

EXECUTIVE COMMITTEE MEETING  
SEPTEMBER 15, 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 August 17, 2009, Executive Committee Meeting Minutes**

*A copy of the draft August 17, 2009, Executive Committee meeting minutes is attached.*

IV. Action Items

Page 5 \* A. **Establish November 16, 2009, COMPASS Board Agenda**

*Staff proposed agenda items for the regularly scheduled November 16, 2009, Board meeting are attached.*

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

*Committee members will begin the Executive Director's annual review process. Any actions taken on the personnel matter will be taken in open session following the Executive Session.*

V. Information/Discussion Items

A. **Review FY2010 Appropriations Projects**

*Staff will review last year's priorities for federal appropriations with the objective of establishing recommendations for FY2011 federal appropriations at the November 2009 Executive Committee meeting.*

B. **Review 2009 Legislative Position Statements**

*Staff will review the legislative position statements from the 2009 state legislative session. At the November 2009 Executive Committee meeting, staff will seek member direction on position statements for the 2010 legislative session.*

VI. Other

VII. Adjournment

**\*Enclosures      Agenda is subject to change.**

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**EXECUTIVE COMMITTEE MEETING  
AUGUST 18, 2009  
COMPASS CONFERENCE ROOM**

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



**ATTENDEES:** Phil Bandy, Mayor, City of Eagle  
Dave Bieter, Mayor, City of Boise, **Chair Elect (via telephone)**  
Tom Dale, Mayor, City of Nampa  
Tammy de Weerd, Mayor, City of Meridian  
David Ferdinand, Commissioner, Canyon County, **Vice-Chair**  
Carol McKee, Commissioner, Ada County Highway District, **Secretary/Treasurer**  
Garret Nancolas, Mayor, City of Caldwell, **Chair**  
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  
Amy Luft, Community Planning Association  
Don Matson, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER:**

Vice Chair Ferdinand called the meeting to order at 2:05 p.m.

**AGENDA ADDITIONS/CHANGES**

None.

**OPEN DISCUSSION/ANNOUNCEMENTS**

None.

**CONSENT AGENDA**

**A. Approve July 21, 2009, Executive Committee Meeting**

**Tom Dale moved and Fred Tilman seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Establish September 21, 2009, COMPASS Board Agenda**

Matt Stoll presented staff proposed Agenda Items 1-22 for the September 21, 2009, COMPASS Board meeting. Matt requested the latitude to add an Air Quality Presentation under Information/Discussion Items.

After discussion, **Tom Dale moved and Fred Tilman seconded approval of Agenda Items 1-22 as presented, with Matt Stoll having the latitude to add an Air Quality Presentation as appropriate. Motion passed unanimously.**

(Vice Chair Ferdinand turned the meeting over to Chair Nancolas at 2:10 pm.)

## **INFORMATION/DISCUSSION ITEMS**

### **A. Status Report – AMPO and NARC Board of Directors**

Matt Stoll discussed COMPASS membership on the Association of Metropolitan Planning Organizations (AMPO) and the National Association of Regional Councils (NARC) Board of Directors. Matt stated that Elaine Clegg, Rebecca Arnold and David Ferdinand have expressed interest in representing COMPASS.

### **B. Status Report – Grant Opportunities**

Matt Stoll discussed grant opportunities to offset a funding short fall in FY2010.

### **C. Status Report – Corridor Studies**

Don Matson provided a status report on the corridor preservation studies (US 20/26 and Idaho 44).

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

**Carol McKee moved and David Ferdinand seconded to adjourn into Executive Session pursuant to Idaho Code 67-2345 (b) at 2:44 pm.**

**Matt Stoll called role. The following Executive Committee members were present and voted in the affirmative: Phil Bandy, David Bieter, Tom Dale, Tammy de Weerd, David Ferdinand, Carol McKee, Garret Nancolas, Vicki Thurber and Fred Tilman. There were no nay votes.**

**The meeting convened back into regular session at 2:53 pm. No action was taken in Executive Session. Discussion took place regarding personnel issues.**

## **OTHER**

Matt Stoll announced as previously discussed, there will not be a COMPASS Board meeting in October 2009.

After discussion, **it was agreed that the October 2009 Executive Committee meeting would be canceled as well.**

Chair Nancolas requested that the new District 3, Idaho Transportation Board member, be invited to a COMPASS Board meeting.

**ADJOURNMENT**

**Fred Tilman moved and Tom Dale seconded adjournment at 2:55 pm. Motion passed unanimously.**

**Dated this 15th day of September 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**

<b>Item #</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	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

<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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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.	Status Report – 2010 Census Preparation	No	Carl Miller will provide a report on the status of the COMPASS preparations for the 2010 Census.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	620
13.	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
14.	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
15.	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
<b>CURRENT AGENDA ITEMS</b>									
16.	TENTATIVE: Pre-Meeting Workshop (12 – 1:30; lunch served) Transit Corridor Development workshop	No	Representatives with success and experience in the Bellevue-Redmond (WA) corridor project will facilitate a workshop on transit corridors.	Workshop	60	Invited speaker (Amy Luft/Kelli Fairless/Don Matson)	November	N/A	701
17.	Status Report – Air Quality	No	Pete Wagner, DEQ Regional Administrator, will provide an air quality status report.	Special Item	30	Pete Wagner	November	N/A	N/A
18.	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	November	October	685

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19.	Approve Priority Corridor recommendations from the Treasure Valley High Capacity Transit Study	No	Staff/consultant will present and seek approval of alignment and modal options within the Priority Corridor between Ada and Canyon Counties.	Action	20	Charles Trainor	November	October	631
20.	Executive Session – Personnel Matter [Idaho Code 67-2345(b)]	Yes	Executive Committee members will review their performance evaluation of the Executive Director. Any actions taken on the personnel matter will be taken in open session following the Executive Session.	Action	TBD	Garret Nancolas	November	N/A	990
21.	Review updated Public Involvement Policy	Yes	Staff will present of updated Public Involvement Policy.	Information/ Discussion	10	Amy Luft	November	August (PPC)	653
22.	Status Report - Mobility Management Strategies	No	Staff will present update of mobility management projects.	Information/ Discussion	10	Liisa Itkonen	November	September	671/672
<b>UPCOMING AGENDA ITEMS</b>									
23.	<b>Holiday Luncheon</b>	No	COMPASS/VRT Holiday Luncheon 12:00-1:30 pm Nampa Civic Center.	Holiday Lunch	90	N/A	December	N/A	
24.	Present Leadership in Motion Awards	No	Recognize member agencies, businesses, and individuals for leadership in supporting Communities in Motion goals.	Special Item (Part of Luncheon)	15	TBD Coordinated by Amy Luft	December	N/A	653
25.	Adopt updated Public Involvement Policy	Yes	Staff will present and seek adoption of updated Public Involvement Policy.	Consent Agenda		Amy Luft	December	August (PPC)	653
26.	Adopt Resolution Approving FY2010 Unified Planning Work Program and Budget (UPWP) – Revision 1	Yes	Staff will present resolution to adopt the FY2010 UPWP - Revision 1	Action	5	Matt Stoll	December	N/A	601

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27.	Establish 2010 COMPASS Board and Executive Committee Meeting Dates and Location and Provide 30 Day Notice of January 25, 2010 Annual COMPASS Board Meeting	Yes	Per COMPASS Bylaws	Action	10	Matt Stoll	December	N/A	
28.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	December	DAC November	647
29.	Approve Recommended Transportation System for Inclusion into <i>Communities in Motion</i>	Yes	Staff will present and seek approval of the proposed transportation system for CIM.	Action	30	Charles Trainor	December	November	661
30.	Approve FY2011 Federal Appropriations Priority Projects	Yes	Staff will review Executive Committee recommended priority projects for FY2011 federal appropriations.	Action	15	Matt Stoll	December	N/A	760
31.	Approve 2010 State Legislative Position Statements	Yes	Staff will review Executive Committee recommended position statement for 2010 state legislative session.	Action	15	Matt Stoll	December	N/A	760
32.	Confirm Board Officers: Chair, Chair-Elect, Vice-Chair, Immediate Past Chair. Elect Secretary-Treasurer	Yes	As required by the COMPASS bylaws, the Board is required to annually confirm the ascension of new Board Officers as Chair, Chair-Elect, Vice-Chair, and Immediate Past Chair. A new Secretary-Treasurer is subsequently nominated from the floor.	Action	15	Chair	January 2010	N/A	N/A
33.	Confirm Executive Committee Representatives for Cities under 25,000 in Population	Yes	As required by the COMPASS bylaws, the Board is required to confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Chair	January 2010	N/A	N/A

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34.	Confirm Non-Elected Board Members and Alternates	Yes	As required by the COMPASS bylaws, the Board is required to confirm non-elected Board members and alternates.	Action	10	Chair	January 2010	N/A	N/A
35.	Confirm Standing Committee Memberships	Yes	As required by the COMPASS bylaws, the Board is required to review and approve all Standing Committee memberships.	Action	10	Chair	January 2010	N/A	N/A
36.	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	January 2010	CPC Nov/Dec	611
37.	Review Findings and Recommendations of US 20/26 Corridor Preservation Study	No	Staff will present recommendations from study (Environmental Assessment, etc.).	Information/ Discussion	15	Don Matson	January 2010	CPC Nov/Dec	611
38.	Approve recommendations of SH 44 Access Management Plan	No	Staff will seek approval of Access Management Plan for SH 44.	Consent Agenda	N/A	Don Matson	February 2010	N/A	611
39.	Accept Recommendations of US 20/26 Corridor Preservation Study	No	Staff will seek acceptance of documents (Environmental Assessment, etc.) prepared for FHWA.	Consent Agenda	N/A	Don Matson	February 2010	N/A	611
40.	Review Findings and Recommendations of SH 44 Corridor Preservation Study Draft Environmental Impact Statement (DEIS) and other documents	No	Staff will present findings and recommendations from study.	Information/ Discussion	15	Don Matson	March 2010	CPC Jan/Feb 2010	610
41.	TENTATIVE: COMPASS Board Retreat	No	Tentative COMPASS Board Retreat	Special Item	All day	COMPASS Board	May 2010	N/A	N/A

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42.	Receive update on Findings and Recommendations of SH 44 Corridor Preservation Study Environmental Impact Statement (EIS) and other documents	No	Staff will present an update of findings and recommendations in EIS, other documents.	Information/ Discussion	5	Don Matson	June 2010	CPC April 2010	610
43.	Accept Recommendations of SH 44 Corridor Preservation Study	No	Staff will present and seek acceptance of EIS and other study documents prepared for FHWA.	Consent Agenda	N/A	Don Matson	June 2010	N/A	610
44.	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
45.	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
46.	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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