



# Working together to plan for the future

## ITEM IV-A

### FINANCE COMMITTEE MEETING JULY 14, 2016 COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM MERIDIAN, IDAHO

#### \*\* MINUTES \*\*

**ATTENDEES:** Rebecca Arnold, Commissioner, Ada County Highway District, **Vice Chair**  
John Evans, Mayor, City of Garden City  
Bob Henry, Mayor, City of Nampa, **Chair**  
Garret Nancolas, Mayor, City of Caldwell  
Steve Rule, Commissioner, for Craig Hanson, Commissioner, Canyon County  
Rick Yzaguirre, Commissioner, Ada County

**MEMBERS ABSENT:** John McEvoy, Commissioner, Canyon Highway District #4

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Keith Holmes, Community Planning Association  
Megan Larsen, Community Planning Association  
Amy Luft, Community Planning Association  
Matt Stoll, Community Planning Association

#### CALL TO ORDER:

Chair Bob Henry called the meeting to order at 12:11 pm.

#### AGENDA ADDITIONS/CHANGES

None.

#### OPEN DISCUSSION/ANNOUNCEMENTS

None.

#### CONSENT AGENDA

##### A. Approve May 19, 2016, Finance Committee Meeting Minutes

Rebecca Arnold moved and Garret Nancolas seconded approval of the Consent Agenda as presented. Motion passed unanimously.

## **INFORMATION/DISCUSSION ITEM**

### **A. Review Report of Disbursements made in the Reporting Period**

Megan Larsen noted the Report of Disbursements for accounts payables issued May 12, 2016 - June 16, 2016, is provided for information.

## **ACTION ITEMS**

### **A. Recommend Approval of the Updated Financial Policy and Procedures**

As requested by the Finance Committee, Megan Larsen presented definitions of fund balance; options on how to utilize federal funds expected to be available at the end of the fiscal year; reviewed programs currently funded with local dollars only that could be funded in full or in part with federal dollars; and reviewed proposed draft revisions to Section XIII - Fund Balance of the Financial Policy and Procedures manual, to address Finance Committee concerns over the adequacy of the current fund balance reserve.

After discussion, **Garrett Nancolas moved and John Evans seconded to recommend updates to Section XIII – Fund Balance of the Financial Policy and Procedures manual for COMPASS Board approval as discussed. Motion passed unanimously.**

### **B. Recommend Approval of the Draft FY2017 Unified Planning Work Program and Budget**

Megan Larsen presented the draft FY2017 Unified Planning Work Program and Budget.

After discussion, **staff was directed to prepare a proposal for a cost sharing or co-paying program for activities such as the orthophotography flight for the November Finance Committee meeting.**

After discussion, **John Evans moved and Garret Nancolas seconded to recommend the draft FY2017 Unified Planning Work Program and Budget for COMPASS Board approval as presented. Motion passed unanimously.**

## **ADJOURNMENT**

**Chair Henry adjourned the meeting at 12:35 pm.**

**Dated this 18th day of August 2016.**

**Approved:**

**By: \_\_\_\_\_  
Bob Henry, Chair**

**Attest:**

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