EXECUTIVE COMMITTEE MEETING
AUGUST 8, 2017
1:30-2:30 P.M. (NOTE: NEW START TIME)
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200, MERIDIAN, IDAHO

**AGENDA**

I. CALL TO ORDER (1:30)

II. AGENDA ADDITIONS/CHANGES

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA
Page 2
   * A. Approve July 11, 2017, Executive Committee Meeting Minutes

V. ACTION ITEMS
1:35
   A. Approve COMPASS Board Member Travel Request
1:45
   * B. Approve End-of-Year Program and Redistribution Priorities
Page 5
   Toni Tisdale will seek COMPASS Executive Committee approval of changes to the End-of-Year Program and redistribution priorities, subject to COMPASS Board of Directors’ confirmation.

VI. INFORMATION/DISCUSSION ITEMS
2:00
   A. Discuss Potential Areas of Focus for 2018 Idaho Legislative Session
   Staff will seek Executive Committee member input on potential legislative positions and/or legislation for the 2018 Idaho Legislative Session. Draft position statements will be presented to the Executive Committee at its November 2017 meeting.

2:15
   * B. Review FY2018 Education Series Proposed Topics
Page 9
   Amy Luft will review proposed FY2018 education series topics.

2:25
   C. Status Report – Infrastructure for Rebuilding America (INFRA) Grant Program
   Staff will review recent discussions with Idaho Transportation Department staff regarding a possible application for U.S. DOTs Infrastructure for Rebuilding America (INFRA) Grant Program.

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   * D. Status Report – Regional Transportation Advisory Committee (Memo only)

VII. OTHER

VIII. ADJOURNMENT (2:30)

*Enclosures

Agenda is subject to change.
**MINUTES**

**ATTENDEES:**
- Sara Baker, Commissioner, Ada County Highway District, **Immediate Past Chair**
- Dave Case, Commissioner, Ada County, **Chair Elect**
- Elaine Clegg, Councilmember, City of Boise, **Secretary-Treasurer**
- Tammy de Weerd, Mayor, City of Meridian
- John Evans, Mayor, City of Garden City, via telephone
- Jay Gibbons, Commissioner, Canyon Highway District #4, via telephone
- Nathan Leigh, Mayor, City of Parma
- Steve Rule, Commissioner, Canyon County, **Chair**

**MEMBERS ABSENT:**
- Bob Henry, Mayor, City of Nampa, **Vice Chair**
- Garret Nancolas, Mayor, City of Caldwell
- Stan Ridgeway, Mayor, City of Eagle

**OTHERS PRESENT:**
- Nancy Brecks, Community Planning Association
- Megan Larsen, Community Planning Association
- Matt Stoll, Executive Director, Community Planning Association
- Dave Wallace, Ada County Highway District

**CALL TO ORDER:**

Chair Steve Rule called the meeting to order at 1:00 p.m.

**AGENDA ADDITIONS/CHANGES**

None.

**OPEN DISCUSSION/ANNOUNCEMENTS**

Matt Stoll provided an update on changes to the FASTLANE Grant program that has been renamed Infrastructure For Rebuilding America (INFRA) with new application criteria.

General announcements were made by committee members.
CONSENT AGENDA

A. Approve May 9, 2017, Executive Committee Meeting Minutes

Sara Baker moved and Nathan Leigh seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish August 28, 2017, COMPASS Board Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-13 for the August 28, 2017, COMPASS Board meeting. Matt requested the latitude to amend the agenda as necessary.

After discussion, Dave Case moved and Elaine Clegg seconded approval of Agenda Items 1-13 for the August 28, 2017, COMPASS Board meeting as presented. Motion passed unanimously.

B. Recommend FY2018 COMPASS Workgroup Charters for COMPASS Board Approval

Matt Stoll presented the FY2018 COMPASS Workgroup Charters for COMPASS Board approval.

After discussion, Jay Gibbons moved and Nathan Leigh seconded to recommend the FY2018 COMPASS Workgroup Charters for COMPASS Board approval as presented. Motion passed unanimously.

C. Approve COMPASS Board Member Travel Request

Matt Stoll presented a travel request for Garrett Nancolas to attend the 2017 NARC Board Retreat, October 24-25, 2017, in San Antonio, Texas.

After discussion, Sara Baker moved and Elaine Clegg seconded approval of the travel request as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Status Report - FY2016 and FY2017 COMPASS Workgroup Tasks

Matt Stoll presented a status report on the FY2016 and FY2017 COMPASS Workgroup tasks.

After discussion, staff was directed to highlight, via redline strike out, tasks that are completed; for consistency, either use the wording “underway” or "on schedule"; and, provide explanation when a task is postponed.

B. Discuss COMPASS Executive Committee Meeting Start Time

Matt Stoll discussed the 1:00 p.m. start time being problematic for some Executive Committee members.

After discussion, by unanimous consent it was agreed to move the Executive Committee start time to 1:30 p.m.
C. Status Report - Regional Transportation Advisory Committee (Memo only)

ADJOURNMENT

Dave Case moved and Elaine Clegg seconded adjournment at 1:35 p.m. Motion passed unanimously.

Approved this 8th day of August 2017.

By: 
Steven Rule, Chair
Community Planning Association of Southwest Idaho

Attest:

By: 
Matthew J. Stoll, Executive Director
Community Planning Association of Southwest Idaho

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COMPASS EXECUTIVE AGENDA ITEM V-B
Date: August 8, 2017

Topic: End-of-Year Program and Redistribution Priorities

Request/Recommendation:
COMPASS staff seeks COMPASS Executive Committee approval of changes to the End-of-Year Program and redistribution priorities (Attachment 1). Due to lack of time, the Regional Transportation Advisory Committee did not review these proposed change requests. COMPASS staff will request that the COMPASS Board of Directors confirm the Executive Committee’s action at its August 28, 2017, meeting.

Background/Summary:
The COMPASS Board approved priorities for the End-of-Year Program and redistribution priorities on June 19, 2017. Since then, additional needs were realized:

- ACHD requested to add $100,000 in right-of-way funds to the State Highway 16 and Beacon Light Road intersection project (a joint project with ITD). Details are provided in Attachment 2.
- The City of Kuna requested to increase its request for additional construction funds for pedestrian improvements on Avenue E from $58,000 to $373,137. Details are provided in Attachment 3.

Recommended priorities are based on COMPASS Board policies for programming funds. Based on the policy, the new ACHD request for right-of-way funds will become the second priority in the Boise Urbanized Area, moving each of the other priorities down in priority order.

Implication (policy and/or financial):
If funding becomes available, COMPASS policy allows all actions to occur via administrative modification. Action is expected in August or September 2017.

More Information:
1) Attachment 1: COMPASS FY2017 End-of-Year Program Priorities (as amended)
2) Attachment 2: ACHD Letter of Request
3) Attachment 3: City of Kuna Letter of Request
4) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.
COMPASS FY2017 End-of-Year Program Priorities (as amended)
Approved by COMPASS Board June 19, 2017, amended by COMPASS Executive Committee August 8, 2017, confirmed by the COMPASS Board on XX.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Key Number</th>
<th>Project</th>
<th>Sponsor</th>
<th>Current Program</th>
<th>Phase/Amount Needed</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td></td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>1</td>
<td>1</td>
<td>Increase all program obligation authority to 100% of allocation. (STP-TMA $864,629, STP-Urban- $775,258, TAP-TMA - $41,652)</td>
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<td></td>
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<tr>
<td>Boise Urbanized Area (TMA)</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>12368</td>
<td>Franklin Road, Black Cat Road to Ten Mile Road</td>
<td>ACHD</td>
<td>STP-TMA</td>
<td>UT/$254,000</td>
<td>Needs additional utility funds for final agreements with Williams Pipeline ($112,000) and Idaho Power ($142,000). (2.13% increase)</td>
</tr>
<tr>
<td>2</td>
<td>18872</td>
<td>SH-16 and Beacon Light Road Intersection Improvements, Ada County</td>
<td>ACHD</td>
<td>STP-TMA</td>
<td>ROW/$100,000</td>
<td>Needs additional right-of-way funds for final joint agreements with ITD. (4.51% increase)</td>
</tr>
<tr>
<td>3</td>
<td>13481</td>
<td>State Street and Collister Drive Intersection, Boise</td>
<td>ACHD</td>
<td>STP-TMA</td>
<td>PC/$95,000</td>
<td>Needs additional preliminary engineering consultant funds for additional design work and project management services for work required through the environmental process. (0.95% increase)</td>
</tr>
<tr>
<td>4</td>
<td>20063</td>
<td>Pedestrian Improvements, Avenue E, 4th Street to Main Street, Kuna</td>
<td>City of Kuna</td>
<td>STP-TMA</td>
<td>CN/$373,137</td>
<td>Needs additional construction funds to cover the cost of relocating drainage for the project and to cover a bid which was over the engineer’s estimate. (31.36% increase)</td>
</tr>
<tr>
<td>Nampa Urbanized Area (Urban)</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>13486</td>
<td>Colorado and Holly Signal and Pedestrian Improvements</td>
<td>City of Nampa</td>
<td>STP-U</td>
<td>CN/$929,000</td>
<td>Advance construction funds, as PS&amp;E is approved ($789,000) and needs additional $200,000 to cover the final estimate (total cost of $929,000. Construction is currently programmed in FY2020.</td>
</tr>
<tr>
<td>2</td>
<td>13494</td>
<td>Old Highway 30, Plymouth Street Bridge</td>
<td>Canyon Highway District</td>
<td>STP-U</td>
<td>PC/$500,000</td>
<td>Needs additional design funds to cover remaining design work (project currently through concept). Project is funded with Bridge and STP-U funds and need will be split equally. Funds are recommended in FY2018, but are needed earlier to continue design work. (4.46% increase)</td>
</tr>
</tbody>
</table>

Proposed changes in red text.
Acronym Key:
CN = Construction
PC = Preliminary Engineering Consultant (consultant services for design)
ROW = Right-of-way
STP-TMA = Surface Transportation Program – Transportation Management Area (Boise Urbanized Area)
STP-U = Surface Transportation Program – Urban (Nampa Urbanized Area)
UT = Utilities

Attachment 1
July 31, 2017

Matt Stoll, Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Dear Matt:

ACHD requests $100,000 in additional STP-TMA funds to cover the right-of-way cost for KN 18872 (Intersection SH-16 & Beacon Light Road). During the development of this joint ITD and ACHD intersection project, total budgeted right-of-way costs have fluctuated from less than $50,000 to a high of $470,000. Per the Cooperative Agreement (Section III 2.), ITD and ACHD have agreed to each pay for the purchase of right-of-way that is necessary for each agency’s segments of the intersection.

On July 27, COMPASS staff corrected a July 20, 2017 ITD notice, which had omitted the estimated right-of-way costs being a maximum (if right-of-way split were equal) of $235,000 for ACHD. ACHD had relied on the July 20 notice when it released $392,000 from the project, and now requests the funds necessary to purchase the right-of-way be added to the project. After consulting with ITD’s project manager, the most accurate estimate for ACHD’s portion of right-of-way is $100,000.

I realize that the COMPASS Executive Committee will be meeting on August 8 and I appreciate you and your staff’s assistance making this change to the STP-TMA program on short notice.

If you have any questions, please feel free to contact Tom Ferch, Transportation Funding Coordinator, at tferch@achd.idaho.org or 208-387-6157.

Sincerely,

David G. Wallace
Deputy Director, Planning and Projects
Ada County Highway District
City of Kuna

July 17, 2017

Matt Stoll
Executive Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

RE: Kuna Extension request for additional funding
KN 20063 - Pedestrian Improvements, Avenue E, 4th Street to Main Street

Dear Mr. Stoll,

Kuna would also like to request additional funding for the proposed project.

In compliance with all grant funding the City issued a request for bids and received a single bid. The base bid was $986,757.00 with bid alternate #1 was $60,980.50 (bulb outs on the NW & SW corners of Main and Ave D). The base bid and bid alternate exceeded the engineers estimate by $314,937.50.

The climate for construction appears to be at an extreme high and many state, county and local agencies are facing the same dilemma with bids exceeding engineer’s estimates by such a large amount. Council and staff are reviewing how to bridge the gap.

In January, 2017, we requested $129,910 in additional federal funding and received $82,000 leaving a balance of $58,200. We would ask for consideration to combine these amounts in this updated request to $373,137.50.

If you have any questions, please don’t hesitate to contact me at 208-922-5546 or mayorstear@kunaid.gov.

Sincerely,

Joe Stear
Mayor
EXECUTIVE COMMITTEE AGENDA ITEM VI-B
Date: August 8, 2017

Topic: Status Report - 2018 COMPASS Education Series

Request/Recommendation:
This item is for information only.

Background/Summary:
Each year, COMPASS sponsors an education series where we host regional and national experts to present on transportation, funding, land use, and related topics of interest to COMPASS member agencies, stakeholders, and the public. The goals of the series are to spur discussion, keep abreast of innovations and best practices, and learn from what others are doing around the nation – both successes and challenges.

For FY2018, COMPASS has budgeted for three education series presentations under the theme of “Ready! Set! Go! How Planning Benefits Your Community.” The list below outlines the topics tentatively planned for FY2018 following this theme.

- Ready! How planning allows jurisdictions to shape their own futures and set realistic goals and expectations
- Set! How planning helps agencies make efficient use of limited public funds
- Go! How planning lays the groundwork for projects to be completed on time and on budget

COMPASS takes advantage of additional education series opportunities, such as the chance to host a speaker who may be in the area for another event. Depending on the nature, topic, and cost of these unforeseen opportunities, they may be held in addition to, or instead of, topics listed above.

The standard education series format includes two presentations on the same topic: one for a public audience (usually in the evening), and a second, more technical, presentation/workshop for a professional audience (usually during the work day). When appropriate, COMPASS applies for professional education planning credits for the technical presentations/workshops, thus providing local planners with the opportunity to receive continuing education credits free of charge and without needing to travel.

More Information: Amy Luft, Communication Coordinator, 475-2229 or aluft@compassidaho.org.
Topic: Status Report - Regional Transportation Advisory Committee (RTAC)

Request/Recommendation:
Information Only.

Background/Summary:
RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the July 26, 2017, meeting.

ACTION ITEMS
Recommend Funding Application Ranking Process
RTAC recommended COMPASS Board approval to revise the funding application ranking process. The revised process will keep the paired comparison method of rating projects, but remove the requirement to use the Audience Response System (ARS) to do so. The revised process will be brought to the COMPASS Board for action at its August 28, 2017, meeting.

Recommend Approval of Amendment to the FY2017-2021 Transportation Improvement Program (TIP)
RTAC recommended COMPASS Board approval of an amendment to the FY2017-2021 Regional Transportation Improvement Program (TIP) to increase the amount of funding budgeted to replace an Idaho Transportation Department maintenance yard facility. The new facility, funded through state funds, will be located in the City of Nampa and will replace a facility that was located in the City of Meridian. COMPASS Board approval is required for this change because the cost increase exceeds 30% of the original cost. This item will be brought to the COMPASS Board for action via Consent Agenda at its August 28, 2017, meeting.

Approve Transportation Management Area Balancing Action
RTAC approved an action to balance the Surface Transportation Program - Transportation Management Area (STP-TMA) program by releasing funds from projects where they are not needed and reprogramming those funds to meet other needs, based on priorities outlined in COMPASS policy.

INFORMATION ITEMS
Review Communities in Motion (CIM) Growth Comparison
COMPASS staff reviewed regional growth trends and how they compare to growth forecasted in the Communities in Motion 2040 Vision. Per RTAC request, COMPASS staff will give the same presentation to the COMPASS Board at its December 2017 meeting.
Review *Communities in Motion 2040* 2.0 (CIM) Upcoming Development Process and Document Format

COMPASS staff presented a proposal for a refined funding policy and a process to determine funded and unfunded projects and priorities for *Communities in Motion 2040* 2.0 (CIM 2040 2.0). COMPASS staff will identify logical segments within the 32 unfunded corridors prioritized in CIM 2040, and work with RTAC and member agencies to compile a matrix of needed projects and information to consider in the prioritization of the projects.

RTAC also discussed the concept of an online, interactive document for CIM 2040 2.0.

**SPECIAL ITEM**

**Emergency Communications Capabilities for Transportation and Infrastructure**

Idaho Office of Emergency Management staff provided an overview of work being conducted to develop the “FirstNet” system – a wireless broadband communication system for public safety and first responders in Idaho.

**More Information:**

1) Contact Liisa Itkonen, COMPASS Principal Planner, at (208)475-2241 or litkonen@compassidaho.org or Jeff Barnes, Assistant City Engineer, City of Nampa, at (208) 468-5521 or barnesj@cityofnampa.us

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