

**EXECUTIVE COMMITTEE MEETING
NOVEMBER 20, 2007 2:00-3:30 PM
COMPASS CONFERENCE ROOM**

****AGENDA****

I. AGENDA ADDITIONS/CHANGES

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

Page 2 * A. *Approve October 16, 2007, Executive Committee Meeting Minutes*

A copy of the draft October 16, 2007, Executive Committee meeting minutes is attached.

Page 5 * B. *Confirm Travel Request for Mayors Nancolas and Merrill to Washington D.C., October 24-26, 2007*
Executive Committee approval is required for all Board member travel.

IV. ACTION ITEMS

Page 6 * A. *Establish December 18, 2007, COMPASS Board Meeting*
Staff proposed agenda items for the regularly scheduled December 2007 Board meeting are attached.

V. INFORMATION/DISCUSSION ITEMS

A. *Status Report – State Legislative Issues*
Ken Burgess will provide a Status Report on State legislative issues.

B. *Status Report – FY2009 Federal Appropriations Requests*
Staff will review proposed process and schedule for submitting FY2009 federal appropriations requests.

C. *Update on October 24-26 Trip To Washington D.C.*
Mayor Nancolas and Ken Burgess will provide an update on their trip to Washington D.C.

Page 12 * D. *Review 2008 Executive Committee Meeting Dates and Times*

VI. OTHER

VII. ADJOURNMENT

Enclosures *Agenda is subject to change.





**EXECUTIVE COMMITTEE MEETING
OCTOBER 16, 2007
COMPASS CONFERENCE ROOM**

****MINUTES****

ATTENDEES: Elaine Clegg, Councilwoman, for Dave Bieter, Mayor, City of Boise, **Secretary/Treasurer**
Tom Dale, Mayor, City of Nampa, **Chair**
Tammy de Weerd, Mayor, City of Meridian
John Franden, Commissioner, Ada County Highway District, **Chair-Elect**
Frank McKeever, Mayor, City of Middleton
Matt Stoll, Executive Director, Community Planning Association, Ex officio

ABSENT MEMBERS: Matt Beebe, Commissioner, Canyon County
Nancy Merrill, Mayor, City of Eagle
Garret Nancolas, Mayor, City of Caldwell, **Vice Chair**
Fred Tilman, Commissioner, Ada County

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Kelli Fairless, Valley Regional Transit
Terri Schorzman, Community Planning Association
Toni Tisdale, Community Planning Association
Charles Trainor, Community Planning Association
Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

Chair Dale called the meeting to order at 2:12 p.m. General discussion took place due to lack of quorum.

Quorum was reached at 2:30 p.m.

CONSENT AGENDA

A. Approve September 18, 2007, Executive Committee Meeting Minutes

Tammy de Weerd moved and Frank McKeever seconded approval of the Consent Agenda as presented. Motion passed with Elaine Clegg abstaining.

ACTION ITEMS

A. Establish November 19, 2007, COMPASS Board Meeting

Matt Stoll presented staff proposed Agenda Items 1-17 for the November 19, 2007, COMPASS Board meeting and requested to add Agenda Item 17b – Confirm A.J. Balukoff as the COMPASS representative on the Treasure Valley High Capacity Transit Study Downtown Policy Advisory Committee under the Consent Agenda and add Agenda Item 17c – Review Analysis for COMPASS to Facilitate Transportation Project Coordination under Information/Discussion Items.

After discussion, *John Franden moved and Frank McKeever seconded approval of the November 19, 2007, COMPASS Board meeting Agenda Items 1-17c as presented. Motion passed unanimously.*

INFORMATION/DISCUSSION ITEMS

A. Status Report – State Legislative Issues

Matt Stoll discussed the results of the September 2007 statewide survey regarding transportation funding and proposed legislation for the 2008 legislative session. He stated he, Kelli Fairless, Ken Burgess and Roy Eiguren will be meeting with local councils and commissions over the next 60 days regarding the local option tax legislation.

After discussion, the Committee directed Matt to work with Kelli to prepare a draft resolution of support for the local option tax legislation for each of the member agencies approval. The goal is to demonstrate to the legislature that there is a unified front among the Treasure Valley leaders.

Chair Dale directed staff to schedule a training session on the local option tax legislation in mid-November for newly elected officials.

Matt announced that COMPASS and Valley Regional Transit will host a legislative reception on Thursday, January 31, 2008, from 5:00 -7:00 p.m. at Plaza 121 in Boise.

B. Status Report – FY2009 Federal Appropriations Requests

Toni Tisdale reviewed the proposed process and schedule for submitting FY2009 federal appropriations requests based on new rules: 1) only two requests for each appropriations bill are now allowed, and 2) requested projects must be able to be paid for within three fiscal years.

Matt stated that staff will bring recommended FY2009 requests to the Executive Committee at the November 20, 2007 meeting.

C. Review Proposed Amendment Policy for Transportation Improvement Programs

Toni Tisdale reviewed a proposed policy to amend the transportation improvement programs. This proposal still allows review of all changes by the Regional Technical Advisory Committee and the COMPASS Board; however, administrative changes are approved by the Executive Director. This change allows for more timely response to member agencies.

GARVEE-related project changes require 2-4 weeks for the Interagency Consultation Committee (ICC) to approve changes. Changes can be handled through an email notice, per ICC policy. Non-GARVEE related project changes require a 30-day notification and formal ICC meeting, extending the approval process to 6-8 weeks.

Staff will be requesting COMPASS Board approval at the December 2007 meeting.

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

John Franden moved and Tammy de Weerd seconded to move into Executive Session pursuant to Idaho Code 6702345 (b) at 3:30 p.m.

Matt Stoll called roll. *The following Executive Committee members were present and voted in the affirmation to adjourn into Executive Session: Tom Dale, Elaine Clegg, Tammy de Weerd, John Franden and Frank McKeever. There were no nay votes.*

John Franden moved and Elaine Clegg seconded to move back into regular session at 3:45 p.m. No action was taken in Executive Session personnel issues were discussed. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 3:46 p.m.

Dated this 20th day of November 2007.

APPROVED:

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

ATTEST:

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

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MEMORANDUM

TO: Executive Committee
 FROM: Garret Nancolas/Nancy Merrill
 DATE: October 9, 2007
 RE: Board Travel Authorization



TRAVEL DESCRIPTION/PURPOSE
October 24-26, 2007, Washington D.C. Lobbying visit

% COMPASS Business:	100%	% Other Entity Busin	0%
Start Date of Travel:	24-Oct-07	Start Time:	12:00 p.m.
Finish Date of Travel:	26-Oct-07	Finish Time:	3:30 p.m.
Location:			

TRAVEL ARRANGEMENTS	ESTIMATE	ACCOUNTING
REGISTRATION	\$0.00	\$
TRANSPORTATION 438.60/pp	\$877.20	
Vehicle-Number Of Miles: _____ .485 / mile		\$
Airline Reservations:		
Date Leaving: _____ Time: _____		
Date Of Return: _____		
HOTEL: 297.00/pp x 2 days	\$1,188.00	\$
PER DIEM NUMBER OF DAYS: 24th: L,D; 25th: B,L,D; 26th: B,L = \$160/pp	\$320.00	\$
* Out Of State is subject to the federal rate per city		
In State @ \$30.00 Per Day: _____		
OTHER EXPENSES (Receipts must be obtained and submitted after trip)		\$
Car Rental / Taxi: _____		
Other (explain): _____		
REIMBURSEMENTS PAID BY OTHER ENTITY (TOTAL %)	(\$0.00)	
EXPENSES PAID BY COMPASS:	\$2,385.20	\$

I acknowledge that receipts for all expenses must be obtained for reimbursement.

Garret Nancolas
 Board Member

10/15/07
 Date

APPROVAL

Tom Dahl
 Chair

10/16/07
 Date

800 S. Industry Way, Ste 100
 Meridian, ID 83642
 P. 208.855.2558
 F. 208.855.2559
 www.compassidaho.org

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PAID

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
<i>CURRENT AGENDA ITEMS</i>									
11.	Holiday Luncheon	Yes	COMPASS, Valley Regional Transit, and Treasure Valley Partners will co-host a holiday luncheon from Noon to 1:30 p.m.	Special Item	90	N/A	December	N/A	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

<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>
12.	Establish 2008 COMPASS Board, Executive Committee and Finance Committee Meeting Dates and Locations; Provide 30 Day Notice of January 28, 2008 Annual COMPASS Board Meeting	Yes	Notifies Board members and public of 2008 Board meetings and committee meeting per By Laws.	Consent Agenda	N/A	N/A	December	N/A	N/A
13.	Approve Proposed Transportation Improvement Program Amendment Policy	No	Staff will present a proposal to streamline Transportation Improvement Program amendments for approval.	Consent Agenda	N/A	Toni Tisdale	December	September	685
14.	Approve Federal FY2009 Annual Appropriations Priorities	Yes	Staff will present recommended priority projects for pursuit through the federal FY2009 annual appropriations process.	Action	15	Matt Stoll	December	N/A	760
15.	Approve State 2008 Legislative Session Priorities	Yes	Staff will present recommended priority legislative items for the 2008 state legislative session.	Action	15	Matt Stoll	December	N/A	760
16.	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
17.	Approve Supplement to <i>Communities in Motion</i> on inflation factors and future funding.	Yes	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	December	November	661
UPCOMING AGENDA ITEMS									
18.	Confirm and Elect New Board Members	Yes	As required by the 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	Matt Stoll	January	N/A	N/A
19.	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	Matt Stoll	January	N/A	N/A

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20.	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	Matt Stoll	January	N/A	N/A
21.	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	Matt Stoll	January	N/A	N/A
22.	Review findings and recommendations of High Volume Intersection Study	No	Consultant and COMPASS staff will present intersection layouts and other recommendations from study.	Information/ Discussion	20	Don Matson	January	December	694
23.	Review Priorities for FY2009-2013 Transportation Improvement Programs	Yes	Staff will present preliminary project list and rankings for the FY2009-2013 Transportation Improvement Program.	Information/ Discussion	20	Toni Tisdale	January	December	685
24.	Review Amendment Process for Long Range Transportation Plans (LRTPs)	No	Staff will review proposed process for amending LRTPs.	Information/ Discussion	20	Charles Trainor	January	December	661
25.	Review Proposed Project List for Congestion Mitigation/Air Quality Projects	Yes	Staff will present the proposed projects for the Congestion Mitigation/Air Quality program. The COMPASS Board does not provide priorities for these projects.	Ex. Dir. Report	N/A	Toni Tisdale	January	December	685
26.	Approve Changes to Regional Technical Advisory Committee Bylaws	No	Members from the Regional Technical Advisory Committee requested a review of the bylaws. One change is recommended by committee members.	Consent Agenda	N/A	Toni Tisdale	January	November	820
27.	Approve recommendations of High Volume Intersection Study	No	Staff will seek endorsement for study recommendations to be referred to municipalities, ITD, and highway districts.	Action	15	Don Matson	February	December	694
28.	Review Communities in Motion Implementation Handbook	Yes	Staff will review implementation plan regarding transit ready development	Ex. Dir. Report	20	TBD	February	N/A	764
29.	Approve Amendment Process for Long Range Transportation Plans (LRTPs)	No	Staff will review proposed process for amending LRTPs	Action	15	Charles Trainor	February	January	661

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30.	Approve Priorities for FY2009-2013 Transportation Improvement Programs	Yes	Staff will seek approval of recommended priorities for all federal funding (except enhancements) for inclusion in the FY2009-2013 Transportation Improvement Program.	Action or Consent	N/A	Toni Tisdale	February	January	685
31.	Review Proposal to Combine the Northern Ada County and Nampa Urbanized Area Transportation Improvement Programs	No	Staff will provide a recommendation to combine the two local Transportation Improvement Programs into one regional Transportation Improvement Program.	Information / Discussion	10	Toni Tisdale	February	October	685
32.	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	March	N/A	
33.	Approve Priorities for the Surface Transportation Program – Enhancement Projects	Yes	Staff will present the recommended priorities for enhancement projects for Ada and Canyon Counties.	Action or Consent	N/A	Toni Tisdale	March	February	685
34.	Review Revised Project Prioritization Process	No	Staff will present new information for project prioritization for use in selecting corridors for the proposed local option sales tax initiative.	Information/ Discussion	20	Toni Tisdale Charles Trainor	March	December - January	685
35.	Approve Combining the Northern Ada County and Nampa Urbanized Area Transportation Improvement Programs	No	Staff requests approval to combine the two local Transportation Improvement Programs into one regional Transportation Improvement Program.	Action or Consent	N/A	Toni Tisdale	March	November	685
36.	Approve Population Estimates	Yes	Staff will present the 2008 population estimates for approval.	Action or Consent	15	Carl Miller	April	March	620
37.	Approve Revised Project Prioritization Process	No	Staff will present new information for project prioritization for use in selecting corridors for the proposed local option sales tax initiative.	Action	20	Toni Tisdale Charles Trainor	April	February	685
38.	Review Revised Project Prioritization Process	Yes	Staff will present new information for project prioritization for use in selecting corridors for the proposed	Information/ Discussion	20	Toni Tisdale Charles Trainor	March	December - February	685

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			local option sales tax initiative.						
39.	Review Treasure Valley Truck Freight Study	No	Staff will present information and results from the freight study	Information/ Discussion	15	MaryAnn Waldinger	April	N/A	687
40.	COMPASS Board Retreat	No	COMPASS Board Retreat Location to be determined	Special Item	Noon to 5:00	N/A	May	N/A	
41.	Approve Release of Draft FY2009-2013 Transportation Improvement Programs and Associated Air Quality Demonstration for Public Comment	Yes	Staff will present the Draft FY2009-2013 Transportation Improvement Programs for release to the public.	Action or Consent	N/A	Toni Tisdale Mary Ann Waldinger	June	May	685
42.	Accept Growth Drivers Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	July	June	647
43.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	July	June	647
44.	Approve Final FY2009-2013 Transportation Improvement Programs and Associated Air Quality Conformity Demonstration	Yes	Staff will present the Final FY2009-2103 Transportation Improvement Programs for approval.	Action or Consent	N/A	Toni Tisdale Mary Ann Waldinger	August	July	685
45.	Approve results or recommend appeal of 2010 Census Local Update of Census Addresses (LUCA)	No	Staff will present and request direction on appeal of 2010 Census Local Update of Census Addresses (LUCA) address changes.	Action or Consent	15	Carl Miller	August	July	774
46.	Approve Annual Performance Monitoring Report	No	Staff will facilitate a Board Workshop on the Communities in Motion Performance Monitoring Report.	Workshop	40	Carl Miller	September	August	620
47.	Overview of Studies Coordination	No	Staff will present information about the studies coordination process and website.	Information	15	Toni Tisdale	September	August	856
48.	Accept Report on Functional Classification/Street Typologies Study	No	Staff will present report on functional classification/street typologies.	Action	20	TBD	TBD	TBD	757
49.	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

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50.	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	TBD	N/A	N/A
51.	Discuss Next Steps Following May 2007 Board Retreat	Yes	Staff will review summary from the Board Retreat and recommend next steps.	Action	10	Matt Stoll	TBD	N/A	N/A
52.	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		?
53.	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
54.	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
55.	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
56.	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
57.	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
58.	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
59.	Review and approve recommendations for amendments to the Access Management Toolkit	No	Staff will provide recommendations for amendments to the Toolkit	Action	10	Don Matson	TBD	TBD	(655)

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PROPOSED 2008 EXECUTIVE COMMITTEE MEETING DATES/TIMES/LOCATION



*January 15, 2008 @ 2:00 pm
COMPASS Conference Room*

*February 19, 2008 @ 2:00 pm
COMPASS Conference Room*

*March 18, 2008 @ 2:00 pm
COMPASS Conference Room*

*April 22, 2008 @ 2:00 pm
COMPASS Conference Room*

*May 20, 2008 @ 2:00 pm
COMPASS Conference Room*

*June 17, 2008 @ 2:00 pm
COMPASS Conference Room*

*July 15, 2008 @ 2:00 pm
COMPASS Conference Room*

*August 19, 2008 @ 2:00 pm
COMPASS Conference Room*

*September 16, 2008 @ 2:00 pm
COMPASS Conference Room*

*October 21, 2008 @ 2:00 p.m.
COMPASS Conference Room*

*November 18, 2008 @ 2:00 pm
COMPASS Conference Room*

*December 16, 2008 @ 2:00 pm
COMPASS Conference Room*

800 S. Industry Way, Ste 100

Meridian, ID 83642

P. 208.855.2558

F. 208.855.2559

www.compassidaho.org