

**EXECUTIVE COMMITTEE MEETING
AUGUST 19, 2008 2:00-3:30 PM
COMPASS CONFERENCE ROOM**



****AGENDA****

I. AGENDA ADDITIONS/CHANGES

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

Page 3 * A. *Approve July 15, 2008, Executive Committee Meeting Minutes
A copy of the draft July 15, 2008, Executive Committee meeting minutes is attached.*

IV. ACTION ITEMS

Page 6 * A. *Establish September 15, 2008, COMPASS Board Agenda
Staff proposed agenda items for the regularly scheduled September 15, 2008 Board meeting are attached.*

B. *Approve Letter Requesting Time on Idaho Transportation Board Agenda
Staff has drafted a letter requesting the opportunity to engage the Idaho Transportation Board on the topic of travel demand management and project planning/design. This request is timely given recent fuel price escalation, regional air quality, and transportation funding shortfalls.*

V. INFORMATION/DISCUSSION ITEMS

A. *Update on Treasure Valley Air Quality
DEQ staff will briefly update committee members on air quality in the Treasure Valley and their funding request to the Idaho Transportation Board for funding to facilitate implementation of Phase I vapory recovery systems in the region.*

B. *Update on Peckham Road Study in Canyon County
Staff will brief committee members on the joint study with Sage Community Resources. Staff time and direct dollars are budgeted in the proposed FY2009 UPWP and Budget.*

C. *Status Report - Membership
Staff will provide an update regarding association membership.*

D. Reminder – Upcoming Meetings

- *Idaho's Transportation Funding Conference
Boise Centre on the Grove
850 W. Front Street, Boise
August 26, 2008 9 AM to Noon and 4 PM to 7 PM*
- *Forum on Transportation Funding Needs with Congressmen Simpson and Blumenauer
Location TBD
September 4, 2008 10 AM to Noon*
- *Managing Travel Demand Workshop
ITD – District 3 Office
September 16, 2008 8 AM to 4 PM*

*E. Executive Session – Personnel Matter [Idaho Code 67-2345 (b)]
Committee members will begin the Executive Director's annual review process.
Any action on the personnel matter will be taken in open session following the Executive Session.*

VI. OTHER

VII. ADJOURNMENT

**Enclosures Agenda is subject to change.*

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EXECUTIVE COMMITTEE MEETING
JULY 15, 2008
COMPASS CONFERENCE ROOM

****MINUTES****

- ATTENDEES:** Dave Bieter, Mayor, City of Boise, ***Vice Chair***
 Tammy de Weerd, Mayor, City of Meridian
 John Franden, Commissioner, Ada County Highway District,
Chair
 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
- MEMBERS ABSENT:** Tom Dale, Mayor, City of Nampa
 David Ferdinand, Commissioner, Canyon County,
Secretary/Treasurer
 Nate Mitchell, Mayor, City of Star
- OTHERS PRESENT:** Nancy Brecks, Community Planning Association
 Ken Burgess, Veritas Advisors
 Kelli Fairless, Valley Regional Transit
 Terri Schorzman, Community Planning Association
 Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

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

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

- A. Approve June 17, 2008, Executive Committee Meeting Minutes**

Fred Tilman moved and Tammy de Weerd seconded approval of the June 17, 2008, Executive Committee meeting minutes as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish August 18, 2008, COMPASS Board Agenda

Matt Stoll presented staff proposed Agenda Items 1 – 16 for the August 18, 2008, COMPASS Board meeting. Matt stated Agenda Item 13 will be an Action Item and there is a possibility that after discussion today by the Executive Committee, a request from the Ada County Blueprint for Good Growth Consortium may be added to the July or August 2008 Board meeting.

After discussion, *Tammy de Weerd moved and Garret Nancolas seconded approval of the August 18, 2008, COMPASS Board meeting Agenda Items 1-16 as presented. Motion passed unanimously.*

INFORMATION/DISCUSSION ITEMS

A. Review Proposed 2009 Legislative Strategy

Matt Stoll stated that as requested by the Executive Committee, he and Ken Burgess drafted proposed 2009 legislative strategy and protocol for the full Board's consideration at the July 21, 2008, Board meeting.

Ken reviewed a draft Decision Making Policy and a proposed 2009 Legislative Strategy, which is a modified version of what staff tried to implement in 2008 and includes changes based on lessons learned. The broader strategy encompasses three main themes:

- Grass root education and development, i.e., Board members taking part in educating the public and mobilizing the public in some cases on specific policy issues in the legislature.
- Board members individually and the Board collectively developing more personal relationships with the legislators.
- Relationship development with the governor's office.

After discussion, *Chair Franden asked for any objection to staff presenting the proposed 2009 Legislative Strategy and Decision Making Policy to the COMPASS Board on July 21, 2008, with the changes in the Decision Making Policy as outlined by the Executive Committee stating that the Board will establish legislative polices in November of each year from which the Executive Committee acting as the Legislative Committee cannot deviate. The Legislative Committee will act as the sounding board for the Executive Director and Legislative Consultant on other negotiable issues without full Board discussion within the parameters set by the Board. The Board will be notified via email within 24 hours of any action taken by the Legislative Committee. Hearing none, Chair Franden so ordered.*

B. Consider Blueprint for Good Growth Request

Matt Stoll stated he received a request from the Ada County Blueprint for Good Growth Consortium that COMPASS consider taking over the administration of Blueprint as part of the membership services COMPASS provides to Ada County and cities. Matt noted this fits into the overall mission of COMPASS as well as within the key strategies identified in *Communities in Motion*. He noted that since 2004, COMPASS has made an effort to ensure that Blueprint and *Communities in Motion* are married. Matt said for now the effort would be specifically targeted towards fulfilling Blueprints objectives in Ada County. He recommended not bringing it under the COMPASS Board umbrella at this time, but to maintain the existing structure under the Blueprint Consortium and to utilize the business community members on the Steering Committee to help implement the plan.

After discussion, *Matt was directed to have the Finance Committee review what the fiscal impact to COMPASS would be and what duplication of staff efforts would be eliminated, and to bring the request to the full Board for discussion at the August 18, 2008, Board meeting.*

C. Consider Multi-Year Board and Agency Governance Structure Evaluation

Chair Franden asked for the Committee's opinion if this is a good time to conduct an evaluation of the Board and agency governance structure and efficiencies.

Matt Stoll noted that what Chair Franden is suggesting would be helpful if the COMPASS and VRT Boards agreed to merge the two agencies.

After discussion, **Chair Franden asked if there was any objection to begin looking at how to evaluate the current structure and how to move forward. Hearing none, Chair Franden so ordered.**

ADJOURNMENT

Tammy de Weerd moved and Fred Tilman seconded adjournment at 3:34 p.m. Motion passed unanimously.

Dated this 19th day of August 2008.

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>ID #</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.	Information/ Discussion	20	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	Staff will provide a monthly report on the status of the study.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	631
11.	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
CURRENT AGENDA ITEMS									
12.	Status Report - Treasure Valley Air Quality	No	DEQ staff will review the status and implications of the air quality in the Treasure Valley.	Special Item	30	Leonard Herr	September	N/A	

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.	Adopt Resolution XX-2008 Amending the FY2008-2012 Northern Ada County and Nampa Urbanized Area Transportation Improvement Program	Yes	ITD has requested a new project to the FY2008-2012 Transportation Improvement Program.	Action	10	Toni Tisdale	September	August	685
14.	Review Travel Demand Management Workshop	No	FHWA facilitators will review transportation demand management concepts as an overview in preparation for workshop on September 16, 2008.	Information/ Discussion	30	FHWA Staff	September	N/A	842
15.	Discuss Legislative Positions	No	Staff will present proposed 2009 COMPASS Board legislative positions.	Information/ Discussion	30	Matt Stoll/ Ken Burgess	September	N/A	701
16.	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	September	N/A	N/A
UPCOMING AGENDA ITEMS									
17.	Approve Annual Performance Monitoring Report	No	Staff will facilitate a Board Workshop on the Communities in Motion Performance Monitoring Report.	Workshop	40	Carl Miller	October	August	620
18.	Approve Mirroring Changes to the FY2009-2013 Transportation Improvement Program	Yes	Staff will present the final changes to the Transportation Improvement Program necessary to mirror the Statewide program.	Action or Consent	15	Toni Tisdale	October	September	685
19.	Recommend Traffic Impact Study Best Practices	No	Staff will seek a recommendation regarding best practices for Traffic Impact Studies	Action	20	Charles Trainor	October	August	701
20.	Accept <i>Communities in Motion</i> Implementation Guidebook	No	Staff will seek Board acceptance of the guidebook.	Action	20	Carl Miller	October	September	764
21.	Update on Planning Efforts Along the Kuna-More/Bowmont Corridor and the Western Canyon Corridors	No	Staff from ACHD, Nampa Highway District, and Canyon Highway District will provide an update on current planning efforts along Kuna-Mora/Bowmont Road and the Western Canyon corridors.	Information/ Discussion	30	Charles Trainer	October	July	856

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22.	Review Transportation Financial Data Report	Yes	Staff will present the revenue and expenditure trend report, which is required under <i>Communities in Motion</i> .	Information/ Discussion	20	Charles Trainor	October		
23.	Overview of Studies Coordination	No	Staff will present information about the studies coordination process and website.	Information/ Discussion	15	Toni Tisdale	October	August	856
24.	Adopt Resolution Approving FY2009 Unified Planning Work Program and Budget (UPWP) – Revision 1	Yes	Staff will present resolution to adopt the FY2009 UPWP-Revision 1.	Consent Agenda	N/A	N/A	November	N/A	601
25.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	November	September	647
26.	Accept Community Preference Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	November	September	647
27.	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
28.	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
29.	Approve Supplement to <i>Communities in Motion</i> on inflation Factors and Future Funding	No	Staff will request Board approval of a supplement incorporating inflation factors into the financial capacity evaluation for <i>Communities in Motion</i> .	Action	15	Charles Trainor	TDB	TDB	661
30.	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
31.	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
32.	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

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33.	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
34.	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
35.	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
36.	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
37.	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
38.	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
39.	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
40.	Review Transportation Land Use Integration Report	No	Staff will present report and findings related to street typologies and variable levels of service.	Information/ Discussion	20	Charles Trainor	TBD	TBD	757
41.	Review Recommendations of US 20/26 Access Management Plan	No	Staff will present draft Access Management Plan, a part of the ongoing Corridor Preservation Study for US 20/26	Information/ Discussion	15	Don Matson	TBD	TBD	611
42.	Approve recommendations of US 20/26 Access Management Plan	No	Staff will present Access Management Plan for US 20/26, which is part of the ongoing Corridor Preservation Study	Consent Agenda	N/A	Don Matson	TBD	TBD	611
43.	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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