



Community Planning Association

of Southwest Idaho

**Community Planning Association of Southwest Idaho
COMPASS Finance Committee
June 21, 2004
Canyon County Courthouse**

***** MINUTES*****

ATTENDEES:

A.J. Balukoff, Boise School District, **Vice-Chair**
Tom Dale, Mayor, City of Nampa
Susan Eastlake, Commissioner, Ada County Highway District,
Chair
Bob Flowers, Mayor, City of Parma
Ralph Little, Commissioner, Canyon Highway District
Judy Peavey-Derr, Commissioner, Ada County

ABSENT MEMBERS:

Todd Lakey, Commissioner, Canyon County
Garret Nancolas, Mayor, City of Caldwell

OTHERS ATTENDING:

Nancy Brecks, Community Planning Association
Steve Purvis, City of Boise
Matt Stoll, Community Planning Association
Cindy Thiel, Community Planning Association
Jeanne Urlezaga, Community Planning Association

CALL TO ORDER:

Chair Susan Eastlake called the meeting to order at 12:10 p.m.

CONSENT AGENDA

A. Approve May 14, 2004, Finance Committee Meeting Minutes

Chair Eastlake asked for any objections to approving the May 14, 2004, meeting minutes as presented. Hearing none, Chair Eastlake so ordered.

ACTION ITEMS

Chair Eastlake asked for any objections to changing the order of the action items moving Items C and D before Item A. Hearing none, Chair Eastlake so ordered.

C. Approve Finance Committee Bylaws

A. J. Balukoff moved and Ralph Little seconded approval of the Finance Committee Bylaws as presented. Motion passed unanimously.

D. Approve COMPASS Financial Manual

A. J. Balukoff moved and Ralph Little seconded approval of the COMPASS Financial Manual as presented. Motion passed unanimously.

A. Review Variance Report: October 1, 2003 to May 31, 2004

After discussion, Chair Eastlake asked for any objections to directing staff to revise the Variance Report format. The cover memo will provide a general picture of major projects that need to be highlighted. The Variance Report will be attached reporting both status and explanation, and will be color-coded and sorted so that the items in red, which reflect either a substantial financial component or timing component, are at the top. Items coded in yellow reflect projects that need to be watched. Hearing no objections, Chair Eastlake so ordered.

B. Review Preliminary FY2005 Unified Planning Work Program and Budget

After discussion, Chair Eastlake asked for any objection to directing staff to list the Downtown Boise Mobility Study in the Planning Factors report under "Promote efficient system management and operation." Hearing none, Chair Eastlake so ordered.

After discussion, Chair Eastlake asked for any objection to directing staff to revise the format of the Revenue by Funding Source report under the Surface Transportation Program column eliminate the descriptive wording "Urban" and "State" and the "key #" wording and add COMPASS task numbers and task descriptions. Hearing none, Chair Eastlake so ordered.

After discussion, Chair Eastlake asked for any objection to directing staff to research if there is a tax liability to the fleet manager associated with the fleet manager taking a COMPASS car home nightly for maintenance. Hearing none, Chair Eastlake so ordered.

After discussion, Judy Peavey-Derr moved and Ralph Little seconded recommending the Preliminary FY2005 Unified Planning Work Program and Budget to the Executive Committee, as presented. With the caveat that if there is savings because the medical benefit increase does not go to 25% as budgeted, those savings would go to salaries in the form of merit increases of up to 3%, but more likely 2%. Motion passed unanimously.

E. Approve Definition of "Regional" Projects

F. Consider Changes to the Per Diem Rate

Chair Eastlake asked for any objections to deferring items E and F until the July Finance Committee meeting. Hearing none, Chair Eastlake so ordered.

INFORMATION/DISCUSSION ITEMS

A. Establish Next Meeting Agenda

After discussion, Chair Eastlake asked for any objection to directing staff to reschedule the **July 16, 2004 Finance Committee to before the COMPASS Board meeting on July 19th.** Hearing none, Chair Eastlake so ordered.

ADJOURNMENT

Meeting adjourned at 1:30 p.m.

Dated this 11th Day of August 2004.

APPROVED:

By: _____
Susan Eastlake, Chair
COMPASS Finance Committee

ATTEST:

By: _____
A. J. Balukoff, Vice-Chair
COMPASS Finance Committee

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