

**EXECUTIVE COMMITTEE MEETING
APRIL 20, 2010 2:00-3:30 PM
COMPASS CONFERENCE ROOM**

**** AGENDA ****



I. Agenda Additions/Changes

II. Open Discussion/Announcements

III. Consent Agenda

Page 2 *** A. Approve March 16, 2010, Executive Committee Meeting Minutes**

A copy of the draft March 16, 2010, Executive Committee meeting minutes is attached.

IV. Action Items

Page 5 *** A. Establish May 17, 2010, COMPASS Board Retreat Agenda**

B. Approve Board Member Travel for Chamber 2010 D.C. Leadership Visit

The Boise Metro Chamber of Commerce has scheduled their annual leadership visit to Washington, D.C. from September 6 – 8, 2010. Traditionally, the Chair-elect represents COMPASS on this trip. Executive Committee approval is required for Board member travel reimbursement.

C. Approve Rescheduling June 15, 2010 Executive Committee Meeting to June 22, 2010

Matt Stoll will request Executive Committee approval to reschedule the June 2010 Executive Committee meeting to June 22, 2010.

V. Information/Discussion Items

A. Discuss Transportation Improvement Program Amendment

Toni Tisdale will discuss a necessary amendment to the FY2009-2013 and FY2010-2014 Transportation Improvement Program and options to ensure timely obligation of available funds.

B. Status Report – Organizational Changes

Matt Stoll will review recent personnel and subsequent organizational changes.

B. Discuss Possible COMPASS Blog

Amy Luft will discuss the merits of a COMPASS Blog under the Executive Director's name.

C. Status Report – COMPASS Administrative Facilities

Matt Stoll will review the latest information regarding efforts to purchase administrative facilities for the organization.

VI. Other

VII. Adjournment

***Enclosures**

Agenda is subject to change.

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**EXECUTIVE COMMITTEE MEETING
MARCH 16, 2010
COMPASS CONFERENCE ROOM**

****MINUTES****



ATTENDEES: Dave Bieter, Mayor, City of Boise, **Chair**
Keith Bird, Councilman, for Tammy de Weerd,
Mayor, City of Meridian
David Ferdinand, Commissioner, Canyon County,
Chair Elect
Carol McKee, Commissioner, Ada County Highway
District, **Vice Chair**
Bryce Millar, Commissioner, Nampa Highway
District #1, **Secretary/Treasurer**
Nathan Mitchell, Mayor, City of Star
Matt Stoll, Executive Director, Community
Planning Association, Ex officio
Vicki Thurber, Mayor, City of Middleton
Fred Tilman, Commissioner, Ada County

MEMBERS ABSENT: Tom Dale, Mayor, City of Nampa
Garret Nancolas, Mayor, City of Caldwell,
Immediate Past Chair

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Sally Goodell, Ada County Highway District
Mike Greene, Colliers International
Kellie Fairless, Valley Regional Transit
George Iliff, Colliers International
Jeanne Urlezaga, Community Planning Association
Karen Warner, Colliers International

CALL TO ORDER:

Chair Bieter called the meeting to order at 2:10 p.m.

AGENDA ADDITIONS/CHANGES

Matt Stoll requested that the following changes be made to the Agenda: Delete Action Item A. - Executive Session, as it has been determined it is not necessary; defer Action Item E. – Consider Board Position on Bicycle Legislation, as the proposed legislation will not be going forward this year; and defer Information/Discussion Agenda Item A. – Discuss Possible COMPASS Blog as the presenter is unavailable today.

After discussion, **Keith Bird moved and David Ferdinand seconded approval of the requested changes to the Agenda Items as presented. Motion passed unanimously.**

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll welcomed Mayor Nate Mitchell to the meeting as the Ada County small cities representative.

CONSENT AGENDA

A. Approve February 16, 2010, Executive Committee Meeting Minutes

Tom Dale moved and Carol McKee seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Provide Direction on Next Steps Regarding Office Space

George Iliff, Mike Greene and Karen Warner from Colliers International provided an update on cost estimates of existing buildings and vacant lots that have sold in the last 12 months. Mr. Iliff's recommendation was for COMPASS to continue negotiations with the Meridian Development Corporation, without making a commitment at this time regarding COMPASS' interest in an 8,000 square foot office condo.

Kelli Fairless provided a status report on VRT's finances and the federal process that VRT will need to follow in order to co-locate with COMPASS.

After discussion, **Nate Mitchell moved and Fred Tilman seconded to establish a subcommittee of the COMPASS and VRT Boards to work with Colliers International and Meridian Development Corporation, and authorized Matt Stoll to sign an Early Entry Agreement based on the March 16, 2010, letter from Meridian Development Corporation. Motion passed unanimously.**

By unanimous consent, the following COMPASS and VRT Board members were named to the subcommittee: COMPASS representatives: Dave Bieter, Carol McKee, and Bryce Millar; VRT representatives: Tom Dale, David Ferdinand and Garret Nancolas.

B. Establish April 19, 2010, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-23 for the April 19, 2010, Board meeting. Matt requested to move Item No. 18 under the Consent Agenda and for the latitude to amend the Agenda as appropriate.

After discussion, **David Ferdinand moved and Keith Bird seconded approval of the April 19, 2010, Agenda Items 1-23 as presented and for Matt Stoll to have the latitude to amend the Agenda as necessary. Motion passed unanimously.**

C. Establish May 2010 Board Retreat Topic

After discussion, **Carol McKee** moved and **Nate Mitchell** seconded approval to hold a workshop at the **May 17, 2010, COMPASS Board Retreat** from **12:00 – 5:00 pm** at **Meridian City Hall**. Presenters will be: **Clay Carley** on how to incentivize downtowns, **Ed Miller** will present a report from the **ULI Mayors' Forum**, and **Elaine Clegg** will present **Idaho Smart Growth's Infill Report**. Motion passed unanimously.

ADJOURNMENT

Carol McKee moved and **Fred Tilman** seconded adjournment at **3:40 pm**. Motion passed unanimously.

Dated this 20th day of April 2010.

Approved:

BY: _____
Dave Bieter, 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

Item #	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	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 - <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

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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11.	Status Report – Mobility Management	No	Liisa Itkonen will provide updates on work under mobility management.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	671 672
12.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685
13.	Status Report – Reauthorization /Appropriations	No	Ken Burgess will provide a report on the status of Reauthorization/Appropriations.	Special Item	N/A	N/A	As Appropriate	NA	685
14.	Status Report – Stimulus Funds	No	Toni Tisdale will provide a report on the status of Stimulus funds.	Special Item	N/A	N/A	As Appropriate	N/A	685
CURRENT AGENDA ITEMS									
15.	COMPASS Board Retreat	No	COMPASS Board Retreat.	Special Item	Noon to 4:30	COMPASS Board	May	N/A	N/A
UPCOMING AGENDA ITEMS									
16.	Review TMA Certification Review Report for COMPASS	No	Federal Highway Administration staff will review the certification process.	Special Item	20	FHWA Staff	June	N/A	N/A
17.	Confirm Executive Committee Approval of Resolution # Amending FY2009-2013 and FY2010-2014 Regional Transportation Improvement Programs	Yes	Staff will seek Board confirmation of Executive Committee action approving amendments to the FY2009-2013 and FY2010-2014 Regional Transportation Improvement Programs.	Action	15	Toni Tisdale	June	April	685
18.	Approve 2010 Population Estimates	Yes	Staff will seek approval of the 2010 Population Estimates.	Action	15	Carl Miller	June	DAC April	620
19.	Review Draft FY2011-2015 Transportation Improvement Program	Yes	Staff will review the Draft FY2011-2015 Transportation Improvement Program.	Information/ Discussion	15	Toni Tisdale	June	May	685

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
20.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report of the May 13, 2010 meeting.	Information/Discussion	10	Finance Chair	June	N/A	601
21.	Review 2010 Performance Monitoring Report	No	Staff will present of the 2010 Performance Monitoring Report.	Information/Discussion	15	Carl Miller	June	RTAC May	620
22.	Review recommendations of Idaho 44 Access Management Plan	No	Staff and consultant will present recommendations from Idaho 44 Access Management Plan	Information/Discussion	15	Don Matson	June	CPC May	610
23.	Accept 2010 Performance Monitoring Report	No	Staff will seek acceptance of the 2010 Performance Monitoring Report.	Consent Agenda	15	Carl Miller	July	RTAC April	620
24.	Approve Idaho 44 Access Management Plan	No	Staff will seek acceptance Access Management Plan	Consent Agenda	N/A	Don Matson	July	CPC June	610
25.	Approve Release of Draft FY2011-2015 Transportation Improvement Program for Public Involvement	Yes	Staff requests approval to release the Draft FY2011-2015 Transportation Improvement Program for public involvement.	Action	15	Toni Tisdale	July	June	685
26.	Consider Public Comments and Responses regarding Update to <i>Communities in Motion</i>	Yes	Staff will present public comments and responses re update to CIM.	Information/Discussion	30	Charles Trainor	July	June	661
27.	Review FY2011 Unified Planning Work Program and Budget-Draft	Yes	Staff will present the FY2011 UPWP-Draft for Board consideration of adoption in August.	Information/Discussion	10	Matt Stoll	July	July	601
28.	Review findings and recommendations of US 20/26 Environmental Assessment (EA)	No	Staff will present findings and recommendations from study.	Information/Discussion	15	Don Matson	July	CPC June	611
29.	Accept Recommendations of US 20/26 Environmental Assessment (EA)	No	Staff will seek acceptance of Environmental Assessment, forward to ITD/FHWA.	Consent Agenda	N/A	Don Matson	August	CPC June	611

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
30.	Adopt Update to <i>Communities in Motion</i>	Yes	Staff requests adoption of the update to CIM via resolution.	Action	30	Charles Trainor	August	July	661
31.	Adopt Resolution Approving the FY2011 Unified Planning Work Program-Final	Yes	Staff will present and request adoption of the FY2011 UPWP-Final.	Action	15	Matt Stoll	August	N/A	601
32.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report of the August 12, 2010 meeting.	Information/Discussion	10	Finance Chair	August	N/A	601
33.	Review findings and recommendations of Idaho 44 Environmental Impact Statement (EIS)	No	Staff will present findings and recommendations from study.	Information/Discussion	15	Don Matson	August	CPC July	610
34.	Accept Recommendations from Idaho 44 Environmental Impact Statement (EIS)	No	Staff will seek acceptance of EIS, forward to ITD/FHWA.	Consent Agenda	N/A	Don Matson	September	CPC July	610
35.	Approve the Final FY2011-2015 Transportation Improvement Program	Yes	Staff requests final approval of the FY2011-2015 Transportation Improvement Program.	Action	15	Toni Tisdale	September	August	685
36.	Review Regional Transportation Financial Data Report	No	Staff will present the revenue and expenditure report.	Information/Discussion	15	Liisa Itkonen	September	August	692
37.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report of the November 18, 2010 meeting.	Information/Discussion	10	Finance Chair	December	N/A	601
38.	Approve Acquisition of Real Property for a Permanent Office Location for COMPASS	Yes	Seek will seek approval of acquisition of real property for a permanent office location for COMPASS.	Action	20	Matt Stoll	TBD	N/A	N/A
39.	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

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
40.	Integration of Blueprint for Good Growth Work into COMPASS planning	No	COMPASS staff will discuss how comprehensive plan and cumulative development evaluations can be integrated into planning, programming and development reviews.	Potential Workshop		Charles Trainor	TBD	TBD	761
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.	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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