

**COMPASS EXECUTIVE COMMITTEE MEETING
SEPTEMBER 11, 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 3 * A. Approve August 14, 2018, Executive Committee Meeting Minutes

V. ACTION ITEMS

1:35 * A. Establish October 15, 2018, COMPASS Board of Directors' Meeting
Page 5 Agenda

COMPASS staff proposed agenda items for the regular meeting of the COMPASS Board scheduled October 15, 2018, are attached.

1:45 B. Authorize Call for 2019 COMPASS Board of Directors'
Secretary/Treasurer Nominations

COMPASS staff will seek Executive Committee authorization to solicit nominations for open 2019 Board officer position per COMPASS Bylaws.

VI. INFORMATION/DISCUSSION ITEMS

1:55 * A. Discuss Potential Areas of Focus for 2019 Idaho Legislative Session
Page 14

COMPASS staff will seek Executive Committee member input on potential legislative positions and/or legislation for the 2019 Idaho Legislative Session. Draft position statements will be presented to the Executive Committee at its November 2018 meeting.

2:15 * B. Review Proposed 2019 COMPASS Board of Directors and Executive
Page 16 Committee Meeting Dates and Location

COMPASS staff will review the proposed dates and location for the 2019 COMPASS Board and Executive Committee meetings. This item will be included in the COMPASS Board of Directors' meeting for October 2018 as a Consent Agenda item.

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
AUGUST 14, 2018
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, via telephone
Dave Case, Commissioner, Ada County, **Chair**
Elaine Clegg, Councilmember, City of Boise, **Vice Chair**, via telephone
Tom Dale, Commissioner, Canyon County, **Chair Elect**, via telephone
Tammy de Weerd, Mayor, City of Meridian
Jay Gibbons, Commissioner, Canyon Highway District #4, via telephone
Debbie Kling, Mayor, City of Nampa, via telephone
Nathan Leigh, Mayor, City of Parma
Garret Nancolas, Mayor, City of Caldwell, **Secretary-Treasurer**, via telephone
Stan Ridgeway, Mayor, City of Eagle, via telephone
Steve Rule, Commissioner, Canyon County, **Immediate Past Chair**
Joe Stear, Mayor, City of Kuna

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association

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 by COMPASS staff and committee members.

CONSENT AGENDA

A. Approve July 10, 2018, Executive Committee Meeting Minutes

Joe Stear moved and Nathan Leigh seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEM

A. Approve COMPASS Board Member Travel Requests

Matt Stoll presented travel requests for Garret Nancolas to attend the National Association of Regional Councils (NARC) Board of Directors' retreat October 2-4, 2018, in Cleveland, Ohio, and for Elaine Clegg to attend the Association of Metropolitan Planning Organizations (AMPO) annual meeting September 24-28, 2018, in San Antonio, Texas.

After discussion, **Steve Rule moved and Nathan Leigh seconded approval of the travel requests as presented. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Review FY2019 Education Series Proposed Topics

Amy Luft reviewed proposed topics for the FY2019 COMPASS education series.

B. Status Report - Regional Transportation Advisory Committee (memo only)

ADJOURNMENT

Chair Case adjourned the meeting at 1:43 p.m.

Approved this 11th day of September 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**

EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

<i>Item</i>	<i>Title/Description</i>	<i>Mandatory</i>	<i>Additional Information</i>	<i>Agenda Type¹</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

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

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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
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
CURRENT AGENDA ITEMS									
9.	Establish 2019 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting	Yes	COMPASS staff will seek approval of COMPASS Board and Executive Committee meeting dates, times, location, and provide 30 day notice of annual meeting.	Consent Agenda	N/A	N/A	October	N/A	N/A
10.	Receive COMPASS Federal Certification Review Final Report	Yes	FHWA staff will present the final report and outcomes of the COMPASS federal Certification Review.	Special Item	30	FHWA Staff	October	NA	601

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11.	Adopt Resolution Amending <i>Communities in Motion 2040</i> to Add Performance Targets and a Funded Project	Yes	Liisa Itkonen will seek COMPASS Board of Directors' adoption of a resolution approving an amendment to CIM 2040 to add performance targets and an environmental study for SH-55 in Canyon County.	Action	20	Liisa Itkonen	October	September	661
12.	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 FY2019-2023 TIP and associated air quality conformity demonstration, after review of public comments.	Action	20	Toni Tisdale	October	September	685
13.	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	N/A	N/A
UPCOMING AGENDA ITEMS									
14.	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

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15.	Appoint COMPASS Staff Member to the Board of Trustees of the Boise Municipal Health Care Trust	No	Megan Larsen will seek re-appointment to the Board of Trustees of Boise Municipal Health Care Trust.	Consent Agenda	N/A	N/A	December	N/A	
16.	Confirm Regional Transportation Advisory Committee Membership	Yes	COMPASS Bylaws require the COMPASS Board of Directors' confirmation of RTAC membership.	Consent Agenda	N/A	N/A	December	N/A	N/A
17.	Adopt <i>Communities in Motion 2040 2.0</i> (CIM 2040 2.0) Plan	Yes	Liisa Itkonen will seek COMPASS Board of Directors' adoption of CIM 2040 2.0 plan.	Action	15	Liisa Itkonen	December	October	661
18.	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
19.	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
20.	Confirm 2019 Executive Committee Representatives for Cities under 25,000 in Population	Yes	COMPASS Bylaws require the COMPASS Board of Directors confirm Executive Committee representatives for cities under 25,000 in population.	Action	10	Matt Stoll	December	N/A	N/A

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21.	Confirm 2019 Executive Committee Representative from Highway Districts in Canyon County	Yes	COMPASS Bylaws require the COMPASS Board of Directors 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
22.	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
23.	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
24.	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	N/A	N/A
25.	Confirm Finance Committee Membership	Yes	Finance Committee Bylaws require COMPASS Board confirmation of Finance Committee membership at the first Board meeting following the annual Board meeting.	Consent Agenda	N/A	N/A	February 2019	N/A	N/A

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26.	Approve Extension of Delivery Deadlines	Yes	Toni Tisdale will seek COMPASS Board of Directors' approval to extend deadlines on local federal-aid projects.	Action	15	Toni Tisdale	February	January 2019	685
27.	Review Draft Scope of Work for the Next Long-Range Plan	Yes	Liisa Itkonen will review a draft scope of work and schedule for the next long-range plan update.	Information/ Discussion	30	Liisa Itkonen	February	January	661
28.	Status Report – State and Federal Legislative Issues	No	Ken Burgess will provide a status report on state and federal legislative issues.	Information/ Discussion	15	Ken Burgess	February	N/A	701
29.	Approve revisions to the COMPASS Employment Policies	No	Megan Larsen will seek COMPASS Board of Directors' approval of revisions to the Employment Policies.	Action	10	Megan Larsen	February	N/A	N/A
30.	Approve revisions to the COMPASS Records Policy	No	Megan Larsen will seek COMPASS Board of Directors' approval of revisions to the Records Policy.	Action	5	Megan Larsen	February	N/A	N/A
31.	Approve Scope of Work for the Next Long-Range Plan	Yes	Liisa Itkonen will seek COMPASS Board of Directors' approval of the scope of work for the next long-range plan update.	Action	20	Liisa Itkonen	April	March	661
32.	Accept 2018 Population Estimates	Yes	Carl Miller will seek acceptance of the 2018 Population Estimates.	Action	15	Carl Miller	April	Demographic Advisory Workgroup March	620

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33.	Approve FY2019 Membership Dues	Yes	Megan Larsen will seek approval of the proposed membership dues for FY2019.	Action	15	Megan Larsen	April	N/A	601
34.	Status Report – State and Federal Legislative Issues	No	Ken Burgess will provide a status report on state and federal legislative issues.	Information/ Discussion	15	Ken Burgess	April	N/A	701
35.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the Finance Committee meetings.	Information/ Discussion	5	Finance Committee Chair	April	N/A	N/A
36.	Consider retention and salary adjustment of Executive Director	Yes	The Board will consider whether to retain the Executive Director and whether to adjust the salary of the Executive Director.	Action	5	Chair	June	N/A	N/A
37.	Approve End-of-Year Program and Redistribution Priorities	Yes	Toni Tisdale will seek COMPASS Board of Directors' approval of End-of-Year Program and redistribution priorities.	Action	15	Toni Tisdale	June	May	685
38.	Approve FY2021-2025 COMPASS Funding Application Guide	Yes	Toni Tisdale and Kathy Parker will seek COMPASS Board of Directors' approval of the FY2021-2025 COMPASS Funding Application Guide.	Action	15	Toni Tisdale Kathy Parker	June	May	685

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39.	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 session.	Executive Session	TBD	Chair	June	N/A	N/A
40.	Review Draft FY2020-2024 Regional Transportation Improvement Program (TIP) Project List	Yes	Toni Tisdale will seek COMPASS Board of Directors’ review of the details of the Draft FY2020-2024 TIP, prior to public comment.	Information/ Discussion	20	Toni Tisdale	June	May	685
41.	Approve FY2020 Communities in Motion (CIM) Implementation Grants and Project Development Program projects	Yes	Kathy Parker will seek COMPASS Board of Directors’ approval of FY2020 CIM Implementation Grants and Project Development Program projects.	Action	10	Kathy Parker	August	July	685
42.	Approve FY2020 Resource Development Plan	Yes	Kathy Parker will seek COMPASS Board of Directors’ approval of FY2020 Resource Development Plan.	Action	10	Kathy Parker	August	July	685

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43.	Adopt Resolution Approving the FY2020 Unified Planning Work Program and Budget (UPWP)	Yes	Megan Larsen will seek approval of the FY2020 UPWP.	Action	15	Megan Larsen	August	N/A	601
44.	Approve COMPASS Workgroup Charters	No	Megan Larsen will seek approval of the COMPASS Workgroup Charters for FY2020.	Action	5	Megan Larsen	August	N/A	601
45.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the Finance Committee meetings.	Information/ Discussion	5	Finance Committee Chair	August	N/A	N/A
46.	Adopt Resolution Approving FY2020-2024 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 FY2020-2024 TIP and associated air quality conformity demonstration, after review of public comments.	Action	20	Toni Tisdale	October	August	685
47.	Adopt Resolution Approving Rural Application Prioritization	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a Resolution approving priorities for rural applications.	Action or Consent	10	Toni Tisdale	October	September	685

2019 Draft COMPASS State Legislative Positions

1. Transportation Revenue

The COMPASS Board of Directors supports increasing and diversifying dedicated revenue for state and local transportation systems, including for transit and alternative transportation modes. Idaho's current transportation funding level remains inadequate to address the state's needs. While there have been recent funding enhancements by the legislature, state and local transportation entities still face critical funding shortfalls for maintenance and expansion projects. A functional transportation system is critical to accommodate the population growth and economic development of the Treasure Valley and the State of Idaho.

2. Extend "Surplus Eliminator" provision for Transportation

The COMPASS Board of Directors supports extending the "surplus eliminator" transportation funding mechanism and maintaining a 60/40 state/local share of those funds. The 2015 "surplus eliminator" funding has proven to be a useful mechanism for state and local maintenance projects. Legislation should also allow such funds to be used for expansion projects to address safety and economic opportunity needs.

3. Local Option Sales Tax Authority

The COMPASS Board of Directors strongly supports local option sales tax authority legislation. Such a tool will provide local units of government the ability to request necessary supplemental infrastructure revenue for specific transportation projects, as approved by local voters, through a local sales tax. The Board supports the concept of allowing such funds to be used for roadway and/or transit projects. Local option sales tax can provide a tool for local units of government to address local transportation challenges.

4. Regional Public Transportation Authority Funding Alternatives

The COMPASS Board of Directors supports a property tax funding mechanism for Idaho's Regional Public Transportation Authorities (RPTA). The Idaho Legislature, in 1994, authorized the formation of RPTA's stating "the total mobility needs of commerce and people cannot be met solely with highway and road systems..." While a mechanism to create and govern RPTAs was authorized, a mechanism to provide a reliable source of funding remains absent. The COMPASS Board supports statutory authority for RPTAs to levy a property tax, as approved by voters, to support their operations.

5. High Occupancy Vehicle lanes

The COMPASS Board of Directors supports statutory authority to allow utilization of High Occupancy Vehicle (HOV) lanes on state highways. Current statutory language restricts locations where HOV lanes may be utilized.

6. **Safe Routes to School**

The COMPASS Board of Directors endorses state support for safe, community-oriented non-motorized transportation. Safe community and neighborhood bicycle and pedestrian options and education programs such as Safe Routes to School should be a priority for the state.

7. **Local Option Vehicle Registration Fees**

The COMPASS Board of Directors supports expanding statutory authority for counties and local highway districts to implement additional vehicle registration fees for local capital projects. Current Idaho law restricts the use of local option vehicle registration fees, as approved by the local voters. This user-pay concept has been successfully used to fund local improvements with local fees. This tool should be expanded for potential use by counties and highway districts statewide.

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ITEM VI-B

**2019 COMPASS Board of Directors Meeting Dates
COMPASS, 1st Floor Board Room
1:30-3:30 p.m.**

February 25, 2019
April 15, 2019
June 17, 2019
August 19, 2019
October 21, 2019
December 16, 2019 (Nampa Civic Center)

**2019 COMPASS Executive Committee Meeting Dates
COMPASS, 2nd Floor Large Conference Room
1:30-2:30 p.m.**

January 8, 2019
February 5, 2019
March 12, 2019
April 9, 2019
May 14, 2019
June 4, 2019
July 9, 2019
August 13, 2019
September 10, 2019
October 8, 2019
November 12, 2019
December 10, 2019

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