



**FINANCE COMMITTEE MEETING
FEBRUARY 16, 2012
COMPASS CONFERENCE ROOM
MERIDIAN, IDAHO**

**** MINUTES ****

- ATTENDEES:** Rebecca Arnold, Commissioner, Ada County
Highway District, **Chair**
John McEvoy, Commissioner, Canyon Highway
District #4
Steve Rule, Commissioner, Canyon County, **Vice
Chair**
Rick Yzaguirre, Commissioner, Ada County
- MEMBERS ABSENT:** Elaine Clegg, Councilwoman, City of Boise
Tom Dale, Mayor, City of Nampa
Garret Nancolas, Mayor, City Caldwell
- OTHERS PRESENT:** Nancy Brecks, Community Planning Association
Keith Holmes, Community Planning Association
Matt Stoll, Community Planning Association
Jeanne Urlezaga, Community Planning Association

CALL TO ORDER

Chair Rebecca Arnold called the meeting to order at 12:15 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Jeanne Urlezaga reported on a personnel change.

CONSENT AGENDA

- A. Approve December 15, 2011, Finance Committee Meeting Minutes**

Steve Rule moved and Rick Yzaguirre seconded approval of the Consent Agenda as presented. Motion passed.

ACTION ITEMS

A. Elect Chair and Vice Chair

After discussion, **John McEvoy moved and Steve Rule seconded to retain the current slate of officers: Chair, Rebecca Arnold; Vice Chair, Steve Rule. Motion passed unanimously.**

B. Approve Variance Report October 1, 2011 – December 31, 2011

Keith Holmes presented the October 1, 2011 – December 31, 2011 Variance Report.

After discussion, **Rick Yzaguirre moved and Steve Rule seconded approval of the October 1, 2011 – December 31, 2011 Variance Report as presented. Motion passed.**

C. Consider Review of Procurement Policy

Jeanne Urlezaga presented staff's request to amend the COMPASS Procurement Policy threshold.

After discussion, **Steve Rule moved and John McEvoy seconded to set the procurement threshold limit at \$10,000 before requiring three competitive bids. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Review Joint FHWA/ITD Financial Review

Jeanne Urlezaga presented an overview of the January/February 2012 joint FHWA/ITD financial review of COMPASS' procedures and grant billings.

B. Review FY2013 Unified Planning Work Program and Budget Development Process and Timeline

Keith Holmes presented the FY2013 Unified Planning Work Program development timeline.

C. Review 2012 General and Special Membership Dues Received To Date

Jeanne Urlezaga stated that the City of Star's membership dues are the only outstanding dues, but are expected within the month.

ADJOURNMENT

**Rick Yzaguirre moved and John McEvoy seconded adjournment at 12:43 pm.
Motion passed unanimously.**

Dated this 29th day of March 2012.

Approved:

**By: _____
Rebecca Arnold, Chair**

Attest:

**By: _____
Steve Rule, Vice Chair**