

EXECUTIVE COMMITTEE MEETING
DECEMBER 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 November 17, 2009, Executive Committee Meeting Minutes**

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

IV. **Action Items**

A. **Executive Session – Idaho Code 67-2345 (c)(f)**

Committee members will meet in Executive Session pursuant to Idaho Code 67-2345 (c) and (f). Any action will be taken in open session following the Executive Session.

Page 6 * B. **Establish January 25, 2010, COMPASS Board Agenda**

Staff proposed agenda items for the regularly scheduled January 25, 2010, Board meeting are attached.

Page 11 * C. **Approve RTAC Recommendation for Accelerated Project Delivery**

Toni Tisdale will present RTAC's recommendation for accelerated project delivery.

D. **Recommend Board Officer Slate for Annual Meeting**

Matt Stoll will review nominations for the COMPASS Secretary/Treasurer position to be approved at the January 2010 COMPASS Board meeting.

V. **Other**

VI. **Adjournment**

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

**EXECUTIVE COMMITTEE MEETING
NOVEMBER 17, 2009
COMPASS CONFERENCE ROOM**

****MINUTES****



ATTENDEES: Phil Bandy, Mayor, City of Eagle
Dave Bieter, Mayor, City of Boise, **Chair Elect**
Tom Dale, Mayor, City of Nampa (via telephone)
Tammy de Weerd, Mayor, City of Meridian
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

MEMBERS ABSENT: David Ferdinand, Commissioner, Canyon County,
Vice-Chair

OTHERS PRESENT: Ken Burgess, Veritas Advisors
Nancy Brecks, Community Planning Association
Sally Goodell, Ada County Highway District
Amy Luft, Community Planning Association
Charles Trainor, Community Planning Association
Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

Chair Nancolas called the meeting to order at 2:04 p.m.

AGENDA ADDITIONS/CHANGES

Matt Stoll requested that Action Items D and E be reversed in order on the agenda.

After discussion, **Phil Bandy moved and Carol McKee seconded approval to amend the agenda as requested by staff. Motion passed unanimously.**

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve September 15, 2009, Executive Committee Meeting Minutes

Tom Dale moved and Tammy de Weerd seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish December 21, 2009, COMPASS Board Agenda

Matt Stoll presented staff proposed Agenda Items 1-24 for the December 21, 2009, COMPASS Board meeting. Matt requested approval to add Agenda Item 25, Approve Options from the Treasure Valley High Capacity Transit Study under Action Items.

After discussion, **Tom Dale moved and Carol McKee seconded approval of Agenda Items 1-25 as presented. Motion passed unanimously.**

B. Review 2010 Legislative Position Statements

Ken Burgess reviewed proposed 2010 legislative position statements regarding the following:

- Transportation Revenue
- Local Option Tax Authority Legislation
- Fifth Year Funding Approval of GARVEE Bonding Program
- Transportation Access Plan Legislation

Matt stated that he and Ken recommend the Board take a position on possible legislation regarding texting or cell phone use while driving.

After discussion, **Tammy de Weerd moved and Carol McKee seconded forwarding the 2010 legislative position statements to the COMPASS Board as recommended by staff. Motion passed unanimously.**

C. Review FY2011 Appropriations Projects

Toni Tisdale reviewed the FY2011 Appropriations priorities as recommended by the Regional Technical Advisory Committee subcommittee for Board approval at the December 2009 Board meeting. The list includes past priorities with one additional priority due to the recent funding of Exit 29 in Caldwell:

Preferred Options:

- Franklin Road, Touchmark Way to Five Mile Road, Ada County, Idaho
- Treasure Valley, Idaho Transit Facilities
- Treasure Valley High Capacity Alternative Analysis

Fill-in projects were selected in case one or more of the preferred options submitted for funding under the Stimulus TIGER Discretionary Grant program gets funded. Since announcement on the TIGER grant program will not be made until near the application deadline for this process, the fill-in project applications will be developed concurrently with those of the preferred option. A single transit project will serve as fill-in for the two transit projects in the preferred option. During previous application cycles, special consideration was made to allow for a third application to be submitted allowing the Alternatives Analysis to be included. General application guidelines only allow for two applications to be submitted from COMPASS. The following projects were selected as fill-in projects:

- Northern Ada County ITS Improvements, Ada County, Idaho
- ADA Bus Stop Improvements, Treasure Valley, Idaho

After discussion, **Tammy de Weerd moved and Carol McKee seconded recommending Board approval of the FY2011 Appropriations projects as presented. Motion passed unanimously.**

D. Approve Solicitation of Nominations for COMPASS Executive Committee

Matt Stoll outlined and requested direction to start the solicitation process to fill the Secretary/Treasurer position and the small cities representative on the Executive Committee. Approval of the nominations will be sought by the Board at the January 2010 Annual Board meeting.

By unanimous consent, Matt was directed to begin the solicitation process as outlined.

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

Tom Dale moved and Dave Bieter seconded to move into Executive Session pursuant to Idaho Code 67-2345 (b) at 2:40 pm.

Matt Stoll called the roll. The following Executive Committee members were present and voted in the affirmative to move into Executive Session: Phil Bandy, Dave Bieter, Tom Dale, Tammy de Weerd, Carol McKee, Garret Nancolas, Vicki Thurber and Fred Tilman. There were no nay votes.

Off the record at 2:41 pm.

Tom Dale moved and Carol McKee seconded convening back into regular session at 3:00 pm. The Committee discussed personnel matters while in Executive Session pursuant to Idaho Code 67-2345 (b). No decisions were made. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Discuss Creation of COMPASS Youth Advisory Council

Amy Luft presented information on a potential two year grant opportunity to develop a COMPASS Youth Advisory Council.

Fred Tilman stated that he was opposed to developing the Youth Advisory Council because after the grant money runs out, COMPASS will have to fund the council, which is not a function of the organization.

After further discussion, **staff was directed to move forward with the process of developing a COMPASS Youth Advisory Council if the grant is secured.**

B. Status Report – FY2010 General and Special Membership Dues

Matt Stoll stated the Meridian School District has dropped its COMPASS membership for FY2010. To date, all but two member agencies have paid first quarter dues.

ADJOURNMENT

Tom Dale moved and Carol McKee seconded adjournment at 3:15 pm. Motion passed unanimously.

Dated this 15th day of December 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-B

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 – 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

¹ No, Yes, N/A (Not Applicable)

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

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
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
CURRENT AGENDA ITEMS									
16.	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	10	Chair	January	N/A	N/A
17.	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	N/A	N/A

<i>Item #</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>
18.	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	N/A	N/A
19.	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	N/A	N/A
20.	Review New Project Applications for the FY2011-2015 Transportation Improvement Program	No	Staff will review project applications and Regional Technical Advisory Committee ranking.	Information/ Discussion	15	Toni Tisdale	January	December 2009	685
21.	Review an Accelerated Project Delivery Goal	No	Staff will review a goal for accelerated project delivery for federal projects.	Information/ Discussion	10	Toni Tisdale	January	November 2009	685
UPCOMING AGENDA ITEMS									
22.	Approve an Accelerated Project Delivery Goal	No	Staff requests approval of an accelerated project delivery goal for federal projects.	Consent Agenda	N/A	Toni Tisdale	February	November 2009	685
23.	Approve 2010 Population Estimates	Yes	Staff will seek approval of the 2010 Population Estimates which establish member dues.	Action	15	Carl Miller	February	DAC January	620
24.	Approve New Projects and Rankings for the FY2011-2015 Transportation Improvement Program	Yes	Staff requests approval of new projects and rankings for the FY2011-2015 Transportation Improvement Program.	Action	15	Toni Tisdale	February	January	685
25.	Accept Land Use Allocation Report	No	Staff will seek Board acceptance of the report.	Action	20	Carl Miller	March	DAC January	647
26.	Accept 2010 Census Report	No	Staff will present and seek acceptance of the 2010 Census Report.	Action	15	Carl Miller	March	DAC January	620

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
27.	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	March	CPC February	611
28.	Review the Studies Coordination Website	No	Staff will review the studies coordination website.	Information/ Discussion	10	Toni Tisdale	March	January	701
29.	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	April	N/A	611
30.	Review 2010 Performance Monitoring Report	No	Staff will present of the 2010 Performance Monitoring Report.	Information/ Discussion	15	Carl Miller	April	RTAC March	620
31.	TENTATIVE: COMPASS Board Retreat	No	Tentative COMPASS Board Retreat.	Special Item	All day	COMPASS Board	May	N/A	N/A
32.	Review Draft FY2011-2015 Transportation Improvement Program	No	Staff will review the Draft FY2011-2015 Transportation Improvement Program.	Information/ Discussion	15	Toni Tisdale	May	April	685
33.	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	June	May	685
34.	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	June	CPC May	610

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
35.	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	June	CPC May	611
36.	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	N/A	610
37.	Accept 2010 Performance Monitoring Report	No	Staff will present and seek acceptance of the 2010 Performance Monitoring Report.	Action	15	Carl Miller	June	RTAC March	620
38.	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	July	N/A	611
39.	Approve the Final FY2011-2015 Transportation Improvement Program	Yes	Staff requests final approval of the FY2011-2015 Transportation Improvement Program.	Action	15	Toni Tisdale	August	July	685
40.	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
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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COMPASS EXECUTIVE MEETING AGENDA ITEM IV-C

Date: December 15, 2009



Topic: Acceleration of Project Delivery

Summary:

In July 2009, staff presented the Idaho Transportation Department's (ITD) policy to accelerate project delivery in order to insure timely obligation of federal funding. The Executive Committee directed staff to take the concept to the Regional Technical Advisory Committee (RTAC) for a recommendation.

Staff Recommendation/Request:

Staff requests Executive Committee recommendation of the policy for consideration by the COMPASS Board as recommended by RTAC on November 18, 2009.

Implication (policy and/or financial):

With funds under more scrutiny and jeopardy, ITD imposed new goals for earlier delivery for state projects. Staff advises that without similar goals at the local level, local projects may lose funds due to national revenue shortfalls and rescissions.

Highlights:

The RTAC recommended a less stringent policy than what was adopted by ITD. A draft policy for project delivery is provided as Attachment 1. The ITD goals and local goals are shown as a graphic on Attachment 2.

More Information:

- 1) Attachment: Draft Transportation Improvement Program Project Delivery Policy
- 2) Attachment: ITD and COMPASS Accelerated Project Delivery Goals
- 3) For detailed information contact: Toni Tisdale, Principal Planner at 855-2558, extension 228 or email ttisdale@compassidaho.org.

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Draft
Transportation Improvement Program Project Delivery Policy

Early delivery of federal-aid projects is critical in order to ensure use of all available funding. Therefore, it is a COMPASS policy to deliver projects as early in the federal fiscal year as possible, beginning with new projects entering the program in FY2014 and beyond:

- When possible, the obligation process should begin as early as October 1 of the federal fiscal year;
- The deadline for obligation of federal-aid projects is July 1 of the federal fiscal year;
- Member agencies should be aware that all paperwork is due no later than June 1 for a July 1 obligation;
- Exceptions may apply with COMPASS Board approval and ITD staff concurrence.

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