



# Working together to plan for the future

**COMPASS EXECUTIVE COMMITTEE MEETING  
MARCH 13, 2018 - 1:30 P.M.  
COMPASS, 2nd FLOOR LARGE CONFERENCE ROOM  
700 NE 2nd STREET, SUITE 200  
MERIDIAN, IDAHO**

**\*\* AGENDA \*\***

**I. CALL TO ORDER (1:30)**

**II. AGENDA ADDITIONS/CHANGES**

**III. OPEN DISCUSSION/ANNOUNCEMENTS**

**IV. CONSENT AGENDA**

Page 2      \* A.    **Approve February 6, 2018, Executive Committee Meeting Minutes**

**V. ACTION ITEM**

1:35      \* A.    **Establish April 16, 2018, COMPASS Board Meeting Agenda**  
Page 5      *COMPASS staff proposed agenda items for the regular meeting of the  
COMPASS Board scheduled April 16, 2018, are attached.*

**VI. INFORMATION/DISCUSSION ITEMS**

1:50      A.    **Status Report – 2018 Idaho Legislative Session**  
*Ken Burgess will report on the latest developments regarding transportation  
funding for the 2018 Idaho legislative session.*

2:10      \* B.    **Status Report – Regional Transportation Advisory      (Memo Only)**  
Page 13      **Committee**

**VII. OTHER**

**VIII. ADJOURNMENT (2:30)**

**\*Enclosures**

**Agenda is subject to change.**

*Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 475-2229 with 48 hours advance notice.*

*Si necesita asistencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 475-2229 con 48 horas de anticipación.*

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**EXECUTIVE COMMITTEE MEETING  
FEBRUARY 6, 2018  
COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

**Item IV-A**

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

**ATTENDEES:** Sara Baker, Commissioner, Ada County Highway District  
Dave Case, Commissioner, Ada County, **Chair**  
Elaine Clegg, Councilmember, City of Boise, **Vice Chair**, via telephone  
Jay Gibbons, Commissioner, Canyon Highway District #4  
Caleb Hood for Tammy de Weerd, Mayor, City of Meridian  
Debbie Kling, Mayor, City of Nampa  
Garret Nancolas, Mayor, City of Caldwell, **Secretary-Treasurer**  
Stan Ridgeway, Mayor, City of Eagle  
Joe Stear, Mayor, City of Kuna

**MEMBERS ABSENT:** Tom Dale, Commissioner, Canyon County, **Chair Elect**  
Nathan Leigh, Mayor, City of Parma  
Steve Rule, Commissioner, Canyon County, **Immediate Past Chair**

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Ken Burgess, Veritas Advisors  
Liisa Itkonen, Community Planning Association  
Megan Larsen, Community Planning Association  
Amy Luft, Community Planning Association  
Darrell Manning, Citizen  
Mary May, Central Valley Expressway Coalition  
Gary Smith, Central Valley Expressway Coalition  
Matt Stoll, Executive Director, Community Planning Association  
Dave Wallace, Ada County Highway District

**CALL TO ORDER:**

Chair Dave Case called the meeting to order at 1:30 p.m.

**AGENDA ADDITIONS/CHANGES**

None.

**OPEN DISCUSSION/ANNOUNCEMENTS**

General announcements were made.

Mayor Joe Stear was welcomed to his first Executive Committee meeting.

## **CONSENT AGENDA**

### **A. Approve November 14, 2017, Executive Committee Meeting Minutes**

**Sara Baker moved and Jay Gibbons seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Establish February 26, 2018, COMPASS Board Annual Meeting Agenda**

Matt Stoll presented staff proposed Agenda Items 1-16 for the February 26, 2018, COMPASS Board meeting.

**After discussion, Sara Baker moved and Joe Stear seconded to approve the February 26, 2018, meeting Agenda Items 1-16 as presented, and add Action Item 17, Discuss the Placement of State Highway 16 on the Unfunded Priority List. Motion passed with 2 nays.**

### **B. Approve Board Member Travel**

Matt Stoll presented a travel request for Elaine Clegg to represent COMPASS at the Association of Metropolitan Planning Organizations Board of Directors' meeting March 18-20, 2018, in Washington, D.C.

**After discussion, Garret Nancolas moved and Stan Ridgeway seconded approval of the travel request as presented. Motion passed. Elaine Clegg abstained.**

## **INFORMATION/DISCUSSION ITEMS**

### **A. Status Report – 2018 Idaho Legislative Session**

Ken Burgess provided a status report on activity during the Idaho legislative session. There was a drafting error in the transportation funding bill that was passed last year. As a result of the error, the surplus eliminator portion of the funding, \$27.5 million to be split between ITD and the locals 60/40, was unable to be transferred into the appropriate account. A fix bill was introduced this legislative session to allow for the transfer to occur. The House passed the bill and it is now on the Senate third reading calendar.

### **B. Status Report – FY2018 COMPASS Workgroups Tasks**

Matt Stoll provided a status report on FY2018 COMPASS Workgroups deliverables. Per the COMPASS Bylaws, a status report will be provided to the Executive Committee periodically.

### **C. Status Report - Regional Transportation Advisory Committee (memo only)**

**ADJOURNMENT**

**Chair Case adjourned the meeting at 2:18 p.m.**

**Approved this 13th day of March 2018.**

**By: \_\_\_\_\_**  
**David L. Case, Chair**  
**Community Planning Association of**  
**Southwest Idaho**

**Attest:**

**By: \_\_\_\_\_**  
**Matthew J. Stoll, Executive Director**  
**Community Planning Association of**  
**Southwest Idaho**

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EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Status Report – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report of current air quality issues.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	801
5.	Receive Project Milestone Report	No	Toni Tisdale will provide a Project Milestone Report.	Ex. Dir. Report	N/A	N/A	Every Other Meeting	N/A	685
6.	Status Report – Standing Committee Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	820
7.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685

<sup>1</sup> Action; 5 Consent Agenda; Executive Director’s Report; Information; Special Item; Committee Reports; Open Discussion/Announcements

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8.	Approve List of Records for Destruction	No	Megan Larsen will seek COMPASS Board of Directors' approval of the list of records to destroy per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991
<b>CURRENT AGENDA ITEMS</b>									
9.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the March 22, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	April	N/A	N/A
10.	Accept 2018 Population Estimates	Yes	Carl Miller will seek COMPASS Board of Directors' acceptance of the 2018 population estimates.	Action	20	Carl Miller	April	March DAWG	620
11.	Approve FY2019 General and Special Member Dues		Megan Larsen will seek COMPASS Board of Directors' approval of the FY2019 membership dues.	Action	10	Megan Larsen	April	N/A	601
12.	Approve <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) short-term and long-term funded transportation projects	Yes	Liisa Itkonen will seek COMPASS Board of Directors' approval of CIM 2040 2.0 funded transportation projects.	Action	15	Liisa Itkonen	April	November 2017	661

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
13.	Approve prioritization of <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) unfunded transportation projects	Yes	Liisa Itkonen will seek COMPASS Board of Directors' approval of prioritized CIM 2040 2.0 unfunded transportation projects.	Action	20	Liisa Itkonen	April	March	661
14.	Adopt Resolution XX-2018 Amending the FY2018-2022 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of Resolution XX-2018 amending the FY2018-2022 TIP. Changes were requested by ITD and the Urban Balancing Committee.	Action	10	Toni Tisdale	April	March	685
<b>UPCOMING AGENDA ITEMS</b>									
15.	Executive Session – Personnel Matter Idaho Code [74-206 (b)]	Yes	The Board of Directors will go into executive session to receive the Executive Committee's performance evaluation and recommendation for the Executive Director. No action will be taken in the executive session. Any action will be taken in open session.	Action	TBD	Chair	June	N/A	N/A
16.	Approve End-Of-Year and Redistribution Priorities	Yes	Toni Tisdale will seek COMPASS Board of Directors' approval of End-of-Year and redistribution priorities.	Action	15	Toni Tisdale	June	May	685

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17.	Approve Updates to the Application Guide	No	Toni Tisdale and Kathy Parker will seek COMPASS Board of Directors' approval of updates to the Application Guide.	Action	15	Toni Tisdale Kathy Parker	June	May	685
18.	Accept Change in Motion scorecard	Yes	Carl Miller will seek COMPASS Board of Directors' acceptance of the Change in Motion scorecard.	Action	20	Carl Miller	June	May	661
19.	Approve <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) Measures	Yes	Carl Miller will seek COMPASS Board of Directors' acceptance of the CIM 2040 2.0 performance measures.	Action	20	Carl Miller	June	May	661
20.	Review Draft FY2019-2023 Transportation Improvement Program (TIP) Project List	Yes	Toni Tisdale will provide details of the Draft FY2019-2023 TIP for review, prior to public comment.	Information/ Discussion	20	Toni Tisdale	June	May	685
21.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the May 17, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	June		
22.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the June 21, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	August		
23.	Approve updated <i>COMPASS Integrated Communication Plan</i> /Public Involvement Plan	Yes	Amy Luft will seek COMPASS Board of Directors' approval of the updated <i>COMPASS Integrated Communication Plan</i> /Public Involvement Plan.	Consent Agenda	N/A	Amy Luft	August	NA – PPW June	653

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24.	Adopt Resolution Approving the FY2019 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek COMPASS Board of Directors' approval of the FY2019 UPWP.	Action	15	Megan Larsen	August	N/A	601
25.	Approve COMPASS Workgroup Charters	No	Megan Larsen will seek COMPASS Board of Directors' approval of the COMPASS Workgroup Charters for FY2019.	Action	5	Megan Larsen	August	N/A	820
26.	Approve 2019 <i>Communities in Motion</i> (CIM) Implementation Grants and Project Development Program projects	Yes	Kathy Parker will seek COMPASS Board of Directors' approval of 2019 CIM Implementation Grants and Project Development Program projects.	Action	10	Kathy Parker	August	April	685
27.	Approve Performance Targets and Agreement	Yes	Carl Miller will seek COMPASS Board of Directors' approval of MAP-21 Pavement and Bridge targets, the System Performance targets, and an agreement with ITD for defining responsibilities for performance measure reporting.	Action	30	Carl Miller	August	July	661
28.	Review <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) draft plan	Yes	Liisa Itkonen will review draft CIM 2040 2.0 plan prior to public comment.	Information/ Discussion	20	Liisa Itkonen	August	June	661

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29.	Adopt Resolution Approving the FY2019-2023 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a resolution approving the FY2029-2023 TIP and associated air quality conformity demonstration, after review of public comments.	Action	20	Toni Tisdale	October	August	685
30.	Status Report – Finance Committee	No	The Finance Committee chair will provide a status report on the August 23, 2018, Finance Committee meeting.	Information/ Discussion	5	Finance Committee Chair	October		
31.	Appoint staff member to the Board of Trustees of the Boise Municipal Health Care Trust	No		Consent	N/A	N/A	December	N/A	
32.	Leadership in Motion Awards Presentation	No	Board Chair and Executive Director will present the 2018 COMPASS Leadership in Motion awards.	At luncheon; before meeting	20	Chair /Matt Stoll	December Luncheon	N/A	653
33.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the November 29 and December 13, 2018, Finance Committee meetings.	Information/ Discussion	5	Finance Committee Chair	December		
34.	Adopt <i>Communities in Motion 2040 2.0 (CIM 2040 2.0)</i> Plan	Yes	Liisa Itkonen will seek COMPASS Board of Directors' adoption of CIM 2040 2.0 plan.	Action	15	Liisa Itkonen	December	October	661

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35.	Adopt Resolution Approving Revision 1 of the FY2019 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek COMPASS Board of Directors' approval of Revision 1 of the FY2019 UPWP.	Action	15	Megan Larsen	December	N/A	601
36.	Confirm Regional Transportation Advisory Committee Membership	Yes	COMPASS Bylaws require the Board confirm RTAC membership.	Consent Agenda	N/A	N/A	December	N/A	N/A
37.	Confirm 2019 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer	Yes	COMPASS Bylaws require the Board confirm ascension of new Board officers and election of new Secretary-Treasurer.	Action	10	Matt Stoll	December	N/A	N/A
38.	Confirm 2019 Executive Committee Representatives for Cities under 25,000 in Population	Yes	COMPASS Bylaws require the Board confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Matt Stoll	December	N/A	N/A
39.	Confirm 2019 Executive Committee Representative from Highway Districts in Canyon County	Yes	COMPASS Bylaws require the Board confirm the Chair of one of the highway districts located in Canyon County as an Executive Committee representative.	Action	10	Matt Stoll	December	N/A	N/A
40.	Approve 2019 Federal Transportation Policy Positions	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of federal transportation policy positions.	Action	15	Ken Burgess	December	N/A	N/A

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type<sup>1</sup></i>	<i>Time</i>	<i>Presenter</i>	<i>Proposed Agenda</i>	<i>RTAC Agenda</i>	<i>Program No.</i>
41.	Approve 2019 Idaho Legislative Session Position Statements	Yes	Ken Burgess will seek COMPASS Board of Directors' approval of 2019 Idaho legislative session position statements.	Action	15	Ken Burgess	December	N/A	701

## EXECUTIVE COMMITTEE AGENDA ITEM VI-B

Date: March 13, 2018

### **Topic: Status Report - Regional Transportation Advisory Committee (RTAC)**

#### **Request/Recommendation:**

Information Only.

#### **Background/Summary:**

RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the **February 28, 2018**, meeting.

#### **ACTION ITEMS**

##### **Federal-Aid Project Ranking**

RTAC approved ranking of projects that are eligible for federal funding. This ranking will be used to develop funding recommendations for the Surface Transportation Program – Transportation Management Area (STP-TMA), Surface Transportation Program – Urban (STP-U), and Transportation Alternatives Program – TMA (TAP-TMA), which will be brought to RTAC for recommendation at its March 21, 2018, meeting.

##### **Transportation Management Area Balancing Actions**

RTAC approved an action to balance the STP-TMA program by decreasing construction funds on an Ada County Highway District (ACHD) project on Franklin Road and adding those funds to an ACHD project at the intersection of State Street and Collister Drive. RTAC then recommended COMPASS Board of Directors' approval to balance the TAP-TMA by increasing construction funds for the Dry Creek Trail and underpass in the City of Eagle and to increase and move FY2018 construction funds for pedestrian improvements on the Fairview Avenue greenbelt ramp in the City of Boise to FY2019.

#### **INFORMATION ITEMS**

##### **Valley Regional Transit's ValleyConnect Plan Update**

VRT staff provided an overview of the ValleyConnect 2.0 plan, which is currently open for public comment.

##### ***Communities in Motion 2040 2.0 (CIM 2040 2.0) Unfunded Transportation Corridors and Projects***

COMPASS staff reviewed the feedback from an online RTAC survey regarding the initial ranking of the unfunded corridors and projects for CIM 2040 2.0, grouped into regional state system projects, regional local system projects, and regional public transportation projects. COMPASS staff will provide additional performance and cost information to RTAC in early March. RTAC will be asked to recommend priorities at the March 21, 2018, RTAC meeting for COMPASS Board action in April.

**More Information:**

- 1) Contact Liisa Itkonen, COMPASS Principal Planner, at (208)475-2241 or [litkonen@compassidaho.org](mailto:litkonen@compassidaho.org) or Nichoel Baird Spencer, Planner III, City of Eagle, at (208)489-8772 or [nbaird@cityofeagle.org](mailto:nbaird@cityofeagle.org)

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