

COMPASS BOARD OF DIRECTORS' MEETING PACKET

February 26, 2024

Community Planning Association of Southwest Idaho 2024 COMPASS Board of Directors

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
Ada County: Commissioner Rod Beck Commissioner Ryan Davidson Commissioner Tom Dayley	Boise State University: Drew Alexander, Associate Vice President for Campus Operations	Governor's Office: Lori Wolff, Director of Operations
Ada County Highway District: Commissioner Miranda Gold Commissioner Jim Hansen Commissioner Dave McKinney	Capital City Development Corporation: John Brunelle, Executive Director	Greater Boise Auditorium District: Cody Lund, Executive Director
Canyon County: Commissioner Zach Brooks Commissioner Brad Holton Commissioner Leslie Van Beek	Idaho Department of Environmental Quality: Aaron Scheff, Regional Administrator	Southwest District Health Department: Nikole Zogg, District Director
Canyon Highway District No. 4: Commissioner Jay Gibbons	Idaho Transportation Department: Jason Brinkman, District 3 Engineer	
City of Boise: Mayor Lauren McLean Councilmember Kathy Corless Councilmember Colin Nash	Valley Regional Transit: Elaine Clegg, Chief Executive Officer	
City of Caldwell: Mayor Jarom Wagoner Robb MacDonald, Director of Public Works		
City of Eagle: Mayor Brad Pike Councilmember Mary May		
City of Garden City: Mayor John Evans		
City of Greenleaf: Councilmember Dan Hyer		
City of Kuna: Mayor Joe Stear Councilmember John Laraway		
City of Melba: Mayor Cory Dickard		
City of Meridian: Mayor Robert Simison Councilmember John Overton Charlie Rountree		
City of Middleton: Mayor Jackie Hutchison		
City of Nampa: Mayor Debbie Kling Councilmember Victor Rodriguez Tom Points, Public Works Director		
City of Notus: Mayor David Porterfield		
City of Parma: Brett Laird, Public Works Director		
City of Star: Mayor Trevor Chadwick		
City of Wilder: Chelsie Johnson, Public Works Superintendent		

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MAKING A MOTION:

- 1. Seek recognition from the chair.**
- 2. When you are recognized, say, "I move..."**
State your motion clearly, concisely, and completely.
- 3. Wait for someone to "second" your motion.**
A "second" does not imply the person making the second agrees with the motion – only that he/she agrees it should be debated.
- 4. Wait while the chair restates the motion.**
Be prepared to provide the motion to the chair in writing, if needed or requested, to ensure the chair accurately restates it.
- 5. Respectfully debate your motion.**
As the person making the motion, you have the right to speak first, but do not have to. When you speak, state your opinion then respectfully listen to, and consider, other opinions.
- 6. Wait for the chair to take a vote.**
After discussion is complete, the chair will call for a vote.
- 7. Listen as the chair announces the result of the vote.**

To Change a Proposed Motion:**Amend Motions to Raise Urgent Issues:**

- Question of privilege
- Orders of the day
- Object to consideration

Motions to Control Debate:

- Limit debate
- Previous question

Motions to Protect Rights:

- Division of the Assembly
- Point of order
- Appeal chair's ruling
- Point of information
- Parliamentary inquiry

Motions to Choose Voting Methods:

- Vote by ballot, roll call, counted vote
- Choose method of nominations
- Open or close nominates or the polls

Motions to Delay Action:

- Refer to a committee
- Postpone to a definite time
- Recess
- Adjourn
- Postpone indefinitely
- Lay on the table

Motions to Vary the Procedures:

- Suspend the rules
- Divide the question
- Request to withdraw a motion
- Request relief from duty – or resign

Motions to Re-examine:

- Reconsider
- Rescind/Amend something previously adopted
- Take from the table
- Discharge a committee

TABLE OF RULES RELATING TO MOTIONS:

Motion	Debate?	Amend?	Vote
Adjourn	No	No	Majority
Amend	Yes	Yes	Majority
Amend Something Previously Adopted	Yes	Yes	(a) Majority with notice; or (b) 2/3; or (c) Majority of entire membership
Appeal	Normally	No	Majority in negative required to reverse chair's decision
Commit	Yes	Yes	Majority
Debate, Close (Previous Question)	No	No	2/3
Debate, Limit or Extend Limits of	No	Yes	2/3
Main Motion	Yes	Yes	Majority
Postpone	Yes	Yes	Majority
Previous Question	No	No	2/3
Recess	No	Yes	Majority
Reconsider	If motion to be reconsidered debatable	No	Majority
Rescind	Yes	Yes	(a) Majority with notice; or (b) 2/3; or (c) Majority of entire membership
Refer (Commit)	Yes	Yes	Majority
Suspend the Rules (of Order)	No	No	2/3
Suspend the Rules (standing or convention standing rules)	No	No	Majority
Voting, motions relating to	No	Yes	Majority

2024 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
April 15, 2024 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Adopt a Resolution Approving the Technical Correction to Nampa's Adjusted Urban Area Boundary • Approve Extension Delivery Deadlines for Local Federal-Aid Projects • Status Report - Review Boise State University's Annual Statewide and Treasure Valley Survey • Status Report - Progress of the Regional Safety Action Plan • Member Agency Presentation – Projects of Regional Importance • Status Report – Finance Committee • Approve Metropolitan Transportation Planning Memorandum of Understanding with the Idaho Transportation Department • Accept 2024 Population Estimates • Approve FY2025 Membership Dues • Amend the FY2024-2030 Regional Transportation Improvement Program (TIP) • Status Report - State and Federal Legislative Issues
June 17, 2024 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Member Agency Presentation – Projects of Regional Importance • Status Report – Finance Committee • Approve Priorities for the End-of-Year and Redistribution Program • Status Report - State and Federal Legislative Issues
August 19, 2024 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Approve COMPASS Workgroup Charters • Member Agency Presentation – Projects of Regional Importance • Status Report – Finance Committee • Adopt Resolution Approving the FY2025 Unified Planning Work Program and Budget (UPWP) • Consider Executive Committee's Recommendation Regarding Executive Director • Approve Updates to the FY2026-2032 COMPASS Application Guide • Approve FY2025 Communities in Motion Implementation Grants and Project Development Program Projects • Approve an Amendment to Communities in Motion 2050 (if needed), and the Draft FY2025-2031 Regional Transportation Improvement Program (TIP) • Accept Communities in Motion 2055 Population Forecast Growth Allocation and Buildout Analysis. • Approve 2025 Idaho Legislative Session Position Statements • Approve 2025 Federal Transportation Position Statements

<p>October 21, 2024 1:30 pm – 3:30 pm</p>	<p>COMPASS 700 NE 2nd Street Meridian, Idaho</p>	<ul style="list-style-type: none"> • Member Agency Presentation – Projects of Regional Importance • Status Report - State and Federal Legislative Issues • Establish 2025 COMPASS Board and Executive Committee Dates and Location. Provide 30 Day Notice of Annual Meeting • Approve Priorities for Rural Projects
<p>December 16, 2024 Holiday Luncheon 12:00 pm</p> <p>Annual Meeting 1:30 pm – 3:30 pm <i>In person only, no remote option</i></p>	<p>Nampa Civic Center 311 3rd Street South Nampa, Idaho</p>	<ul style="list-style-type: none"> • Confirm 2025 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer • Confirm Regional Transportation Advisory Committee Membership • Member Agency Presentation – Projects of Regional Importance • Status Report – Finance Committee • Adopt Resolution Approving Revision 1 of the FY2025 Unified Planning Work Program and Budget (UPWP)

**COMPASS BOARD OF DIRECTORS' MEETING
FEBRUARY 26, 2024 – 1:30 PM
COMPASS – 1ST FLOOR BOARD ROOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

ZOOM CONFERENCE CALL

Facebook Live Streaming - <https://www.facebook.com/COMPASSIdaho>
(Subject to availability and functionality of connection.)

Board members can participate in the meeting in-person or via Zoom conference call.

Please RSVP to Teri Gregory at tgregory@compassidaho.org or 208-475-2225.

****AGENDA****

I. CALL TO ORDER/ROLL CALL (1:30)

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

- | | | |
|---------|------|---|
| Page 9 | A. * | Approve December 18, 2023, COMPASS Board of Directors Meeting Minutes |
| Page 13 | B. * | Receive Approved November 14, 2023, Executive Committee Meeting Minutes |
| Page 16 | C. * | Receive Approved November 30, 2023, Finance Committee Meeting Minutes |
| Page 18 | D. * | Approve List of Records for Destruction |
| Page 23 | E. * | Confirm Finance Committee Membership |
| Page 24 | F. * | Confirm Regional Transportation Advisory Committee (RTAC) Membership |
| Page 25 | G. * | Adopt an Amendment to COMPASS' Participation Plan |

IV. SPECIAL ITEMS

- | | | |
|-----------------|------|--|
| 1:35
Page 37 | A. * | Status Report – Safe Streets for All Regional Safety Action Plan (RSAP) |
|-----------------|------|--|

**Doug Self,
Atlas/ Nick
Foster, Kittleson**

Doug Self, Atlas Strategic Communications, and Nick Foster, Kittleson and Associates, will brief the Board on the vision and goals of the RSAP and share recent milestones and work in progress.

1:55 **B. Member Agency Presentation – Projects of Regional Importance** **City of Kuna**
Staff from the City of Kuna will present on potential projects in their community.

2:15
Page 38 **C.* Introduction to COMPASS** **Amy Luft**
Amy Luft will provide a brief introduction to COMPASS' work products and Board calendar.

V. ACTION ITEMS

2:30
Page 39 **A.* Approve COMPASS Employment Policies and Procedures Amendments** **Meg Larsen**
Meg Larsen will seek Board approval to amend COMPASS' Employment Policies and Procedures Manual.

2:40
Page 47 **B.* Approve *Communities in Motion* 2055 Goals and Objectives** **Austin Miller**
Austin Miller will seek COMPASS Board of Directors' approval of the Communities in Motion 2055 goals and objectives.

2:55
Page 49 **C.* Adopt the Idaho Transportation Department's (ITD's) Statewide Safety Performance Measures for FY2024** **Hunter Mulhall**
Hunter Mulhall will brief the Board on current trends for the federal safety performance measures and ask that the Board adopt ITD's statewide safety targets for FY2024.

VI. INFORMATION ITEMS

3:05 **A. Status Report - State and Federal Legislative Issues** **Jacob Miller**
Jacob Miller will provide an update on the latest legislative developments at the state and federal levels.

3:20
Page 50 **B.* Review the 2022 Treasure Valley Annual Congestion Management System Report** **Hunter Mulhall**
Hunter Mulhall will review the contents and congestion performance measures in the annual congestion management system report.

VII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY)

Page 51 **A.* Staff Activity Reports**
Page 55 **B.* Status Report – Current Air Quality Data**
Page 60 **C.* Status Report – Regional Transportation Advisory Committee Attendance**
Page 62 **D.* Administrative Modifications**
Page 66 **E.* Correspondence**

VIII. OTHER

Next Meeting: April 15, 2024

IX. ADJOURNMENT (3:30)

***Enclosures. Times are approximate. Agenda is subject to change.**

Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 208-475-2229 with 48 hours advance notice. Si necesita asistencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 208-475-2229 con 48 horas de anticipación.

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**COMPASS BOARD OF DIRECTORS' MEETING
DECEMBER 18, 2023
NAMPA CIVIC CENTER
311 3RD STREET, NAMPA, ID**

****DRAFT MINUTES****

ATTENDEES:

Drew Alexander, Boise State University, in person
Nichoel Baird Spencer, City of Eagle, in person
Rod Beck, Commissioner, Ada County, **Secretary-Treasurer**, in person
Jason Brinkman, Idaho Transportation Department – District 3, in person
Trevor Chadwick, Mayor, City of Star, **Chair Elect**, in person
Elaine Clegg, Valley Regional Transit, in person
Tom Dayley, Commissioner, Ada County, in person
John Evans, Mayor, City of Garden City, in person
Jay Gibbons, Commissioner, Highway District No. 4, **Vice Chair**, in person
Miranda Gold, Commissioner, Ada County Highway District, in person
Jim Hansen, Commissioner, Ada County Highway District, in person
Brad Holton, Commissioner, Canyon County, in person
Dan Hyer, Councilmember, City of Greenleaf, in person
Chelsie Johnson, City of Wilder, in person
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Brett Laird for Angie Lee, Mayor, City of Parma, in person
Dave McKinney, Commissioner, Ada County Highway District, in person
Lauren McLean, Mayor, City of Boise, in person
Colin Nash, Councilmember, City of Boise, in person
John Overton, Councilmember, City of Meridian, in person
Tom Points, City of Nampa, in person
David Porterfield, Mayor, City of Notus, in person
Charlie Rountree, City of Meridian, in person
Steve Rule, Mayor, City of Middleton, in person
Bruce Freckleton for Robert Simison, Mayor, City of Meridian, in person
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, in person
Matt Stoll, Executive Director, Community Planning Association, Ex officio, in person
Nikole Zogg, Southwest District Health, Ex officio, in person

MEMBERS ABSENT:

Zach Brooks, Commissioner, Canyon County
John Brunelle, Capital City Development Corporation
Ryan Davidson, Commissioner, Ada County
Cory Dickard, Mayor, City of Melba
John Laraway, Councilmember, City of Kuna
Robb McDonald, City of Caldwell
Jason Pierce, Mayor, City of Eagle
Pat Rice, Greater Boise Auditorium District, Ex officio
Victor Rodriguez, Councilmember, City of Nampa
Hayden Rogers, Governor's Office, Ex officio
Aaron Scheff, Idaho Department of Environmental Quality
Leslie Van Beek, Commissioner, Canyon County
Jarom Wagoner, Mayor, City of Caldwell

OTHERS PRESENT:

Bre Brush, City of Boise, in person
Ashley Cannon, Community Planning Association, in person
Matt Carlson, Community Planning Association, in person
Jay A. Gibbons, Canyon County, in person
Teri Gregory, Community Planning Association, in person
Lila Klopfenstein, Community Planning Association, in person
Meg Larsen, Community Planning Association, in person
Justin Lucas, Ada County Highway District, in person
Amy Luft, Community Planning Association, in person
Olivia Vielstich McKinnon, Community Planning Association, in person
Austin Miller, Community Planning Association, in person
Jacob Miller, Community Planning Association, in person
Sabrina Minshall, Canyon County, in person
Alexa Roitman, Community Planning Association, in person
Toni Tisdale, Community Planning Association, in person
Mark Steuer, City of Nampa, in person

CALL TO ORDER

Chair Debbie Kling called the meeting to order at 1:35 pm.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll introduced Jason Brinkman, the new District Engineer with the Idaho Transportation Department, District 3.

CONSENT AGENDA

- A. Approve October 16, 2023, COMPASS Board of Directors Meeting Minutes**
- B. Receive Approved September 12, 2023, Executive Committee Meeting Minutes**
- C. Receive Approved August 17, 2023, Finance Committee Meeting Minutes**
- D. Approve List of Records for Destruction**
- E. Confirm Regional Transportation Advisory Committee (RTAC) Membership**
- F. Approve Changes to the Transportation Improvement Program (TIP) Amendment Policy**

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

SPECIAL ITEMS

A. Status Report - Regional Safety Action Plan

Hunter Mulhall presented a status report on the Regional Safety Action Plan.

B. Status Report – Legislative Preview

Jacob Miller provided a legislative preview.

C. Status Report – Finance Committee

Finance Committee Chair Rod Beck provided a status report on the November 30 and December 14, 2023, Finance Committee meetings.

ACTION ITEMS

A. Adopt Resolution 05-2024 Approving Revision 1 of the FY2024 Unified Planning Work Program and Budget (UPWP)

Megan Larsen presented Resolution 05-2024 approving Revision 1 of the FY2024 UPWP and requested COMPASS Board of Directors' approval.

John Evans moved and Charlie Rountree seconded to adopt Resolution 05-2024 approving Revision 1 of the FY2024 UPWP. Motion passed unanimously.

B. Adopt Resolution 06-2024 Modifying the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs (TIPs)

Toni Tisdale presented Resolution 06-2024 modifying the FY2023-2029 and FY2024-2030 regional TIPs and requested COMPASS Board of Directors' approval.

John Evans moved and Elaine Clegg seconded to adopt Resolution 06-2024 modifying the FY2023-2029 and FY2024-2030 regional TIPs. Motion passed unanimously.

C. Accept *Communities in Motion 2055* Population Forecast Control Total

Austin Miller presented the proposed *Communities in Motion 2055* population forecast control total and requested COMPASS Board of Directors' acceptance.

After discussion, **Nichoel Baird Spencer moved and Drew Alexander seconded to accept the *Communities in Motion 2055* population forecast control total.** Motion passed unanimously.

D. Confirm 2024 Board Officer Slate

Matt Stoll reviewed the COMPASS Executive Committee recommended 2024 Board officer slate: Trevor Chadwick, Chair; Jay Gibbons, Chair-Elect; Rod Beck, Vice Chair, Jarom Wagoner, Secretary-Treasurer, and Debbie Kling, Immediate Past Chair, and requested COMPASS Board of Directors' approval.

Joe Stear moved and Charlie Rountree seconded confirmation of the 2024 Board officer slate. Motion passed unanimously.

OTHER

Matt Stoll presented COMPASS Board chair Debbie Kling with a plaque and thanked her for serving as the COMPASS Board chair in 2023.

ADJOURNMENT

Chair Debbie Kling adjourned the meeting at 2:36 pm.

Approved this 26th day of February 2024.

By: _____
Trevor Chadwick, 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 MEETING
NOVEMBER 14, 2023
COMPASS
SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rod Beck, Commissioner, **Secretary-Treasurer**, Ada County, in person
Trevor Chadwick, Mayor, **Chair Elect**, City of Star, via ZOOM
Jay Gibbons, Commissioner, Highway District #4, **Vice Chair**, via ZOOM
Jim Hansen, Commissioner, Ada County Highway District, in person
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Robert Simison, Mayor, City of Meridian, in person
Jarom Wagoner, Mayor, City of Caldwell, via ZOOM

MEMBERS ABSENT: Brad Holton, Commissioner, Canyon County
Lauren McLean, Mayor, City of Boise
Jason Pierce, Mayor, City of Eagle
Steve Rule, Mayor, City of Middleton
Joe Stear, Mayor, City of Kuna

OTHERS PRESENT: Teri Gregory, COMPASS, in person
Megan Larsen, COMPASS, in person
Amy Luft, COMPASS, in person
Jacob Miller, COMPASS, in person
Matt Stoll, Executive Director, COMPASS, in person

CALL TO ORDER

Chair Debbie Kling called the meeting to order at 1:33 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve September 12, 2023, Executive Committee Meeting Minutes

Robert Simison moved and Trevor Chadwick seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Establish December 18, 2023, COMPASS Board Meeting Agenda

Matt Stoll presented agenda items 1-20 for the upcoming December 18, 2023, COMPASS Board of Directors' annual meeting.

Jim Hansen moved and Robert Simison seconded approval of items 1 – 20, excluding item 13 and adding a special item regarding the status of the Safe Streets Roads for All planning grant, for the December 18, 2023, COMPASS Board of Directors' meeting. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.

B. Recommend 2024 COMPASS Board Officer Slate for Annual Meeting

Matt Stoll noted that the Secretary/Treasurer position will need to be filled for the 2024 COMPASS Board of Directors and reviewed nominations received.

After discussion, **Trevor Chadwick moved and Jay Gibbons seconded to nominate Jarom Wagoner for the Secretary/Treasurer position for 2024.** Motion passed unanimously.

Matt Stoll then presented the proposed 2024 COMPASS Board Officer slate as follows:

Chair – Trevor Chadwick
Chair-Elect – Jay Gibbons
Vice Chair – Rod Beck
Secretary/Treasurer – Jarom Wagoner
Immediate Past Chair – Debbie Kling

Robert Simison moved and Trevor Chadwick seconded to recommend the proposed 2024 COMPASS Board Officer slate for COMPASS Board approval. Motion passed unanimously.

C. Approve COMPASS Board Member Travel

Matt Stoll requested approval for Trevor Chadwick to travel to the National Association of Regional Councils' National Conference of Regions meeting February 11-15, 2024, in Washington, DC. Travel costs are currently estimated to be \$3,100.00.

After discussion, **Jay Gibbons moved and Jarom Wagoner seconded to approve Trevor Chadwick's attendance and travel expenses for the National Association of Regional Councils' meeting February 11-15, 2024, in Washington, DC.** Motion passed unanimously.

ADJOURNMENT

Jim Hansen moved and Rod Beck seconded adjournment of the meeting. Motion passed unanimously.

Chair Debbie Kling adjourned the meeting at 2:10 p.m.

Approved this 9th day of January 2024.

By: 

**Trevor Chadwick, Chair
Community Planning Association of
Southwest Idaho**

Attest:

By: 

**Matthew J. Stoll, Executive Director
Community Planning Association of
Southwest Idaho**

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**FINANCE COMMITTEE MEETING
NOVEMBER 30, 2023
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM AND ZOOM**

****MINUTES****

ATTENDEES: Rod Beck, Commissioner, Ada County, **Chair**, in person
Zach Brooks, Commissioner, Canyon County, via ZOOM
Trevor Chadwick, Mayor, City of Star, **Vice Chair**, in person
Miranda Gold, Commissioner, Ada County Highway District, in person
Victor Rodriguez, Councilmember, City of Nampa, via ZOOM
Robert Simison, Mayor, City of Meridian, via ZOOM

MEMBERS ABSENT: Steve Rule, Mayor, City of Middleton

OTHERS PRESENT: Ashley Cannon, COMPASS, in person
Teri Gregory, COMPASS, in person
Meg Larsen, COMPASS, in person
Amy Luft, COMPASS, in person
Matt Stoll, COMPASS, in person

CALL TO ORDER:

Vice Chair Trevor Chadwick called the meeting to order at 12:00 p.m. Chair Rod Beck arrived at 12:02 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

There were no announcements.

CONSENT AGENDA

A. Approve August 17, 2023, Finance Committee Meeting Minutes

Victor Rodriguez moved and Zach Brooks seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEM

A. Review Report of Disbursements Made in the Reporting Period

Meg Larsen presented the disbursements made in the reporting period, August 5, 2023, through November 5, 2023, which was provided in the packet for information. There was no discussion regarding these disbursements.

ACTION ITEMS

A. Approve Variance Report for October 1, 2022 – September 30, 2023

Meg Larsen presented the variance report from October 1, 2022 – September 30, 2023.

Trevor Chadwick moved and Miranda Gold seconded approval of the variance report from October 1, 2022 – September 30, 2023, as presented. Motion passed unanimously.

B. Recommend Approval of Revision 1 of the FY2024 Unified Planning Work Program and Budget (UPWP)

Meg Larsen presented Revision 1 of the FY2024 UPWP. Meg noted as part of her presentation that the FY2023 Consolidated Planning Grant carryover amount was overstated by \$5,455. The correct amount is \$396,221. Corrected pages from the packet were provided to the committee for pages 19, 20, 21, 22, 35, and 39.

Trevor Chadwick moved and Victor Rodriguez seconded to recommend COMPASS Board of Director's approval of Revision 1 of the FY2024 UPWP. Motion passed unanimously.

ADJOURNMENT

Miranda Gold moved and Trevor Chadwick seconded adjournment of the meeting. Motion passed unanimously.

Chair Rod Beck adjourned the meeting at 12:21 p.m.

Approved this 14th day of December 2023.

By: 
Rod Beck, Chair

Attest:

By: 
Trevor Chadwick, Vice Chair

COMPASS BOARD AGENDA ITEM III-D

Date: February 26, 2024

Topic: Records to be Destroyed

Request/Recommendation:

COMPASS staff seek COMPASS Board of Directors' approval of destruction of the records listed in the attachment.

Background/Summary:

The COMPASS Board of Directors approved COMPASS' Records Retention Policy in its September 21, 2015, meeting.

The policy describes the type of records that COMPASS has and specifies the retention period for those types of records. The policy further describes the process of destruction of those records that have exceeded their retention period.

In compliance with the policy guidance, COMPASS staff propose to destroy the records listed on the attachment because those records have exceeded their Board-approved retention period.

COMPASS staff will have the records destroyed by a commercial shredding service following approval by the COMPASS Board. The shredding service will provide a certification of destruction.

Implication (policy and/or financial):

If the COMPASS Board approves the destruction of the listed records, the destruction will be completed as described. If the COMPASS Board does not approve destruction of the listed records, the records will be retained.

More Information:

- 1) Attachment
- 2) For detailed information contact: Meg Larsen, at 208-475-2228 or mlarsen@compassidaho.org.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Inventory of Records to be Destroyed

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
CY2014 Workers compensation insurance policy; expires 1-1-2015	9/30/2015	5	9/30/2020	2/26/2024	
CY2016 Workers compensation insurance policy; expires 1-1-2017	9/30/2017	5	9/30/2022	2/26/2024	
CY2017 Workers compensation insurance policy; expires 1-1-2018	9/30/2018	5	9/30/2023	2/26/2024	
FY2011 Signature card and blank checks from closed building fund account	9/30/2011	5	9/30/2016	2/26/2024	
FY2012 agreement for air quality outreach study	9/30/2012	5	9/30/2017	2/26/2024	
FY2012 agreement for Boise State homebound survey	9/30/2012	5	9/30/2017	2/26/2024	
FY2013 Forms for insurance broker change	9/30/2013	1	9/30/2014	2/26/2024	
FY2013 Property and liability insurance policy and drivers list; expires 11-12-2013	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Auto insurance policy; expires 10-17-2014	9/30/2015	5	9/30/2020	2/26/2024	
FY2014 Crime policy; expires 4-21-2014	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Directors and officers insurance policy; expires 5-15-2014; drivers list as of 7-11-2014	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Electronic supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained permanently	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Electronic versions of quarterly budget to actual variance reports and management financial reports by program	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 FFATA Form #414 electronic copy	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Financial Policy approved by Board 6-16-2014, superseded by policy approved 8-28-2017	9/30/2017	5	9/30/2022	2/26/2024	
FY2014 Internal financial reports	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Membership dues calculations, supporting documents and notification letters	9/30/2014	5	9/30/2019	2/26/2024	
FY2014 Property and liability insurance policy and drivers list; expires 11-21-2014	9/30/2015	5	9/30/2020	2/26/2024	

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Inventory of Records to be Destroyed

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2015 Air Quality Outreach billings	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Annual dues notification letters to member agencies; <u>electronic copies</u>	9/30/2016	5	9/30/2021	2/26/2024	
FY2015 Directors and officers insurance policy; expires 5-15-2015	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Electronic supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained permanently	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Electronic version Finance Committee meeting dates	9/30/2016	5	9/30/2021	2/26/2024	
FY2015 Electronic versions of quarterly budget to actual variance reports and management financial reports by program	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Internal financial reports	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 KN19174 T2 Technology Deployment bike/ped counters grant billing	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Membership dues calculations, supporting documents and notification letters	9/30/2015	5	9/30/2020	2/26/2024	
FY2015 Property and liability insurance policy; expires 11-21-2015	9/30/2016	5	9/30/2021	2/26/2024	
FY2015 quarterly variance reports and supporting documents	9/30/2015	5	9/30/2020	2/26/2024	
FY2016 Auto insurance policy; expires 10-17-2016	9/30/2017	5	9/30/2022	2/26/2024	
FY2016 Directors and officers insurance policy; expires 5-15-2016	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Electronic supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained permanently	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Electronic version Finance Committee meeting dates	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Electronic versions of quarterly budget to actual variance reports and management financial reports by program	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 FFATA Form #414 electronic copy and notes on implementation	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Internal financial reports	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Membership dues calculations, supporting documents and notification letters	9/30/2016	5	9/30/2021	2/26/2024	

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Inventory of Records to be Destroyed

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2016 payments for employee payroll taxes and benefits	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Property and liability insurance policy; expires 11-21-2016	9/30/2017	5	9/30/2022	2/26/2024	
FY2016 Property and liability insurance policy; expires 11-21-2017	9/30/2018	5	9/30/2023	2/26/2024	
FY2016 quarterly variance reports and supporting documents	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Supporting documents for indirect cost proposal	9/30/2016	5	9/30/2021	2/26/2024	
FY2016 Supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained	9/30/2016	5	9/30/2021	2/26/2024	
FY2017 5 Year estimates of direct expenses	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Auto insurance policy; expires 10-17-2017	9/30/2018	5	9/30/2023	2/26/2024	
FY2017 Calculation of estimated Consolidated Planning Grant fund	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Certificates of Insurance	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Crime policy; expires 4-1-2017	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Directors and officers insurance policy; expires 5-15-2017	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Electronic supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained permanently	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Electronic versions of quarterly budget to actual variance reports and management financial reports by program	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 Internal financial reports	9/30/2017	5	9/30/2021	2/26/2024	
FY2017 Membership dues calculations, supporting documents and notification letters	9/30/2017	5	9/30/2022	2/26/2024	
FY2017 payments for employee payroll taxes and benefits	9/30/2017	5	9/30/2022	2/26/2024	
FY2018 Electronic supporting documents for UPWP development and draft versions of UPWP; final version of UPWP retained permanently	9/30/2018	5	9/30/2023	2/26/2024	

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Inventory of Records to be Destroyed

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2018 Electronic versions of quarterly budget to actual variance reports and management financial reports by program	9/30/2018	5	9/30/2023	2/26/2024	
FY2018 I 84 Detour Plan billings to ITD	9/30/2018	5	9/30/2023	2/26/2024	
FY2018 Internal financial reports	9/30/2018	5	9/30/2021	2/26/2024	
FY2018 Membership dues calculations, supporting documents and notification letters	9/30/2018	5	9/30/2023	2/26/2024	
FY2018 payments for employee payroll taxes and benefits	9/30/2018	5	9/30/2023	2/26/2024	
FY2020 Balance sheet reconciliation spreadsheets; superseded versions	9/30/2020	n/a	9/30/2020	2/26/2024	
FY2023 Balance sheet reconciliation spreadsheets; superseded versions	9/30/2023	n/a	9/30/2023	2/26/2024	
FY2017 COMPASS membership dues - copies of invoices issued and payments received	9/30/2017	n/a	9/30/2022	2/26/2024	
FY2018 COMPASS membership dues - copies of invoices issued and payments received	9/30/2018	n/a	9/30/2023	2/26/2024	

COMPASS BOARD AGENDA ITEM III-E

February 26, 2024

Finance Committee

The purpose of the Finance Committee is to provide guidance to management and to establish reasonable, but not absolute, assurance regarding internal policies, procedures, and controls for the sound operation of COMPASS.

The committee is composed of seven COMPASS Board members: the COMPASS Board Secretary-Treasurer, three members from Ada County and three members from Canyon County. The term of office for committee members are two-year staggered terms, except for the Secretary-Treasurer whose term is one year. There is no limit to the number of terms a member may serve. Terms are numbered except for the Secretary-Treasurer as odd-year/even-year terms.

Vacancies on the committee are filled by the Board Chair and presented annually to the COMPASS Board for confirmation at the first meeting following the annual meeting of the Board. In the event that a duly appointed committee member is unable to attend a meeting of the committee, that member may arrange for an alternate to participate in committee deliberations on his/her behalf.

Name	Member Agency	Term
Jarom Wagoner	City of Caldwell	One year term ending 1/2025
Ada County		
Miranda Gold	Ada County Highway District	Even (expires 1/2026)
Robert Simison	City of Meridian	Odd (expires 1/2025)
Rod Beck	Ada County	Even (expires 1/2026)
Canyon County		
Zach Brooks	Canyon County	Odd (expires 1/2025)
Jay Gibbons	Highway District 4	Even (expires 1/2026)
Victor Rodriguez	City of Nampa	Odd (expires 1/2025)

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COMPASS BOARD AGENDA ITEM III-F

Date: February 26, 2024

Topic: New Regional Transportation Advisory Committee Member

Request/Recommendation:

Staff seeks COMPASS Board approval of the appointment of the following individual to the Regional Transportation Advisory Committee (RTAC), per RTAC Bylaws Article 2, Committee Structure, 2.4.

Jason Wilde, Public Participation Workgroup, per email dated December 8, 2023.



Working together to plan for the future

COMPASS BOARD AGENDA ITEM III-G

Date: February 28, 2024

Topic: COMPASS' Participation Plan

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 07-2024 (Attachment 1), amending [COMPASS' 2021 Participation Plan](#) (URL below), as supported by the COMPASS Public Participation Workgroup. The details of the amendment are attached to the resolution.

Summary:

Per federal law, a metropolitan planning organization, such as COMPASS, must develop a participation plan that describes how the public and interested stakeholders can participate in regional transportation planning activities.

In December 2023, the COMPASS Board approved updates to a policy that describes how COMPASS will make changes to the regional transportation improvement program (TIP) – the seven-year budget of federally funded and regionally significant transportation projects in Ada and Canyon Counties.

Two of the changes to the TIP amendment policy concern when and how public comments are requested on proposed changes to the TIP; therefore, COMPASS' participation plan must also be updated. These changes will allow COMPASS to use public participation processes conducted by other agencies to avoid redundancy and provide for an additional, streamlined, type of public comment process for certain types of changes. In addition, the amendment will add "housing agencies and interests" to the list of stakeholders that COMPASS will specifically include in significant outreach processes. This is to meet a requirement of the November 2021 Infrastructure Investment and Jobs Act.

COMPASS requested public comment on the proposed changes from December 27, 2023 – February 11, 2024. Twenty-six comments were received (Attachment 2); the majority of comments supported the changes, while some requested specific changes to the proposed amendment. COMPASS had proposed to remove using email blasts to promote the new type of small comment period. Two commenters requested that COMPASS continue to use email blasts to promote all comment periods. One commenter requested that COMPASS retain a minimum 15-day comment period for all types of comments (the amendment allows for a minimum 10-day comment period for certain types of small projects/changes), and two others disagreed with the proposal to allow COMPASS to use public comments received by other agencies in lieu of a COMPASS-specific comment period.

Based on comments received, COMPASS will continue to use a minimum of one email blast to promote every comment period. Staff does not propose removing the option to use other agencies' public comments, but strengthened the commitment that this will only be done if the other agency's public comment process is robust and meets COMPASS' standards. No other changes were made to the proposed amendment recommended based on comments received.

Implication (policy and/or financial):

The amended participation plan will streamline public participation processes for small projects and changes and meet a new requirement added in the Infrastructure Investment and Jobs Act.

More Information:

- 1) Attachment 1: Resolution 07-2024
- 2) Attachment 2: Public comments received
- 3) COMPASS' 2021 Participation Plan: https://compassidaho.org/wp-content/uploads/COMPASS_ParticipationPlan_English_Final_082021.pdf
- 4) For detailed information contact Amy Luft, Communication Coordinator, aluft@compassidaho.org.

RESOLUTION NO. 07-2024

FOR THE PURPOSE OF AMENDING THE COMPASS PARTICIPATION PLAN

WHEREAS, the Community Planning Association of Southwest Idaho (COMPASS) has been designated by the Governor of Idaho as the metropolitan planning organization responsible for transportation planning in Ada and Canyon Counties;

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA), Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require that metropolitan planning organizations develop participation plans that provide reasonable opportunities for interested parties to comment on transportation plans;

WHEREAS, the IIJA, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require that participation plans be developed in consultation with all interested parties;

WHEREAS, the Community Planning Association of Southwest Idaho has developed this amendment to its 2021 Participation Plan in consultation with the COMPASS Public Participation Workgroup and other interested parties;

WHEREAS, the Community Planning Association of Southwest Idaho will consider and implement the principles of equality for all residents as formulated in Title VI of the Civil Rights Act of 1964 and Executive Order 12898, Federal Actions to Address *Environmental Justice* in Minority Populations and Low-Income Populations, to the extent possible;

WHEREAS, the public and stakeholders were invited to review and provide feedback on the draft participation plan from December 27, 2023 – February 11, 2024, following all requirements and best practices outlined for public involvement in the 2021 COMPASS Participation Plan; and

WHEREAS, the attached document describes the amendments to the 2021 COMPASS Participation Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors adopts the amendments to the 2021 COMPASS Participation Plan.

ADOPTED this 28th day of February 2024.

By: _____
Trevor Chadwick, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

By: _____
Matthew J. Stoll, Executive Director
Community Planning Association
of Southwest Idaho

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Community Planning Association of Southwest Idaho (COMPASS)

Amendment to the [2021 COMPASS Participation Plan](#)¹

Metropolitan planning organizations, such as COMPASS, develop and use participation plans that describe the process for providing all interested parties with opportunities to be involved in the transportation planning process. COMPASS' current participation plan was adopted in August 2021.¹

This amendment makes three changes to COMPASS' participation plan.

1. **Include housing agencies and interests** on the list of types of stakeholders that COMPASS will specifically include in significant outreach processes.

Reason for proposed change: The Infrastructure Investment and Jobs Act, signed into law in November 2021, requires that metropolitan planning organizations, such as COMPASS, coordinate with housing interests. COMPASS has already begun this coordination; the addition to the participation plan will formalize and reflect that.

This change would affect the following section of the 2021 COMPASS Participation Plan:

Section	Page	Current Text	Add
Stakeholders specifically included in all significant outreach processes	27	No mention of housing	Stakeholder Type: Housing interests Examples of Outreach or Collaboration Methods: COMPASS Affordable Housing Advisory Workgroup One-on-one meetings

2. **Allow COMPASS to use public participation processes undertaken by other agencies on the same project**, if deemed sufficient by the COMPASS Executive Director. COMPASS would still provide the public comments received to COMPASS committees and the COMPASS Board of Directors just as it does for public comment processes undertaken by COMPASS.

Reason for proposed change: This will avoid unnecessary duplication of effort for both the public and public agency staff, thus saving tax dollars while providing a more efficient process for the public.

This change would affect the following section of the 2021 COMPASS Participation Plan:

Section	Page	Current Text	Add
How can I be involved?	7	No mention of other agencies' participation opportunities	We recognize that government processes can sometimes be duplicative. If another agency is asking for your input on the exact same project or issue, <u>and they have conducted a robust public comment process that meets COMPASS standards</u> , we'll share the feedback you provided them with our decision-makers and won't ask you to comment on the same thing twice.

¹ <https://compassidaho.org/public-involvement-plans/#PPP>

3. **Add an additional type of public comment process for changes to the regional transportation improvement program (TIP)** when the change is either:
 - a. To reflect a significant cost increase², but the scope of the project is not affected.
 - b. To add or remove a project that is defined as “exempt” in federal regulations and is not considered “regionally significant.”³

For these types of changes to the TIP, the public comment period would be a minimum of 10 days and promoted through social media, email, and on COMPASS’ website. This change would not preclude COMPASS from providing a longer comment period or additional promotion if warranted.

Reason for proposed change: COMPASS is committed to a transparent process and providing all interested parties with the opportunity to comment on changes to budgeted transportation projects. However, COMPASS also recognizes that certain types of changes are more important to the public than others. This addition to the participation plan would help focus public attention on larger projects and changes while still providing the opportunity for the public to weigh in on smaller projects and changes.

This change would affect the following sections of the 2021 COMPASS Participation Plan:

Section	Page	Current Text	Change
How do I find out about opportunities to be involved?	8	At a minimum, we’ll promote all opportunities to be involved through email blasts, on social media, on the COMPASS website, and in legal notices. We’ll tailor additional promotion to fit the project or issue.	At a minimum, we’ll promote all opportunities to be involved through at least one email blast, on social media, and on the COMPASS website. Most comment opportunities will also be promoted through legal notices; we’ll tailor additional promotion to fit the project or issue.
TIP: What if things change?	12	If changes to add, remove, or significantly alter the scope of funded projects are proposed ... we’ll give you at least 15 days to weigh in. A full description of when, and how, the TIP is amended is described in the TIP amendment policy.	If changes to add, remove, or significantly alter the scope of funded projects are proposed ... we’ll give you 10 or 15 days to weigh in, minimum, depending on the nature of the change. Significant cost increases ² that do not affect the scope of a project and projects that are “exempt” and not regionally significant will have a minimum 10-day comment period; all other projects will have a minimum 15-day comment period. A full description of when, and how, the TIP is amended is described in the TIP amendment policy.
What’s required and how will COMPASS meet or exceed those requirements? TIP Amendment Column	29	Inform: Place legal notices (COMPASS-specific commitment) Involve: Hold public comment periods (... TIP amendments = 15 days)	Inform: Place legal notices (As appropriate) Involve: Hold public comment periods (... TIP changes = 10 or 15 days, depending on the nature of the change)

² Thresholds for a cost increase triggering public involvement are defined in COMPASS’ TIP Amendment Policy:

<https://compassidaho.org/resourcedevelopment/#FundPol>

³ “Exempt” defined in federal regulations: <https://www.ecfr.gov/current/title-40/chapter-I/subchapter-C/part-93/subpart-A/section-93.126>; “regionally significant” defined COMPASS’ TIP Amendment Policy: <https://compassidaho.org/resourcedevelopment/#FundPol>

Public Comments Received (Verbatim)

Attachment 2

Amendment to COMPASS' 2021 Participation Plan

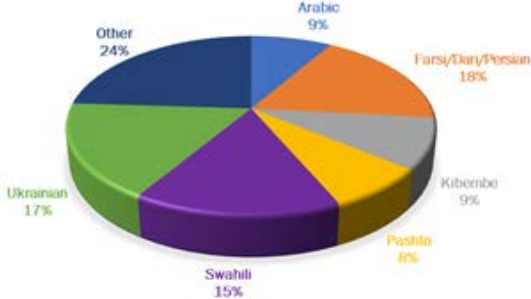
Public Comment Period: December 27, 2023 – February 11, 2024

Total number of comments received: 26

The proposed amendment would formalize COMPASS' commitment to working with its housing partners, allow COMPASS to use other agency's public comments to reduce redundancy, and add an additional type of comment opportunity for certain kinds of smaller changes or projects in the regional transportation improvement program.

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
I agree with the proposed changes.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Lynn Davis 83669
I agree with and appreciate most changes. There are two changes listed that alter the 15 comment period to 10 or 15 days. I think you should stick with a 15 day minimum.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Michael
I'm a fan of efficiency and don't like to see work delayed for comments twice. I say go ahead with the changes, for what that's worth.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Steve Folkner
I am in favor of the Proposed Amendment to COMPASS' Participation Plan. After reading the information in the proposed amendment, it is apparent that using data from surveys of other entities that address the same issue is efficient and appropriate. The safeguards to keep participation in public input simple and effective are also welcome additions to the participation plan. Thank You,	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Pike Teinert
I believe that you have some good ideas to improve COMPASS by coordinating with other government agencies to cure redundancy between them. It makes sense to coordinate with housing agencies by looking forward to residential growth in particular areas.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Gary Martin

<p>Comment</p> <p>(The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)</p>	<p>Staff Response</p>	<p>Name, Zip Code, Affiliation</p>
<p>On page 8: I object to the removal of “through email blasts” in the first sentence.</p> <p>This language should be reinstated, and opportunities to be involved should always include email blasts.</p> <p>In addition, I’d like it to be made very clear to the public how to get added to (or removed from) this email list. Public involvement should be made easier through the use of technology, not limited.</p> <p>I don’t think a lot of people are following your social media accounts or visiting your website. I just checked. You have 827 followers on Instagram. Well, 828 thanks to me. Are you only wanting to seek input from 827 people? That is a mere 0.35% of the population of Boise and only 0.18% of the Boise metro area. Less than one half of 1%? This is your idea of seeking public input? This is shameful.</p> <p>The idea is to seek out and encourage more public participation, right? So, email is at least one way for you to actively ask for participation from the public instead of the public having to randomly come across the “opportunity” through some obscure social media post.</p> <p>The burden should be on YOU to find out what people think, not the other way around.</p> <p>Please advise me on the status of this change to the language of the document in question. I hope my confidence in you doing the right thing is not misplaced.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>I will follow up with you regarding the status of the proposed changes the week of February 12, after the public comment period closes (February 11) and all comments received have been considered.</p> <p>Follow-up: Thank you again for your comments. Based on your feedback, COMPASS reinstated the use of email to promote all types of public comment periods in the final version of the amendment.</p> <p>COMPASS also has a new public comment brochure that summarizes the participation plan and how to get added to the COMPASS email list is prominently featured in that brochure, as well on COMPASS’ website and other outreach materials.</p>	<p>Kimberly Sudac</p>
<p>I was looking over the public participation plan that COMPASS has produced as well as Title VI and EJ. The documents are sharp and crisp and are generally very notable. I am glad for the ability to comment.</p> <p>I noticed a couple of things that I have questions about.</p> <ol style="list-style-type: none"> 1. The EJ map with TIP projects does not show any distinguishable EJ census block groups or census tracts, there is no symbology so it appears the whole two-county is entirely an EJ area. When do you expect to have those layers ready to overlay on the TIP? <ol style="list-style-type: none"> a. Justice40 layers are already publicly available and should be at a minimum revealed on your TIP page as a layer. b. There was mention of other ACS or Census layers used to calculate EJ areas in Ada and Canyon...I think methodology and layers should be revealed in the TIP mapping website if COMPASS is talking about those products. 2. COMPASS default website language translation is very euro centric, I know we have a lot of refugee communities in the T.V. and those languages should be accommodated on your website 	<p>Thank you for your comments. They will be shared with the COMPASS Board of Directors.</p> <p>I appreciate you bringing the map issue to our attention. Some of the queries in GIS stopped functioning. They have been fixed and the data are again showing correctly on the map.</p> <p>We will look into other translation widgets for our website.</p> <p><u>Update:</u> We have changed translation widgets to one that provides more language options.</p>	<p>Duane Wakan Valley Regional Transit</p>

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
<p>as well. This means going beyond Title VI requirements and reaching out to organizations that can provide feedback. I know this is not necessarily cited in the COMPASS LEP, but I feel it should be amended to reflect language needs beyond ACS data tables.</p> <p>TOP IDAHO REFUGEE LANGUAGES SPOKEN 2021-2023</p>  <p>3. I know the PPP mentioned amendments that would allow COMPASS to use other agency's public comments to reduce redundancy. I am concerned that this will reinforce some of the negative feedback that was highlighted from public comments surrounding the appeasement of transportation projects to elected officials and not to the general public. I feel more staff from all division at COMPASS should be in-tune with public sentiments and should attend local meetings more often and in more places.</p> <p>Thanks for considering my comments.</p>		
<p>The City of Wilder and Wilder Housing Authority is in support of the proposed amendment to COMPASS' participation plan. Thanks.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Wendy Burrows-Severy City Clerk/Treasurer City of Wilder</p> <p>Secretary/Treasurer Wilder Housing Authority</p>

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
<p>COMPASS -</p> <p>I wish to register the following:</p> <p>I disagree with the request by COMPASS to rely upon other agency's public comments as a substitute for COMPASS reaching out and gathering comments from neighbors and neighborhoods for proposed undertakings. Frequently, the scope of other agency's comments is smaller in reach and may not attract the attention of those affected by the important work of planning in Southwest Ada County.</p> <p>Please continue to publicize opportunities for comment from those affected.</p> <p>Thank you for registering this input.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>Follow-up: Thank you again for your feedback. In the final amendment, COMPASS did retain the <i>option</i> to use other agencies' public comments when appropriate but strengthened its commitment to <u>only</u> doing so if/when the other agency conducted a robust outreach process that met COMPASS' standards, to provide a balance between duplication of effort and ensuring all residents have an opportunity to be involved.</p>	<p>Sue Maben West Valley Neighborhood Association Board Member</p>
<p>I agree with the changes, especially including housing authorities in the conversation. Thank you for your work. Please add me to your email list for future notifications about comments on projects.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors. We will add you to our email list.</p>	<p>LaRita Schandorff Director Nampa Bicycle Project</p>
<p>As presented this sounds acceptable.</p> <p>Thank you</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Ron</p>
<p>I agree and support your proposal and amendment.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Pam</p>
<p>Yes, I think the amendments proposed are great. I love when agencies/people take the time to step back and see if there is a better way to move forward.</p> <p>Thank you</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Dana Biberston City of Eagle</p>
<p>Thank you for sending this notification to me by EMAIL. It's the way I learn about most input requests, projects, etc that affect us.</p> <p>In this new proposal to make changes to requests for comments, you have eliminated most of the email notifications to citizens. I am totally opposed to this, Email is a much more reliable way of actually reaching people who are affected by your agency.</p> <p>It is imperative that you use ALL methods of contact to insure that the most number of citizens have a chance to opine on what COMPASS is doing.</p> <p>I hope you will abandon this proposal as it does not serve the public well.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>Follow up: Thank you again for your comments. Based on your feedback, COMPASS reinstated the use of email to promote all types of public comment periods in the final version of the amendment.</p>	<p>Mary Ann Lawford</p>

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
<p>Thank you for the opportunity to comment. I oppose proposed amendment #2 [use other agencies' public comment opportunities], citizens need every opportunity to comment and that provision could curtail public input.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>Follow-up: Thank you again for your feedback. In the final amendment, COMPASS did retain the <i>option</i> to use other agencies' public comments when appropriate but strengthened its commitment to <u>only</u> doing so if/when the other agency conducted a robust outreach process that met COMPASS' standards, to provide a balance between duplication of effort and ensuring all residents have an opportunity to be involved.</p>	<p>Jeff Schaberg Eagle</p>
<p>Yes, I agree</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Mac McOmber</p>
<p>The plan sounds reasonable. Keep it simple so it does not become burdensome.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Lynn Davis 83669</p>
<p>Sirs, thank you for the opportunity to comment on the compass plan. In general your plan looks thorough for one species values. Sadly it encompasses the continual erosion of the biota values for all species. Earth values, earth rights, seed needs of the planet.</p> <p>As a plant scientist and career Seedsman working worldwide I am cognizant the treasure valley is one of few of the planets critical seed baskets. We are losing this by developing this precious space to human development.</p> <p>Last count some 132 species of seed have been produced here. Many of these this is the best place in the world to grow. Losing this is a crime against humanity. I see no reference in your plans rhetoric addressing this critical need.</p> <p>Water, air, biodiversity and environmental health quality is eroding. The scope of development here is catastrophic. Why can't we limit this ? Why can't we control our species in greed of using up our environment recourses for short term economic gain?</p> <p>The natural world will win, always does in the long run. As we are in a mass extinction why can't we collectively see this will include us? Smart animals, particularly predators, limit their population. Our best estimate is earth could possibly "sustain" 2 billion people, we are at 8+.</p> <p>How about the compass plan address development growth in light of some of the above ?</p> <p>Thanks kindly.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>COMPASS is in the process of updating its long-range transportation plan (https://cim2050.compassidaho.org/) and environmental considerations are part of that update.</p> <p>I encourage you to subscribe to our email list (you can do so by replying to this email) and watch for opportunities to share your input during that process.</p>	<p>Ron Baker</p>

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
We are good with it and thank you for the outreach	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Allen Hodges Idaho Trucking Association
I agree with the three major parts that would be part of the new Amendment.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Gary Martin
<p>I approve of the new changes as well as your Environmental Justice initiatives. I am pleased to see that your organization monitors and protects air quality and has an extensive participation plan. I am wondering what your organization is doing to help rural cities, like Pocatello, move toward electric buses?</p> <p>Thank you</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>Regarding electric buses – Valley Regional Transit operates several electric buses throughout Ada and Canyon Counties (https://www.valleyregionaltransit.org/electric/). COMPASS has assisted Valley Regional Transit in securing grant funding for these new buses and their charging infrastructure.</p> <p>The City of Pocatello and the Bannock County region are outside of COMPASS' planning area, so we do not have a role in assisting them. However, the Bannock Transportation Planning Organization (https://www.bannockplanning.org/) serves the same role as COMPASS in the Bannock County area. I have shared your question about electric buses in the Pocatello area with them.</p>	Linda Engle
Yes I agree with the proposed amendment. Sounds like it will save alot of money and time.	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Tammy Roby
<p>Dear Compass,</p> <p>I think combining other agency comments to reduce redundancy a good idea and support the proposed amendment to Compass' participation plan.</p> <p>Thank you for thinking this through and bringing it to the table.</p>	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	Kris Crookham Boise Idaho
<p>The changes look good to me.</p> <p>I would also recommend that any feedback you get ='s a reply!</p>	Thank you for your feedback. It will be shared with the COMPASS Board of Directors.	--

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
<p>Greetings,</p> <p>Thank you for requesting feedback on the planned transportation improvements for Ada and Canyon counties.</p> <p>My biggest concern is the removal of all free flowing right turn access along State Street, especially the right turn onto Highway 55. This is already a congested area, and removing the free flowing right turn lane will only exacerbate the congestion here. It is especially noticeable during rush hour, when there is a high number of vehicles travelling west-bound from Boise toward Eagle.</p> <p>I would like to understand the rationale behind removing these turn lanes. There is no rationale or justification given in the report.</p> <p>My second concern is on the pedestrian crossing proposed for Chinden and 43rd street. The issue is not having a crossing, the issue is the method of the crossing. Having two stop lights in close proximity only exacerbates traffic flow issues, as experienced by the similar pedestrian crossway that was installed on State Street. I would like to suggest a pedestrian bridge be installed rather than a ground-level crossing that requires stoppage of traffic. Pedestrian bridges can be made wheelchair accessible with ramps, and would allow pedestrians and bicycles to cross safely without disrupting traffic flow.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p> <p>I am unaware of a proposal or project to remove free flowing right turn access along State Street. Do you have more information on the project or the name of the report that you mention?</p>	<p>Theresa Willerup Boise</p>
<p>I agree with the proposed changes.</p>	<p>Thank you for your feedback. It will be shared with the COMPASS Board of Directors.</p>	<p>Debbie Moorehead</p>

COMPASS BOARD AGENDA ITEM IV-A

Date: February 26, 2024

Topic: COMPASS Regional Safety Action Plan

Background/Summary:

COMPASS has obtained competitive grant funding from the federal Safe Streets and Roads for All (SS4A) program to develop a regional safety action plan (RSAP) for Ada and Canyon Counties.

The RSAP will unify COMPASS member agencies around a regional transportation safety vision, then identify specific actions that COMPASS and its member agencies can take to achieve that vision. These actions will include recommended improvements to agency practices and policies and data-driven strategies that address localized and systemic crash risks.

The RSAP will also include an implementation plan with performance measures and targets. The plan will provide COMPASS and its member agencies with a road map towards a safer Treasure Valley and will increase access to funds to implement transportation safety projects through the SS4A program, as well as other funding sources.

During the February 26, 2024, Board meeting, the project team will present key results and findings from work completed to date on the RSAP. This includes:

- Draft vision and goals
- Peer review findings
- Draft safety data analysis findings and proposed emphasis areas

The presentation will conclude with a discussion of the next steps in the project and time for questions from Board members.

More Information:

- 1) For detailed information contact Hunter Mulhall at hmulhall@compassidaho.org.

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COMPASS BOARD AGENDA ITEM IV-C

Date: February 26, 2024

Topic: Introduction to COMPASS and the COMPASS Board of Directors

Request/Recommendation:

This is an information item only.

Summary:

The COMPASS Board of Directors is COMPASS' governing body, and as such guides COMPASS efforts and work products on regional transportation, growth, funding, and related policy issues. Over the course of a year, the Board reviews and acts on a variety of issues, including accepting annual population estimates, approving federal funding for transportation projects, providing policy direction on multiple topics guiding the development of the region's long-range transportation plan, and approving COMPASS' annual budget, the Unified Planning Work Program (UPWP).

A subset of COMPASS Board members serve on COMPASS' two policy committees: the Executive and Finance Committees. COMPASS' Regional Transportation Advisory Committee (RTAC), comprised primarily of member agency staff, serves as a conduit of information between COMPASS staff and COMPASS Board members and develops, reviews, and recommends most actions that come before the COMPASS Board.

Multiple resources are available to assist Board members in preparing for upcoming meetings and/or reviewing the actions from previous meetings, including:

- Agendas, packets, meeting minutes, and supplementary information
 - Online (see below); meeting packet links are sent via email 10 days prior to each meeting and a link to PowerPoint slides is sent the Friday before each meeting
 - Each packet includes a "Board Agenda Worksheet" listing the topics planned for upcoming meetings; let COMPASS staff know if there are topics you would like to see added
- Keeping Up With COMPASS newsletter
 - Outlines the actions of the Board of Directors and all COMPASS committees and workgroups to assist members in tracking the progress of actions as they move through the COMPASS process
 - Emailed to all Board members monthly; also posted online (see below)

In the meeting, COMPASS staff will provide a brief introduction to COMPASS and the Board of Directors' role, then outline what Board members can expect to discuss and act on in the coming year.

More Information:

- 1) Board of Directors agendas, packets, and minutes: <https://compassidaho.org/board-meeting-schedules-packets-and-minutes/>
- 2) Keeping Up With COMPASS newsletter: <https://compassidaho.org/newsletters/>
- 3) For detailed information contact: Amy Luft, Communication Team Lead (aluft@compassidaho.org) or Matt Stoll, Executive Director (mstoll@compassidaho.org)

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COMPASS BOARD AGENDA ITEM V-A

Date: February 26, 2024

Topic: COMPASS Employee Benefits

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' approval of the attached amendments to the COMPASS Employment Policies and Procedures manual, incorporating changes and additions to the COMPASS employee benefit package.

Background/Summary:

Like many of our member agencies, COMPASS has faced challenges in recruiting and retaining employees in the current competitive labor market. COMPASS strives to maintain a competitive benefit package relative to member agencies and peer metropolitan planning organizations to support its recruiting and retention efforts. To that end, COMPASS proposes the addition of a paid parental leave benefit and enhancements to its vacation leave and commuting benefits.

Paid parental leave is an attractive benefit for potential and current employees, and one that is offered by numerous COMPASS member agencies. The table below summarizes the number of weeks of paid parental leave offered by a sample of member agencies that offer this benefit.

Member agency	Weeks of paid parental leave
Ada County Highway District	12
City of Meridian	12
City of Boise	10
State of Idaho	8
Ada County	8
City of Caldwell	6

COMPASS proposes to offer six weeks of paid parental leave, with the specific parameters outlined in the attachment. If approved, this attachment will be incorporated as Section 17.7 of the COMPASS Employment Policies and Procedures manual and will be effective March 1, 2024. The costs of this policy will be soft costs, in that other staff will need to cover some of the work of employees on leave, and project schedules may need to be adjusted to accommodate leave, but there will not be a direct dollar impact to the budget, as COMPASS budgets as fully staffed throughout the year.

COMPASS proposes to increase the amount of vacation leave offered to employees by three days per tier, as outlined in the attached amended Section 17.1 of the COMPASS Employment Policies and Procedures manual. Additionally, COMPASS staff proposes to remove the prohibition on use of vacation within the first six months of employment. Additional leave time is the most requested enhancement to its benefit package that COMPASS receives from its staff and candidates.

The requirement that staff have enough accrued vacation available to cover their request in full remains in place. COMPASS continues to reserve the right to deny a request for vacation leave if that leave impedes COMPASS from completing its work in a timely manner.

If approved, this attachment will replace Section 17.1 of the current COMPASS Employment Policies and Procedures manual and will be effective March 1, 2024. Like parental leave, the costs of this policy enhancement will be soft costs, in that other staff will need to cover some of the work of employees on leave, but there will not be a direct dollar impact to the budget, as COMPASS budgets as fully staffed throughout the year. Some additional costs may be incurred for payout of a higher accrued vacation balance should employees terminate their employment with COMPASS, but these costs are typically offset by savings from vacancies.

Lastly, staff proposes the attached rewrite of Section 16.5 of the COMPASS Employment Policies and Procedures manual to state more clearly that qualified transportation benefits offered will be those permissible under Internal Revenue Service (IRS) guidance, and those benefits are subject to change without notice. For example, under current guidance, COMPASS may make available a transit pass to employees at no cost to them but is not able to provide bicycle commuting expense reimbursement on a pre-tax basis. This policy revision allows COMPASS to provide qualified transportation benefits appropriately as the IRS code changes without necessitating a re-write of the policy.

The COMPASS Executive Committee recommended COMPASS Board of Directors' approval of the proposed changes at its January 9, 2024, meeting.

Implication (policy and/or financial):

Without COMPASS Board of Directors' approval of the proposed changes, the current Employment Policies and Procedures manual, effective March 1, 2022, will remain in effect.

More Information:

- 1) Attachments: Section 17.7 Paid Parental Leave
 Section 17.1 Vacation Leave
 Section 16.5 Qualified Transportation Benefits
- 2) For detailed information contact: Meg Larsen at 208-475-2228 or
 mlarsen@compassidaho.org

ML:tg

17.7 PAID PARENTAL LEAVE

COMPASS offers paid parental leave to eligible full-time and part-time employees to provide an opportunity to bond and welcome a new child to their family. Paid parental leave is available to all full-time and part-time employees that have been employed with COMPASS for at least twelve consecutive months prior to the commencement of paid parental leave. Eligibility determinations are made as of the date that the child is born or placed via adoption.

Parental leave refers to paid time off following the birth of an employee's natural child or the legal placement of a child with an employee for the purposes of adoption. The maximum amount of paid parental leave is 30 days (6 weeks) in a 12-month period for full-time employees. Part-time employees are eligible for a pro-rated amount of parental leave based on the number of hours typically worked in a week.

To be eligible for paid parental leave, employees must meet one of the following criteria:

- Be a new parent by childbirth
- Be a parent of a child born to a surrogate mother
- Be the new adoptive parent of a child under the age of 18; this criterion does not apply to the adoption of a stepchild by a stepparent, or to the placement of a foster child
- Be an individual seeking to adopt a child after the birth of that child; but the adoption has not yet been finalized

Surrogate mothers and sperm/egg donors are not eligible for paid parental leave.

Full-time employees may receive a maximum of 6 weeks (30 days) of paid parental leave in a rolling 12-month period. Multiple births or adoptions in a 12-month period will not increase the maximum amount of paid parental leave.

Paid parental leave shall run concurrently with leave under the Family Medical Leave Act, as applicable.

Employees may use paid parental leave continuously for 6 weeks or as a pre-defined reduced work schedule as long as it is used within 12 months of the birth date or adoptive placement date of the child. Paid parental leave may not be used in less than full day increments.

If a COMPASS paid holiday occurs during the period of paid parental leave, the time will be paid as holiday pay and not count against the employee's paid parental leave allotment. Employees may use accrued sick or vacation leave in addition to paid parental leave in accordance with the policies and procedures governing those leave benefits.

Paid parental leave will be compensated at the employee's rate of pay at the time of commencement of leave and is paid on COMPASS' regularly scheduled pay dates.

Employees must provide at least 30 days' notice prior to using paid parental leave, when foreseeable, or as soon as possible when 30 days advance notice is not feasible. The notice must include the anticipated start date of the paid parental leave and the anticipated schedule and duration of the paid parental leave.

Employees may be required to submit documentation of the birth or placement of the child. Acceptable documentation may include but is not limited to:

- For Adoption – Adoption order or proof of placement
- For Birth – Birth certificate or report of birth, custody order, proof of placement

Documents provided must show the date of birth or date of placement if placement was other than the date of birth. The name of the legal parent must appear on the birth certificate, a legal document establishing paternity, or a legal document establishing adoption.

Parental leave not used within 12 months of the birth date or placement date of the child is forfeited. Parental leave is forfeited upon termination of employment.

17.0 LEAVE TIME POLICIES

17.1 VACATION LEAVE

17.1.1 ACCRUAL

Vacation leave credit is earned at a rate typically determined by length of employment and hours worked with COMPASS. Employees begin to accrue vacation leave on their first day of employment with COMPASS. ~~_, but they are not eligible to use accrued vacation until they have completed six months of employment.~~

Vacation leave typically accrues to full-time employees as shown in the table below, subject to the listed maximums. Part-time employees accrue vacation leave at a rate proportional to the hours worked in each pay period. The Executive Director may negotiate an alternate accrual rate with employees at his/her sole discretion. In no event will total annual accrual exceed 247 days per year for employees other than the Executive Director.

COMPASS encourages employees to ~~utilize~~use their vacation leave for rest and relaxation. To encourage ~~utilization~~use of vacation time, COMPASS has established a maximum accrual. Employees may only accrue vacation up to their maximum accrual. Employees that reach their maximum accrual will stop accruing additional vacation until they ~~utilize~~use some of their accrued vacation and fall below the maximum.

Vacation leave will continue to accrue while an employee is on any type of leave with pay.

Vacation will not accrue to any employee during any type of leave without pay.

Years of Employment	Accrual	Maximum Accrual
0 to 5	12 days per year	192 hours or 24 days
5+ to 10	15 days per year	240 hours or 30 days
10+ to 15	18 days per year	288 hours or 36 days
15+ to 20	21 days per year	336 hours or 42 days
20+	24 days per year	384 hours or 48 days

<u>Years of Employment</u>	<u>Accrual</u>	<u>Maximum Accrual</u>
<u>0 to 5</u>	<u>15 days per year</u>	<u>240 hours or 30 days</u>
<u>5+ to 10</u>	<u>18 days per year</u>	<u>288 hours or 36 days</u>
<u>10+ to 15</u>	<u>21 days per year</u>	<u>336 hours or 42 days</u>
<u>15+ to 20</u>	<u>24 days per year</u>	<u>384 hours or 48 days</u>
<u>20+</u>	<u>27 days per year</u>	<u>432 hours or 54 days</u>

17.1.2 USE OF ACCRUED VACATION

~~After completing six months of employment, employees may use accrued vacation leave.~~

Non-exempt employees may use leave in quarter hour (15 minute) increments to cover absences from their normally scheduled workday.

Exempt employees should use leave for absences of four hours or more from their normally scheduled workday, regardless of the number of hours worked on the other days of the week.

Exempt employees do not need to use leave when they are absent less than four hours of their normally scheduled workday. Exempt employees are expected to manage their time and complete their tasks and projects within the timeframes established with their supervisors, without regard to absences during their normally scheduled workday.

Employees should submit a leave request to their supervisors in advance of their planned time off. Employees must have enough accrued leave accumulated to cover their leave request in full. Leave will not be advanced to employees. Generally, leave requests will be approved unless the employee's absence at the requested time would impede the ability of the agency to complete its work in a timely manner. Approved leave requests should be forwarded to the payroll preparer.

When a holiday occurs during an employee's vacation and the employee is entitled to the holiday, it will not be counted as part of the vacation leave used.

17.1.3 DISPOSITION OF ACCRUED VACATION UPON TERMINATION

Employees who have been employed for at least ~~six~~ six months will receive a lump sum payment for unused accrued vacation earned through the termination date upon termination of employment with COMPASS. The amount due for unused accrued vacation will be calculated using the employee's rate of pay at the termination date.

Employees with less than ~~six~~ six months of employment with COMPASS will not be entitled to vacation leave pay upon termination of employment. ~~If employees used any vacation leave during their first six months of employment, the amount paid for that vacation leave will be deducted from the employee's final pay. If an employee uses vacation leave during the first six months of employment, the Director of Operations will prepare an agreement specifying the terms and conditions of that use for the signatures of the Executive Director and the employee.~~

16.5 QUALIFIED TRANSPORTATION BENEFITS~~ALTERNATIVE~~ ~~TRANSPORTATION INCENTIVE~~

COMPASS supports efforts to reduce the use of single-occupant vehicles ~~through reimbursement of some expenses incurred by those using alternative transportation modes such as bicycles, buses, and vanpools up to the maximum set by federal guidelines.~~ by providing qualified transportation benefits as defined and permitted by the applicable federal tax code. These benefits may include but not be limited to access to transit passes, commuter highway vehicles, reimbursement of qualified bicycle commuting expenses, and reimbursement of parking expenses.

Employees should be aware that qualified transportation benefits as defined in the federal tax code are subject to change, and previously available benefits may be ~~removed~~removed, or new benefits may be added without notice.

Employees should contact the Director of Operations for information on currently available qualified transportation benefits, and the requirements to access those benefits.

~~The employee must sign a statement verifying that they use this mode of travel to get to COMPASS employment 60% or more of the working days in a month in order to receive reimbursement.~~

COMPASS BOARD AGENDA ITEM V-B

Date: February 26, 2024

Topic: *Communities in Motion 2055* Goals and Objectives

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' approval of *Communities in Motion 2055* (CIM 2055) goals and objectives (attached), as recommended by the Regional Transportation Advisory Committee (RTAC) in its December 20, 2023, meeting.

Summary:

The goals and objectives of the current long-range transportation plan, *Communities in Motion 2050* (CIM 2050), were developed using results from two public surveys. The "A Lot Can Change in 30 Years" survey, conducted in the fall of 2019, received public input on how the region may evolve over the next 30 years, considering demographic, technological, and societal changes.

The "Where Do We Grow From Here?" survey, conducted in the summer of 2020, received public input on the trade-offs involved with the regional values, growth and transportation scenarios, and implementation strategies needed to achieve the public's vision for the future. The results of these surveys, combined with feedback from both RTAC and the COMPASS Board of Directors, informed and refined the goals and objectives of CIM 2050.

Using these as a starting point, draft goals and objectives were developed for CIM 2055 and presented in the September 2023 RTAC meeting. In that meeting, a subcommittee was created to revise and streamline the draft goals and objectives. The subcommittee developed recommended edits and presented them to RTAC in the November and December 2023 meetings; RTAC recommended the attached goals and objectives in its December meeting.

Implication (policy and/or financial):

The approval of the CIM 2055 goals and objectives will guide the development of *Communities in Motion 2055*.

More Information:

- 1) Attachment: Recommended *Communities in Motion 2055* Goals and Objectives
- 2) For detailed information contact: Austin Miller, Principal Planner, at amiller@compassidaho.org.

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Recommended *Communities in Motion 2055* (CIM 2055) Goals and Objectives

Attachment

Goal	Objectives	Description
Economic Vitality	Economic Vitality ¹	Develop a transportation system that promotes economic vitality by serving local businesses, promoting travel and tourism , and the movement of freight.
	Preservation ¹ and Reliability ^{1 2}	Provide a reliable transportation system for all users by preserving and maintaining the existing transportation infrastructure .
	Growth Management ³	Develop and implement a regional vision that guides growth where it can be cost-effectively served by infrastructure, services, and amenities, to protect and preserve farmland and the agrarian economy of the valley.
Safety	Safety ^{1 2} Security ¹ and Resiliency ¹	Provide a safe, secure, and resilient transportation system that minimizes risk and supports transportation options for all users.
Convenience	Organized Transportation	Develop a regional transportation system that provides access and mobility for all users through a highly connected network that encourages travel choices and preserves future transportation options.
	Organized Development	Promote development patterns that minimize travel, improve efficiency , and reduce congestion on the transportation system.
Quality of Life	Environment ^{1 2} and Open Space ³	Develop and implement a regional vision that protects, preserves, and connects residents to the natural environment and open space while promoting public health .
	Housing Affordability ³ and Equity ³	Promote development patterns for affordable housing and equitable access to the transportation system for all users.

¹—Federal requirements

²—National goals

³—CIM 2050 goal areas (not noted unless not covered in 1 or 2)

COMPASS BOARD AGENDA ITEM V-C

Date: February 26, 2024

Topic: FY2024 Statewide Safety Performance Targets

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' adoption of the Idaho Transportation Department's (ITD's) FY2024 statewide safety performance targets as recommended by the Regional Transportation Advisory Committee (RTAC) in its January 24, 2024, meeting.

Background/Summary:

Transportation Performance Management (TPM) is a strategic data-driven framework developed by the Federal Highway Administration to make effective investment and policy decisions to meet regional, statewide, and national transportation goals. ITD and COMPASS are required by federal regulation to coordinate on setting TPM performance measure targets for the state and the region. The performance measures cover transportation safety, asset management, system performance, and congestion. Targets are set on an annual basis for safety and on a four-year cycle for the other measures.

The statewide safety targets listed below have been established by ITD's Office of Highway Safety (using five-year averages from 2018-2022 as guidance):

- 5-Year Average Number of Fatalities: < **238**
- 5-Year Fatality Rate per 100 Million Vehicle Miles of Travel (VMT): < **1.33**
- 5-Year Average Number of Serious Injuries: < **1,224**
- 5-Year Serious Injury Rate per 100 Million VMT: < **6.82**
- 5-Year Average Number of Non-motorized Fatalities and Serious Injuries: < **116**

COMPASS has the option to support the statewide targets or to establish quantifiable targets for the region. Historically, COMPASS has elected to support the statewide safety targets while also identifying aspiration goals in *Communities in Motion 2050*. COMPASS staff recommend supporting ITD's statewide targets for FY2024 as in past years but anticipate developing region-specific targets for FY2025 through the Regional Safety Action Plan that is currently underway.

Implication (policy and/or financial):

If the state does not meet or make significant progress toward these targets, ITD loses flexibility to transfer Highway Safety Improvement Program (HSIP) funds to other federal aid programs and must submit an HSIP implementation plan. There are no policy or financial implications to COMPASS if the targets are not met.

More Information:

- 1) For detailed information contact: Hunter Mulhall, Principal Planner, at hmulhall@compassidaho.org

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COMPASS BOARD AGENDA ITEM VI-B

Date: February 26, 2024

Topic: COMPASS Congestion Management Process (CMP)

Summary:

In April 2022, the COMPASS Board of Directors adopted the *2022 Congestion Management Systems Process* (linked below). The CMP outlines a methodology for producing up-to-date and accurate data on the state of traffic congestion in the region, identifies congestion management needs and strategies, and demonstrates how congestion is factored into the agency's long-range transportation plan and transportation improvement program.

As part of the CMP, COMPASS uses probe-based travel time and traffic volume data to assess congestion on an annual basis. Hunter Mulhall will share results from the 2022 analysis (report linked below) and discuss how COMPASS is supporting the implementation of the congestion management strategies outlined in the CMP.

More Information:

- 1) 2022 Congestion Management Systems Process: <https://compassidaho.org/wp-content/uploads/2022CongestionManagementSystemTechnicalDocument.pdf>
- 2) Treasure Valley Annual Congestion Management System Report, 2022: <https://compassidaho.org/wp-content/uploads/2022CongestionManagementSystemReport.pdf>
- 3) Congestion Management System Measures 2018-2022 (Web Map): <https://compassidaho.maps.arcgis.com/apps/webappviewer/index.html?id=850393d8071e4e119c7a43ed2782a0b6>
- 4) For detailed information contact Hunter Mulhall at hmulhall@compassidaho.org.

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COMPASS Staff Activity Report: December 2023

Staff Updates:

- ✓ Ashley Cannon, Meg Larsen, and Janet Russell were named COMPASS December Employees of the Month.

Planning Team

Team Lead: Austin Miller

Team Members: Tori Cale, Lila Klopfenstein, Alexa Roitman, Olivia Vielstich McKinnon

- ✓ Hosted Public Transportation Workgroup and Active Transportation Workgroup meetings.
- ✓ Completed four development review checklists.
- ✓ Presented the *Communities in Motion 2055 (CIM 2055)* regional forecast control total to the COMPASS Board of Directors for acceptance.
- ✓ Presented draft CIM 2055 goals and objectives to the COMPASS Regional Transportation Advisory Committee for recommendation of approval.

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Prepared a federal report for Transportation Alternative Program project applications and selections.
- ✓ Updated the policy to amend and modify the transportation improvement program, which was approved by the COMPASS Board of Directors in December.
- ✓ Processed one Board administrative modification to significantly increase the cost of five projects and two staff administration modifications to adjust the cost, timing, or funding sources of 16 projects.
- ✓ Developed a new format for the Annual Listing of Projects and started working on the report for FY2023.
- ✓ Began writing one grant application on behalf of the City of Notus for the Department of Transportation (DOT) Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program.
- ✓ Presented DOT grant tools to COMPASS' Regional Transportation Advisory Committee.
- ✓ Hosted Grant Resource Alignment Workgroup meeting on December 28, 2023.

Technical Team

Team Lead: Mary Ann Waldinger

Team Members: Eric Adolfson, Brian Crowley, Hunter Mulhall, Mitch Skiles

- ✓ Began documenting the calibration / validation of the regional travel demand forecast model.
- ✓ Received final 2023 orthophotography data and began distributing the files to participating member agencies.
- ✓ Provided additional technical support to the Idaho Transportation Department's (ITD's) consultants working on a State Highway 44 Planning and Environmental Linkages study.
- ✓ Completed processing and coding January through June building permit data.

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Presented six Leadership in Motion awards on December 18, 2023.
 - ✓ Finalized and distributed a report summarizing a series of facilitated workshops to discuss a potential scope of work and support for a Three Cities River Crossing study.
 - ✓ Met with the City of Notus to discuss a plan to solicit community input on potential roadway improvements in the city.
 - ✓ Met with transportation partners in support of COMPASS' legislative positions.
-

Operations Team

Director of Operations: Meg Larsen

Team Members: Ashley Cannon, Janet Russell

- ✓ Presented Revision 1 of the FY2024 Unified Planning Work Program and Budget to the COMPASS Board for adoption.
-

COMPASS Staff Activity Report: January 2024

Staff Updates:

- ✓ Josie Gallup was named COMPASS January Employee of the Month.
-

Planning Team

Team Lead: Austin Miller

Team Members: Tori Cale, Lila Klopfenstein, Alexa Roitman, Olivia Vielstich McKinnon

- ✓ Hosted an Affordable Housing Advisory Workgroup meeting.
 - ✓ Completed three development review checklists.
 - ✓ Installed three permanent bicycle/pedestrian counters.
 - ✓ Presented to a Boise State University Suburbs and Small Cities class.
-

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Received 19 Phase II applications from six different agencies and began the scoring and ranking process.
 - ✓ Prepared for the Urban Balancing Committee.
 - ✓ Started reviewing all operating procedures and policies regarding the transportation improvement program to determine if updates are needed.
 - ✓ Kicked off two Project Development Program projects in the City of Nampa.
 - ✓ Continued writing a grant application on behalf of the City of Notus for the U.S. Department of Transportation's Rebuilding American Infrastructure with Sustainability and Equity grant program.
 - ✓ Wrote letters of support for competitive grant applications for the Ada County Highway District, City of Nampa, and Valley Regional Transit.
 - ✓ Wrote a letter of commitment for the Department of Transportation's technical assistance cooperative agreement for the City of Garden City.
-

Technical Team

Team Lead: Mary Ann Waldinger

Team Members: Eric Adolfson, Brian Crowley, Hunter Mulhall, Mitch Skiles

- ✓ Completed three special model runs for proposed developments this month, bringing the total for FY2024 to five.
 - ✓ Provided technical assistance and analyses for Garden City and for a consultant working for the Idaho Transportation Department and the Ada County Highway District.
 - ✓ Completed three draft member service request forms on behalf of member agencies for FY2025.
 - ✓ Continued to make improvements to the walkability analysis.
 - ✓ Began planning for the 2024 orthophotography flight anticipated to occur March/April 2024.
 - ✓ Received and reviewed two draft items for the Regional Safety Action Plan - vision and goals and existing and best practices.
-

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Engaged with and educated Idaho legislators on COMPASS' legislative policy positions.
 - ✓ Solicited public comment on proposed changes to COMPASS' Participation Plan.
 - ✓ Finalized a brochure outlining how to participate with COMPASS.
 - ✓ Presented as part of a panel on public involvement at the 2024 Transportation Research Board annual conference on January 8, 2024.
 - ✓ Judged a "special award" at the Idaho Future Cities competition on January 20, 2024.
 - ✓ Hosted the first of two "COMPASS 101" presentations on January 31, 2024.
-

Operations Team

Director of Operations: Meg Larsen

Team Members: Ashley Cannon, Janet Russell

- ✓ Completed the FY2023 annual Performance and Expenditure Report and submitted it to the Idaho Transportation Department.
 - ✓ Submitted the FY2025 indirect cost proposal to the Idaho Transportation Department for review and approval.
 - ✓ Opened the Request for Proposal process for contracted IT services.
 - ✓ Executed a consultant contract for the High-Capacity Transit Corridor Planning and Environmental Linkages study.
-

COMPASS BOARD AGENDA ITEM VII-B

Date: February 26, 2024

Topic: Status Report – December Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for December 2023 from the monitoring locations shown on the map on page 2. Air quality conditions are reported in the following categories:

- Good: Pollution poses little or no risk.
- Moderate: Pollution may pose a moderate risk for a very small number of individuals.
- Unhealthy for Sensitive Groups: Individuals with lung disease, children, and older adults may experience health effects. The general public is unlikely to be affected.
- Unhealthy / Very Unhealthy: Everyone may begin to experience health effects.
- Hazardous: The entire population is likely to experience serious health effects.

December 2023 Air Quality Data:

In December 2023, the Idaho Department of Environmental Quality reported nine days in the “moderate” air quality category. The remaining 22 days were in the “healthy” category.

The pollutants that triggered the conditions are listed below; descriptions can be found on page 2.

Moderate:

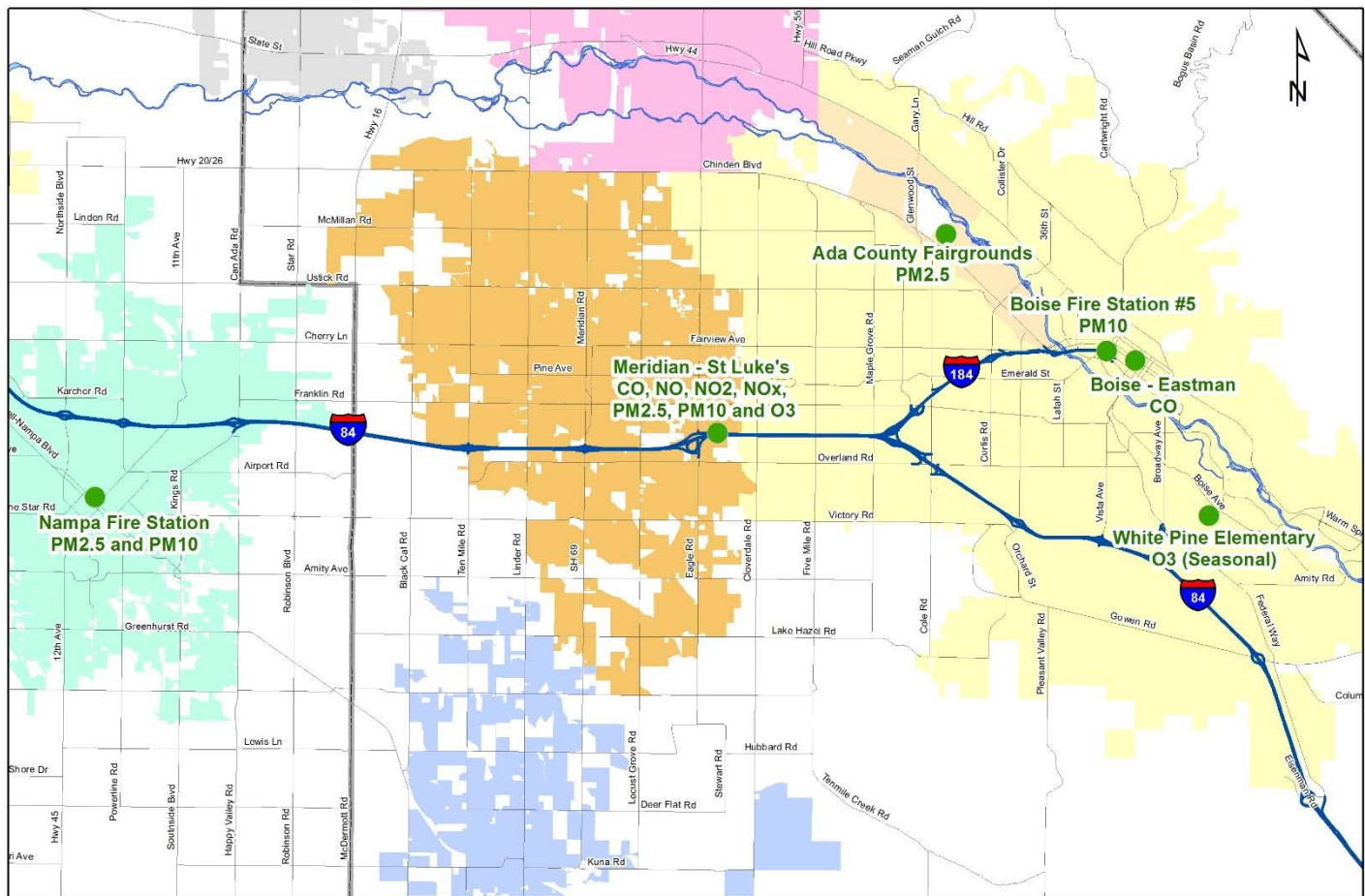
- 5 days were attributable to Fine Particulate Matter (PM_{2.5}) recorded in both counties.
- 3 days were attributable to PM_{2.5} recorded in Ada County.
- 1 day was attributable to PM_{2.5} recorded in Canyon County.

Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since January 2013.

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	260	97	8	365
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365
2022	208	147	10	365
2023	271	91	3	365

Note: 2016 and 2020 were leap years, so include one additional day.



Air quality monitoring locations, Ada and Canyon Counties

Pollutant Descriptions

Carbon Monoxide (CO)	A colorless, odorless, tasteless gas formed in large part by incomplete combustion of fuel. Human activities (i.e., transportation or industrial processes) are largely the source for CO contamination.
Oxides of nitrogen (NO_x)	NO _x is a generic term for mono-nitrogen oxides NO and NO ₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. They are precursors (building blocks) of ozone.
Ozone (O₃)	A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources, but is formed when volatile organic compounds, such as pesticides and solvents, and NO _x combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.
PM_{2.5}	Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
PM₁₀	Coarse particulate matter, particles smaller than 10 microns in diameter, which are more likely to lodge in human lungs than larger particles.

More Information:

- 1) For more information, contact MaryAnn Waldinger, Principal Planner, at 208/475-2242 or mwaldinger@compassidaho.org
- 2) For detailed information, contact the Idaho Department of Environmental Quality, Michael Toole, Regional Airshed Coordinator, at 208/373-0550 or Michael.Toole@deq.idaho.gov

COMPASS BOARD AGENDA ITEM VII-B

Date: February 26, 2024

Topic: Status Report – January Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for January 2024 from the monitoring locations shown on the map on page 2. Air quality conditions are reported in the following categories:

- Good: Pollution poses little or no risk.
- Moderate: Pollution may pose a moderate risk for a very small number of individuals.
- Unhealthy for Sensitive Groups: Individuals with lung disease, children, and older adults may experience health effects. The general public is unlikely to be affected.
- Unhealthy / Very Unhealthy: Everyone may begin to experience health effects.
- Hazardous: The entire population is likely to experience serious health effects.

January 2024 Air Quality Data:

In January 2024, the Idaho Department of Environmental Quality reported six days in the “moderate”, two days in the “unhealthy for sensitive groups”, and two days in the “unhealthy” air quality categories. The remaining 21 days were in the “healthy” category.

The pollutants that triggered the conditions are listed below; descriptions can be found on page 2.

Moderate:

- 6 days were attributable to Fine Particulate Matter (PM_{2.5}) recorded in both counties.

Unhealthy for Sensitive Groups:

- 2 days were attributable to PM_{2.5} recorded in Ada County.

Unhealthy:

- 1 day was attributable to PM_{2.5} recorded in Ada County.
- 1 day was attributable to PM_{2.5} recorded in Canyon County.

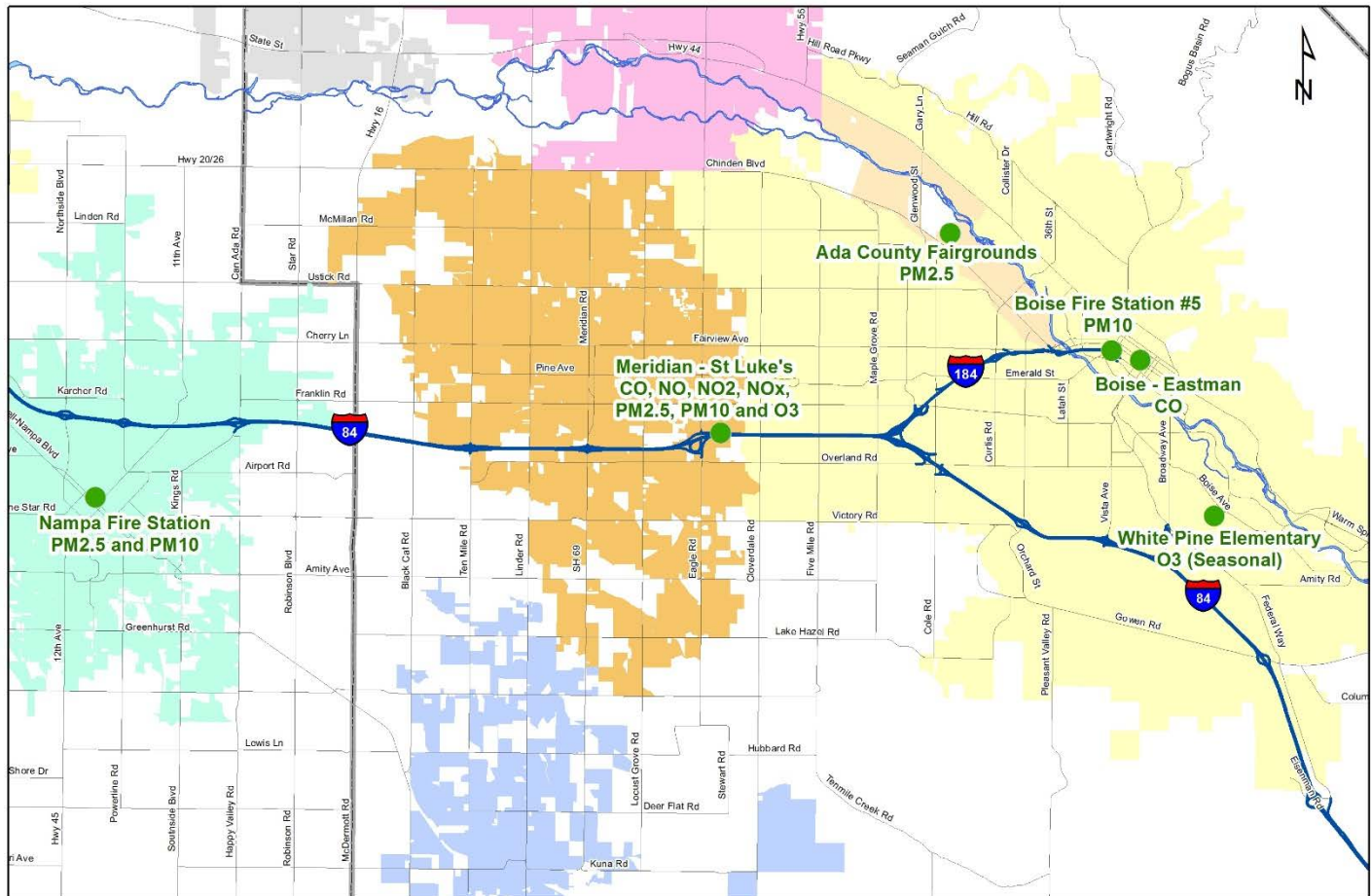
Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since January 2014.

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	260	97	8	365
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2022	208	147	10	365
2023	271	91	3	365
2024	21	6	4	31

Note: 2016 and 2020 were leap years, so include one additional day.



Air quality monitoring locations, Ada and Canyon Counties

Pollutant Descriptions

Carbon Monoxide (CO)	A colorless, odorless, tasteless gas formed in large part by incomplete combustion of fuel. Human activities (i.e., transportation or industrial processes) are largely the source for CO contamination.
Oxides of nitrogen (NO_x)	NO _x is a generic term for mono-nitrogen oxides NO and NO ₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. They are precursors (building blocks) of ozone.
Ozone (O₃)	A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources, but is formed when volatile organic compounds, such as pesticides and solvents, and NO _x combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.
PM_{2.5}	Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
PM₁₀	Coarse particulate matter, particles smaller than 10 microns in diameter, which are more likely to lodge in human lungs than larger particles.

More Information:

- 1) For more information, contact MaryAnn Waldinger, Principal Planner, at 208/475-2242 or mwaldinger@compassidaho.org
- 2) For detailed information, contact the Idaho Department of Environmental Quality, Michael Toole, Regional Airshed Coordinator, at 208/373-0550 or Michael.Toole@deq.idaho.gov

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REGIONAL TRANSPORTATION ADVISORY COMMITTEE										VII-C			
Attendance List													
Member Agency/Name	Jan '23	Feb '23	Mar '23	Apr '23	May '23	June '23	July '23	Aug '23	Sept '23	Oct '23*	Nov '23	Dec '23	TOTAL
Ada County/ <i>L. Letson/B. Moore/S.Yarrington</i>	3	2	2	2	1	0	2	2	2		2	2	20
ACHD/ <i>T. Ferch/T. Laws/D. Rader</i>	3	3	2	3	3	3	3	3	3		3	2	31
Boise State/ <i>G. Finkelstein</i>	1	1	1	0	1	1	1	1	1		1	0	9
Canyon County/ <i>M. Barron/D. Lister/D. Root</i>	0	1	0	0	1	3	2	1	0		2	2	12
Canyon Highway District #4/ <i>L. Riccio</i>	1	1	1	1	1	1	1	1	1		0	1	10
Capital City Development Corporation/ <i>Vacant</i>	0	0	0	0	0	0	0	0	0		0	0	0
City of Boise/ <i>B. Brush/T. Greegor/Vacant (6/2023)</i>	1	3	2	3	2	2	2	2	1		2	2	22
City of Caldwell/ <i>W. Herbel/R. MacDonald</i>	1	1	0	1	1	1	1	1	0		0	1	8
City of Eagle/ <i>N. Baird Spencer/B. Vaughan</i>	1	1	1	1	1	1	1	1	1		2	1	12
City of Garden City/ <i>H.Veal</i>	1	1	1	1	0	1	1	1	0		1	1	9
City of Greenleaf/ <i>L. Belt</i>	1	1	1	1	1	1	0	1	1		1	1	10
City of Kuna/ <i>D. Hanson/Vacant</i>	0	1	1	1	1	1	1	1	1		1	1	10
City of Melba/ <i>D. Romine</i>	1	1	1	1	1	1	1	1	1		1	0	10
City of Meridian/ <i>C. Hood/B. McClure/Vacant (10/2023)</i>	2	3	3	3	2	3	3	3	3		1	2	28
City of Middleton/ <i>J. VanGilder</i>	1	1	1	1	1	1	1	1	1		1	1	11
City of Nampa/ <i>R. Ashby/C. Craig/M. Steuer</i>	3	3	3	3	3	3	2	2	3		1	2	28
City of Notus/ <i>Vacant</i>	0	0	0	0	0	0	0	0	0		0	0	0
City of Parma/ <i>A. Lee</i>	0	0	0	0	0	0	0	0	0		0	0	0
City of Star/ <i>S. Nickel</i>	1	1	1	1	1	1	1	0	1		1	0	9
City of Wilder/ <i>C. Johnson</i>	1	0	0	0	0	0	0	0	0		0	0	1
IDEQ/ <i>M. Toole</i>	1	1	1	1	1	1	1	1	1		1	1	11
ITD/ <i>V. Trimboli</i>	1	1	1	1	1	1	1	1	1		1	1	11
Public Participation Committee/ <i>L. Disney</i>	1	0	0	1	1	1	0	1	0		1	0	6
Valley Regional Transit/ <i>S. Hunt</i>	1	1	1	1	1	1	1	0	1		1	1	10
Central District Health/ <i>S. Kenney</i>	1	1	0	0	0	0	0	0	0		0	0	2
Governor's Office/ <i>H. Rogers</i>	0	0	0	0	0	0	0	0	0		0	0	0
Greater Boise Auditorium District/ <i>P. Rice</i>	0	0	0	0	0	0	0	0	0		0	0	0

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60
* October Meeting Canceled

REGIONAL TRANSPORTATION ADVISORY COMMITTEE										VII-C			
Attendance List													
Member Agency/Name	Jan '24	Feb '24	Mar '24	Apr '24	May '24	June '24	July '24	Aug '24	Sept '24	Oct '24	Nov '24	Dec '24	TOTAL
Ada County/ L. Letson/B. Moore/S.Yarrington	3												3
ACHD/ T. Ferch/T. Laws/D. Rader	3												3
Boise State/ G. Finkelstein	1												1
Canyon County/ M. Barron/D. Lister/D. Root	3												3
Capital City Development Corporation/ Z. Piepmeyer	0												0
City of Boise/ B. Brush/D. Dupuy/T. Greegor	2												2
City of Caldwell/ W. Herbel/Vacant	1												1
City of Eagle/ H. Durham/N. Baird Spencer	1												1
City of Garden City/ H.Veal	1												1
City of Greenleaf/ L. Belt	1												1
City of Kuna/ T. Behunin/D. Hanson	2												2
City of Melba/ D. Romine	1												1
City of Meridian/ C. Hood/B. McClure/Vacant	2												2
City of Middleton/ J. VanGilder	1												1
City of Nampa/ R. Ashby/C. Craig/M. Steuer	2												2
City of Notus/ R. Hartsock	1												1
City of Parma/ B. Laird	0												0
City of Star/ S. Nickel	1												1
City of Wilder/ C. Johnson	1												1
Highway District #4/ L. Riccio	1												1
IDEQ/ M. Toole	1												1
ITD/ V. Trimboli	1												1
Public Participation Committee/ L. Disney (J. Wilde - Mar)	0												0
Valley Regional Transit/ S. Hunt	1												1
Central District Health/ D. Adams	1												1
Governor's Office/ L. Wolff	0												0
Greater Boise Auditorium District/ C. Lund	1												1

Staff Administrative Modification #18 for FY2023-2029 / #4 for FY2024-2030 Transportation Improvement Program (TIP)

			Scheduled Funding for Project Lifetime		***	Funding	Year			After	Brief Explanation
			*Current Total	**Revised Total							
13046	High Capacity Corridor Alternatives Analysis, COMPASS	COMPASS	\$ 1,000,000	\$ 1,100,000	10.00%	STBG-TMA	2024	Design	\$ -	\$ 100,000	To cover the negotiated contract, per TMA Balancing November 15, 2023.
13484	Centennial Way Roundabout, Caldwell	City of Caldwell	\$ 4,186,000	\$ 4,286,000	2.39%	NHPP	2024	Design	\$0	\$100,000	Increase design to cover intersection concepts evaluations to mirror ITD's program. Funds from statewide balancing.
						STBG-State	2026	Construction	\$624,000	\$0	
						NHPP	2026	Construction	\$0	\$624,000	
20043	Transit - Above and Beyond ADA Paratransit, Nampa Area	Treasure Valley Transit and Valley Regional Transit	\$ 1,200,000	\$ 762,000	-36.50%	FTA 5307 SU	2024	Design	\$ 300,000	\$ 762,000	To mirror the FY2024 TIP and reduce funds to meet current needs.
						FTA 5307 SU	2025	Design	\$ 300,000	\$ -	
						FTA 5307 SU	2026	Design	\$ 300,000	\$ -	
						FTA 5307 SU	2027	Design	\$ 300,000	\$ -	
20122	Pavement Preservation and ADA, Phase 2, Boise Area - FY2022	ACHD	\$ 2,660,000	\$ 2,660,936	0.04%	Non-Participating	2024	Construction	\$0	\$1,058	To cover a change order to replace rolled curb and gutter for vertical curb and gutter.
20259	Roadway and ADA Improvements, Part 1, Boise Area - FY2023	ACHD	\$9,338,000	\$ 9,338,000	0.00%	STBG-TMA	2024	Right-of-Way	\$0	\$51,000	To convert local advanced construction funds to federal-aid funds, per TMA Balancing November 15, 2023.
						STBG-TMA	2024	Construction	\$6,914,000	\$8,014,000	
						STBG-TMA	2025	Construction	\$1,100,000	\$0	
						TAP-TMA	2024	Right-of-Way	\$0	\$249,000	
						AC Local	2024	Right-of-Way	\$300,000	\$0	
						AC Local	2024	Construction	\$1,100,000	\$0	
						AC Local	2025	Construction	-\$1,100,000	\$0	
20506	SH-55, SH-44 (State Street) to Payette River Bridge, Rehabilitation	ITD	\$21,841,000	\$23,368,446	6.99%	NHPP	2023	Construction	\$15,741,000	\$15,903,560	To adjust to final estimate and match private funds amount.
						Private Developer	2023	Construction	\$5,767,000	\$0	
						Private Developer	2024	Construction	\$0	\$7,131,886	
22165	US 20/26, I-84 to Middleton Road, Canyon County	ITD	\$61,152,000	\$63,782,295	4.30%	Leading Idaho	2024	Design	\$0	\$70,000	To cover overruns on design oversight, complete Right-of-Way, and Local Participation funds for the construction estimate. Okay to process per criteria #7.
						Leading Idaho	2024	Right-of-Way	\$0	\$1,050,000	
						Leading Idaho	2024	Construction	\$9,372,000	\$9,382,000	
						Local Participating	2024	Construction	\$0	\$1,499,723	
22922	SR25, VRT, Canyon County - FY2022-2025	Valley Regional Transit	\$265,000	\$264,753	-0.09%	TAP-State	2023	Construction	\$0	\$64,753	Corrections to mirror the FY2024-2030 TIP and make adjustments to previous obligations.
						FY2023 Previous	N/A	N/A	\$65,000	\$0	
23336	I-84, Karcher Road Interchange, Nampa	ITD	\$28,881,000	\$28,880,939	0.00%	Local Participating	2023	Construction	\$29,000	\$0	Adjust amounts and phasing to mirror ITD's final estimates.
						Local Participating	2024	Construction	\$0	\$29,799	
						TECM Capacity	2023	Right-of-Way	\$2,100,000	\$2,200,000	
						TECM Capacity	2024	Construction	\$2,786,000	\$2,685,940	

			Scheduled Funding for Project Lifetime		%	Funding	Federal (Year)	Ft		After	Explanation
			*Current Total	**Revised Total							
23409	SH-16, Franklin Road to Ustick Road, Canyon County	ITD	\$85,911,000	\$69,948,491	-18.58%	State TECM	2023	Construction	\$76,600,000	\$0	Update the construction funds to match the award. FY2023 funds were delayed to FY2024.
						State TECM	2024	Construction	\$8,050,000	\$68,687,491	
23561	SH-45, Deer Flat Road to I-84B, Canyon County	ITD	\$10,294,000	\$10,487,946	1.88%	STBG-State	2024	Design	\$0	\$ 627,300	Mirror the FY2024-2030 TIP and advance design from FY2025 to FY2024.
						STBG-State	2025	Design	\$627,000	\$ -	
						STBG-State	2029	Construction	\$9,667,000	\$ -	
						STBG-State	2030	Construction	\$0	\$ 9,860,646	
24309	US 20/26, Middleton Road to Star Road, Westbound, Ada and Canyon Counties	ITD	\$84,540,000	\$84,277,000	-0.31%	Early Development	2024	Construction	\$84,540,000	\$84,277,000	Break out constructoin funds to KN24389, to expedite property demolition.
24310	US 20/26, Middleton Road to Star Road, Eastbound, Ada and Canyon Counties	ITD	\$56,460,000	\$56,198,000	-0.46%	Early Development	2024	Construction	\$ 56,460,000	\$ 56,198,000	Break out construction funds to KN24389, to expedite property demolition.
24389	US 20/26, Middleton Road to Star Road, Demolition, Ada and Canyon Counties	ITD	\$0	\$525,000	100.00%	Leading Idaho	2024	Construction	\$0	\$525,000	Break out construction funds from KN24309 and KN 24310 to expedite property demolition.

* Current Total - Previous TIP total.

** Revised Total - The SUM of the Current Total including the proposed revisions.

COMPASS TIP Amendment Policy: <https://www.compassidaho.org/documents/people/policies/TIPAmendPolicy081522.pdf>

Only information proposed to change is included in this action.

AC = Advanced Construction

ACHD = Ada County Highway District

ADA = Americans with Disabilities Act

COMPASS = Community Planning Association of Southwest Idaho

FTA = Federal Transit Administration

FY = Fiscal Year

I = Interstate

ITD = Idaho Transportation Department

KN = Key Number

NHPP = National Highway Performance Program

SH = State Highway

SR2S = Safe Routes To School

STBG = Surface Transportation Block Grant

SU - Small Urban

TAP = Transportation Alternatives Program

TECM = Transportation Expansion and Congestion Mitigation

TIP = Transportation Improvement Program

TMA = Transportation Management Area

VRT = Valley Regional Transit

Staff Recommendation:



Sherone Sader, Resource Development Assistant

COMPASS

Approval:



Stoll, Executive Director

COMPASS

Date:

12/8/2023

Community Planning Association (COMPASS)

Staff Administrative Modification #19 for FY2023-2029 / #5 for FY2024-2030 Transportation Improvement Program (TIP)

		Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
Project	Sponsor	*Current Total	**Revised Total							
22715	SH-55 (Karcher Road), Farmway Road to Middleton Road, Canyon County	\$ 196,070,000	\$ 195,045,000	-0.52%	Early Development	2023	Construction	\$ 119,300,000	\$ -	Move funds to KN 24390 to expedite building demolition along the corridor early. Correct a clerical error on Board Administrative Modification #4/#1, which inadvertently advanced construction from FY2024 to FY2023.
					Early Development	2024	Construction	\$ -	\$ 118,275,000	
24390	SH-55 (Karcher Road), Farmway to Middleton, Demolition, Canyon County	\$ -	\$ 1,025,000	100.00%	Leading Idaho	2024	Construction	\$0	\$1,025,000	Break out construction funds from KN 22715 to expedite property demolition.

* Current Total - Previous TIP total.

** Revised Total - The SUM of the Current Total including the proposed revisions.

COMPASS TIP Amendment Policy: <https://www.compassidaho.org/documents/people/policies/TIPAmendPolicy081522.pdf>

Only information proposed to change is included in this action.

COMPASS = Community Planning Association of Southwest Idaho

ITD = Idaho Transportation Department

FY = Fiscal Year

KN = Key Number

SH = State Highway

TECM = Transportation Expansion and Congestion Mitigation

Staff Recommendation:



Toni Tisdale, Principal Planner

COMPASS

Approval:

Date:



Matthew J. Stoll, Executive Director

COMPASS

12/20/2023

Staff Administrative Modification #6 for FY2024-2030 Transportation Improvement Program (TIP)

			Scheduled Funding for Project Lifetime										
			*Current Total	**Revised Total	Change	**%	Program Funding Source	Federal Funding Year		Current	Total After Revision	Brief Explanation	
18701	Capital Maintenance, Phase 1, Boise Area – FY2021	ACHD	\$ 6,263,587	\$ 6,419,087	\$ 155,500	2.48%	STBG-TMA	2024	Construction	\$ -	\$ 155,000	To cover change orders during construction. Per TMA Balancing 1/24/24.	
19464a	Transit - Acquisition of Service, Nampa Area, VRT	VRT	\$ 2,520,000	\$ 2,511,276	\$ (8,724)	-0.35%	FTA 5310 SU	2024	Construction	\$ 504,000	\$ 601,638	Reduce FY2024 amount by \$8,614 and FY2025 amount by \$109 to match balancing worksheets and advance \$106,252 from FY2025 to FY2024. Per FTA Balancing 2/1/2024.	
							FTA 5310 SU	2025	Construction	\$ 504,000	\$ 397,638		
22165	US 20/26, I-84 to Middleton Road, Canyon County	ITD	\$ 63,782,000	\$ 63,932,795	\$ 150,795	0.24%	TECM	2024	Construction	\$0	\$150,000	To cover additional costs in construction engineering. Funds from KN 23337 (previously released).	
22715	SH-55 (Karcher Road), Farmway Road to Middleton Road, Canyon County	ITD	\$ 194,880,000	\$ 193,713,028	\$ (1,331,972)	-0.68%	Early Development	2024	Construction	\$118,275,000	\$116,943,028	Move funds to KN 24390 for demolition work and correct previous expenditures to match ITD's current total.	
							Previous Obligations	N/A	N/A	\$55,450,000	\$55,615,000		
23179	Transit - State Street Premium Corridor, Part 2, Boise Area, VRT	VRT	\$ 10,571,000	\$ 11,027,000	\$ 456,000	4.31%	STBG-TMA	2024	Construction	\$0	\$456,000	To cover funding shortfall for intersection construction. Per TMA Balancing 1/24/24.	
23337	US 20/26, Middleton Road to Star Road, Ada and Canyon Counties	ITD	\$ 88,755,000	\$ 88,754,785	\$ (215)	0.00%	Leading Idaho	2024	Right-of-Way	\$570,000	\$0	To delay some right-of-way funds and change the funding source, to match ITD programming.	
							TECM	2025	Right-of-Way	\$0	\$570,000		
24309	US 20/26, Middleton Road to Star Road, Westbound, Ada and Canyon Counties	ITD	\$ 84,277,000	\$ 82,268,500	\$ (2,008,500)	-2.38%	Early Development	2024	Construction	\$84,277,000	\$82,268,500	Move funds to KN 24389 for demolition work.	
24389	US 20/26, Middleton Road to Star Road, Demolition, Ada and Canyon Counties	ITD	\$ 525,000	\$ 2,533,500	\$ 2,008,500	382.57%	TECM	2024	Construction	\$0	\$2,008,500	Engineer's estimates significantly higher than anticipated. Funds from KN 24309. OK to process per criteria #7 (suite of projects).	
24390	SH-55 (Karcher Road), Farmway to Middleton, Demolition, Canyon County	ITD	\$ 1,025,000	\$ 2,356,972	\$ 1,331,972	129.95%	Leading Idaho	2024	Construction	\$1,025,000	\$1,189,985	Engineer's estimates significantly higher than anticipated. Funds from KN 22715. OK to process per criteria #7 (suite of projects).	
							TECM	2024	Construction	\$0	\$1,166,987		

* Current Total - Previous TIP total.

** Revised Total - The SUM of the Current Total including the proposed revisions.

COMPASS TIP Amendment Policy: https://compassidaho.org/wp-content/uploads/2024-01_TIPAmendPolicy.pdf

Only information proposed to change is included in this action.

ACHD = Ada County Highway District

FTA = Federal Transit Administration

FY = Fiscal Year

GARVEE = Grant Anticipation Revenue Vehicle

I = Interstate

ITD = Idaho Transportation Department

SH = State Highway

TECM = Transportation Expansion

TMA = Transportation Management Area

VRT = Valley Regional Transit

Staff Recommendation:



Toni Tisdale, Principal Planner

COMPASS

Approval:

Date:




Matthew J. Stoll, Executive Director

COMPASS



REGION 10

SEATTLE, WA 98101

December 20, 2023

Mr. Matt Stoll
Executive Director
Community Planning Association - COMPASS
700 NE 2nd Street, Suite 200
Meridian, Idaho 83642

Re: End of Transportation Conformity Requirements Following 20 years of Maintenance for the Northern Ada County PM₁₀ Maintenance Area

Dear ~~Mr. Stoll~~ *Matt*:

Our records indicate that the Northern Ada County PM₁₀ area has reached the end of the 20-year maintenance period for the PM₁₀ National Ambient Air Quality Standard (NAAQS). Congratulations on reaching this milestone. It represents the successful culmination of efforts to reduce and maintain PM₁₀ in the Northern Ada County area to healthy levels.

The purpose of this letter is to provide information regarding transportation conformity requirements for a maintenance area that has achieved 20 years of maintenance. We are providing this information given that the Northern Ada County PM₁₀ maintenance area has maintained the PM₁₀ standard for 20 years.

Once the total of 20 years of maintenance has been achieved, the requirements for a transportation conformity determination, as provided in CAA section 176(c) and 40 CFR part 93, no longer apply to the maintenance area, unless the applicable implementation plan specifies otherwise. See 40 CFR 93.102(b)(4). Additional information, regarding the end of 20 years of maintenance, is also presented in our Office of Transportation and Air Quality's guidance document titled "Transportation Conformity Guidance for Areas Reaching the End of the Maintenance Period; EPA-420-B-14-093, October 2014." available at <http://nepis.epa.gov/Exe/ZyPDF.cgi/P100KPP0.PDF?Dockey=P100KPP0.PDF>.

With regard to the Northern Ada County PM₁₀ maintenance area, the EPA approved the first 10-year maintenance plan on October 27, 2003 (68 FR 61106) with an effective date of November 26, 2003. We approved the second 10-year Limited Maintenance Plan on October 2, 2014 (79 FR 59435) with an effective date of November 3, 2014. As the Northern Ada County PM₁₀ maintenance area has shown continuous maintenance of the PM₁₀ NAAQS (see 40 CFR 50.6) from November 26, 2003, through November 26, 2023, the area has met its obligation to demonstrate maintenance of the PM₁₀ NAAQS

for 20 years. Therefore, as of November 27, 2023, COMPASS is no longer required to address the transportation conformity determination requirements of 40 CFR part 93 for PM₁₀. As such, a conformity determination is no longer required for the COMPASS Regional Transportation Plan and Transportation Improvement Program.

We note that as other Idaho maintenance areas approach 20 years of maintenance, the EPA will provide additional guidance for those areas.

Finally, we note that the other provisions of the second 10-year maintenance plan continue to remain in effect and all measures and requirements contained in the plan must be complied with until the state submits, and the EPA approves, a revision to the State Implementation Plan consistent with the anti-backsliding requirements of CAA section 110(l) and CAA section 193, if applicable. Furthermore, the maintenance requirement in CAA section 110(a)(1) remains in place for all areas, including attainment areas.

If there are any questions regarding transportation conformity or the Northern Ada County PM₁₀ maintenance plan, please have your staff contact Tess Bloom, of my staff, at (206) 553-6362 or bloom.tess@epa.gov.

Sincerely,

Krishna Viswanathan
Director

cc: Ms. Maureen Gresham
Federal Highway Administration

Mr. Ned Conroy
Federal Transit Administration

Mr. Scott Luekenga
Idaho Transportation Department

Ms. Mary Ann Waldinger
COMPASS

Ms. Mary Anderson
Idaho Department of Environmental Quality

Ms. Aislinn Johns
Idaho Department of Environmental Quality