed unanimously.***

*ADJOURNMENT*

*Fred Tilman moved and Nate Mitchell seconded adjournment at 3:15 pm. Motion passed unanimously.*

*Dated this 20th day of January 2009.*

*APPROVED:*

*BY: \_\_\_\_\_  
John Franden, Chair  
Community Planning Association*

*ATTEST:*

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

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**EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA**

**ITEM IV-A**

<i>Item #</i>	<i>Title/Description</i>	<i>Mandatory<sup>1</sup></i>	<i>Policy Implications/Requirements</i>	<i>Agenda Type<sup>2</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Monthly	N/A	820
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Monthly	N/A	820
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Required by the Board's mission statement for the Committee.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Status Report – Finance Committee Update	No	The Finance Committee Chair will provide an oral status report.	Information/ Discussion	10	Chair	As Appropriate	N/A	820
5.	Status Report – Legislative Issues	No	Legislative consultant team will provide a monthly report on federal and state legislative issues identified as priorities by the Board.	Ex. Dir. Report	N/A	Ken Burgess	Monthly	N/A	760
6.	Status Report – Corridor Studies	No	Don Matson will provide a monthly report on the status of the Corridor Studies.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	610, 611
7.	Status Report – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report of current air quality issues.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	801
8.	Status Report – Current Transportation Project Information	No	Toni Tisdale will provide a monthly report of current transportation issues and projects.	Ex. Dir. Report	N/A	N/A	Monthly	Monthly	685
9.	Status Report – Standing Committees' Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	820
10.	Status Report – Treasure Valley High Capacity Transit Study	No	Charles Trainor will provide a monthly report on the status of the study.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	631
11.	Status Report - <i>Communities in Motion</i>	Yes	Charles Trainor will provide a monthly report on the status of the update.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	661
12.	Receive Administrative Modifications to the Transportation Improvement Programs	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685

<sup>1</sup> No, Yes, N/A (Not Applicable)

<sup>2</sup> Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

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<b><i>CURRENT AGENDA ITEMS</i></b>									
13.	Approve 2009 Population Estimates	Yes	Staff requests approval of official 2009 Population Estimates.	Action	20	Carl Miller	February	January	620
14.	Approve Functional Classification Amendments	Yes	Staff requests approval of amendments to the Functional Classification system.	Action	15	Toni Tisdale	February	January	685
15.	Review Communities in Motion Update Process and Schedule	Yes	Staff will present the proposed process and schedule to update the region's long-range transportation plan.	Information/ Discussion	30	Charles Trainor	February		661
16.	Review New Projects and Prioritization for FY2010-2014 Transportation Improvement Program	No	Staff will present new project applications and prioritization.	Information/ Discussion	15	Toni Tisdale	February	January	685
17.	Review Prioritization Process for Transportation Improvement Program	No	The Regional Technical Advisory Committee recommends major revisions to the prioritization process. Staff requests review and guidance from the COMPASS Board.	Information / Discussion	20	Toni Tisdale	February	January	685
<b><i>UPCOMING AGENDA ITEMS</i></b>									
18.	Approve New Projects and Prioritization for FY2010-2014 Transportation Improvement Program	Yes	Staff requests approval of new projects and their rankings for the FY2010-2014 TIP.	Action	10	Toni Tisdale	March	January	685
19.	Approve FY2010 Member Dues	Yes	Staff requests approval of member dues based on FY2009 population estimates approved at the February meeting.	Action	10	Matt Stoll	March	N/A	601
20.	Approve Prioritization Process for Transportation Improvement Program	No	The Regional Technical Advisory Committee recommends major revisions to the prioritization process.	Action	10	Toni Tisdale	March	January	685
21.	Review existing and committed development analysis approaches under Blueprint for Good Growth	No	Staff will review evaluation approaches to consider travel impacts	Information	20	COMPASS Staff/ACHD staff	April	March	761
22.	Review <i>Communities in Motion</i> environmental review process	No	Staff will present summary of environmental GIS information.	Information	20	Liisa Itkonen/Ross Dodge	April	N/A	661

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23.	Present <b><i>Communities in Motion</i></b> public participation process	No	Staff will review the proposed public participation plan for the update to CIM	Information	20	Charles Trainor/Amy Adams Luft	April	March	661
24.	Accept Community Preference Report and <b><i>Communities in Motion</i></b> Implementation Guidebook	No	Staff will seek Board acceptance of the Community Preference Report and the CIM guidebook.	Action	20	Carl Miller	April	January	671
25.	COMPASS Board Retreat	No	COMPASS Board Retreat Location to be determined	Special Item	Noon to 5:00	N/A	May	N/A	
26.	Review the Draft FY2010-2014 Transportation Improvement Program Project List		Staff will present the project list for the FY2010-2014 TIP.	Information	15	Toni Tisdale	June	April	685
27.	Review Assumptions under <b><i>Communities in Motion</i></b> on inflation Factors and Future Funding	Yes	Staff will present financial assumptions regarding inflation factors and future revenue affecting financial capacity under <b><i>Communities in Motion</i></b> .	Information	15	Charles Trainor	June	April	661
28.	Update on Mobility Management Strategies	No	Staff will present update of mobility management projects.	Information	15	Liisa Itkonen	June	TBD	671
29.	Approve Release of the FY2010-2014 Transportation Improvement Program for Public Involvement	Yes	Staff requests approval to release the draft project list for the FY2010-2014 TIP for public involvement.	Action	10	Toni Tisdale	June	May	685
30.	Approve 2035 Population Forecasts for Communities in Motion Update	Yes	Staff will seek Board approval of the population forecasts.	Action	10	Carl Miller	June	DAC	620
31.	Present full draft of FY2010 UPWP	No	Staff will review FY2010 UPWP-Draft	Information	10	Matt Stoll	July	May	601
32.	Approve the Draft Fy2010-2014 Transportation Improvement Program for Public Involvement	Yes	Staff requests approval to release the Draft FY2010-2014 Transportation Improvement Program for public review and input.	Action	10	Toni Tisdale	July	June	685
33.	Adopt Resolution XX-2009 Approving the FY2010-2014 Transportation Improvement Program and Air Quality Conformity	Yes	Staff requests adoption of Resolution XX-2009 approving the FY2010-2014 TIP and air quality conformity.	Action	10	Toni Tisdale	August	July	685
34.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	August	July	647
35.	FY2010 UPWP – Final	Yes	Staff requests adoption of Resolution xx-2009 approving FY2010 UPWP - Final	Action	15	Matt Stoll	August	May	601

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36.	Accept 2009 Annual Performance Monitoring Report	No	Staff will present and request acceptance of the Communities in Motion Performance Monitoring Report.	Action	20	Carl Miller	September	August	620
37.	Approve Mirroring Changes to the FY2010-2014 Transportation Improvement Program	Yes	Staff requests approval of the mirroring changes to the FY2010-2014 TIP.	Action or Consent	10	Toni Tisdale	October	September	685
38.	Review Regional Transportation Funding report	No	Staff will present analysis of regional transportation funding information.	Information/discussion	15	Liisa Itkonen	October	N/A	692
39.	Approve Recommended Transportation System for Inclusion into <i>Communities in Motion</i>		Staff will present and seek approval of the proposed transportation system for CIM	Action	30	Charles Trainor	November	October	661
40.	Discuss Possible COMPASS/VRT Merger Analysis	No	Staff will present an analysis of a possible COMPASS/VRT merger.	Information/Discussion	30	Matt Stoll/ Kelli Fairless	TBD	N/A	N/A
41.	Workshop – Air Quality Conformity Process	No	COMPASS and DEQ staff will facilitate a discussion regarding air quality conformity and the transportation system.	Workshop	60	TBD	TBD	N/A	N/A
42.	Workshop- High Capacity Transit Projects and Land Use	No	Consultant facilitated Board Workshop on high capacity transit projects and related land use issues.	Workshop	60	TBD	TBD	N/A	N/A
43.	Adopt Memorandum of Understanding on the Integration of Land Use and Access Permitting Decisions	No	Staff will provide a list of recommendations to integrate local land use decisions with the ITD access permitting process.	Action	20	TBD	TBD	TBD	655
44.	Discuss Next Steps Following May 2008 Board Retreat	Yes	Staff will review summary from the Board Retreat and recommend next steps.	Action	10	Matt Stoll	TBD	N/A	N/A
45.	Approve Recommendations of US 20/26 Corridor Preservation Study	No	Staff will seek endorsement for study recommendations to be included in documents to FHWA.	Action	15	Don Matson	TBD	TBD	611
46.	Approve Recommendations of SH 44 Corridor Preservation Study	No	Staff will seek endorsement for study recommendations to be included in documents to FHWA.	Action	15	Don Matson	TBD	TBD	610

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47.	Approve Memorandum of Understanding on the Integration of Land Use and Access Management Permitting	No	Staff will provide recommendations to integrate local decisions with ITD permitting process.	Action	10	Don Matson	TBD	TBD	655
48.	Approve Revised Project Prioritization Process	No	Staff will present new information for project prioritization for use in selecting corridors.	Action	20	Charles Trainor	TBD	TBD	685
49.	Status Report – Travel Model Improvement Program Peer Review	No	Staff will present an overview of the peer review process and panelist's recommendations for the travel model.	Information/ Discussion	10	Mary Ann Waldinger	TBD	N/A	836
50.	Review Recommendations to ITD Board on the Integration of Land Use and Access Permitting Decisions	No	Staff will review a recommended list to integrate local land use decisions with the ITD access permitting process.	Information/ Discussion	15	TBD	TBD	TBD	655
51.	Review Findings and Recommendations of US 20/26 Corridor Preservation Study	No	Staff will present recommendations from study.	Information/ Discussion	15	Don Matson	TBD	TBD	611
52.	Review Findings and Recommendations of SH 44 Corridor Preservation Study	No	Staff will present recommendations from study.	Information/ Discussion	15	Don Matson	TBD	TBD	610
53.	Review Recommendations of SH 44 Access Management Plan	No	Staff will present draft Access Management Plan, a part of the ongoing Corridor Preservation Study for SH 44	Information/ Discussion	15	Don Matson	TBD	TBD	611
54.	Review Priority Corridor recommendations from the Treasure Valley High Capacity Transit Study	No	Staff/consultant will present alignment and modal options within the Priority Corridor between Ada and Canyon Counties	Information/ Discussion	20	Charles Trainor	TBD	TBD	631
55.	Approve recommendations of SH 44 Access Management Plan	No	Staff will present Access Management Plan for SH 44, which is part of the ongoing Corridor Preservation Study	Consent Agenda	N/A	Don Matson	TBD	TBD	611
56.	Status Report – Transportation Project Coordination	No	Staff will report on progress in coordinating transportation projects and construction related delays	Information/ Discussion	15	Charles Trainor	TBD	TBD	701

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## MEMORANDUM

**TO:** COMPASS Executive Committee

**FROM:** Charles Trainor, Director of Planning

**DATE:** January 13, 2009

**RE:** **Status Report - Priority Corridor Pre-Alternatives Analysis**

**ACTION REQUESTED:**

This item for information only.

**BACKGROUND:**

The Treasure Valley High Capacity Transit Study (TVHCTS) includes three major elements:

- The downtown Boise multi-modal center site selection and NEPA analysis.
- Identification of an alignment and mode for a downtown Boise circulator service.
- A preliminary alternatives analysis (AA) for the Treasure Valley Priority Corridor (see attached corridor area) to lay the ground work for a full AA.

In late November 2008, the TVHCTS consulting team initiated work on the third element.

One purpose of evaluating transit alternatives in the Treasure Valley Corridor is to position the corridor to potentially compete for federal New Starts funding. The New Starts program assists local agencies in funding transit capital projects, including light rail, commuter rail and bus rapid transit. New Starts is a discretionary and competitive grant program, and FTA has established guidance for applications that includes extensive requirements regarding system planning, alternatives analysis and technical analysis.

A full AA could cost as much as \$2 million, based on experiences in other regions. This pre-AA is intended to lay out the general issues, evaluate the basic alignment and modal options, and provide an initial evaluation of ridership and system benefits. This study includes the following elements:

- Definition of the study corridor
- Assessment of demographic and political context of the corridor
- Creation of an understanding of corridor travel markets
- Assessment of potential corridor transit markets
- Definition and evaluation of potential High Capacity Transit (HCT) modes
- Definition and evaluation of potential HCT alignments
- Preparation of a draft problem statement for the corridor
- Preparation of draft evaluation criteria
- Recommendation of technical methods for the AA

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The review process for the Pre-AA Study will require involvement by a broader group of agencies than involved in the Downtown Boise Multi-modal Center and Circulator elements. The process needs to involve land use and transportation entities in the general study area which connects between Caldwell and Boise. This would require the following agencies to participate:

- Boise
- Garden City
- Meridian
- Nampa
- Caldwell
- Ada County
- Canyon County
- Ada County Highway District
- Nampa Highway District
- Canyon Highway District No. 4
- Idaho Transportation Department

Rather than creating new committees, the Pre-AA Study will be reviewed by two existing groups. The Valley Regional Transit Ways and Means Committee will provide the policy guidance, while the COMPASS Regional Technical Advisory Committee (RTAC) will be used for technical guidance and recommendation. Some of the current members of the Downtown Technical Advisory Committee already sit on RTAC, and all of the above agencies are represented on RTAC.

The Federal Transit Administration recently interviewed COMPASS staff regarding a potential offer of technical assistance. FTA has contracted with Cambridge Systematics to provide guidance to one or two smaller areas which would be starting an AA within the next one or two years. Smaller areas with limited experience in evaluating "fixed-guideway" systems (rail or bus rapid transit) have experienced problems in meeting the rigorous AA standards. If selected, COMPASS would need to commit staff time to support the project. COMPASS is seeking \$2 million in earmarks to pay for an AA, so staff time would need to be dedicated to the project anyway if the earmark request is successful.

**STATUS:**

The Pre-AA should be completed by early summer 2009. Ned Conroy of FTA-Seattle said the decision on technical assistance should be made by January 16, 2009.

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