

**COMPASS EXECUTIVE COMMITTEE MEETING  
SEPTEMBER 8, 2020 1:30 P.M.  
COMPASS – 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
700 NE 2<sup>ND</sup> STREET  
MERIDIAN, IDAHO**

**ZOOM CONFERENCE CALL**

Facebook Live Streaming - <https://www.facebook.com/COMPASSIdaho>

**Committee members are encouraged to participate in the meeting via Zoom conference call.** Others may watch the meeting via Live Streaming on Facebook. The 2<sup>nd</sup> floor conference room is open for in-person attendance, but has limited capacity for physical distancing; for the health and safety of all participants, virtual participation is encouraged. In-person attendees are asked to maintain physical distance and are required to wear a mask at all times in the COMPASS building.

Individuals that intend to attend the meeting in person should RSVP to Hailey Townsend at [htownsend@compassidaho.org](mailto:htownsend@compassidaho.org) or 208-475-2232.

Written comments may be submitted by email to [info@compassidaho.org](mailto:info@compassidaho.org). Comments can also be left by voicemail. Please call 208-855-2558 to record comments. Commenters must provide their name for the record. Comments identified by name that are received by 10:00 am on September 8, 2020, will be provided to the Committee members and read into the record during the meeting.

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

**I. CALL TO ORDER (1:30)**

**II. OPEN DISCUSSION/ANNOUNCEMENTS**

**III. CONSENT AGENDA**

Page 3 **\*A. Approve July 14, 2020, Executive Committee Meeting Minutes**

**IV. ACTION ITEMS**

1:35 **\*A. Establish October 19, 2020, COMPASS Board Meeting Agenda**

Page 6 *Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled October 19, 2020, are attached.*

1:45 **B. Determine Format for December 21, 2020, COMPASS Board Annual Meeting**

*Matt Stoll will seek Executive Committee input and confirmation on the format for the COMPASS Board Annual Meeting, scheduled for December 21, 2020.*

1:55 **C. Authorize Call for 2021 COMPASS Board of Directors' Secretary/Treasurer Nominations**  
*Matt Stoll will seek Executive Committee authorization to solicit nominations for open 2021 Board officer position per COMPASS Bylaws.*

**V. INFORMATION/DISCUSSION ITEMS**

2:00 **\*A. Review Proposed FY2021 Education Series Topics**  
Page 13 *Amy Luft will review proposed FY2021 education series topics.*

2:10 **B. Status Report – State and Federal Legislative Issues**  
*Ken Burgess will update the Executive Committee on the latest legislative developments at the state and federal levels. He will also review with the committee the process and timelines for updating the association's position statements.*

Page 14 **\*C. Status Report – Regional Transportation Advisory Committee (Memo Only)**

**VI. OTHER**

**VII. ADJOURNMENT (2:20)**

**\*Enclosures 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:\FY20\900 Operations\Exec\Agendas\agenda07142020.docx

## EXECUTIVE COMMITTEE MEETING JULY 14, 2020 ZOOM CONFERENCE CALL

### **\*\*MINUTES\*\***

**ATTENDEES:** Sara Baker, Commissioner, Ada County Highway District, via telephone  
Elaine Clegg, Councilmember, City of Boise, **Chair**, via telephone  
Jay Gibbons, Commissioner, Canyon Highway District #4, via telephone  
Debbie Kling, Mayor, City of Nampa, **Secretary-Treasurer**, via telephone  
Kendra Kenyon, Commissioner, Ada County, via telephone  
Garret Nancolas, Mayor, City of Caldwell, **Chair Elect**, via telephone  
Jason Pierce, Mayor, City of Eagle, via telephone  
Robert Simison, Mayor, City of Meridian, via telephone  
Joe Stear, Mayor, City of Kuna, **Vice Chair**, via telephone

**MEMBERS ABSENT:** Tom Dale, Commissioner, Canyon County  
Steve Rule, Mayor, City of Middleton

**OTHERS PRESENT:** Morgan Andrus, Community Planning Association, via telephone  
Ken Burgess, Veritas Advisors, via telephone  
Meg Larsen, Community Planning Association, via telephone  
Amy Luft, Community Planning Association, via telephone  
Matt Stoll, Executive Director, Community Planning Association, via telephone  
Dave Wallace, Ada County Highway District, via telephone

### **CALL TO ORDER:**

Chair Elaine Clegg called the meeting to order at 1:32 p.m.

### **OPEN DISCUSSION/ANNOUNCEMENTS**

General announcements were made.

### **CONSENT AGENDA**

#### **A. Approve May 12, 2020, Executive Committee Meeting Minutes**

Sara Baker moved and Joe Stear seconded approval of the Consent Agenda as presented. Motion passed unanimously.

### **ACTION ITEMS**

#### **A. Establish August 17, 2020, COMPASS Board Meeting Agenda**

Matt Stoll presented staff proposed Agenda Items 1-19B for the August 17, 2020, COMPASS Board of Directors' meeting. Matt requested the latitude to amend the agenda as necessary.

After discussion, **Debbie Kling moved and Joe Stear seconded approval of Agenda Items 1-19B for the August 17, 2020, COMPASS Board of Directors' meeting as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.**

**B. Recommend FY2021 COMPASS Workgroup Charters for COMPASS Board Approval**

Meg Larsen noted that the FY2021 COMPASS Workgroup Charters are included in the meeting packet for information.

After discussion, **Garret Nancolas moved and Sara Baker seconded to recommend COMPASS Board of Directors' approval of the FY2021 Workgroup Charters as presented. Motion passed unanimously.**

**C. Recommend COMPASS Social Media Policy for COMPASS Board Approval**

Amy Luft reviewed a COMPASS Social Media Policy.

After discussion, **Joe Stear moved and Kendra Kenyon seconded to recommend COMPASS Board of Directors' approval of the COMPASS Social Media Policy as presented. Motion passed unanimously.**

**D. Recommend Federal Legislative Position Statement Regarding Amtrak and Passenger Rail Service**

Ken Burgess presented a draft federal legislative position statement supporting efforts and provision of necessary tools to evaluate and pursue the re-establishment of the Amtrak Pioneer Line service and passenger rail service as part of the transportation bill reauthorization.

After discussion, **Debbie Kling moved and Jay Gibbons seconded to recommend COMPASS Board of Directors' approval of the draft federal legislative position statement regarding Amtrak and Passenger Rail Service as presented. Motion passed unanimously.**

**INFORMATION/DISCUSSION ITEMS**

**A. Status Report – State and Federal Legislative Issues**

Ken Burgess gave a status report on state and federal legislative issues.

**B. Status Report – FY2020 COMPASS Workgroups Tasks – Memo Only**

**C. Status Report - Regional Transportation Advisory Committee – Memo Only**

**ADJOURNMENT**

**Chair Elaine Clegg adjourned the meeting at 2:13 p.m.**

**Approved this 8th day of September 2020.**

**By:** \_\_\_\_\_  
**Elaine Clegg, 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>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<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	Bimonthly	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	Bimonthly	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 – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report on current air quality issues.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	801
5.	Receive Project Milestone Report	No	Toni Tisdale will provide a Project Milestone Report.	Ex. Dir. Report	N/A	N/A	Every Other Meeting	N/A	685
6.	Status Report – Standing Committee Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	820

<sup>1</sup> 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>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
7.	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
8.	Approve List of Records for Destruction	No	Meg Larsen will seek COMPASS Board of Directors' approval of the list of records to destroy per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991
9.	Status Report - State & Federal Legislative Issues	Yes	Ken Burgess will provide an update on the latest legislative developments at the state and federal levels.	Information	10	Ken Burgess	As Appropriate	N/A	760
<b>CURRENT AGENDA ITEMS</b>									
10.	Establish 2021 COMPASS Board and Executive Committee meeting Dates and Location. Provide 30 Day Notice of Annual Meeting	Yes	COMPASS staff will seek approval of COMPASS Board and Executive Committee meeting dates, times, location and provide 30 day notice of annual meeting.	Consent Agenda	N/A	N/A	October	N/A	N/A
11.	Adopt Resolution Amending <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0)	Yes	Liisa Itkonen will seek COMPASS Board of Directors' adoption of a resolution amending CIM 2040 2.0 to reflect local agencies' funded projects.	Action	10	Liisa Itkonen	October	September	661

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
12.	Adopt Resolution Approving the FY2021-2027 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a resolution approving the FY2021-2027 TIP and associated air quality conformity demonstration.	Action	15	Toni Tisdale	October	September	685
13.	Adopt Resolution Approving Rural Project Prioritization	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a Resolution approving priorities for rural projects.	Consent		Toni Tisdale	October	September	685
14.	Accept Buildout Forecast	No	Carl Miller will seek COMPASS Board of Directors' acceptance of the buildout forecast based on comprehensive plans.	Action	15	Carl Miller	October	DAWG: August	661
15.	Approve FY2021 Resource Development Plan	Yes	Kathy Parker will seek COMPASS Board of Directors' approval of FY2021 Resource Development Plan.	Action	15	Kathy Parker	October	August	685
16.	Review the <i>Communities in Motion 2050</i> Draft Goals and Objectives	No	Liisa Itkonen will review the <i>Communities in Motion</i> draft 2050 goals and objectives.	Information/ Discussion	15	Liisa Itkonen	October	September	661
17.	Review <i>Communities in Motion 2050</i> Vision	No	Carl Miller will the "where do we grow from here" survey results and the	Information/ Discussion	15	Carl Miller	October	September	661



<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
			resulting draft <i>Communities in Motion 2050</i> Vision.						
18.	Review High Capacity Transit Survey Approach	No	Rachel Haukkala will review the survey approach for public feedback on high capacity transit options.	Information/Discussion	15	Rachel Haukkala	October	August	661
19.	Status Report on State and Federal Legislative Issues	No		Information/Discussion	10	Ken Burgess	October	N/A	
20.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the Finance Committee meetings.	Information/Discussion	5	Finance Committee Chair	October	N/A	N/A
21.	Review Past <i>Communities in Motion</i> Implementation Grant and Project Development Program Projects	No	Kathy Parker will review past <i>Communities in Motion</i> Implementation Grant and Project Development Program projects.	Memo Only		Kathy Parker	October	August	685
<b>UPCOMING AGENDA ITEMS</b>									
22.	Leadership in Motion Awards Presentation	No	Board Chair and Executive Director will present the 2020 COMPASS Leadership in Motion awards.	At Luncheon; before meeting	20	Chair/Matt Stoll	December Luncheon	N/A	653
23.	Confirm Regional Transportation Advisory Committee Membership	Yes	COMPASS Bylaws require the COMPASS Board of Directors' confirmation of RTAC membership.	Consent Agenda	N/A	N/A	December	N/A	N/A

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
24.	Confirm 2021 Board officers; Chair, Chair Elect, Immediate Past Chair. Elect Secretary-Treasurer	Yes	COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.	Action	N/A	N/A	December	N/A	N/A
25.	Approve 2021 Federal Transportation Position Statements	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of 2021 federal transportation position statements.	Action	15	Ken Burgess	December	N/A	N/A
26.	Approve 2021 Idaho Legislative Session Position Statements	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of 2021 Idaho legislative session position statements.	Action	15	Ken Burgess	December	N/A	701
27.	Adopt Resolution Approving Revision 1 of the FY2021 Unified Planning Work Program and Budget (UPWP)	Yes	Meg Larsen will seek COMPASS Board of Directors' approval of Revision 1 of the FY2021 UPWP.	Action	10	Matt Stoll	December	N/A	N/A
28.	Approve the <i>Communities in Motion 2050</i> Goals and Objectives	No	Liisa Itkonen will seek COMPASS Board of Directors' approval of <i>Communities in Motion 2050</i> goals and objectives.	Action	15	Liisa Itkonen	December	October	661
29.	Preview Public Involvement #3 Survey for <i>Communities in Motion 2050</i>	No	Amy Luft preview the survey about fixed guideway options.	Information/ Discussion	20	Amy Luft	December	N/A	661

Item	Title/Description	Mandatory	Additional Information	Agenda Type <sup>1</sup>	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
30.	Status Report - Updates to Communities in Motion 2040 2.0 (CIM 2040 2.0)	Yes	Liisa Itkonen will provide the information updates to CIM 2040 2.0 per Board Policy 2020-02.	Information/Discussion	10	Liisa Itkonen	February 2021	Jan	661
31.	Review Results of <i>Communities in Motion 2050</i> Public Involvement #3	No	Rachel Haukkala and Amy Luft will review the results of the third public survey for <i>Communities in Motion 2050</i> .	Information/Discussion	20	Rachel Haukkala and Amy Luft	February 2021	Feb	661
32.	Adopt <i>Communities in Motion 2050</i> Vision	No	Carl Miller will seek COMPASS Board of Directors' approval of the <i>Communities in Motion 2050</i> Vision.	Action	20	Carl Miller	April 2021	March 2021	661
33.	Adopt the COMPASS Complete Networks Policy	No	Carl Miller will seek COMPASS Board of Directors' adoption of the COMPASS Complete Networks Policy.	Action	20	Carl Miller	April 2021	March 2021	661
34.	Approve FY2022 Membership Dues	Yes	Meg Larsen will seek approval of the proposed membership dues for FY2022.	Action	10	Meg Larsen	April	N/A	601
35.	Approve <i>Communities in Motion 2050</i> (CIM 2050) Funding Policy	No	Toni Tisdale will seek COMPASS Board of Directors' approval <i>Communities in Motion 2050</i> Funding Policy.	Action	20	Toni Tisdale	August 2021	July	661
36.	Approve COMPASS Workgroup Charters	No	Meg Larsen will seek approval of the COMPASS	Consent	N/A	Meg Larsen	August	N/A	601

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
			Workgroup Charters for FY2022.						
37.	Adopt Resolution XX-2021 Approving the FY2022 Unified Planning Work Program and Budget (UPWP)	Yes	Meg Larsen will seek approval of the FY2022 UPWP.	Action	15	Meg Larsen	August	N/A	601
38.	Approve CIM 2050 Performance Measures and Targets	No	Hunter Mulhall will seek COMPASS Board of Directors' approval of CIM 2050 performance measures and targets.	Action	20	Hunter Mulhall	October 2021	Sep	661
39.	Approve <i>Communities in Motion 2050</i> Implementation Policies	No	Liisa Itkonen will seek COMPASS Board of Directors' approval of <i>Communities in Motion 2050</i> implementation policies.	Action	20	Liisa Itkonen	October 2021	August	661
40.	Approve <i>Communities in Motion 2050</i> Unfunded Priorities	No	Liisa Itkonen will seek COMPASS Board of Directors' approval of <i>Communities in Motion 2050</i> unfunded priorities.	Action	20	Liisa Itkonen	October 2021	Sep	661

## EXECUTIVE COMMITTEE AGENDA ITEM V-A

Date: September 8, 2020

### **Topic: FY2021 Proposed Education Series Topics**

#### **Request/Recommendation:**

This item is for information only.

#### **Background/Summary:**

Each year, COMPASS sponsors an education series where we host regional and national experts to present on transportation, funding, land use, and related topics of interest to COMPASS member agencies, stakeholders, and the public. The goals of the series are to spur discussion, keep abreast of innovations and best practices, and learn from what others are doing around the nation.

For FY2021, COMPASS has budgeted for four education series presentations focused on topics related to issues that will be included in the update to the long-range transportation plan, *Communities in Motion 2050* (CIM 2050).

The list below outlines the topics tentatively planned for FY2021. Two of the four proposed topics had been scheduled for FY2020, but were cancelled/postponed due to COVID-19. All topics are subject to change based on speaker availability, timing, and other factors.

- *High-Capacity Transit: Mapping out considerations and steps to implement a high-capacity transit system.* This presentation would share results of a high-capacity transit study conducted in FY2020 as part of the CIM 2050 planning process and set the stage for a public survey (presenter: study consultants). *Originally planned for FY2020.*
- *Fiscal Impact Analysis: Estimating costs and revenues associated with different land uses.* This presentation would share fiscal impact tools and analyses conducted in FY2020/FY2021 as part of the CIM 2050 planning process (presenter: study consultants). *Originally planned for FY2020.*
- *Transportation Demand Management (TDM): Strategies and best practices for managing the "demand" side of the transportation equation.* This presentation would provide an overview of TDM, how it can successfully be used to relieve stress on the transportation system, and how lessons learned during the COVID-19 crisis can be applied moving forward (presenter: TBD).
- *Parking: Past, present, and future.* This presentation will review the history, current condition, and forecasted future of parking issues, including how parking impacts development and transportation patterns and how future technologies, such as autonomous vehicles, could dramatically change parking infrastructure needs (presenter: TBD).

In addition, COMPASS leverages other educational opportunities as they present themselves, such as the chance to host a speaker who may be in the area for another event. Depending on the nature, topic, and cost of these unanticipated opportunities, they may be held in addition to, or instead of, topics listed above.

When appropriate, COMPASS applies for professional education planning credits for the technical workshops, thus providing local planners with the opportunity to receive continuing education credits free of charge and without needing to travel.

**More Information:** Amy Luft, Communication Coordinator, 208/475-2229 or [aluft@compassidaho.org](mailto:aluft@compassidaho.org).

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## EXECUTIVE COMMITTEE AGENDA ITEM V-C

Date: September 8, 2020

### **Topic: Status Report - Regional Transportation Advisory Committee (RTAC)**

#### **Request/Recommendation:**

Information only.

#### **Background/Summary:**

RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the August 26, 2020, meeting.

#### **ACTION ITEMS**

##### **FY2021 Resource Development Plan**

RTAC recommended COMPASS Board of Directors' approval of the FY2021 Resource Development Plan. This item will be brought to the COMPASS Board of Directors for action in its October 19, 2020, meeting.

#### **INFORMATION ITEMS**

##### **Detailed Results of the "Where Do We Grow From Here?" Survey**

COMPASS staff presented detailed results of COMPASS' "Where do we grow from here?" survey. This same information will be brought to the COMPASS Board of Directors in its October 19, 2020, RTAC meeting.

##### **High Capacity Transit Survey Approach**

COMPASS staff reviewed the proposed approach for a January 2021 survey on high capacity transit options. This information will be shared with the COMPASS Board of Directors in its October 19, 2020, meeting.

#### **More Information:**

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at [litkonen@compassidaho.org](mailto:litkonen@compassidaho.org) or Lenny Riccio, E.I.T., Staff Engineer/Transportation Planner, Canyon Highway District No. 4, at [LRiccio@canyonhd4.org](mailto:LRiccio@canyonhd4.org) or (208) 454-8135.