

# FINANCE COMMITTEE MEETING

DECEMBER 15, 2009 — 1:15 – 1:50 P.M.  
COMPASS CONFERENCE ROOM



## **\*\* AGENDA \*\***

I. **AGENDA ADDITIONS/CHANGES**

II. **OPEN DISCUSSION/ANNOUNCEMENTS**

III. **CONSENT AGENDA**

Page 2 \* A. Approve November 19, 2009, Finance Committee Meeting Minutes

IV. **ACTION ITEMS**

Page 5 \* A. Establish 2010 Finance Committee Meeting Dates  
B. Recommend Approval of Draft 2009 Audit

V. **OTHER**

VI. **ADJOURNMENT**

\*Enclosures                      Times are approximate. Agenda is subject to change.

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**FINANCE COMMITTEE MEETING  
 NOVEMBER 19, 2009  
 COMPASS CONFERENCE ROOM  
 MERIDIAN, IDAHO**

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

**Attendees:** Rebecca Arnold, Commissioner, Ada County Highway District, **Vice Chair**  
 Carol McKee, Commissioner, Ada County Highway District  
 Bryce Millar, Commissioner, Nampa Highway District  
 Garret Nancolas, Mayor, City Caldwell  
 Steve Rule, Commissioner, Canyon County

**Members Absent:** Phil Bandy, Mayor, City of Eagle, **Chair**  
 Elaine Clegg, Councilwoman, City of Boise

**Others Present:** Brian Ballard, Hawley Troxell  
 Nancy Brecks, Community Planning Association  
 Keith Holmes, Community Planning Association  
 Matt Stoll, Community Planning Association  
 Nick Taylor, Hawley Troxell  
 Jeanne Urlezaga, Community Planning Association

**Call to Order**

Vice Chair Arnold called the meeting to order at 12:05 p.m.

**Agenda Additions/Changes**

None.

**Open Discussion/Announcements**

None.

**Consent Agenda**

**A. Approve August 20, 2009, Finance Committee Meeting Minutes**

**Carol McKee moved and Steve Rule seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## Action Items

### A. Approve Variance Report: October 1, 2008-September 30, 2009

Jeanne Urlezaga presented the October 1, 2008-September 30, 2009, Variance Report and two changes which were made after the packet mail out.

After discussion, **Carol McKee moved and Bryce Millar seconded approval of the Variance Report as amended. Motion passed unanimously.**

### B. Approve Revision 1 of FY2010 Unified Planning Work Program and Budget

Jeanne Urlezaga presented Revision 1 of the FY2010 Unified Planning Work Program and Budget, and provided an update on the medical benefits program.

After discussion, **Steve Rule moved and Carol McKee seconded recommending Board approval of Revision 1 of the FY2010 Unified Planning Work Program and Budget as presented. Motion passed unanimously.**

## Information/Discussion Items

### A. Review Attorney's Findings of Building/Property Purchases

Brian Ballard and Nick Taylor of Hawley Troxell presented their findings of COMPASS' organizational status and powers of limitations in regards to the purchase of an office building and/or property.

After discussion, **Matt was directed to continue working with Brian Ballard to develop a proposal for Board review clarifying the net powers of the Board, whether the Joint Powers Agreement needs to be revised, and whether a resolution process would be an appropriate mechanism.**

After discussion, **staff was directed to develop cost estimates for hiring someone to negotiate the purchase of potential property, construction management and building design.**

After discussion, **staff was directed to reschedule the December 17, 2009, Finance Committee to December 15, 2009, immediately before the Executive Committee, to allow the Finance Committee and the Executive Committee to meet in Executive Session pursuant to Idaho Code 67-2345 (c).**

### B. Status Report – FY2010 General and Special Membership Dues Received to Date

Matt Stoll stated that the Meridian School District has dropped their COMPASS membership for FY2010. To date, all other 1<sup>st</sup> quarter dues are in except for the City of Star and the Idaho Transportation Department.

### C. Status Report – FY2010 Health Care Benefits

This item was discussed under Agenda Item B.

**Other**

Carol McKee stated ACHD has approved a proposal from Sally Goodell on developing a characterization of economic impacts of failing to address congestion. Sally estimated the cost of the study would be \$50,000, but cost saving can be had by having Sally work directly with COMPASS staff to streamline the process.

Matt stated this has been discussed previously and funds have been identified in the FY2010 UPWP and agreed it would be of benefit.

**Adjournment:**

**Carol McKee moved and Garret Nancolas seconded adjournment at 1:20 pm. Motion passed unanimously.**

**Dated this 15th day of December 2009.**

**Approved:**

**By: \_\_\_\_\_  
Phil Bandy, Chair**

**Attest:**

**By: \_\_\_\_\_  
Rebecca Arnold, Vice Chair**

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COMPASS Finance Committee  
Staff Recommended Meeting Dates for FY2010

	<u>Meeting Agenda - Tentative</u>	<u>MEETING DATES</u>	
		<u>COMPASS Board</u>	<u>Finance Committee - Staff Recommendation</u>
1	- Review and Approve Q1 Variance Report. - Review and Approve Revenue, Expense, and Member Dues Estimates for FY2011 UPWP Development.	Monday, February 22, 2010	Thursday, February 18, 2010
2	- Review and Approve Q2 Variance Report. - Review and Recommend Approval of FY2011 UPWP - Draft.	Monday, May 17, 2010	Thursday, May 13, 2010
3	- Review and Approve Q3 Variance Report. - Discuss Audit Planning with External Auditor.	Monday, August 16, 2010	Thursday, August 12, 2010
4	- Review and Approve Q4 Variance Report. - Review and Recommend Approval of FY2011 - Revision 1.	Monday, November 15, 2010	Thursday, November 18, 2010
5	- Review and Approve FY2010 Financial Statements.	Monday, December 20, 2010	Thursday, December 16, 2010

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