



**FINANCE COMMITTEE MEETING
DECEMBER 13, 2018 — 12:00 PM
COMPASS - 2ND FLOOR LARGE CONFERENCE ROOM
700 NE 2ND STREET, SUITE 200
MERIDIAN, IDAHO**

**** AGENDA ****

- I. CALL TO ORDER**
- II. AGENDA ADDITIONS/CHANGES**
- III. OPEN DISCUSSION/ANNOUNCEMENTS**
- IV. CONSENT AGENDA**
Page 2 *A. Approve November 27, 2018, Finance Committee Meeting Minutes
- V. INFORMATION/DISCUSSION ITEM**
Page 4 *A. Review Report of Disbursements Made in the Reporting Period
- VI. ACTION ITEMS**
 - A. Approve Draft Fiscal Year 2019 AuditPage 5 *B. Establish 2019 Finance Committee Meeting Dates
- VII. OTHER**
- VIII. ADJOURNMENT**

*Enclosures Times are approximate. Agenda is subject to change.

*Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 475-2229 with 48 hours advance notice.
Si necesita asistencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 475-2229 con 48 horas de anticipación.*

T:\FY19\900 Operations\Finance\FY2019 agendasminutes\agenda12132018.docx

ITEM IV-A

**FINANCE COMMITTEE MEETING
NOVEMBER 27, 2018
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rebecca Arnold, Commissioner, Ada County Highway District
Jay Gibbons, Commissioner, Canyon Highway District #4
Debbie Kling, Mayor, City of Nampa
Garret Nancolas, Mayor, City of Caldwell, **Chair**

MEMBERS ABSENT: John Evans, Mayor, City of Garden City, **Vice Chair**
Jim Tibbs, Commissioner, Ada County

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

CALL TO ORDER:

Chair Garret Nancolas called the meeting to order at 12:00 p.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

General announcements were made.

CONSENT AGENDA

A. Approve August 23, 2018, Finance Committee Meeting Minutes

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

INFORMATION/DISCUSSION ITEM

A. Review Report of Disbursements Made in the Reporting Period

Meg Larsen noted the Report of Disbursements made in the reporting period August 4, 2018 to November 20, 2018, is provided in the packet for information.

ACTION ITEMS

A. Approve Variance Report for October 1, 2017 - September 30, 2018

Meg Larsen reviewed the Variance Report for October 1, 2017 - September 30, 2018.

After discussion, **Jay Gibbons moved and Pam White seconded approval of the Variance Report for October 1, 2017 - September 30, 2018 as presented. Motion passed unanimously.**

B. Recommend Approval of Revision 1 of the FY2019 Unified Planning Work Program and Budget

Meg Larsen reviewed proposed Revision 1 of the FY2019 Unified Planning Work Program and Budget.

After discussion, **Debbie Kling moved and Rebecca Arnold seconded recommending COMPASS Board of Directors' approval of Revision 1 of the FY2019 Unified Planning Work Program and Budget as presented. Motion passed unanimously**

ADJOURNMENT

Debbie Kling moved and Jay Gibbons seconded adjournment at 12:35 p.m. Motion passed unanimously.

Approved this 13th day of December 2018.

**By: _____
Garret L. Nancolas, Chair**

Attest:

**By: _____
John Evans, Vice Chair**

T:\FY19\900 Operations\Finance\FY2019 agendasminutes\minutes11272018.docx

Check History Report
Sorted By Vendor Name
Activity From: 11/21/2018 to 12/5/2018

Community Planning Association (CPA)

Bank Code	Description	Check Number	Check Date	Check Amount	Check Type
Vendor Number: ASSIDC ASSOCIATION OF IDAHO CITIES					
A	ICCU - Checking	006203	12/5/2018	500.00	Auto
				Vendor ASSOCIATION OF IDAHO CITIES Total:	500.00
Vendor Number: ATLANTI Atlantic & Pacific Data Corporation					
A	ICCU - Checking	E00489	12/5/2018	9,500.00	Electronic Payment
				Vendor Atlantic & Pacific Data Corporation Total:	9,500.00
Vendor Number: ZBOIMUN Boise Municipal Health Care					
A	ICCU - Checking	E00494	12/5/2018	19,246.43	Electronic Payment
				Vendor Boise Municipal Health Care Total:	19,246.43
Vendor Number: HUGOS HUGO'S DELI					
A	ICCU - Checking	E00490	12/5/2018	179.00	Electronic Payment
				Vendor HUGO'S DELI Total:	179.00
Vendor Number: IDCENT IDAHO CENTRAL CREDIT UNION					
A	ICCU - Checking	006204	12/5/2018	1,717.35	Auto
				Vendor IDAHO CENTRAL CREDIT UNION Total:	1,717.35
Vendor Number: IDPRES IDAHO PRESS-TRIBUNE					
A	ICCU - Checking	006205	12/5/2018	184.78	Auto
				Vendor IDAHO PRESS-TRIBUNE Total:	184.78
Vendor Number: IMPULSE Impulse, A TrueTone Inc. Company					
A	ICCU - Checking	E00491	12/5/2018	286.67	Electronic Payment
				Vendor Impulse, A TrueTone Inc. Company Total:	286.67
Vendor Number: INTMOU INTERMOUNTAIN GAS CO.					
A	ICCU - Checking	006206	12/5/2018	237.82	Auto
				Vendor INTERMOUNTAIN GAS CO. Total:	237.82
Vendor Number: ZSTAUD INTERNAL REVENUE SERVICE					
A	ICCU - Checking	W00332	12/5/2018	12,472.75	Wire Transfer
				Vendor INTERNAL REVENUE SERVICE Total:	12,472.75
Vendor Number: STOLL MATTHEW STOLL					
A	ICCU - Checking	E00492	12/5/2018	830.19	Electronic Payment
				Vendor MATTHEW STOLL Total:	830.19
Vendor Number: ZPERET PUBLIC EMPLOYEES RETIREMENT					
A	ICCU - Checking	W00333	12/5/2018	14,852.23	Wire Transfer
				Vendor PUBLIC EMPLOYEES RETIREMENT Total:	14,852.23
Vendor Number: SHREDIT Shred-It USA- Boise					
A	ICCU - Checking	006207	12/5/2018	60.00	Auto
				Vendor Shred-It USA- Boise Total:	60.00
Vendor Number: VRT Valley Regional Transit					
A	ICCU - Checking	E00493	12/5/2018	4,770.00	Electronic Payment
				Vendor Valley Regional Transit Total:	4,770.00
				Report Total:	<u><u>64,837.22</u></u>

COMPASS Finance Committee
Staff Recommended Meeting Dates for Calendar Year 2019

ITEM VI-B

Meeting Agenda - Tentative		MEETING DATES	
		Finance Committee - Staff Recommendation	COMPASS Board
1	a. Review five year revenue and expense estimates and assumptions.	Thursday, March 21, 2019	
	b. Review and recommend proposed member dues for FY2020 UPWP.		
	c. Review and approve Q1 Variance Report.		
2	Board approval of member dues.		Monday, April 15, 2019
3	Review FY2020 UPWP budget worksheets. Recommend changes as necessary.	Thursday, May 23, 2019	
4	a. Review and approve Q2 Variance Report.	Thursday, July 11, 2019	
	b. Request recommendation of Board adoption of the FY2020 UPWP.		
5	a. Review and approve Q3 Variance Report.	Thursday, August 22, 2019	
	b. Discuss audit planning with external auditor.		
6	Board adoption of FY2020 UPWP		Monday, August 26, 2019
7	a. Review and approve Q4 Variance Report.	Thursday, November 21, 2019	
	b. Review and recommend Board approval of Revision 1 of the FY2020 UPWP.		
8	Review and approve FY2019 Audited Financial Statements.	Thursday, December 12, 2019	
9	Board adoption of Revision 1 of the FY2020 UPWP.		Monday, December 16, 2019

Notes: - Meeting times are from 12:00 pm to 1:30 pm
 - As in prior years, it may be necessary to call additional meetings. Staff will make every effort to notify COMPASS Finance Committee members in a timely manner so they can adjust their schedules.