



EXECUTIVE COMMITTEE MEETING
JANUARY 21, 2014 2:00-3:00 PM
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO

**** AGENDA ****

I. CALL TO ORDER (2:00)

II. PLEDGE OF ALLEGIANCE

III. AGENDA ADDITIONS/CHANGES

IV. OPEN DISCUSSION/ANNOUNCEMENTS

V. CONSENT AGENDA

Page 2 *** A. Approve December 17, 2013, Executive Committee Meeting Minutes**

A copy of the draft December 17, 2013, Executive Committee meeting minutes is attached.

VI. ACTION ITEMS

2:05 Page 5 *** A. Establish February 24, 2014, COMPASS Board Meeting Agenda**

Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled February 24, 2014, are attached.

2:15 **B. Discuss 2014 Idaho Legislative Session**

Ken Burgess will report on the 2014 Idaho legislative session and review possible strategies regarding anticipated legislation.

VII. INFORMATION/DISCUSSION ITEM

2:45 **A. Discuss 2014 TMA Certification Review**

Matt Stoll will discuss the upcoming 2014 TMA Certification Review process.

VIII. OTHER

IX. ADJOURNMENT (3:00)

*Enclosures

Agenda is subject to change.

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EXECUTIVE COMMITTEE MEETING
DECEMBER 17, 2013
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO



****MINUTES****

ATTENDEES: Tom Dale, Mayor, City of Nampa, **Vice Chair**
Kathleen Lacey for Dave Bieter, Mayor, City of Boise,
Immediate Past Chair
Larry Maneely for Dave Case, Commissioner, Ada
County
Bryce Millar, Commissioner, Nampa Highway
District No.1, **Chair**
Garret Nancolas, Mayor, City of Caldwell
Jim Reynolds, Mayor, City of Eagle
Steve Rule, Commissioner, Canyon County
Darin Taylor, Mayor, City of Middleton
Dave Wallace for Sara Baker, Commissioner, Ada
County Highway District, **Secretary-Treasurer**

MEMBERS ABSENT: Charlie Rountree, Councilman, City of Meridian,
Chair Elect

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Kelli Fairless, Valley Regional Transit
Liisa Itkonen, Community Planning Association
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community
Planning Association
Toni Tisdale, Community Planning Association
Charles Trainor, Community Planning Association
John Van Dyke, Community Planning Association

CALL TO ORDER:

Chair Millar called the meeting to order at 2:07 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Chair Millar thanked outgoing Mayor Dale for his participation on the
COMPASS Board.

CONSENT AGENDA

A. Approve November 19, 2013, Executive Committee Meeting Minutes

Steve Rule moved and Tom Dale seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish January 27, 2014, COMPASS Annual Board Meeting Agenda

Matt Stoll presented staff recommended Agenda Items 1-20 for the January 27, 2014, COMPASS annual Board meeting and requested the latitude to amend the agenda as necessary.

After discussion, Darin Taylor moved and Garret Nancolas seconded approval of the January 27, 2014, annual Board meeting Agenda Items 1-20 as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.

B. Recommend COMPASS Board Approval of FY2015 Study Funding Deferral

Liisa Itkonen presented the Regional Technical Advisory Committee's recommendation to defer the FY2015 High Capacity Transit Study funding (\$1 million) until FY2018 to assist ITD in purchasing right-of-way along US 20/26 in Ada County for future roadway improvements.

After discussion, Garret Nancolas moved and Darin Taylor seconded to recommend to the Board that the FY2015 study funds be reprogrammed from FY2015 to FY2018 for a corridor study, and the FY2018 projects identified by ACHD for maintenance be moved to FY2015. Moving forward, COMPASS recognizes that it has to look at state legislative action in FY2014 and FY2015 to determine how those funds may be programmed in years after that. Motion passed unanimously.

C. Consider an Additional 2014 Legislative Position Statement

Ken Burgess reviewed an additional draft 2014 legislative position statement regarding local jurisdiction guaranteed share of federal transportation funding.

After discussion, Garret Nancolas moved and Darin Taylor seconded to table the draft position statement at this time. Motion passed with Dave Wallace abstaining.

INFORMATION/DISCUSSION ITEM

A. Status Report – 2013 End-of-Year Program

Matt Stoll recapped follow-up from the November 2013 COMPASS and ACHD meeting with ITD regarding the FY2013 End-of-Year Program.

ADJOURNMENT

Garret Nancolas moved and Darin Taylor seconded adjournment at 3:28 pm. Motion passed unanimously.

Dated this 21st day of January 2014.

Approved:

**By: _____
Bryce Millar, Chair
Community Planning Association
of Southwest Idaho**

Attest:

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

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EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

<i>Item #</i>	<i>Title/Description</i>	<i>Mandatory</i> ¹	<i>Policy Implications/Requirements</i>	<i>Agenda Type</i> ²	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
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	Meets Idaho Code and various grant requirements.	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 of the most recent meeting.	Information/Discussion	5	Chair	As Appropriate	N/A	601
5.	Status Report – State and Federal Legislative Update	No	Ken Burgess will provide a status report on state and federal legislative issues.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	760
6.	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
7.	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
8.	Status Report – Standing Committees’ Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Monthly	N/A	820

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.
9.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685
CURRENT AGENDA ITEMS									
10.	Approve COMPASS Records Retention Policy	No	COMPASS staff will seek approval of the Records Retention Policy	Consent Agenda	N/A	N/A	February	N/A	990
11.	Progress Report – Boise Bike Share Program	No	VRT staff will review the project and its current implementation status.	Special Item	20	Dave Fotsch	February	N/A	685
12.	Adoption Resolution amending the FY2014-2018 Regional Transportation Improvement Program	Yes	Toni Tisdale will present resolution authorizing use of 5307 funds for Boise Bike Share Program.	Action	10	Toni Tisdale	February	N/A	685
13.	Approve List of New Project Priorities for the FY2015-2019 Regional Transportation Improvement Program	Yes	Toni Tisdale will seek approval of the list of new projects for the FY2015-2019 Regional Transportation Improvement Program.	Action	15	Toni Tisdale	February	January	685
14.	Review Draft <i>Communities in Motion 2040</i> (CIM 2040) Document	No	Liisa Itkonen will review the draft CIM 2040 document.	Information/Discussion	20	Liisa Itkonen	February	N/A	661
UPCOMING AGENDA ITEMS									
15.	Approve List of Records for Destruction	No	COMPASS staff will seek approval of the list of records to destruct per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	March	N/A	990
16.	Approve Financial Policy and Procedures Manual	No	COMPASS staff will seek approval of updated financial policies and procedures.	Consent Agenda	N/A	N/A	March	N/A	601
17.	Approve Development Tracking Process	No	MaryAnn Waldinger and Carl Miller will seek approval of the development tracking process.	Action	20	MaryAnn Waldinger/ Carl Miller	March	February DAC	620

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
18.	Accept 2014 Population Estimates	Yes	Carl Miller will request acceptance 2014 population estimates.	Action	20	Carl Miller	March	February DAC	620
19.	Approve FY2015 General and Special Membership Dues	Yes	Matt Stoll will seek Board approval of FY2015 General and Special Membership dues estimates.	Action	15	Matt Stoll	March	N/A	601
20.	Approve FY2014 Implementation Grant Recipients	No	Don Matson will seek Board approval of FY2014 CIM 2040 Implementation Grant recipients.	Action	15	Don Matson	April	March	661
21.	Approve Changes to Regional Transportation Improvement Program (TIP) Amendment Policy	No	Toni Tisdale will seek Board approval of changes to the TIP Amendment Policy.	Action	10	Toni Tisdale	April/May	March	685
22.	Approve Changes to TMA Guidebook	No	Toni Tisdale will seek Board approval of changes to the TMA Guidebook.	Action	10	Toni Tisdale	April/May	March	685
23.	Approve Priorities for End-of-Year Program	Yes	Toni Tisdale will seek approval of the prioritized list of requests for the End-of-Year program	Action	15	Toni Tisdale	June	May	685
24.	Approve TIP Application Process and Guide	No	Staff seeks possible approval of a new TIP application process and guide (depending on the nature of changes).	Action (if needed)	15	Toni Tisdale	June	May	685
25.	Summary of Public Comments from March/April 2014 CIM 2040 Public Comment period	No	Staff will summarize and provide verbatim public comments from March/April 2014 CIM 2040 comment period	Information	15	Amy Luft	June	April: Leadership Team June: Planning Team	661
26.	Adopt Resolution Approving <i>Communities in Motion 2040</i> (CIM 2040)	Yes	Liisa Itkonen will seek adoption of CIM 2040 the regional long-range transportation plan.	Action	20	Liisa Itkonen	July		661
27.	Accept <i>Communities in Motion 2040</i> Performance Monitoring Report	Yes	Carl Miller will request acceptance of the <i>Communities in Motion 2040</i> Performance Monitoring Report.	Action	20	Carl Miller	July	June	620

Item #	Title/Description	Mandatory¹	Policy Implications/Requirements	Agenda Type²	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
28.	Approve Revised Development Review Protocol	No	Carl Miller will request approval revising the COMPASS Development Review Protocol.	Action	20	Carl Miller	July	June	701
29.	Accept <i>Communities in Motion</i> 2040 Housing Forecast	No	Carl Miller will request acceptance of the <i>Communities in Motion</i> 2040 Housing Forecast.	Action	20	Carl Miller	August	June DAC	647
30.	Adopt Resolution Approving the FY2015-2019 Regional Transportation Improvement Program and Air Quality Conformity Demonstration	Yes	Toni Tisdale will seek adoption of a resolution approving the FY2015-2019 Regional Transportation Improvement Program and Air Quality Conformity Demonstration	Action	15	Toni Tisdale	August	June	685
31.	Adopt Resolution Approving The Final Version of FY2015 Unified Planning Work Program (UPWP)	Yes	Megan Larsen will seek adoption of the Final Version of FY2015 UPWP.	Action	15	Megan Larsen	August	N/A	601
32.	Approve Scope of Work for Next <i>Communities in Motion</i> Update	No	Liisa Itkonen will request approval of the scope of work for updating <i>Communities in Motion</i> .	Action	20	Liisa Itkonen	December		
33.	Workshop – From Concept to Concrete	No	COMPASS staff will facilitate a workshop to demonstrate the process of developing a transportation facility from the planning stage through construction.	Workshop	45	Panel of member agency staff	TBD 2014 Retreat	N/A	685