

BOARD OF DIRECTORS' MEETING
AUGUST 18, 2008
CALDWELL POLICE DEPARTMENT
110 S. 5TH AVENUE, CALDWELL, IDAHO



****MINUTES****

- ATTENDEES:**
- Rebecca Arnold, Commissioner, Ada County Highway District,
Ex officio
 - A.J. Balukoff, Trustee, Independent School District of Boise City
 - Matt Beebe, Commissioner, Canyon County
 - Dave Bieter, Mayor, City of Boise
 - Keith Bird, Councilman, City of Meridian
 - Vernon Bisterfeldt, City of Boise
 - Dave Bivens, Commissioner, Ada County Highway District
 - Elaine Clegg, Councilwoman, City of Boise
 - Tom Dale, Mayor, City of Nampa
 - Tammy de Weerd, Mayor, City of Meridian
 - John Evans, Mayor, City of Garden City
 - Kelli Fairless, Valley Regional Transit
 - David Ferdinand, Commissioner, Canyon County,
Secretary/Treasurer
 - John Franden, Commissioner, Ada County Highway District,
Chair
 - Steve Guerber, Councilman, for Phil Bandy, Mayor, City of Eagle
 - Dave Jones, Idaho Transportation Department
 - Carol McKee, Commissioner, Ada County Highway District
 - Bryce Millar, Commissioner, Nampa Highway District #1
 - Garret Nancolas, Mayor, City of Caldwell, **Chair-Elect**
 - Brent Orton for Jim Blacker, Councilman, City of Caldwell
 - Steven Rule, Commissioner, Canyon County
 - Jerome Scroggins, Commissioner, Canyon Highway District #4
 - Matt Stoll, Executive Director, Community Planning
Association, Ex officio
 - Pete Wagner, Idaho Department of Environmental Quality
 - Paul Woods, Commissioner, Ada County
 - Rick Yzaguirre, Commissioner, Ada County
- MEMBERS ABSENT:**
- Scott Dowdy, Mayor, City of Kuna
 - Russell Duke, Central District Health, Ex officio
 - Clete Edmunson, Governor's Office, Ex officio
 - Anne Horn, Mayor, City of Notus
 - Phil Kushlan, Capital City Development Corporation
 - James Maguire, Boise State University
 - Nathan Mitchell, Mayor, City of Star
 - Patrick Rice, Greater Boise Auditorium District, Ex officio
 - Martin Thorne, Councilman, City of Nampa
 - Vicki Thurber, Mayor, City of Middleton
 - Fred Tilman, Commissioner, Ada County
 - Mike Vuittonet, Trustee, Joint School District #2
 - Margaret Watson, Mayor, City of Parma

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OTHERS:

Ross Borden, City of Boise
Nancy Brecks, Community Planning Association
Matt Ellsworth, City of Meridian
Jared Everett, Boise State University
Sally Goodell, Ada County Highway District
Keith Holmes, Community Planning Association
Liisa Itkonen, Community Planning Association
Don Matson, Community Planning Association
Patricia Nilsson, City of Boise
Terri Schorzman, Community Planning Association
Toni Tisdale, Community Planning Association
Charles Trainor, Community Planning Association
Jeanne Urlezaga, Community Planning Association
Mary Ann Waldinger, Community Planning Association

CALL TO ORDER:

Chair Franden called the meeting to order at 1:42 p.m.

AGENDA ADDITIONS/CHANGES

Matt Stoll noted a typo in the description of Agenda Item V. A, the wording "Fairview Project" should be deleted, it is not related to the Freight study.

Hearing no objection, Chair Franden so ordered.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll noted the following upcoming meetings:

- Idaho's Transportation Funding Conference
Boise Centre on the Grove
850 W. Front Street, Boise
August 26, 2008 9 AM to Noon and 4 PM to 7 PM
- Forum on Transportation Funding Needs with Congressmen Simpson and Blumenauer
Location TBD
September 4, 2008 10 AM to Noon
- Managing Travel Demand Workshop
ITD – District 3 Office
September 16, 2008 8 AM to 4 PM

CONSENT AGENDA

- A. Approve July 21, 2008, Board Meeting Minutes***
- B. Receive Approved June 17, 2008, Executive Committee Meeting Minutes***
- C. Approve Recommendations for Amendments to the Access Management Toolkit***

Garret Nancolas moved and Carol McKee seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. *Approve Blueprint for Good Growth Request*

Matt Stoll presented a request from the Ada County Blueprint for Good Growth Consortium that COMPASS take over the administration of the organization as part of its membership services to the cities, county and the highway district of Ada County. Matt stated that with Board approval staff will immediately implement the program in the COMPASS FY2008 Work Program and Budget under Program 701, General Membership Services, as a separate entity under the COMPASS umbrella. It will not be an item that will come to the COMPASS Board. Staff will facilitate the Blueprint for Good Growth Consortium and Steering meetings to bring the project to closure on the Adequate Public Facilities Ordinance. He noted that the Finance Committee had reviewed the request as part of the FY2009 budget and recommended approval.

After discussion, ***Garret Nancolas moved and Dave Bieter seconded approval of the concept presented in Agenda Item IV-A, Approve Blueprint for Good Growth Request. Motion passed unanimously.***

B. *Adopt Resolution 11-2008 Approving FY2009 Unified Planning Work Program and Budget*

Matt Stoll reviewed the FY2009 Unified Planning Work Program and Budget (UPWP) for Board adoption. Matt stated modifications were made to the draft FY2009 UPWP reviewed by the Board on July 21, 2008, to accommodate requests made by member agencies:

- Added: Program Number 610, SH44 Corridor Preservation Study and Program Number 611, US 20/26 Corridor Preservation Study. Due to delays in direction from federal agencies, the two corridor studies have been carried forward into FY2009
- Added: Program Number 761, Blueprint for Good Growth. In order to accomplish the request from the Ada County Blueprint for Good Growth Consortium that COMPASS take over the administration of Blueprint for Good Growth, the following changes were made:
 - Eliminated: Program Number 763, State Street Corridor Implementation Planning. However, this work will be completed under Program Number 701, General Membership Services.
 - Eliminated: Program Number 765, CIM Implementation Guidebook. Labor was moved to Program 761, Blueprint for Good Growth.
 - Moved: Administrative labor in Program 991, Support Services was moved to Program 761, Blueprint for Good Growth.

Matt reviewed and recommended approval of the comments from the City of Boise to:

- Add a sentence to Program 631, Treasure Valley High Capacity Transit Study that says, "Provide project management to the Multimodal Center and coordinate these efforts with the parallel effort on the street car."
- Change the title, under Other Transportation Planning Studies, of "State Street Implementation Study (Phase 1A)" to "State Street Corridor Implementation Plan (Phase II)."
- Change to Paragraph 1, of the State Street Study description, "...As, part of this process, it has been decided to create a document called the State Street Transit Oriented Development Policy Guidelines..." to "...As part of this process, the State Street Corridor Transit Oriented Development Policy Guidelines will be created and adopted to help guide policy and decision making regarding development on the corridor and development of overlay zoning districts."
- Add under Program 701, General Membership Services, under Specific Projects Requested, "Review of Developments."

He noted an error in the calculation on the Revenue and Expense Summary under Salary and Fringe, which changes Salary from \$1,188,786 to \$1,166,380 and increases Fringe from \$440,633 to \$463,039.

Matt stated that the Finance Committee recommended that a percentage of each employee's salary be increased based upon the Cost of Living Indicator at the time of the increase, and a percentage be set aside for a merit pool increase. With Board approval, Matt recommended applying the most current Cost of Living Indicator for the western urban areas at the end of September 30, 2008, to all staff salaries, which would include the Executive Director unless otherwise directed by the Board.

After discussion, ***Elaine Clegg moved and John Evans seconded adoption of Resolution 11-2008 approving the FY2009 Unified Planning Work Program and Budget with the changes as outlined by Matt Stoll in his presentation; and the changes as noted in the Expense Summary sheet; and that the Cost of Living increase be based on the September 2008 annualized Cost of Living Indicator, excluding the Executive Director position, as the Executive Committee evaluates and recommends any increase for the Executive Director. Motion passed unanimously.***

After discussion on the timeliness of submitting information for Board consideration, such as the request from Boise City at this meeting, ***Chair Franden directed staff to draft a policy for Executive Committee review regarding the timely submittal of information to the Board to be considered for approval.***

C. Adopt Resolution 12-2008 approving the Final FY2009-2013 Transportation Improvement Program and Associated Air Quality Conformity Demonstration

Toni Tisdale presented the FY2009-2013 Transportation Improvement Program for approval. She noted this is the first program to include both Ada and Canyon Counties in the same document. At its July 23, 2008, meeting the Regional Technical Advisory Committee recommended approval of the program as presented. After final local approval, the program must go through final mirroring with the Statewide Transportation Improvement Program.

After discussion, ***Garret Nancolas moved and Carol McKee seconded adoption of Resolution 12-2008 approving the Final FY2009-2013 Transportation Improvement Program and Associated Air Quality Conformity Demonstration as presented. Motion passed unanimously.***

D. Approve 2009 Legislative Strategy

Matt Stoll reviewed the 2009 Legislative Strategy and the Decision Making Policy, which will guide the Board, staff and legislative consultant in developing, advocating, and negotiating legislation during the 2009 session. The Executive Committee, acting as the Legislative Committee during the session, will meet on a weekly basis to direct and advise Matt and Ken Burgess and will participate in meeting with legislators as needed.

At the September 15, 2008, Board meeting, Matt and Ken will engage the Board in discussion regarding potential legislative positions on upcoming issues. Matt and Ken will then draft legislative positions with associated sideboards for review by the Executive Committee at its October 21, 2008, meeting. The approved draft position statements with the associated sideboards will be brought to the Board at its November 17, 2008, meeting for approval. If approval isn't reached in November, staff will continue to fine tune the position statements for approval at the December 15, 2008, Board meeting.

Matt requested to add the following clarifying language to the last sentence in the Decision Making Policy, "Prior notification through the agenda and attachments will be made available to the entire COMPASS Board of the upcoming meeting."

After discussion, ***Tom Dale moved and Carol McKee seconded approval of the Decision Making Policy as put forth by Matt Stoll. Motion passed unanimously.***

Matt reviewed the draft Legislative Strategy/Relationship Plan. The plan is designed to improve upon relationships with legislators, and have more influence upon state policies of interest to COMPASS. The concept will require a constant effort from each COMPASS Board member in conjunction with the legislative consultant and Executive Director to ultimately achieve the goal.

After discussion, ***Chair Franden asked for any objection to moving forward with the Legislative Strategy/Relationship Plan as drafted with the direction to staff to continue refining the plan. Hearing none, Chair Franden so ordered.***

INFORMATION/DISCUSSION ITEMS

A. Review Treasure Valley Truck Freight Study

MaryAnn Waldinger presented results of the Treasure Valley Truck Freight Study. She stated that it is the first time that a comprehensive study of truck freight has been done in the Valley.

ADJOURNMENT

Dave Bivens moved and Carol McKee seconded adjournment at 3:15 p.m.

Dated this 15th day of September 2008.

APPROVED:

***BY: _____
John Franden, Chair
Community Planning Association***

ATTEST:

***BY: _____
Matthew J. Stoll, Executive Director
Community Planning Association***