

**EXECUTIVE COMMITTEE MEETING
FEBRUARY 17, 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 January 20, 2009, Executive Committee Meeting Minutes
A copy of the draft January 20, 2009, Executive Committee meeting minutes is attached.*

IV. ACTION ITEMS

Page 6 * A. *Establish March 16, 2009, COMPASS Board Agenda
Staff proposed agenda items for the regularly scheduled March 16, 2008, Board meeting are attached*

V. INFORMATION/DISCUSSION ITEMS

- A. *Discuss Implementation of Communities in Motion
Mayor Bieter will discuss the implementation of Communities in Motion.*
- B. *Status Report – COMPASS' Travel Demand Model
Maryann Waldinger will review an opportunity for COMPAS to participate in a research and model development RFP in March 2009.*
- C. *Status Report – Federal Stimulus Projects
Toni Tisdale will review the current status of the federal stimulus funding bill and the project list development for Ada and Canyon counties.*
- D. *Status Report – COMPASS/VRT Merger Analysis
Matt Stoll will review approach and effort to date to complete the analysis per the Executive Committee recommendation at its January 2009 meeting.*
- E. *Executive Session – Personnel Matter [Idaho Code 67-2345 (a) and (b)]
Committee members will go into executive session to evaluate and consider retention of individual agent. No action will be taken in the Executive Session. Any action will be taken in open session.*

VI. OTHER

VII. ADJOURNMENT

**Enclosures Agenda is subject to change.*



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EXECUTIVE COMMITTEE MEETING
JANUARY 20, 2009
COMPASS CONFERENCE ROOM

****MINUTES****

ATTENDEES: Elaine Clegg, Councilmember, City of Boise, for Dave Bieter, Mayor, City of Boise, **Vice Chair**
Tom Dale, Mayor, City of Nampa (via phone)
Tammy de Weerd, Mayor, City of Meridian
David Ferdinand, Commissioner, Canyon County,
Secretary/Treasurer
John Franden, Commissioner, Ada County Highway District,
Chair
Phil Bandy, Mayor, City of Eagle, for Nate Mitchell, Mayor, City of Star
Garret Nancolas, Mayor, City of Caldwell, **Chair Elect**
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Vicki Thurber, Mayor, City of Middleton
Fred Tilman, Commissioner, Ada County

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Kelli Fairless, Valley Regional Transit
Amy Luft, Community Planning Association
Charles Trainor, Community Planning Association
Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

Chair Franden called the meeting to order at 2:00 p.m.

CONSENT AGENDA

A. Approve December 16, 2008, Executive Committee Meeting Minutes

Garret Nancolas moved and Phil Bandy seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish February 23, 2009, COMPASS Board Agenda

Matt Stoll presented staff proposed Agenda Items 1-17 for the February 23, 2009, COMPASS Board meeting. Matt requested to add an additional Item under Action Items, 17 B – Amendment to the Transportation Improvement Project, projects that could be funded through the Stimulus Package.

After discussion, **Fred Tilman moved and David Ferdinand seconded approval of the February 23, 2009, Agenda Items 1-17b., as presented. Motion passed unanimously.**

B. Confirm COMPASS Board Representative on the Treasure Valley High Capacity Transit Study Downtown Policy Advisory Committee

Matt Stoll reviewed the status of the membership on the Downtown Policy Advisory Committee and recommended that Dave Bieter replace A.J. Balukoff as the COMPASS representative on the Committee.

David Ferdinand moved and Garret Nancolas seconded approval of Dave Bieter replacing A.J. Balukoff as the COMPASS representative on the Downtown Policy Advisory Committee. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Review Bridging the Gap Workshop

Elaine Clegg provided information regarding a proposed workshop conducted by the Center for Neighborhood Technology entitled ***Bridging the Gap***, which will focus on a transportation project in this region to demonstrate the importance of establishing a clear connection between transportation agencies and the communities they serve. The workshop will be scheduled in April or May 2009. Elaine requested approval for COMPASS staff time to assist in the workshop.

Kelli noted that this workshop would fit with the mobility management project that COMPASS and VRT staff is collaborating on.

Matt stated his recommendation is to support the workshop as it fits into the COMPASS educational outreach effort and the CIM update.

After discussion, ***Garret Nancolas moved and David Ferdinand seconded to authorize COMPASS staff time to participate in the Bridging the Gap Workshop. Motion passed unanimously.***

B. Review Leadership in Motion Awards

Amy Luft, COMPASS Communication Coordinator presented the 2009 COMPASS Leadership in Motion Awards Program. Nominations open this summer for six awards to be presented at the annual COMPASS Transportation Conference:

- One to an elected official who has taken actions that support Communities in Motion.
- One to a member agency staff person who serves on COMPASS committees or who is otherwise working to further the goals of Communities in Motion.
- One to a public entity in Ada County and one to a public entity in Canyon County for specific projects that further the goals of ***Communities in Motion***.
- One to a private entity in Ada County and one to a private entity in Canyon County for specific projects that further the goals of ***Communities in Motion***.

The judges will be the COMPASS Board Vice-Chair, Secretary/Treasurer, COMPASS Executive Director, and the Vice Chair of the Regional Technical Advisory Committee, and the Vice Chair of the Public Participation Committee.

Phil Bandy suggested that as part of this there be an opportunity for a transfer of technology or information to others who may want to adopt similar sorts of activities that the nominees have accomplished.

C. Status Report – Priority Corridor Pre-Alternatives Analysis

Charles Trainor provided a status report on the priority corridor pre-alternatives analysis, which is the third element of the Treasure Valley High Capacity Transit Study. The alternative analysis will be about a \$2 million effort looking at alignment and modal options along the rail corridor. The Federal Transit Administration recently interviewed COMPASS staff regarding a potential offer of technical assistance through a program that helps smaller areas in meeting the rigorous alternatives analysis standards. Funding will be sought through earmarks.

D. Status Report – COMPASS Office Space Plan

Matt Stoll reviewed current partnership opportunities, finances, market conditions, and options for procuring office space for the organization.

After discussion, ***Matt was directed to research the available property in downtown Meridian or close to the rail line in a relatively central location for review by the Executive Committee and to check with ACHD regarding any surplus property along the proposed split corridor.***

E. Review GIS Partnership Opportunity

Matt Stoll reviewed a GIS partnership opportunity with Sage Community Resources. Sage has received grants for the Southwest Idaho Joint Regional Land Use and Economic Development Strategy, and the Rural Uses Mapping Network. Sage wants to contract the work out to COMPASS, which would eliminate duplication of services.

F. Status Report – FY2009 Membership Dues

Jeanne Urlezaga provided an update of 1st and 2nd quarter membership dues.

Matt said because of the economic situation, membership dues for FY2010 will be brought to the Finance committee in March 2009 with a recommendation to not increase staff salaries or health insurance increases.

After discussion of the proposed merger of COMPASS and Valley Regional Transit, ***Matt Stoll was directed to move forward with the fiscal analysis of the pro and cons of merging the two agencies.***

G. Status Report – Legislative Services

Matt Stoll reviewed draft transportation funding talking points for distribution to the full Board.

After discussion regarding the value to COMPASS of having a lobbyist under contract, ***Matt Stoll was directed to schedule a meeting with Garret Nancolas, Ken Burgess and himself to review the contract and evaluate the benefits to COMPASS.***

OTHER

Matt Stoll stated that Boise State University will not be moving forward with its Masters in Community and Regional Planning, which COMPASS contributed to.

After discussion, ***Matt was directed to apply for a refund.***

ADJOURNMENT

Fred Tilman moved and David Ferdinand seconded to adjourn at 3:35 pm. Motion passed unanimously.

Dated this 17th day of February 2009.

APPROVED:

*BY: _____
Garret Nancolas, 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>Mandatory¹</i>	<i>Policy Implications/Requirements</i>	<i>Agenda Type²</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

¹ No, Yes, N/A (Not Applicable)

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

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<i>CURRENT AGENDA ITEMS</i>									
13.	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	15	Toni Tisdale	March	January	685
14.	Approve FY2010 Member Dues	Yes	Staff requests approval of member dues based on FY2009 population estimates approved at the February meeting.	Action	15	Matt Stoll	March	N/A	601
15.	Review ACHD Transportation Land Use Integration Plan (TLIP).	No	ACHD will review the status and objectives of TLIP	Information	20	ACHD staff	March	N/A	705
16.	Status Report – 2009 Idaho Legislative Session	No	Ken Burgess will review developments in the state legislature relative to the Board's position statements.	Information/ Discussion	15	Ken Burgess	March	N/A	760
17.	Status Report – Federal Stimulus Funding	No	Toni Tisdale will review program and project progress relevant to federal stimulus funding.	Information/ Discussion	15	Toni Tisdale	March	N/A	685
<i>UPCOMING AGENDA ITEMS</i>									
18.	Accept Community Preference Report and <i>Communities in Motion</i> Implementation Guidebook	No	Staff will seek Board acceptance of the Community Preference Report and the CIM guidebook.	Action	20	Carl Miller	April	January	647
19.	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
20.	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
21.	Present <i>Communities in Motion</i> public participation process	No	Staff will review the proposed public participation plan for the update to CIM	Information	20	Charles Trainor/Amy Luft	April	March	661
22.	Review Prioritization Process for Regional Transportation Improvement Program	No	The Regional Technical Advisory Committee recommends major revisions to the prioritization process.	Information	20	Toni Tisdale	April	March	685
23.	COMPASS Board Retreat	No	COMPASS Board Retreat Location to be determined	Special Item	Noon to 5:00	N/A	May	N/A	

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24.	Approve Release of the FY2010-2014 Regional 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
25.	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
26.	Approve Prioritization Process for Transportation Improvement Program	No	The Regional Technical Advisory Committee recommends major revisions to the prioritization process.	Action	10	Toni Tisdale	June	March	685
27.	Review the Draft FY2010-2014 Transportation Improvement Program Project List		Staff will present the project list for the FY2010-2014 TIP.	Information/ Discussion	15	Toni Tisdale	June	April	685
28.	Review Assumptions under <i>Communities in Motion</i> on inflation Factors and Future Funding	Yes	Staff will present financial assumptions regarding inflation factors and future revenue affecting financial capacity under <i>Communities in Motion</i> .	Information/ Discussion	15	Charles Trainor	June	April	661
29.	Update on Mobility Management Strategies	No	Staff will present update of mobility management projects.	Information/ Discussion	15	Liisa Itkonen	June	TBD	671
30.	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
31.	Present full draft of FY2010 UPWP	No	Staff will review FY2010 UPWP-Draft	Information/ Discussion	10	Matt Stoll	July	May	601
32.	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
33.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	August	July	647
34.	Adopt Resolution Approving the FY2010 UPWP – Final	Yes	Staff requests adoption of Resolution xx-2009 approving FY2010 UPWP - Final	Action	15	Matt Stoll	August	May	601
35.	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
36.	Approve Mirroring Changes to the FY2010-2014 Transportation Improvement Program	Yes	Staff requests approval of the mirroring changes to the FY2010-	Action or Consent	10	Toni Tisdale	October	September	685

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			2014 TIP.						
37.	Review Regional Transportation Funding report	No	Staff will present analysis of regional transportation funding information.	Information/discussion	15	Liisa Itkonen	October	N/A	692
38.	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
39.	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
40.	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
41.	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
42.	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
43.	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
44.	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
45.	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
46.	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
47.	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

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48.	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
49.	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
50.	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
51.	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
52.	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
53.	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
54.	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
55.	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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