

**SPECIAL FINANCE COMMITTEE MEETING**  
**MARCH 20, 2007 - 1:00 PM**  
**COMPASS CONFERENCE ROOM**



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

**ATTENDEES:** A.J. Balukoff, Trustee, Independent School District of Boise City,  
**Chair**  
 Dave Bieter, Mayor, City of Boise  
 David Ferdinand, Commissioner, Canyon County, **Vice-Chair**  
 Carol McKee, Commissioner, Ada County Highway District  
 Bryce Millar, Commissioner, Nampa Highway District  
 Garret Nancolas, Mayor, City of Caldwell

**MEMBERS ABSENT:** Elaine Clegg, Councilwoman, City of Boise

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
 John Cunningham, Community Planning Association  
 Keith Holmes, Community Planning Association  
 Matt Stoll, Community Planning Association  
 Jeanne Urlezaga, Community Planning Association  
 Charles Trainor, Community Planning Association

**CALL TO ORDER:**

*Chair Balukoff called the meeting to order at 1:05 p.m.*

**INFORMATION/DISCUSSION ITEMS**

**A. Review Projected Revenue Needs from FY2008 through FY2012**

Jeanne Urlezaga reviewed the projected revenue needs from FY2008-FY2012. She stated for FY2008, based on the approved 2008 population estimates, membership dues will be \$1.47 per person; the 5-year phase out of Surface Transportation Program – Urban funds is in its third year; estimated consolidated planning grant dollars have been factored in; a 3% salary merit pool is assumed; and a 10% increase to the benefit plan is assumed; contingency and sick trade, indirect operations and maintenance will stay the same; and additional dollars have been built in under direct operations for consultants and legislative advocacy.

After discussion, *Carol McKee moved and David Ferdinand seconded recommending to the Executive Committee that they recommend Board approval of the projected revenue needs from FY2008-FY2012. Motion passed unanimously.*

**B. Review FY2008 Unified Planning Work Program and Budget Development Process**

Jeanne Urlezaga reviewed the development timeline for the FY2008 Unified Planning Work Program and Budget, project support requests from member agencies, and staff's findings regarding other metropolitan planning organization's regional processes.

Jeanne reported that she spoke with 6 comparable metropolitan planning organizations that work with multiple counties, and they all pool local dollars to cover local match for grants, equipment, purchases, and legislative advocacy.

Matt Stoll said staff is requesting that the Finance Committee recommend to the Executive Committee Board approval to change the process in tracking local dollars for projects and to direct staff to implement the new format as part of the FY2008 budgeting process. Work program numbers will be identified for each project; revenue will be identified; specific number of workdays will be allocated per project; and staff time will be tracked, but not expensed (split) between Ada County and Canyon County. Staff will prepare a preliminary budget and forward it to the Finance Committee for review.

After discussion, ***Carol McKee moved and Garret Nancolas seconded directing staff to prepare the preliminary FY2008 Unified Planning Work Program and Budget based on today's discussion for review at the April 2007 meeting. Staff is to identify revenue, but it is not necessary to track expenses county by county when projects appear to be regional in nature and it is not clear where the split is. Motion passed unanimously.***

**C. Follow Up on Auditor Recommendations from 2006 Audit**

Chair Balukoff noted that this item was self explanatory per the memorandum provided in the packet and no review was necessary.

**OTHER**

**A. Determine April 2007 Meeting Date**

The regularly scheduled April 13, 2007, Finance Committee meeting was rescheduled to April 30, 2007, at COMPASS from 12:00-2:00 p.m.

**ADJOURNMENT**

***Meeting adjourned at 2:15 p.m.***

***Dated this 30th day of April 2007.***

**APPROVED:**

**BY: \_\_\_\_\_  
A.J. Balukoff, Chair  
Finance Committee**

**ATTEST:**

**BY: \_\_\_\_\_  
David Ferdinand, Vice-Chair  
Finance Committee**