



Working together to plan for the future

**EXECUTIVE COMMITTEE MEETING
NOVEMBER 18, 2014 2:00-3:30 PM
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO**

****AGENDA****

I. CALL TO ORDER (2:00)

II. AGENDA ADDITIONS/CHANGES

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA

Page 2 * A. Approve October 21, 2014, Meeting Minutes

V. ACTION ITEMS

2:05 * A. Establish December 15, 2014, COMPASS Board Meeting Agenda
Page 5 Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled December 15, 2014, are attached.

2:15 B. Recommend Board Approval of 2015 State Legislative Position Statements
Ken Burgess will seek direction in establishing 2015 state legislative position statements.

2:45 C. Approve Board Member Travel
Matt Stoll will present a travel request for COMPASS Secretary/Treasurer Steve Rule to attend the NARC 2015 National Conference of Regions February 8-10, 2015, in Washington, D.C.

VI. INFORMATION/DISCUSSION ITEMS

2:50 A. Status Report – COMPASS Joint Powers Agreement and Bylaws Revisions
Matt Stoll will provide a status report on the revisions to the COMPASS Joint Powers Agreement and Bylaws.

3:00 B. Discuss CY2015 COMPASS Board of Directors and Executive Committee Meeting Dates
Matt Stoll will discuss CY2015 COMPASS Board and Executive Committee meeting dates.

VII. OTHER

VIII. ADJOURNMENT (3:10)

*Enclosures

Agenda is subject to change.

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**EXECUTIVE COMMITTEE MEETING
OCTOBER 21, 2014
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Vice Chair**
Richard Beck for Dave Case, Commissioner, Ada County
Bob Henry, Mayor, City of Nampa
Bryce Millar, Commissioner, Nampa Highway District No.1, **Immediate Past Chair**
Jim Reynolds, Mayor, City of Eagle
Charlie Rountree, Councilman, City of Meridian, **Chair**
Steve Rule, Commissioner, Canyon County, **Secretary-Treasurer**, via telephone
Darin Taylor, Mayor, City of Middleton

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

OTHERS PRESENT: Sabrina Anderson, Community Planning Association
Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors, via telephone
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association
Christina Torkelson, Community Planning Association
Dave Wallace, Ada County Highway District

CALL TO ORDER:

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

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll introduced Sabrina Anderson, COMPASS Director of Planning.

CONSENT AGENDA

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

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

ACTION ITEM

A. Establish November 17, 2014, COMPASS Board Meeting Agenda

Matt Stoll said due to a light November COMPASS Board meeting agenda, staff recommends canceling the November Board meeting and moving the agenda items to the December 15, 2014, Board agenda.

After discussion, **Sara Baker moved and Bob Henry seconded to move the November 17, 2014, Board meeting agenda items to the December 15, 2014, COMPASS Board meeting agenda. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

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

Ken Burgess led a discussion on potential legislation and position statements for the 2015 Idaho legislative session.

After discussion, **it was agreed to focus on funding, local option tax authority, more money going to the locals, and to remove Bicycle Safety and Transportation Access Plan legislation from the position statements. Ken will bring back revised position statements for Executive Committee review in November 2014 for a recommendation to the full Board in December 2014.**

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

Matt Stoll stated based on the established COMPASS Board officer rotation, the 2015 secretary/treasurer should be an Ada County member. Matt was directed to send an email to eligible individuals to solicit interest in the position. The Executive Committee will then select an individual in December 2014 to recommend to the full Board in January 2015.

C. Status Report - COMPASS Restructuring Proposal

Matt Stoll stated that staff just received the draft revised COMPASS Bylaws and Joint Powers Agreement from the attorney. Matt will send them out to the Board and Executive Committee for review. A redlined version will be included in the November Executive Committee meeting packet for a recommendation to the full Board in December 2014, and to provide 30 day notice of intent to modify the Bylaws and Joint Powers Agreement in January 2015.

D. Status Report - Canyon County Membership Dues Formula Analysis

Matt Stoll provided a status report on the Canyon County membership dues formula analysis. A meeting will be scheduled in the next 2-3 weeks with Canyon County entities to begin the discussion of adjusting the dues formula.

OTHER

Matt Stoll said that he, Ken Burgess, and the Secretary/Treasurer from the past year attend the National Association of Regional Councils National Conference of Regions in February of each year. Steve Rule, the current COMPASS Secretary/Treasurer agreed to attend in 2015.

ADJOURNMENT

Chair Rountree adjourned the meeting at 3:00 pm.

Dated this 18th day of November 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.	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
11.	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
12.	Adopt Resolution Amending the FY2015-2019 Regional Transportation Improvement Program	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2015-2019.	Consent Agenda	N/A	Toni Tisdale	December	N/A	685

Item	Title/Description	Mandatory	Policy Implications/ Requirements	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
13.	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	December	PPC - September	661
14.	Adopt Resolution Amending the FY2014-2018 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2014-2018 TIP.	Consent Agenda	N/A	Toni Tisdale	December	N/A	685
15.	Review ITD Approach in Addressing Needs on I-84 from Franklin Boulevard in Nampa to Interchange 29 in Caldwell (US 20/26 aka Franklin Road)	No	Amy Revis, ITD District 3 Engineer, will review ITD's approach in addressing this section of I-84.	Information/ Discussion	20	Amy Revis	December	N/A	N/A
16.	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
17.	Update on COMPASS Education Campaign on Transportation Funding	No	Amy Luft will provide an update on the COMPASS education campaign on transportation funding.	Information Memo Only	N/A	Amy Luft	December	NA	653
18.	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

Item	Title/Description	Mandatory	Policy Implications/ Requirements	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
19.	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
20.	Approve Revised Development Review Protocol	No	Carl Miller will seek approval of the revised development review protocol.	Action	15	Carl Miller	December	DAC	701

UPCOMING AGENDA ITEMS

21.	Confirm COMPASS Non-Elected Board Members and Alternate Members	Yes	COMPASS Bylaws require the Board confirm non-elected Board members and alternate members.	Consent Agenda	N/A	N/A	January 2015	N/A	N/A
22.	Confirm Standing Committee Members	Yes	COMPASS Bylaws require the Board confirm Standing Committee member.	Consent Agenda	N/A	N/A	January	N/A	N/A
23.	Confirm Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer.	Yes	COMPASS Bylaws require the Board confirm ascension of new Board Officers and elect a new Secretary/Treasurer.	Action	10	Matt Stoll	January	N/A	N/A
24.	Confirm Executive Committee Representatives for Cities under 25,000 in Population.	Yes	COMPASS Bylaws require the Board confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Matt Stoll	January	N/A	N/A
25.	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	January	N/A	N/A

<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>
26.	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 February 2015.	Information/ Discussion	15	Matt Stoll	January	N/A	N/A
27.	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	January 2015	685
28.	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
29.	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

Confirm Standing Committee Memberships