

# Community Planning Association of Southwest Idaho

COMMUNITY PLANNING ASSOCIATION  
EXECUTIVE COMMITTEE MEETING  
October 27, 2004 – 1:30 pm  
800 S. Industry Way, Suite 100, Meridian, Idaho

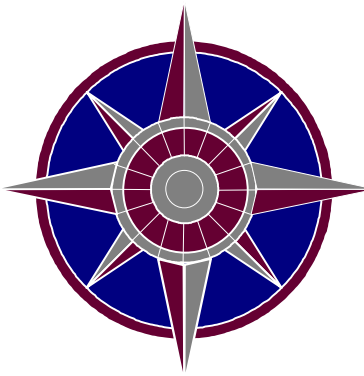
**\*\*AGENDA\*\***

- \* **A. Approve September 29, 2004, Executive Committee Meeting Minutes**  
*A copy of the draft minutes is attached.*
- \* **B. Establish November 15, 2004, COMPASS Board Meeting Agenda**  
*Staff's proposed agenda items for the regularly scheduled November meeting are attached.*
- C. Discuss Current Legal/Lobbying Services**  
*Staff will present and review previous and current legal/lobbying services and expenses. Staff will present options and seek direction for securing future services.*
- D. Discuss Deputy Executive Director Position**  
*Staff will review and seek input on its proposal to convert the Deputy Executive Director position to a Principal Planner position.*
- E. Update on Annual Association of Metropolitan Planning Organizations Conference**  
*Staff will provide a summary of the Annual Association of Metropolitan Planning Organizations Conference held in San Antonio, Texas from October 12-15, 2004.*
- F. Review Next Step for Legislative Oversight Committee**  
*Staff will propose the next steps for the Executive Committee in its role as the Legislative Oversight Committee.*
- G. Other**

**Adjourn to Communities in Motion Steering Committee Meeting**

**\* Enclosure**

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# Community Planning Association

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## *of Southwest Idaho*

**Community Planning Association of Southwest Idaho  
COMPASS Executive Committee  
September 29, 2004  
COMPASS Conference Room**

**\*\*\*Minutes\*\*\***

**ATTENDEES:**

Matt Beebe Commissioner, Canyon County  
David Bieter, Mayor, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
John Franden, Commissioner, Ada County Highway District  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**  
Matt Stoll, Executive Director, Community Planning Association,  
Ex Officio

**MEMBERS ABSENT:**

Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
Nancy Merrill, Mayor, City of Eagle  
Garret Nancolas, Mayor, City of Caldwell

**OTHERS:**

Nancy Brecks, Community Planning Association  
Paul Raymond, City of Nampa  
Toni Tisdale, Community Planning Association  
Charles Trainor, Community Planning Association  
Jeanne Urlezaga, Community Planning Association

**CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 1:35 p.m.

**A. Approve September 1, 2004, Executive Committee Meeting Minutes**

After discussion, **John Franden moved and Matt Beebe seconded approval of the September 1, 2004, Executive Committee meeting minutes with the following correction: Item I. Consider Next Steps Regarding the Regional Transportation Task Force Report, third line to read "...directed to evaluate and provide comments on what can be implemented..."** Motion passed unanimously.

**B. Establish October 18, 2004, COMPASS Board Meeting Agenda**

After discussion, Tom Dale moved and Matt Beebe seconded to approve the proposed October 18, 2004, Board meeting Agenda Items 1-11 and 13 –18. Item 12 will be moved to the November or December Board agenda, and an Information/Discussion item will be added to the October Board agenda as Item 18 B - Review Proposed Policies for *Destination 2030 Limited Plan Update*. Motion passed unanimously.

**C. Update on Ex Officio Member Services**

Matt Stoll reviewed the staff recommendation for Ex Officio member services.

Chair Judy Peavey-Derr asked for any objection to directing Matt Stoll to speak to the Department of Environmental Quality regarding its interest in becoming a dues paying Special Member of the COMPASS Board. Hearing none, Chair Peavey-Derr so ordered.

Tom Dale moved and Matt Beebe seconded to modify, per established procedures, the COMPASS Bylaws to state that Ex Officio members must pay for any member services on a per cost basis. Motion passed unanimously.

**Other**

A. Matt Stoll reported the Sacramento Council of Governments Executive Director has resigned. Matt and Charles will research whether Sacramento is still an option to send a contingency of the Board to visit as discussed at the September 27, 2004, Board meeting.

B. After discussion, Chair Peavey-Derr asked for any objection to directing Matt Stoll to come back to the Executive Committee in October prepared to review the billings for legal and lobbying expenses for COMPASS. Hearing none, Chair Peavey-Derr so ordered.

**Adjournment**

Tammy de Weerd moved and Matt Beebe seconded to adjourn at 2:25 p.m. Motion passed unanimously.

Dated this 27th Day of October 2004.

**APPROVED:**

By: \_\_\_\_\_  
Judy M. Peavey-Derr, Chair  
Community Planning Association

**ATTEST:**

By: \_\_\_\_\_  
Matthew J. Stoll, Executive Director  
Community Planning Association

**EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA**

**ITEM B**

<b>ID #</b>	<b>Title/Description</b>	<b>Mandatory<sup>1</sup></b>	<b>Policy Implications/Requirements</b>	<b>Agenda Type<sup>2</sup></b>	<b>Time (minutes)</b>	<b>Presenter(s)</b>	<b>Proposed Agenda</b>
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Monthly
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Monthly
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Required by the Board's mission statement for the Committee.	Consent Agenda	N/A	N/A	As Appropriate
4.	Receive Staff Activity Report	Yes	Meets Bylaws requirement - Article IV, Section 5; Also satisfies federal reporting requirements.	Ex. Dir. Report	N/A	N/A	Monthly
5.	Status Report – Finance Committee Update	No	Susan Eastlake, Finance Committee Chair, will provide an oral Status Report.	Information/ Discussion	10	Susan Eastlake	As Appropriate
6.	Status Report – Corridor Studies	No	Patricia Nilsson will provide a monthly report on the status of the Corridor Studies.	Ex. Dir. Report	N/A	N/A	Monthly
7.	Status Report – <i>Destination 2030 Limited Plan Update</i>	No	Toni Tisdale will provide a monthly report on the status of the <i>Destination 2030 Limited Plan Update</i> .	Ex. Dir. Report	N/A	N/A	Monthly
8.	Status Report – Current Air Quality Issues	No	Jay Witt will provide a monthly report of current air quality issues.	Ex. Dir. Report	N/A	N/A	Monthly
9.	Status Report – Current Transportation Project Information	No	Linda Ritter will provide a monthly report of current transportation facility usage and projects.	Ex. Dir. Report	N/A	N/A	Monthly
10.	Status Report – Standing Committees' Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Monthly
<b>CURRENT MONTH AGENDA ITEMS</b>							
11.	Approve Change to COMPASS Bylaws, Article V, Section 3. Ex. Officio Membership	Yes	Meets Bylaw requirement. Notice was provided at the October 18, 2004, COMPASS meeting of the intent to change the Bylaws.	Consent Agenda	N/A	N/A	November
12.	Adopt Resolution Approving Revision 1 to the FY2005 Unified Planning Work Program and Budget	Yes	Staff will review proposed revisions addressing actual carry-forward funds and unanticipated increase in consolidated planning grant funds.	Action	30	Matt Stoll	November
13.	Review Proposed Legislation for the 2005 Idaho Legislature	No	Presentations on proposed relevant legislation will be provided. Board input will be sought to aid the Executive Committee in formulating appropriate position statements.	Information/ Discussion	60	TBD	November

<sup>1</sup> No, Yes, N/A (Not Applicable)

<sup>2</sup> Action; Consent Agenda; Executive Director's Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

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14.	Review Proposed Actions for Urban and Transportation Management Area Balancing Committees	No	Staff will review proposed funding actions for the Urban and Transportation Management Area Balancing Committees. Any proposed actions by staff are not final until confirmed by the Board through amendment of the FY2005-2009 Transportation Improvement Programs in December 2004.	Information/Discussion	10	Patricia Nilsson	November
15.	Update on <i>Communities in Motion</i> Project	No	Staff will provide a status report and relevant information regarding the development of the regional long-range transportation plan.	Information/Discussion	10	Charles Trainor	November
<b>UPCOMING AGENDA ITEMS</b>							
16.	Holiday Luncheon for COMPASS Board and Staff	No	A luncheon will be provided for Board members and staff with an invited speaker to celebrate the upcoming Holiday season. The specific location and time will be identified by the December 2004 Executive Committee meeting.	Special Item	60	N/A	December
17.	Recognize Outgoing COMPASS Board Member(s)	No	Opportunity for Board members and staff to express their appreciation for the service provided by outgoing Board member(s).	Special Item	5	Judy Peavey-Derr	December
18.	Approve 2005 COMPASS Board/Executive Committee Meeting Dates	Yes	Meets Bylaw Requirement.	Action	5	Matt Stoll	December
19.	Approve <i>the Destination 2030 Limited Plan Update</i>	Yes	Final approval of the <i>Destination 2030 Limited Plan Update</i> including the functional classification map.	Action	15	Toni Tisdale	December
20.	Approve Amendment to the FY2005-2009 Northern Ada County Transportation Improvement Program	Yes	State Highway 55 widening at the Junction of the I-84 westbound off ramp to Franklin Road.	Action	10	Patricia Nilsson	December
21.	Review and Approve FY2006-2010 Transportation Improvement Program Calendar	Yes	Review the schedule agreed to by the Regional Technical Advisory Committee and seek Board approval.	Action	10	Patricia Nilsson	December
22.	Approve <i>Communities in Motion</i> Public Involvement Plan	Yes		Action	10	Teri Schorzman	December

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23.	Approve Planned Community Review Policy	No	Staff will seek Board adoption of a policy regarding planned community reviews.	Action	20	Charles Trainor	December
24.	Update on <i>Communities in Motion</i> Project	No		Information/ Discussion	10	Charles Trainor	December
25.	Provide 30 Day Notice of January 24, 2005, Annual COMPASS Board Meeting	Yes	Meets Bylaw Requirement.	Ex. Dir. Report	N/A	N/A	December
26.	Receive the Draft Congestion Management System Plan	Yes	The Congestion Management System Plan details the method developed to manage congestion in the Treasure Valley. A congestion management system must be developed and implemented for all transportation management areas. Staff will seek Board approval at the January 2005 meeting.	Ex. Dir. Report	N/A	N/A	December
27.	Confirm New Board Officers: Chair, Chair-Elect, Vice-Chair. Elect Secretary-Treasurer	Yes	Meets Bylaws Requirement	Action	15	Judy Peavey-Derr	January
28.	Confirm Standing Committee Memberships	Yes	Meets Bylaws Requirement	Action	5	Bob Flowers	January
29.	Confirm Non-elected Board Alternates	Yes	Meets Bylaws Requirement.	Action	5	Bob Flowers	January
30.	Confirm Executive Committee Representatives for Cities under 25,000 in Population	Yes	Meets Bylaws Requirement	Action	5	Bob Flowers	January
31.	Review List of Local Government's Transportation Priority Projects	Yes		Action	10	Patricia Nilsson	January
32.	Adopt the Congestion Management System Plan	Yes	The Congestion Management System Plan details the method developed to manage congestion in the Treasure Valley. A congestion management system must be developed and implemented for all transportation management areas.	Action	20	Jay Witt	January

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33.	Overview of the <i>Downtown Boise Mobility Study</i>	No	The draft report for the <i>Downtown Boise Mobility Study</i> will be ready for review. Final adoption by sponsoring agencies is expected in January.	Information/ Discussion	20	Kelli Fairless	January
34.	Establish Priorities for Transportation Enhancement Projects	Yes		Action	10	Patricia Nilsson	March
35.	Review and Accept April 1, 2005, Population Estimates	Yes		Action	5	Charles Trainor	April
36.	Establish Board Policy on Using Surface Transportation Program – Urban Funds	No				Matt Stoll	April/ May
37.	Approve Resolution Adopting FY2006 Unified Planning Work Program and Budget	Yes				Matt Stoll	July
38.	Establish an Updated COMPASS Board Policy for Transportation Related Air Quality Efforts	No	This item was deferred from the May 17, 2004, Board meeting.	Action	30	Matt Stoll	TBD
39.	Adopt Revised Memorandum of Understanding Governing the Urban Balancing Committee	No	The addition of two new Metropolitan Planning Organizations in Idaho and a Transportation Management Area designation for the Boise Urbanized Area necessitates this revision.	Action	10	Matt Stoll	TBD
40.	Update on the Rail Corridor Feasibility Study	No	Kelli Fairless will provide an update on the Rail Corridor Feasibility Study.	Information/ Discussion	5	Kelli Fairless	TBD
41.	Presentation on Historical Expenditures of Surface Transportation Program – Enhancement Funds over Five Years Across the State	No		Ex. Dir. Report	N/A	N/A	TBD