



# Community Planning Association of Southwest Idaho

**Community Planning Association of Southwest Idaho  
Board of Directors Meeting  
March 15, 2004  
Ada County Courthouse  
Boise, Idaho**

**\*\*\*MINUTES\*\*\***

**ATTENDEES:**

A. J. Balukoff, Independent School District of Boise City  
Matt Beebe, Commissioner, Canyon County  
Keith Bird, Councilman, City of Meridian  
Vernon Bisterfeldt, Councilman, City of Boise  
Dave Bivens, Commissioner, Ada County Highway District  
Clair Bowman, Executive Director, Community Planning  
Association, Ex-Officio  
Elaine Clegg, Councilwoman, City of Boise  
Tom Dale, Mayor, City of Nampa, **Secretary/Treasurer**  
Tammy de Weerd, Mayor, City of Meridian, **Vice-Chair**  
Susan Eastlake, Commissioner, Ada County Highway District  
Dave Eberle, Councilman, for David Bieter, Mayor, City of Boise  
Ted Ellis, Mayor, City of Garden City  
Kelli Fairless, ValleyRide  
Bob Flowers, Mayor, City of Parma, **Chair-Elect**  
Wes Hancock, Commissioner, Golden Gate/Notus-Parma Highway  
Districts  
Phil Kushlan, Capital City Development Corporation  
Kate Kelly, Department of Environmental Quality, Ex-Officio  
Todd Lakey, Commissioner, Canyon County  
Jeff Lang, Councilman, City of Kuna  
Gordon Law, City of Caldwell  
Ralph Little, Commissioner, Canyon Highway District #4  
Frank McKeever, Mayor, City of Middleton  
Nancy Merrill, Mayor, City of Eagle  
Nathan Mitchell, Mayor, City of Star  
Judy Peavey-Derr, Commissioner, Ada County, **Chair**  
Fred Tilman, Commissioner, Ada County  
Tom Turco for Kathy Holley, Central District Health, Ex-Officio  
Mike Vuittonet, Joint School District #2  
Dave Wynkoop, Commissioner, Ada County Highway District

Rick Yzaguirre, Commissioner, Ada County

**MEMBERS ABSENT:** Mark Dunham, Boise State University  
Pamela Lowe, Idaho Transportation Department  
Bryce Millar, Commissioner, Nampa Highway District #1  
Garret Nancolas, Mayor, City of Caldwell  
Patrick Rice, Greater Boise Auditorium District  
Martin Thorne, Councilman, City of Nampa  
Robert Vasquez, Commissioner, Canyon County

**OTHERS:** Nancy Brecks, Community Planning Association  
Stew Constantine, Golden Gate Highway District #3  
Karen Doherty, Doherty & Associates  
James Grunke, Boise Metro Area Economic Development Council  
Leonard Herr, Department of Environmental Quality  
Don Kostelec, Ada County Highway District  
Patricia Nilsson, Community Planning Association  
Dean Obray, Mayor, City of Kuna  
Terri Schorzman, Community Planning Association  
Matthew Shipp, Civil Science Engineers  
Hal Simmons, City of Boise  
Matt Stoll, Community Planning Association  
Cindy Thiel, Community Planning Association  
Toni Tisdale, Community Planning Association  
Charles Trainor, Community Planning Association  
Jeanne Urlezaga, Community Planning Association  
Jay Witt, Community Planning Association

## **CALL TO ORDER**

Chair Judy Peavey-Derr called the meeting to order at 1:37 p.m.

## **OPEN DISCUSSION/ANNOUNCEMENT**

Judy Peavey-Derr announced the annual Leadership Conference in Sun Valley is on April 25-27, 2004. Clair Bowman invited the Board to a luncheon before the May 17, 2004, COMPASS meeting with William Hudnut who will speak about regional issues.

## **CONSENT AGENDA**

- A. Approve February 23, 2004, COMPASS Board Meeting Minutes**
- B. Receive Approved February 4, 2004, Executive Committee Meeting Minutes**
- C. Receive Approved January 9, 2004, Finance Committee Meeting Minutes**

**Dave Wynkoop moved and Tammy de Weerd seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Approve the Travel Demand Forecast Model Policy**

Jay Witt presented the Travel Demand Forecast Model Policy for approval.

After discussion, **Tammy de Weerd moved and Elaine Clegg seconded approval of the Travel Demand Forecast Model Policy with the following changes: correct the typo on 3.2 of “TMCA” to “TMAC”; revise the language in 4.4 to be consistent with the language on the Special Model Run Request form; and revise the language under 6. Dispute Resolution to say “member agencies.” Motion passed unanimously.**

### **B. Adopt Demographic Forecast for Use in the Regional Long Range Transportation Plan**

Charles Trainor reviewed the demographic forecasts for use in the Regional Long Range Transportation Plan.

**Rick Yzaguirre moved and Nancy Merrill seconded approval of the demographic forecasts for use in the Regional Long-Range Transportation Plan as presented by Charles Trainor and grant authority to the Demographic Advisory Committee to approve sub-allocations at the traffic analysis zone level.**

#### **Discussion:**

Elaine Clegg stated she wanted to see the numbers that the allocations would be based on. **Chair Peavey-Derr asked for any objections to inserting the numbers in the report to be included in the Board packet. Hearing none, Chair Peavey-Derr so ordered.**

**Motion passed unanimously.**

### **C. Approve Memorandum of Understanding with ValleyRide Regarding Metropolitan Planning**

Charles Trainor reviewed the Memorandum of Understanding with ValleyRide regarding metropolitan planning.

After discussion, **Bob Flowers moved and Tom Dale seconded approval of the Memorandum of Understanding with ValleyRide regarding metropolitan planning as presented. Motion passed unanimously.**

### **D. Establish Priorities for Transportation Enhancement Projects**

Patricia Nilsson presented five applications from Ada County and one application from Canyon County.

After discussion, **Dave Eberle moved and Ellen Clegg seconded that the bonus points be allocated to projects 1 and 2 under Boise Urbanized Area Pedestrian/Bicycle Pathway and project 1 under Nampa Urbanized Area Pedestrian/Bicycle Pathway.**

## **Discussion:**

**Fred Tilman moved and Gordon Law seconded a substitute motion to allocate the bonus points to Project 1 – Boise State University Greenbelt Pathway under the Boise Urbanized Area Pedestrian/Bicycle Pathway and Project 1 – Caldwell Biking-Walking Trail System under the Nampa Urbanized Area Pedestrian/Bicycle Pathway. Substitute motion passed unanimously.**

### **E. Adopt Resolution 02-2004 Approving Revision 2 of the FY2004 Unified Planning Work Program and Budget**

Clair Bowman reviewed Revision 2 of the FY2004 Unified Planning Work Program and Budget. Kelli Fairless said Revenue Adjustment #2 needed to be revised, the 75/25 split is not correct. It is a regional project with regional benefits with \$30,000 from the Boise Urbanized Area and \$170,00 from the Nampa Urbanized Area Federal Transit Administration funds.

**Susan Eastlake moved and Tom Dale seconded adoption of Resolution 02-2004 approving Revision 2 of the FY2004 Unified Planning Work Program and Budget with the change to Revenue Adjustment #2 indicating that the Ada County portion would be \$30,000 and the Canyon County portion being \$170,000 coming from FTA 5307 funds. Motion passed unanimously.**

### **F. Adopt a Schedule, a Process and Assumptions for a Limited Update to *Destination 2025***

Charles Trainor reviewed the approach, proposed budget and draft timeline for the limited update to *Destination 2025*.

Elaine Clegg requested staff provide a “drop-dead” date that member agencies must get their comments to and/or approval of the draft documents to staff before consideration by the Board. Judy Peavey-Derr directed staff to insert the first Wednesday of December of 2004 as the “drop dead” timeframe.

**Phil Kushlan moved and Nancy Merrill seconded approval of the schedule, a process and assumptions for a Limited Update to *Destination 2025* with modification of the timeframe for member agencies to submit comment and/or approval of the plan to staff to be the first Wednesday in December 2004. Motion passed with Ada County members only voting.**

### **G. Approve April 1, 2004, Population Estimates**

Charles Trainor reviewed the April 1, 2004, population estimates.

**After discussion, Bob Flowers moved and Todd Lakey seconded approval of the April 1, 2004, Population Estimates as presented. Motion passed unanimously.**

## **INFORMATION/DISCUSSION ITEMS**

### **A. Review COMPASS Mission Statement/Values**

Clair Bowman reviewed the revised mission/values developed at the February 12<sup>th</sup> COMPASS Board Workshop to be adopted at the April Board meeting.

**B. Status Report – Finance Committee Update**

Susan Eastlake reported that at its March 12, 2004, meeting the Finance Committee adopted the Internal Controls Engagement report and a number of changes to the Financial Policy Manual in regards to internal controls. She said the Finance Committee also adopted the FY2003 Audit and adopted a membership dues formulation, which will come to Board in April.

**ADJOURNMENT**

**Bob Flowers moved and Tammy de Weerd seconded to adjourn the meeting at 3:10 p.m.  
Motion passed unanimously.**

**Dated this 19th day of April 2004.**

**APPROVED:**

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

**ATTEST:**

**By: \_\_\_\_\_  
Clair M. Bowman, Executive Director  
Community Planning Association**

T:\900supsvs\board\2004agendasminutes\minutes03152004.doc