

# EXECUTIVE COMMITTEE MEETING

March 20, 2007 2:00 pm - 3:30 pm

COMPASS Conference Room

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

**I. AGENDA ADDITIONS/CHANGES**

**II. OPEN DISCUSSION/ANNOUNCEMENTS**

**III. CONSENT AGENDA**

Page 2 \* A. *Approve February 20, 2007, Executive Committee Meeting Minutes  
A copy of the draft February 20, 2007, Executive Committee meeting minutes is attached.*

**IV. ACTION ITEMS**

Page 5 \* A. *Establish April 16, 2007, COMPASS Board Meeting Agenda  
Staff proposed agenda items for the regularly scheduled April 2007 meeting are attached.*

Page 10 \* B. *Approve Prioritization for the Transportation, Community, and System Preservation Program  
Staff will present prioritization for the Transportation, Community, and System Preservation program.*

**V. INFORMATION/DISCUSSION ITEMS**

A. *Review Projected Revenue Needs from FY2008 through FY2012  
Staff will review updated revenue/expense strategy originally approved by the Board in 2005.*

B. *Review FY2008 Unified Planning Work Program and Budget Development Process  
Staff will review the development process of the FY2008 Unified Planning Work Program and Budget.*

C. *Consider Staff Development Opportunity  
Staff will seek Committee direction on possible application to Boise Metro Chamber of Commerce's Leadership Boise 2007-2008.*

**VI. OTHER**

**VII. ADJOURNMENT**

***\*Enclosures***

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

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**EXECUTIVE COMMITTEE MEETING MINUTES  
FEBRUARY 20, 2007  
COMPASS CONFERENCE ROOM**



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

**ATTENDEES:** Matt Beebe, Commissioner, Canyon County  
Dave Bieter, Mayor, City of Boise, **Secretary-Treasurer**  
Tammy de Weerd, Mayor, City of Meridian  
Tom Dale, Mayor, City of Nampa, **Chair**  
John Franden, Commissioner, Ada County Highway District,  
**Chair-Elect**  
Frank McKeever, Mayor, City of Middleton  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell, **Vice-Chair**,  
(via telephone)  
Matt Stoll, Executive Director, Community Planning Association,  
Ex officio  
Fred Tilman, Commissioner, Ada County

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Terri Schorzman, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER:**

**Chair Tom Dale called the meeting to order at 2:10 p.m.**

**CONSENT AGENDA**

**A. Approve January 16, 2007, Executive Committee Meeting Minutes**

**John Franden moved and Matt Beebe seconded approval of the January 16, 2007, Executive Committee meeting minutes as presented. Motion passed unanimously.**

**ACTION ITEMS**

**A. Establish March 19, 2007, COMPASS Board Meeting Agenda**

Matt Stoll reviewed staff proposed Agenda Items 1-18 for the regularly scheduled March 2007 meeting.

**Frank McKeever moved and Nancy Merrill seconded approval of the March 19, 2007, COMPASS Board meeting Agenda Items 1-18 as presented. Motion passed unanimously.**

**B. Confirm Board Officer Participation on Boise Chamber's Washington, D.C. Leadership Visit**

After discussion, *Garret Nancolas moved and Fred Tilman seconded approval of John Franden, Chair-Elect, participating in the May 2007 Boise Chamber's Washington D.C. Leadership Visit. Motion passed unanimously.*

**INFORMATION/DISCUSSION ITEMS**

**A. Review Regional Collaboration Workshop**

Chair Dale, Mayor de Weerd and Matt Stoll recapped the Regional Collaboration - Learning to Think and Act Like a Region course they attended in Calgary, Canada February 1-2, 2007.

The focus of the course was regional collaboration, what detours collaboration, how to develop true collaboration, learning to set aside personality issues to focus on regional issues, putting aside jurisdictional and territorial issues, and learning to articulate how the regional vision is going to benefit all members. Members need to be forthright and honest about what the needs of the individual entities are and what they want from the Board and organization. True collaboration can not be just governments collaborating with governments, the private sector needs to be included, and small cities need help staying involved.

The Committee concurred that the May 21, 2007, COMPASS Board Retreat would be an ideal opportunity for the COMPASS Board to discuss regional collaboration. Identify the elephants in the room, redefine the COMPASS Board mission, work through issues that have stopped the Board from moving forward as a unified voice, and develop an action plan to implement what is decided regarding regionalism, funding, and transportation planning.

**B. Consider Possible Salt Lake City Transit System Scanning Tour**

After discussion, the Committee concurred that there would be merit in COMPASS Board members, Valley Regional Transit Board members and State Legislators participating in a Salt Lake City transit scanning tour either May 31 – June 1, 2007, or June 7-8, 2007. Staff will coordinate the arrangements and develop a briefing book for participants.

**C. Status Report –Legislative Activities**

Matt Stoll provided a status report on current legislative activities.

**ADJOURNMENT**

*Frank McKeever moved and John Franden seconded adjournment at 3:05 p.m. Motion passed unanimously.*

*Dated this 20th day of March 2007.*

*APPROVED:*

*BY: \_\_\_\_\_  
Tom Dale, 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**

<b>ID #</b>	<b>Title/Description</b>	<b>Mandatory<sup>1</sup></b>	<b>Policy Implications/Requirements</b>	<b>Agenda Type<sup>2</sup></b>	<b>Time</b>	<b>Presenter</b>	<b>Proposed Agenda</b>	<b>RTAC Agenda</b>	<b>Program No.</b>
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	N/A	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	John Cunningham will provide a monthly report on the status of the study.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	631
<b>CURRENT AGENDA ITEMS</b>									
11.	Approve Proposed FY2008 General and Special Membership Dues	Yes	Staff will review proposed FY2007 memberships dues based on the April 1, 2007 population estimates approved by the Board at the March meeting.	Action	10	Matt Stoll	April	N/A	620
12.	Approve Funding Levels for the Project Prioritization Process	Yes	Staff will present the recommendation of the Regional Technical Advisory Committee regarding categories and levels of Federal funding.	Action	10	Toni Tisdale	April	February	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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13.	Recognize Valley Regional Transit's Downtown Policy Advisory Group and appoint a COMPASS Board member.	No	Local policy makers who are affected by and have interests in downtown Boise projects are needed to oversee and advise on the Treasure Valley High Capacity Transit Study.	Action	10	John Cunningham	April	N/A	631
14.	Adopt Resolution #-2007 Endorsing Urban Land Institute Panel Review of Issues of Regionalism and Consolidated Government in Ada County, Idaho	No	The Ada County Highway District has requested the COMPASS Board of Directors' endorsement of a ULI Panel Review of the countywide highway district and growth issues in Ada County.	Action	15	Matt Stoll	April		
15.	Confirm Executive Committee Prioritization for Transportation, Community, and System Preservation Program	No	Receive notification and confirm Executive Committee prioritization of applications for Transportation, Community, and System Preservation Program.	Action	10	Toni Tisdale	April		685
16.	Review State Tax Anticipation Revenue (STAR) Financing	No	ITD staff will review STAR financing legislation.	Information/ Discussion	20	Matt Moore	April		
17.	Status Report - Functional Classification/Street Typologies Study	No	Staff/consultant will report on progress and findings.	Information/ Discussion	20	Charles Trainor	April	February	757
18.	Review Preliminary FY 2008-2012 Transportation Improvement Programs	No	Staff will present the preliminary Transportation Improvement Programs for FY 2008-2012. Approval for release will be sought in June 2007.	Information/ Discussion	20	Toni Tisdale	April	April	685
<b>UPCOMING AGENDA ITEMS</b>									
19.	COMPASS Board Retreat	No	COMPASS Board Retreat at BanBury Golf Course. 12:00-5:00 p.m.	Special Item	N/A	N/A	May	N/A	
20.	Approve Releasing the Preliminary FY 2008-2012 Transportation Improvement Programs for Public Involvement	Yes	Staff will request the Board's approval to open the public comment period for the FY 2008-2012 Transportation Improvement Programs.	Action	15	Toni Tisdale	June	May	685

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21.	Review Growth Drivers Report	No	Staff will present the draft report for acceptance by the Board.	Information/ Discussion	20	Charles Trainor	June	N/A	647
22.	Review Growth Projection Options	No	Staff will review options to develop future regional growth. This information will be part of the regional transportation plan update in 2010. Board approval of the options will be sought in June 2007.	Information/ Discussion	30	Charles Trainor	June	April	647
23.	Status Report – Connecting Idaho/GARVEE Program	No	A status report on the Connecting Idaho/GARVEE program will be provided.	Information/ Discussion	15	Dave Butzier	June	N/A	685
24.	Review Amendments to <i>Communities in Motion</i>	Yes	Staff will review proposed amendments needed for full compliance with the federal rules on transportation plans.	Information/ Discussion	20	Charles Trainor	June	May	661
25.	Workshop- High Capacity Transit Projects and Land Use	No	Consultant will facilitate a Board Workshop on high capacity transit projects and related land use issues.	N/A	60	John Cunningham/ Bob Post	June	N/A	N/A
26.	Approve Amendments to <i>Communities in Motion</i>	Yes	Staff will seek approval of amendments needed for full compliance with the federal rules on transportation plans.	Action	20	Charles Trainor	July	June	661
27.	Approve Growth Projection Options	No	Staff will seek Board approval of the options.	Action	20	Charles Trainor	July	May	647
28.	Accept Growth Drivers Report	No	Staff will seek Board acceptance of the report.	Action	10	Charles Trainor	July	N/A	647
29.	Adopt FY2007 Strategic Plan	No	Staff will present the proposed FY2007 Strategic Plan for Board adoption.	Action	10	Matt Stoll	July	N/A	
30.	Review Financial Report on Transportation	No	Staff will review transportation financing report compiled from information provided by regional agencies.	Information	30	Charles Trainor	July	June	692
31.	Review Draft FY2008 Unified Planning Work Program and Budget	Yes	Staff will review the proposed work program and budget to guide staff efforts during FY2008.	Information	15	Matt Stoll	July	June	601
32.	Approve FY 2008-2012 Transportation Improvement	Yes	Staff will request final approval of the	Action	20	Toni Tisdale	August	July	685

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	Programs		FY 2008-2012 Transportation Improvement Programs.						
33.	Adopt Resolution ## Approving FY2008 Unified Planning Work Program and Budget	Yes	Staff will request Board approval of work program and budget to guide staff efforts during FY2008.	Action	10	Matt Stoll	August	June	601
34.	Review Report on Functional Classification/Street Typologies Study	No	Staff/consultant will present report on functional classification/street typologies.	Information/ Discussion	30	Charles Trainor	August	July	757
35.	Review Draft Monitoring Report	No	Review draft of Monitoring Report	Information/ Discussion	30	Charles Trainor	August	July	620
36.	Review Growth Allocation Model Options	No	Staff will present model for use in future growth allocation process.	Information/ Discussion	30	Charles Trainor	August	July	647
37.	Review Transportation Studies Coordination Project	No	Staff will provide an overview of the Transportation Studies Coordination project.	Information/ Discussion	20	Toni Tisdale	August	July	856
38.	Accept Report on Functional Classification/Street Typologies Study	No	Staff/consultant will present report on functional classification/street typologies.	Action	20	TBD	September	August	757
39.	Approve Monitoring Report	No	Approve Monitoring Report	Action	15	Charles Trainor	September	August	620
40.	Present Changes to the FY 2008-2012 Transportation Improvement Program Through the Mirroring Process	No	Staff will provide changes to the final state programs that occurred through the mirroring process.	Ex. Dir. Report	N/A	Toni Tisdale	September	August	685
41.	Adopt Resolution ## Approving Revision 1 of FY2008 Unified Planning Work Program and Budget	Yes	Staff will request Board approval of work program and budget revision resulting from revenue and expense adjustments.	Action	15	Matt Stoll	December	November	601
42.	Discuss Coordination of Regional Air Quality Efforts	No	Staff will discuss coordination of various air quality efforts occurring in the region.	Information/ Discussion	20	TBD	TBD		?
43.	Workshop and Luncheon with Guest Speaker, Robert Grow	No	Robert Grow is the founding chair of Emeritus of Envision Utah, a private/public quality growth partnership in Utah.	Special Item	60	Terri Schorzman	TBD	N/A	
44.	Review Recommendations to ITD Board on the Integration of Land Use and Access Permitting Decisions	No	Staff will review a list of recommendations to integrate local	Information/ Discussion	15	John Cunningham	TBD	TBD	655

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			land use decisions with the ITD access permitting process.						
45.	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	John Cunningham	TBD	TBD	655

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## MEMORANDUM

**TO:** COMPASS Executive Committee  
**FROM:** Toni Tisdale, Principal Planner  
**DATE:** March 14, 2007  
**RE:** Approval of Prioritization for the Transportation, Community, and System Preservation Program

### ACTION REQUESTED:

Approval of prioritization for the Transportation, Community, and System Preservation Program.

### BACKGROUND:

The Transportation, Community, and System Preservation (TCSP) Program provides funding for a comprehensive initiative to investigate and address the relationships between transportation, community, and system preservation, and to identify private sector-based initiatives.

Typically, the funds are allocated through the Congressional earmark process. Since there were no earmarks for FY 2007, the Federal Highway Administration opened the program to a nationwide competitive process. COMPASS staff learned about the availability of funding at the beginning of March 2007. Applications are due to the Idaho Transportation Department (ITD) on March 23, 2007, and the Federal Highway Administration on March 30, 2007. ITD must prioritize all projects within the state of Idaho before they are forwarded to the Federal Highway Administration.

### STATUS:

ITD staff requested that COMPASS prioritize projects within Ada and Canyon Counties. Recognizing an extremely tight timeline, COMPASS staff set up a meeting on March 9, 2007 between interested agency representatives and Scott Frey, Federal Highway Administration. Brief information about each project is due to COMPASS by noon March 16, 2007.

COMPASS staff requested volunteers from the Regional Technical Advisory Committee to prioritize projects using the criteria shown in Attachment 1. This meeting is scheduled for 3:30 p.m. on March 16, 2007. COMPASS staff will email the prioritized list of projects to Executive Committee members at the end of the day March 16, 2007.

The FY 2006 obligation authority for the TCSP Program was almost \$52 million. Project applications are requested to total less than \$1 million each. The local match rate in the state of Idaho is 7.34%.

For more information, please contact Toni Tisdale at 855-2558, extension 228, or email [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

Attachment 1 – Transportation, Community, and System Preservation (TCSP) Program Information

pc: 685 – Transportation Improvement Program

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## Transportation, Community, and System Preservation (TCSP) Program Information

### ***Eligible Use of Funds***

Funds may be used to carry out eligible projects to integrate transportation, community, and system preservation plans and practices that:

- Improve the efficiency of the transportation system.
- Reduce the impacts of transportation on the environment.
- Reduce the need for costly future public infrastructure.
- Ensure efficient access to jobs, services, and centers of trade.
- Encourage private sector development patterns.

Eligibility is broadly defined as a project eligible for assistance under Title 23 or Chapter 53 of Title 49, or any other activity the Secretary (of Transportation) determines to be appropriate to implement transit-oriented development plans, traffic calming measures, or other coordinated TCSP practices.

### ***Project Selection Criteria***

The Secretary of Transportation will make grants for projects from States, metropolitan planning organizations, local governments, and tribal governments, with priority consideration given to projects that:

- Have instituted coordinated preservation or development plans that promote cost-effective investment and private sector strategies.
- Have instituted other TCSP policies such as those addressing high-growth areas, urban growth boundaries, "green corridors" programs that provide access to major highway corridors for controlled growth areas.
- Address environmental mitigation.
- Encourage private sector involvement.

The Federal Highway Administration has not established regulatory criteria for the selection of TCSP projects; however, the Federal Highway Administration notes that the following criteria are also considered in the evaluation of candidates for this program:

- Expeditious completion of project – consideration is given to requests that will expedite the completion of a viable project. This is a project's ability to be expeditiously completed within the limited funding amounts available.
- State priorities – for states that submit more than one project, consideration is given to the individual State's priorities.
- Leveraging of private or other public funding – because the annual requests for funding far exceed the available TCSP funds, commitment of other funding sources to complement the requested TCSP funding is an important factor.
- Amount of TCSP funding – the requested amount of funding is a consideration. Realizing the historically high demand of funding under this program, modest sized requests for funding (generally less than \$1 million) to allow more States to receive funding under this program are given added consideration. Therefore, two independent projects totaling less than \$2 million might be more likely to be selected than one large project.
- National geographic distribution of funding within the TCSP Program – consideration is given to selecting projects over time among all the States competing for funding.
- Congressional direction or guidance – often Congress specifies in the legislative process that funding be designated for specific projects. This congressional intent is honored provided that the designated projects meet the statutory eligibility criteria for the program.

More information about the TCSP Program is available online: <http://www.fhwa.dot.gov/tcsp/>.