



**EXECUTIVE COMMITTEE MEETING
SEPTEMBER 16, 2008 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 19, 2008, Executive Committee Meeting Minutes
A copy of the draft August 19, 2008, Executive Committee meeting minutes is attached.*

IV. ACTION ITEMS

Page 6 * A. *Establish October 20, 2008, COMPASS Board Agenda
Staff proposed agenda items for the regularly scheduled October 20, 2008, 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 action on the personnel matter will be taken in open session following the Executive Session.*

V. INFORMATION/DISCUSSION ITEMS

A. *Consider Regional Rail Corridor and State Street Bus Rapid Transit Funding Strategies
Staff will present regional rail corridor and State Street bus rapid transit funding strategies.*

B. *Status Report – Executive Director
The Executive Director will update the committee on assignments from previous meeting, staffing, legislative advocacy, and other topics.*

VI. OTHER

VII. ADJOURNMENT

Enclosures *Agenda is subject to change.

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**EXECUTIVE COMMITTEE MEETING
AUGUST 19, 2008
COMPASS CONFERENCE ROOM**

****MINUTES****

ATTENDEES: Dave Bieter, Mayor, City of Boise, *Vice Chair*
Tom Dale, Mayor, City of Nampa
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

MEMBERS ABSENT: David Ferdinand, Commissioner, Canyon County,
Secretary/Treasurer
Nate Mitchell, Mayor, City of Star
Vicki Thurber, Mayor, City of Middleton
Fred Tilman, Commissioner, Ada County

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Terri Schorzman, Community Planning Association
Charles Trainor, Community Planning Association
Jeanne Urlezaga, Community Planning Association
Pete Wagner, Department of Environmental Quality

CALL TO ORDER:

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

AGENDA ADDITIONS/CHANGES

Tammy de Weerd requested that an Information/Discussion Item be added to the agenda for a policy discussion regarding the timely submittal of information that is to be considered for approval by the Board.

Hearing no objections, Chair Franden so ordered.

OPEN DISCUSSION/ANNOUNCEMENTS

Tom Dale announced that the 11th Street crosswalk ribbon cutting ceremony is Wednesday, August 20, 2008.

CONSENT AGENDA

A. Approve July 15, 2008, Executive Committee Meeting Minutes

Tom Dale moved and Tammy de Weerd seconded approval of the July 15, 2008, Executive Committee meeting minutes as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish September 15, 2008, COMPASS Board Agenda

Matt Stoll presented staff proposed Agenda Items 1 – 16 for the September 15, 2008, COMPASS Board meeting.

After discussion, *Garret Nancolas moved and Dave Bieter seconded approval of September 15, 2008, Board meeting Agenda Items 1-15 as described by staff beginning at 12:00 p.m. with a Board Workshop to discuss 2009 legislative positions; and move Agenda Item 16, Discuss Possible COMPASS/VRT Merger to a future COMPASS Board meeting agenda. Motion passed with Tammy de Weerd voting nay.*

B. Approve Letter Requesting Time on Idaho Transportation Board

Matt Stoll presented a draft letter requesting the opportunity to engage the Idaho Transportation Board on the topic of demand management and project planning. Matt suggested that he, Charles Trainor and COMPASS Board officers attend the meeting.

Tammy de Weerd noted that Idaho Transportation Board member Monte McClure would be retiring in January 2009.

After discussion, *it was agreed that at the September 16, 2008, Executive Committee meeting, Matt Stoll will outline the criteria for sitting on the Idaho Transportation Board to assist the Executive Committee in developing a short list of recommended replacements for Monte McClure's seat. Matt will work with Ken Burgess to schedule an audience with Governor Otter to submit the list.*

After discussion, *Tom Dale moved and Garret Nancolas seconded approval of sending a letter to the Idaho Transportation Board requesting time on their agenda to discuss demand management and project planning, and to arrange annual or semi-annual meetings. Motion passed unanimously.*

C. Policy Regarding Timeliness of Information Submitted to the COMPASS Board for Action

After discussion, *Chair Franden directed that at the September 16, 2008, Executive Committee meeting, Matt Stoll be prepared to discuss implementing a policy, if need be, on the timing for submitting items for Board approval and to note on a future Board agenda that the Executive Committee is reviewing the issue as requested at the August 18, 2008, Board meeting.*

INFORMATION/DISCUSSION ITEMS

A. Update on Treasure Valley Air Quality

Pete Wagner, Department of Environmental Quality Regional Administrator, provided an update and answered questions regarding air quality in the Treasure Valley and the Department of Environmental Quality's funding request to the Idaho Transportation Board to facilitate implementation of Phase I Vapor Recovery Systems in the region.

B. Update on Peckham Road Study in Canyon County

Charles Trainor briefed the Committee members on a joint study with Sage Community Resources of a Peckham Road Study in Canyon County. It is anticipated that consultant selection will start soon. A public kickoff is planned for September 16, 2008. COMPASS staff time and direct dollars are budgeted in the approved FY2009 Unified Planning Work Program and Budget. It was noted that the Canyon County Commissioners support the study, which they view as a critical piece to their comp plan amendment, and it does fall in line with what a metropolitan planning organizations does.

After discussion, Chair Franden stated if Executive Committee members have additional questions regarding the study to contact the Canyon County Commissioners.

C. State Report – Membership

Matt Stoll noted that Notus Parma Highway District and Golden Gate Highway District have officially submitted letters resigning their memberships in COMPASS effective as of 2008 for Notus Parma and 2009 for Golden Gate.

D. Reminder – Upcoming Meetings

The following upcoming meetings were noted in the packet:

- 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)]

Tammy de Weerd moved and Garret Nancolas seconded to adjourn into Executive Session pursuant to Idaho Code 67-22345 (b) at 3:35 p.m.

Matt Stoll called role. The following Executive Committee members were present and voted in the affirmative to move into Executive Session: Tom Dale, Tammy de Weerd, John Franden, and Garret Nancolas. There were no nay votes.

Off record at 3:36 p.m.

Tammy de Weerd moved Tom Dale seconded to move back into regular session at 3:47 p.m. No action was taken in Executive Session. Committee members discussed the Executive Director's annual review process. Motion passed unanimously.

ADJOURNMENT

Tammy de Weerd moved and Tom Dale seconded adjournment at 3:48 p.m. Motion passed unanimously.

Dated this 16th day of September 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

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.	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.	Executive Session – Personnel Matter [Idaho Code 67-2345(b)]	Yes	Any action taken on the personnel matter will be taken in open session following the Executive Session.	Action	N/A	Chairman Franden	October	N/A	990

¹ No, Yes, N/A (Not Applicable)

² Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

<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>
13.	Accept Annual Performance Monitoring Report	No	Staff will present and request acceptance of the Communities in Motion Performance Monitoring Report.	Action	30	Carl Miller	October	August	620
14.	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	15	Toni Tisdale	October	September	685
15.	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
16.	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		
UPCOMING AGENDA ITEMS									
17.	Approve 2009 Idaho Legislative Session Priorities	No	Staff will present recommended position statements for the 2009 Idaho legislative session.	Action	30	Matt Stoll	November	N/A	760
18.	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	November	July	856
19.	Overview of Studies Coordination	No	Staff will present information about the studies coordination process and website.	Information/ Discussion	15	Toni Tisdale	November	August	856
20.	Holiday Luncheon @ Noon	No	Celebration of holiday season between COMPASS Board, VRT Board, Treasure Valley Partnership and associated staff.	Lunch	90	N/A	December	N/A	N/A
21.	Establish 2009 COMPASS Board and Executive Committee Meeting Dates and Locations	Yes		Consent or Action	5	Matt Stoll	December	N/A	N/A

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22.	Provide 30 Day Notice of January 26, 2009 Annual COMPASS Board Meeting and Location	Yes		Consent or Action	5	Matt Stoll	December	N/A	N/A
23.	Approve Federal FY2010 Annual Appropriations Priorities	Yes	Staff will present recommended priority projects for pursuit through the federal FY2010 annual appropriations process.	Action	20	Matt Stoll	December	N/A	760
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.	Action	15	Matt Stoll	December	N/A	601
25.	Confirm and Elect New Board Members	Yes	As required by COMPASS bylaws, the Board is required to annually confirm the ascension of new Board Officers as Chair, Chair-Elect, and Vice-Chair. A new Secretary-Treasurer is subsequently nominated from the floor.	Action	10	John Franden	January	N/A	N/A
26.	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	5	New Chair	January	N/A	N/A
27.	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	5	New Chair	January	N/A	N/A
28.	Confirm Standing Committee Memberships	Yes	As required by the COMPASS bylaws, the Board is required to review and approve all Standing Committee memberships.	Action	5	New Chair	January	N/A	N/A
29.	Review New Projects and Prioritization for FY2010-2014 Transportation Improvement Program	No	Staff will present new project applications and prioritization.	Information	15	Toni Tisdale	January	December	685
30.	Approve New Projects and Prioritization for FY2010-2014 Transportation Improvement Program	Yes	Staff requests approval of new projects and their rankings for the FY201-2014 TIP.	Action	10	Toni Tisdale	February	January	685
31.	Review the Draft FY2010-2014 Transportation Improvement Program Project List	No	Staff will present the project list for the FY2010-2014 TIP.	Information	15	Toni Tisdale	May	April	685
32.	Approve Release of the FY2010-2014 Transportation Improvement Program for Public Involvement	Yes	Staff requests approval to release the draft project list for the FY2010-2014	Action	10	Toni Tisdale	June	May	685

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			TIP for public involvement.						
33.	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	August	July	685
34.	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	TBD	N/A	N/A
35.	Approve Mirroring Changes to the FY2010-2014 Transportation Improvement Program	Yes	Staff requests approval of the mirroring changes to the FY2010-2014 TIP.	Action or Consent	10	Toni Tisdale	October	September	685
36.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	TDB	TDB	647
37.	Accept Community Preference Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	TDB	TDB	647
38.	Accept <i>Communities in Motion</i> Implementation Guidebook	No	Staff will seek Board acceptance of the guidebook.	Action	20	Carl Miller	TDB	TDB	764
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
40.	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
41.	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
42.	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
43.	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

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44.	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
45.	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
46.	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
47.	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
48.	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
49.	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
50.	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
51.	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
52.	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
53.	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
54.	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

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55.	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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