



**EXECUTIVE COMMITTEE MEETING
OCTOBER 21, 2014 2:00-3:30 PM
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO**

**** AMENDED AGENDA ****

I. CALL TO ORDER (2:00)

II. AGENDA ADDITIONS/CHANGES

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA

Page 2 * A. Approve September 12, 2014, Special Executive Committee Meeting Minutes

V. ACTION ITEM

2:05 * A. Establish November 17, 2014, COMPASS Board Meeting Agenda
Page 5 *Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled November 17, 2014, are attached.*

VI. INFORMATION/DISCUSSION ITEMS

2:15 A. Discuss Potential Legislation and Position Statements for 2015 Idaho Legislative Session

Ken Burgess will engage Executive Committee members regarding potential legislation and draft legislative position statements for the 2015 Idaho legislative session.

2:35 B. Discuss Process for Identifying and Recommending 2015 Executive Committee Members

Matt Stoll will review past processes for identifying interested local elected officials to serve on the Executive Committee.

2:55 C. Status Report – COMPASS Restructuring Proposal

Matt Stoll will review the status of proposed COMPASS Joint Powers Agreement and Bylaws revisions.

3:10 D. Status Report – Canyon County Membership Dues Formula Analysis

Matt Stoll will provide an update on the status of the Canyon County membership dues formula analysis per direction of the Finance Committee.

VII. OTHER

VIII. ADJOURNMENT (3:30)

*Enclosures

Agenda is subject to change.



ITEM IV-A

**SPECIAL EXECUTIVE COMMITTEE MEETING
SEPTEMBER 12, 2014
COMPASS, 1ST FLOOR BOARD ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES:

Kathy Alder, Commissioner, for Steve Rule, Commissioner, Canyon County, **Secretary-Treasurer**, via telephone
Sara Baker, Commissioner, Ada County Highway District, **Vice Chair**
Elaine Clegg, Councilmember, for Dave Bieter, Mayor, City of Boise
Bob Henry, Mayor, City of Nampa
Megan Leatherman for Dave Case, Commissioner, Ada County
Bryce Millar, Commissioner, Nampa Highway District No.1, **Immediate Past Chair**
Jim Reynolds, Mayor, City of Eagle
Charlie Rountree, Councilman, City of Meridian, **Chair**
Darin Taylor, Mayor, City of Middleton

MEMBERS ABSENT: Garret Nancolas, Mayor, City of Caldwell, **Chair Elect**

OTHERS PRESENT: Sabrina Anderson, Ada County Highway District
Nichoel Baird Spencer, City of Eagle
Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors, via telephone
Tom Ferch, Ada County Highway District
Tina Fuller, 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

CALL TO ORDER:

Chair Rountree called the meeting to order at 2:04 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

- A. Approve August 19, 2014, Executive Committee Meeting Minutes and August 28, 2014, Special Executive Committee Meeting Minutes**

Bryce Millar moved and Darin Taylor seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

- A. Establish October 20, 2014, COMPASS Board Meeting Agenda**

Matt Stoll presented staff proposed Agenda Items 1-14 for the regular October 20, 2014, Board meeting. Matt requested latitude to amend the agenda as appropriate.

After discussion, **Sara Baker moved and Bob Henry seconded approval of Agenda Items 1-14 for the October 20, 2014, Board meeting as presented. Matt Stoll has the latitude to amend the agenda as appropriate. Motion passed unanimously.**

- B. Approve COMPASS Support of Bike Safety Public Service Announcements**

Amy Luft presented a request for COMPASS to contribute \$10,000 in FY2014 cost savings from the COMPASS education/outreach program to a bike safety public service announcement campaign produced and aired by the Boise Police Department, which will run for four weeks in September and October 2014.

After discussion, **Darin Taylor moved and Elaine Clegg seconded approval of the expenditure of \$10,000 for bike safety public service announcements as presented. Motion passed unanimously.**

- C. Discuss Next Steps Regarding FY2014 Federal Obligation Authority Limitation**

Matt Stoll recapped the actions to date regarding the FY2014 Federal Obligation Authority limitation and the Idaho Transportation Department's response to COMPASS' request to keep project funding whole for three FY2014 projects at issue. Matt requested direction on next steps.

By consensus, Matt was directed to decline the Idaho Transportation Department's invitation for COMPASS members to attend the September 18, 2014, Idaho Transportation Board of Directors' meeting at Harriman State Park; request to schedule a workshop at the next Idaho Transportation Board of Directors' meeting in District 3, with the COMPASS Executive Committee and the Idaho Transportation Board of Directors; and Matt will develop a strategy on addressing the long term issues associated with ITD.

INFORMATION/DISCUSSION ITEMS

A. Discuss Draft FY2015-2019 Regional Transportation Improvement Program (TIP)

Toni Tisdale reviewed Idaho Transportation Department's proposed changes to the draft FY2015-2019 TIP, which based on COMPASS policy are substantial enough to extend the public comment period 15 more days.

Staff was directed to invite the Federal Highway Administration to the workshop with the COMPASS Executive Committee and Idaho Transportation Board to present a tutorial for the Idaho Transportation Board on how the transportation department is to work with the MPOs and the TMA.

Staff was directed to develop a COMPASS definition of "substantial."

B. Status Report - Governance Restructuring

Matt Stoll provided a status report on the governance restructuring process that will be presented to the full Board on Monday, September 15, 2014. If approved by the Board, staff will bring proposed revisions of the Joint Power Agreement and the COMPASS Bylaws in October 2014.

ADJOURNMENT

Darin Taylor moved and Elaine Clegg seconded adjournment at 3:25 pm. Motion passed unanimously.

Dated this 21st day of October 2014.

Approved:

**By: _____
Charlie Rountree, Chair
Community Planning Association
of Southwest Idaho**

Attest:

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

EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

Item	Title/Description	Mandatory	Policy Implications/ Requirements	Agenda Type ¹	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	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Status Report – State and Federal Legislative Issues	No	Ken Burgess will provide a status report on the state and federal legislative issues .	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	701
5.	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
6.	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
7.	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 Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type¹</i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
8.	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
9.	Approve list of Records for Destruction	No	Megan Larsen will seek approval of the list of records to destruct per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991

CURRENT AGENDA ITEMS

10.	Approve <i>Communities in Motion</i> Update Public Involvement Plan	Yes	Amy Luft will seek approval of the public involvement plan for the update to <i>Communities in Motion</i> .	Consent Agenda	N/A	Amy Luft	November	PPC - September	661
11.	Adopt Resolution XX-2015 Amending the FY2015-2019 Regional Transportation Improvement Program	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2015-2019 TIP to include changes that occurred due to actions at the end of the fiscal year.	Consent Agenda	N/A	Toni Tisdale	November	N/A	685
12.	Adopt Resolution XX-2015 Amending the FY2014-2018 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2014-2018 TIP mirroring changes in the FY2015-2019 TIP.	Consent Agenda	N/A	Toni Tisdale	November	N/A	685

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type¹</i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
13.	Adopt Resolution XX-2015 Approving Rural Project Priorities	Yes	Toni Tisdale will seek approval of rural project priorities as recommended by rural agencies in Ada and Canyon Counties.	Consent Agenda	N/A	Toni Tisdale	November	N/A	685
14.	Accept <i>Communities in Motion 2040</i> Housing Forecast	No	Carl Miller will seek acceptance of the <i>Communities in Motion 2040</i> housing forecast.	Consent Agenda	N/A	Carl Miller	November	October DAC	647
15.	Approve Revised Development Review Protocol	No	Carl Miller will seek approval of the revised development review protocol.	Action	15	Carl Miller	November	DAC	701

UPCOMING AGENDA ITEMS

16.	Leadership in Motion Awards Presentation	No	Chairman Rountree will present the 2014 COMPASS Leadership in Motion Awards.	At luncheon; before meeting	20	Chairman Rountree/ Matt Stoll	December luncheon	NA	653
17.	Establish 2015 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting	Yes	COMPASS staff will seek approval of 2015 Board and Executive Committee meeting dates, times, and location, and provide 30 day notice of annual meeting.	Consent Agenda	N/A	N/A	December	N/A	N/A
18.	Review Draft Updates to the Joint Powers Agreement and Board Bylaws and Provide 30 Day Notice of Intent to Amend	Yes	Matt Stoll will present updates to the Joint Powers Agreement and Board Bylaws for consideration of approval in December 2014.	Information/ Discussion	15	Matt Stoll	December	N/A	N/A

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19.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report from the November 20, 2014 and December 11, 2014 meetings.	Information/ Discussion	5	Finance Committee Chair	December	N/A	601
20.	Adopt Resolution approving the updated Joint Powers Agreement and Board Bylaws	No	Matt Stoll will seek approval of the updated Joint Powers Agreement and the Board Bylaws.	Action	5	Matt Stoll	December	N/A	820
21.	Adopt Resolution Approving Revision 1 of the FY2015 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek adoption of Revision 1 of the FY2015 UPWP.	Action	15	Megan Larsen	December	N/A	601
22.	Approve 2015 Idaho Legislative Session Position Statements	Yes	Ken Burgess will seek approval of 2015 Idaho Legislative Session Position Statements	Action	15	Ken Burgess	December	N/A	701
23.	Approve Priorities of New Projects for FY2016-2020 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek approval of priorities for new projects for consideration for the FY2016-2020 TIP update.	Action	15	Toni Tisdale	February 2015	January 2015	685
24.	Approve Transportation Improvement Program (TIP) Application Process and Guide	No	Toni Tisdale will seek approval of a new TIP application process and guide.	Action	10	Toni Tisdale	February	January	685

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Policy Implications/ Requirements</i>	<i>Agenda Type¹</i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
25.	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	N/A	685