

EXECUTIVE COMMITTEE MEETING

April 17, 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 March 20, 2007, Executive Committee Meeting Minutes
A copy of the draft March 20, 2007, Executive Committee meeting minutes is attached.

IV. ACTION ITEMS

Page 5 * A. Establish May 21, 2007, COMPASS Board Meeting
Staff proposed agenda worksheet is attached.

V. INFORMATION/DISCUSSION ITEMS

A. Status Report – Salt Lake City, UT Transit System Scanning Tour
Staff will review progress to date in scheduling the scanning tour.

B. Consider Request for COMPASS to Serve as Coordinator for
Treasure Valley Clean Cities Coalition
The City of Boise has requested COMPASS serve as the
coordinating agency for the Treasure Valley Clean Cities Coalition.

C. Status Report – Travel Model Improvement Program Peer Review
Staff will report on the upcoming peer review of the COMPASS
travel demand model through the Travel Model Improvement
Program.

D. Discuss COMPASS Membership Issues
Staff will review and seek input from Executive Committee
members on several issues dealing with Board membership,
representation, and other items.

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

VI. OTHER

VII. ADJOURNMENT

*Enclosures Agenda is subject to change.



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EXECUTIVE COMMITTEE MEETING MINUTES
MARCH 20, 2007
COMPASS CONFERENCE ROOM



****MINUTES****

ATTENDEES: Matt Beebe, Commissioner, Canyon County
 Tom Dale, Mayor, City of Nampa, **Chair**
 John Franden, Commissioner, Ada County Highway District,
Chair-Elect
 Kathleen Lacey for Dave Bieter, Mayor, City of Boise,
 Secretary/Treasurer
 Frank McKeever, Mayor, City of Middleton
 Nancy Merrill, Mayor, City of Eagle
 Garret Nancolas, Mayor, City of Caldwell, **Vice-Chair**,
 Matt Stoll, Executive Director, Community Planning Association,
 Ex officio
 Rick Yzaguirre, Commissioner, for Fred Tilman, Commissioner,
 Ada County

ABSENT MEMBERS: Tammy de Weerd, Mayor, City of Meridian

OTHERS PRESENT: A.J. Balukoff, Trustee, Independent School District of Boise City
 Nancy Brecks, Community Planning Association
 John Cunningham, Community Planning Association
 Kelli Fairless, Valley Regional Transit
 David Ferdinand, Commissioner, Canyon County
 Keith Holmes, Community Planning Association
 Carol McKee, Commissioner, Ada County Highway District
 Frank McKeever, Mayor, City of Middleton
 Bryce Millar, Commissioner, Nampa Highway District
 Terri Schorzman, Community Planning Association
 Toni Tisdale, Community Planning Association
 Charles Trainor, Community Planning Association
 Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

Chair Tom Dale called the meeting to order at 2:20 p.m.

Chair Dale asked for any objection to moving Information/Discussion items A and B to the front of the agenda to allow for a joint discussion with members of the Finance Committee. Hearing none, Chair Dale so ordered.

CONSENT AGENDA

A. Approve February 20, 2007, COMPASS Board Meeting Minutes

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

INFORMATION/DISCUSSION ITEMS

A. Review Projected Revenue Needs from FY2008 through FY2012

Matt Stoll reviewed the projected revenue needs for FY2008 through FY2012. He noted that estimated revenue needs for FY2008 are based upon the following key assumptions:

- \$1.47 per person general membership dues rate;
- a 3% merit increase in salary pool;
- a \$20,000 contingency fund (overtime/bonus program); and
- 19 full-time staff positions.

The Finance Committee recommended Executive Committee and Board approval of the revenue needs for FY2008 as presented.

No changes/objections were noted by the Executive Committee.

B. Review FY2008 Unified Planning Work Program and Budget Development Process

Matt Stoll and A.J. Balukoff recapped the Finance Committee discussion of how staff allocates expenses in the Unified Planning Work Program and Budget and whether staff should be moving away from breaking out projects that are multi-county in nature into Ada County and Canyon County categories in the budgeting and expense tracking process. The Finance Committee agreed that projects that are multi-county are regional and the revenue coming in will be identified, with the understanding that the revenue may fluctuate in its percentage split and expenses will not be tracked on a county basis. Based on this discussion, staff will develop the preliminary FY2008 Unified Planning Work Program and Budget in this format for Finance Committee review on April 30, 2007.

No changes/objections were noted by the Executive Committee

ACTION ITEMS

A. Establish April 16, 2007, COMPASS Board Meeting Agenda

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

After discussion, **Garret Nancolas moved and Matt Beebe seconded approval of the April 16, 2007, COMPASS Board meeting Agenda Items 1-18 as presented. Motion passed unanimously.**

B. Approve Prioritization for the Transportation, Community, and System Preservation Program

Toni Tisdale presented a list of prioritized projects to be submitted to the Transportation, Community, and System Preservation Program, which 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.

After discussion, **John Franden moved and Nancy Merrill seconded approval of the list of prioritized projects for the Transportation, Community, and System Preservation Program as presented. Motion passed with Kathleen Lacey abstaining from voting as she was on the selection committee.**

INFORMATION/DISCUSSION ITEMS

C. Consider Staff Development Opportunity

Matt Stoll requested the Committee consider staff submitting an application to the Boise Metro Chamber of Commerce's leadership program, Leadership Boise 2007-2008. The cost is \$1,150.

After discussion, *Garret Nancolas moved and Nancy Merrill seconded authorization for Matt Stoll to submit an application to the Boise Metro Chamber of Commerce's leadership program, Leadership Boise 2007-2008. Motion passed unanimously.*

OTHER

Nancy Merrill asked for approval of the COMPASS Board sending a letter to the Idaho State Land Board requesting that the 25 foot easement along the Boise River be preserved.

After discussion, *Nancy Merrill moved and Garret Nancolas seconded that staff find out when the next meeting of the Idaho State Land Board is and draft a letter for Chair Dale's signature requesting that the 25 foot easements along the Boise River are preserved. Staff is to provide a status report at the April 2007 COMPASS Board meeting. The April 2007 agenda is to be amended to add Item 19 - Status Report - Idaho State Land Board under Information/Discussion Items. If the Land Board is meeting before the April 2007 COMPASS Board meeting, staff is to draft the letter and get to Land Board immediately. Motion passed unanimously.*

ADJOURNMENT

Frank McKeever moved and John Franden seconded adjournment at 3:35 p.m. Motion passed unanimously.

Dated this 17th day of April 2007.

APPROVED:

*BY: _____
Tom Dale, Chair
Community Planning Association*

ATTEST:

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

EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

ITEM IV-A

ID #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
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
CURRENT AGENDA ITEMS									
11.	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	
UPCOMING AGENDA ITEMS									
12.	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

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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13.	Review State Tax Anticipation Revenue (STAR) Financing	No	Idaho Transportation Department staff will review STAR financing legislation.	Information/Discussion	20	Matthew Moore	June	N/A	
14.	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
15.	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 July 2007.	Information/Discussion	20	Charles Trainor	June	April	647
16.	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
17.	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	15	Charles Trainor	June	May	661
18.	Review Access Management Toolbox and Guidebook	No	Staff will present the draft Access Management Toolbox and Guidebook	Information/Discussion	15	John Cunningham	June	April	655
19.	Status Report – High Volume Intersections Study	No	A status report on the HVIS, including consultant selection, will be provided.	Ex. Dir. Report	N/A	Don Matson	June	June	694
20.	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.	Workshop	60	John Cunningham	July	N/A	N/A
21.	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
22.	Approve Growth Projection Options	No	Staff will seek Board approval of the options.	Action	20	Charles Trainor	July	May	647
23.	Accept Growth Drivers Report	No	Staff will seek Board acceptance of the report.	Action	10	Charles Trainor	July	N/A	647
24.	Adopt FY2007 Strategic Plan	No	Staff will present the proposed FY2007 Strategic Plan for adoption.	Action	10	Matt Stoll	July	N/A	

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25.	Access Management Toolbox and Guidebook	No	Staff will present the draft Access Management Toolbox and Guidebook for Approval.	Action	20	John Cunningham	July	April	655
26.	Review Financial Report on Transportation	No	Staff will review transportation financing report compiled from information provided by regional agencies.	Information/ Discussion	30	Charles Trainor	July	June	692
27.	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/ Discussion	15	Matt Stoll	July	June	601
28.	Approve FY 2008-2012 Transportation Improvement Programs	Yes	Staff will request final approval of the FY 2008-2012 Transportation Improvement Programs.	Action	20	Toni Tisdale	August	July	685
29.	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
30.	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
31.	Review Draft Monitoring Report	No	Staff will present the draft of Monitoring Report	Information/ Discussion	30	Charles Trainor	August	July	620
32.	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
33.	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
34.	Accept Report on Functional Classification/Street Typologies Study	No	Staff will present report on functional classification/street typologies.	Action	20	TBD	September	August	757
35.	Approve Monitoring Report	No	Staff will present the Monitoring Report for Board approval	Action	15	Charles Trainor	September	August	620
36.	Status Report - Treasure Valley Truck Freight Travel Study	No	Staff will provide an progress report on the Treasure Valley Truck Freight Study	Information/ Discussion	10	MaryAnn Waldinger	September	NA	687
37.	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	20	MaryAnn Waldinger	September	NA	836

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38.	Status Report - 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
39.	Review findings and recommendations of US 20/26 Corridor Preservation Study	No	Staff will present recommendations from study.	Information/ Discussion	15	Don Matson	October	September	611
40.	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	November	October	611
41.	Review findings and recommendations from High Volume Intersection Study	No	Staff will present on overview of the process, findings, recommendations from the study	Information/ Discussion	15	Don Matson	November	N/A	694
42.	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
43.	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		?
44.	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	
45.	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 land use decisions with the ITD access permitting process.	Information/ Discussion	15	John Cunningham	TBD	TBD	655
46.	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
47.	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
48.	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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