



Working together to plan for the future

COMPASS BOARD OF DIRECTORS' MEETING PACKET

April 17, 2023



Working together to plan for the future

Community Planning Association of Southwest Idaho 2023 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: President Marlene Tromp	Governor's Office: McKenzie Johnson, Policy Advisor
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: Pat Rice, 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: Caleb Lakey, District 3 Engineer	
City of Boise: Mayor Lauren McLean Councilmember Holli Woodings Councilmember Jimmy Hallyburton	Valley Regional Transit: Elaine Clegg, Executive Director	
City of Caldwell: Mayor Jarom Wagoner Brent Orton, Public Works Director		
City of Eagle: Mayor Jason Pierce Nichoel Baird Spencer, Director of Long-Range Planning & Projects		
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 Bill Nary, City Attorney Charlie Rountree		
City of Middleton: Mayor Steve Rule		
City of Nampa: Mayor Debbie Kling Councilmember Victor Rodriguez Tom Points, Public Works Director		
City of Notus: Mayor David Porterfield		
City of Parma: Mayor Angie Lee		
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.**

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

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

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

2023 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
<p>June 26, 2023 1:30 pm – 3:30 pm</p>	<p>COMPASS 700 NE 2nd Street Meridian, Idaho</p>	<ul style="list-style-type: none"> • Consider Executive Committee’s Recommendation Regarding the Executive Director’s Annual Performance Evaluation • Approve the Draft <i>Communities in Motion 2055</i> workplan items and timeline • Approve End-of-Year Program and Redistribution Priorities
<p>August 21, 2023 1:30 pm – 3:30 pm</p>	<p>COMPASS 700 NE 2nd Street Meridian, Idaho</p>	<ul style="list-style-type: none"> • Approve FY2024 <i>Communities in Motion (CIM)</i> Implementation Grants and Project Development Program Projects • Approve updates to the FY2025-2031 COMPASS Application Guide • Approve the Regional Housing Coordination Plan • Adopt Resolution Approving the FY2024 Unified Planning Work Program and Budget (UPWP) • Approve COMPASS Workgroup Charters
<p>October 16, 2023 1:30 pm – 3:30 pm</p>	<p>COMPASS 700 NE 2nd Street Meridian, Idaho</p>	<ul style="list-style-type: none"> • Establish 2024 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting • Adopt Resolution Approving FY2024-2030 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration • Adopt Resolution Approving Rural Application Prioritization • Approve FY2024 Resource Development Plan
<p>December 18, 2023 Holiday Luncheon 12:00 pm</p> <p>Annual Meeting 1:30 pm – 3:30 pm</p>	<p>Nampa Civic Center 311 3rd Street South Nampa, Idaho</p>	<ul style="list-style-type: none"> • Confirm 2024 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer • Confirm Regional Transportation Advisory Committee Membership • Approve 2024 Federal Transportation Policy Positions • Approve 2024 Idaho Legislative Session Position Statements • Adopt Resolution Approving Revision 1 of the FY2024 Unified Planning Work Program and Budget (UPWP)



Working together to plan for the future

**COMPASS BOARD OF DIRECTORS' MEETING
APRIL 17, 2023 – 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. The 1st floor Board room is open for in-person attendance.

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

Written comments may be submitted by email to info@compassidaho.org. Comments can also be left by voicemail. Please call 208-475-2225 to record comments. Commenters must provide their name for the record. Comments identified by name that are received by 10:00 am on April 17, 2023, will be provided to the Board members and read into the record during the meeting.

**** AGENDA ****

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

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

- Page 8 **A.* Approve February 27,2023, COMPASS Board of Directors Meeting Minutes.**
- Page 12 **B.* Receive Approved February 14, 2023, Executive Committee Meeting Minutes.**
- Page 15 **C.* Receive Approved December 15, 2022, Finance Committee Meeting Minutes.**
- Page 17 **D.* Confirm New 2023 Regional Transportation Advisory Committee Memberships.**
- Page 18 **E.* Adopt Updated COMPASS Title VI Plan**
- Page 53 **F.* Adopt ITD's 2023 Statewide Safety Performance Targets**
- Page 54 **G.* Adopt Resolution 10-2023 Modifying the FY2023-2029 Regional Transportation Improvement Program (TIP)**

IV. SPECIAL ITEM

1:35
Page 59

A. * Status Report - Federal-Aid Funding

Toni Tisdale

Toni Tisdale will provide a special report regarding implications of the Census Urbanized Area boundary changes, Infrastructure Investment and Job Act's new funding programs, and COMPASS' concerns about Idaho Transportation Department's distribution and programming of federal-aid funding.

1:50

B. Status Report – Finance Committee

Rod Beck

The Finance Committee Chair will provide a status report on the March 23, 2023, Finance Committee meeting.

V. ACTION ITEMS

1:55
Page 67

A. * Accept the Scope of Work for the High-Capacity Transit Planning and Environmental Linkages (PEL) Study to be used in a Future Request for Proposal (RFP)

Lila Klopfenstein

Lila Klopfenstein will summarize the activities of the Planning and Environmental Linkages Workgroup and seek COMPASS Board of Directors' acceptance of the scope of work for the high-capacity transit PEL study to be used in a future RFP.

2:10
Page 80

B. * Adopt Resolution 11-2023 Approving Revision 2 of the FY2023 Unified Planning Work Program and Budget (UPWP)

Meg Larsen

Meg Larsen will seek COMPASS Board of Directors' approval of Revision 2 of the FY2023 UPWP.

2:20
Page 108

C. * Accept 2023 Population Estimates

Austin Miller

Austin Miller will seek COMPASS Board of Directors' acceptance of the 2023 Population Estimates.

2:35
Page 111

D. * Approve FY2024 Membership Dues

Meg Larsen

Meg Larsen will seek COMPASS Board of Directors' approval of the proposed membership dues for FY2024.

VI. INFORMATION/DISCUSSION ITEMS

2:45
Page 114

A. * Status Report – I-84 Corridor Operations Plan HOV Analysis

Hunter Mulhall

Hunter Mulhall will provide a status report on the results of the I-84 Corridor Operations plan HOV analysis and discuss next steps

3:00
Page 115

B. * Review Draft *Communities in Motion 2055* Workplan

Austin Miller

Austin Miller will review draft CIM 2055 workplan and request member feedback on items and timeline.

3:15

C. 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.

VII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY)

- Page 126 A.* Staff Activity Reports
- Page 130 B.* Status Report – Current Air Quality Data
- Page 136 C.* Status Report – Regional Transportation Advisory Committee Attendance
- Page 137 D.* Administrative Modifications
- Page 139 E.* Correspondence

VIII. OTHER

Next Meeting: June 26, 2023

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
FEBRUARY 27, 2023
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, ID
ZOOM CONFERENCE CALL**

**** DRAFT MINUTES ****

ATTENDEES:

Nichoel Baird Spencer, City of Eagle, via telephone
Rod Beck, Commissioner, Ada County, **Secretary-Treasurer**, via telephone
Zach Piepmeyer for John Brunelle, Capital City Development Corporation, via telephone
Trevor Chadwick, Mayor, City of Star, **Chair Elect**, in person
Elaine Clegg, Valley Regional Transit, in person
Tom Dayley, Commissioner, Ada County, via telephone
Jay Gibbons, Commissioner, Canyon Highway District No. 4, **Vice Chair**, via telephone
Miranda Gold, Commissioner, Ada County Highway District, in person
Jimmy Hallyburton, Councilmember, City of Boise, via telephone
Jim Hansen, Commissioner, Ada County Highway District, in person
Dan Hyer, Councilmember, City of Greenleaf, in person
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Caleb Lakey, Idaho Transportation Department – District 3, via telephone
John Laraway, Councilmember, City of Kuna, in person
Dave McKinney, Commissioner, Ada County Highway District, via telephone
Bre Brush for Lauren McLean, Mayor, City of Boise, via telephone
Bill Nary, City of Meridian, via telephone
Brent Orton, City of Caldwell, via telephone
Jason Pierce, Mayor, City of Eagle, via telephone
Tom Points, City of Nampa, in person
David Porterfield, Mayor, City of Notus, via telephone
Victor Rodriguez, Councilmember, City of Nampa, via telephone
Charlie Rountree, City of Meridian, in person
Aaron Scheff, Idaho Department of Environmental Quality, via telephone
Bruce Freckleton for Robert Simison, Mayor, City of Meridian, via telephone
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, in person
Matt Stoll, Executive Director, Community Planning Association, Ex officio, in person
Drew Alexander for Marlene Tromp, Boise State University, via telephone
Jarom Wagoner, Mayor, City of Caldwell, via telephone
Holli Woodings, Councilmember, City of Boise, via telephone

MEMBERS ABSENT:

Zach Brooks, Commissioner, Canyon County
Ryan Davidson, Commissioner, Ada County
Cory Dickard, Mayor, City of Melba
John Evans, Mayor, City of Garden City
Brad Holton, Commissioner, Canyon County
Chelsie Johnson, City of Wilder
McKenzie Johnson, Governor's Office, Ex officio
Angie Lee, Mayor, City of Parma
Pat Rice, Greater Boise Auditorium District, Ex officio
Steve Rule, Mayor, City of Middleton
Leslie Van Beek, Commissioner, Canyon County
Nikole Zogg, Southwest District Health, Ex officio

OTHERS PRESENT:

Tori Cale, Community Planning Association, in person
Matt Carlson, Community Planning Association, in person
Teri Gregory, Community Planning Association, in person
Dane Hoskins, Community Planning Association, in person
Liisa Itkonen, Community Planning Association, in person
Meg Larsen, Community Planning Association, in person
Dan Lister, Canyon County, via telephone
Justin Lucas, Ada County Highway District, via telephone
Amy Luft, Community Planning Association, in person
Austin Miller, Community Planning Association, in person
Jacob Miller, Community Planning Association, in person
Hunter Mulhall, Community Planning Association, in person
Sherone Sader, Community Planning Association, in person
Amy Schroeder, Idaho Transportation Department, in person
Toni Tisdale, Community Planning Association, in person

CALL TO ORDER

Chair Debbie Kling called the meeting to order at 1:32 pm.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll welcomed new COMPASS Board members Zach Brooks, Tom Dayley, Miranda Gold, and Brad Holton. Matt introduced new COMPASS staff Tori Cale, Bicycle and Pedestrian Counter Technician, and Matt Carlson, Grant Writer and Administrator, and announced Austin Miller will be the new Planning Team Lead.

CONSENT AGENDA

- A. Approve December 19, 2022, COMPASS Board of Directors Meeting Minutes.
- B. Receive Approved November 15, 2022, and January 10, 2023, Executive Committee Meeting Minutes.
- C. Receive Approved December 1, 2022, Finance Committee Meeting Minutes.
- D. Confirm 2023 Finance Committee Membership.

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

SPECIAL ITEM

A. Status Report - State Highway 16 Corridor

Amy Schroeder, Idaho Transportation Department, provided a status report on the State Highway 16 corridor.

ACTION ITEMS

A. Adopt COMPASS Development Review Policy and Revised Checklist

Austin Miller presented the COMPASS Development Review Policy and revised Development Review Checklist template and requested COMPASS Board of Directors' approval.

After discussion, **Trevor Chadwick moved and Elaine Clegg seconded to adopt Policy 2023-01 approving the COMPASS Development Review Policy and Development Review Checklist Template and directed COMPASS staff to analyze the cumulative impact of development by compiling existing reports and to make a recommendation on how to improve future reporting to the COMPASS Board. Motion passed unanimously.**

B. Adopt Resolution Amending the FY2023-2029 Regional Transportation Improvement Program (TIP)

Toni Tisdale presented a resolution amending the FY2023-2029 TIP at the request of the Idaho Transportation Department, Ada County Highway District, and the City of Nampa.

After discussion, **Brent Orton moved and Victor Rodriguez seconded to adopt Resolution 09-2023 amending the FY2023-2029 TIP with the addition of correcting the suffix from Orchard Road to Orchard Street. Motion passed unanimously.**

C. Review 2023 Idaho Legislative Activity

Jacob Miller provided an update on the latest Idaho legislative developments and asked for Board direction regarding activities that are beyond the scope of COMPASS' adopted policy positions.

After discussion, **Jim Hansen moved and Bre Brush seconded to oppose HB55 (highway-user revenues and property taxes) and remain neutral on HB184 (definition of "congestion mitigation") but request the addition of the words "data driven mitigation strategies methods" to the bill. Motion passed with one nay and three abstentions (ITD/DEQ/BSU).**

D. Approve COMPASS Candidate for National Association of Regional Councils' Board of Directors

Chair Debbie Kling presented Mayor Trevor Chadwick as the Executive Committee's recommended candidate for the National Association of Regional Councils' Board of Directors' 2023-2025 election on June 7, 2023, in Detroit, MI.

After discussion, **Charlie Rountree moved and Elaine Clegg seconded approval of Mayor Trevor Chadwick as COMPASS' candidate for the National Association of Regional Councils' Board of Directors' 2023-2025 election on June 7, 2023, in Detroit, MI. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Announcement of Safe Streets and Roads for All Action Plan Award

Hunter Mulhall announced the Safe Streets and Roads for All planning grant award and outlined next steps to develop a regional safety action plan.

B. Status Report: 2020 Census Urbanized Area Results and Implementation of Idaho Transportation (IT) Board Policy 4028

Toni Tisdale provided a status report on the 2020 Census Urbanized Area results and implementation of IT Board Policy 4028.

Chair Debbie Kling requested Toni Tisdale provide her power point presentation to the COMPASS Board members after the meeting.

COMPASS Board members also requested a future presentation regarding how Surface Transportation Block Grant funding is affected by IT Board Policy 4028; how projects in the Transportation Alternatives Program, the Promoting Resilient Operations for Transformative, Efficient and Cost-saving Transportation Program, and the Carbon Reduction Program are being selected and funding allocated; and COMPASS' concerns regarding those issues.

ADJOURNMENT

Jim Hansen moved and Miranda Gold seconded adjournment. Chair Debbie Kling adjourned the meeting at 3:36 p.m.

Approved this 17th day of April 2023.

By: _____
**Debbie Kling, Chair
Community Planning Association of
Southwest Idaho**

Attest:

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



**EXECUTIVE COMMITTEE MEETING
FEBRUARY 14, 2023
COMPASS SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Tom Dayley for Rod Beck, Commissioner, **Secretary-Treasurer**, Ada County, via telephone
Trevor Chadwick, Mayor, **Chair Elect**, City of Star, in person
Jay Gibbons, Commissioner, Canyon Highway District #4, **Vice Chair**, via telephone
Jim Hansen, Commissioner, ACHD, via telephone
Brad Holton, Commissioner, Canyon County, in person
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Jason Pierce, Mayor, City of Eagle, in person
Steve Rule, Mayor, City of Middleton, in person
Robert Simison, Mayor, City of Meridian, in person
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, via telephone

MEMBERS ABSENT: Lauren McLean, Mayor, City of Boise
Jarom Wagoner, Mayor, City of Caldwell

OTHERS PRESENT: Teri Gregory, COMPASS, in person
Megan Larsen, COMPASS, in person
Justin Lucas, Ada County Highway District, via telephone
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 1:34 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll introduced new COMPASS Board members Ada County Commissioner Tom Dayley, substituting today for Commissioner Rod Beck, and Canyon County Commissioner Brad Holton.

CONSENT AGENDA

A. Approve January 10, 2023, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Review 2023 Idaho Legislative Session Activity

Jacob Miller provided a status report on current legislative session activity and asked for Executive Committee direction on issues that are outside of COMPASS' 2023 state legislative positions.

After discussion, Trevor Chadwick moved and Robert Simison seconded support of H132 (Strategic Initiatives Grant Program)/S1065 (Electric Vehicle Road Usage Fees)/H130 (Electric Vehicles: Electric Fuel Tax) and directed COMPASS staff to remain neutral on all other currently introduced items. Motion passed with one abstention.

B. Recommend COMPASS Candidate for National Association of Regional Councils' (NARC) Board of Directors

Matt Stoll presented Trevor Chadwick as a candidate for the NARC Board of Directors and requested Executive Committee recommendation.

After discussion, Joe Stear moved and Robert Simison seconded to recommend COMPASS Board of Directors' approval of Trevor Chadwick as COMPASS' candidate for the NARC Board of Directors. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Executive Director's Report

Matt Stoll announced the following:

COMPASS received a Safe Streets and Roads for All grant to be used to create a regional safety action plan which will then allow member agencies the opportunity to apply for safety grants available through the Bipartisan Infrastructure Law.

A Grant Writer and a Bicycle/Pedestrian Counter Technician have both been hired and will start soon.

A subcommittee of the COMPASS Board of Directors will be convened to discuss interest in engaging in a planning and environmental linkages study (PEL) of the Three Cities River Crossing with the Idaho Transportation Department.

COMPASS will re-institute member agency presentations beginning at the April COMPASS Board meeting. Board members will be asked to present on issues important to their jurisdictions and how they may impact others in the region.

ADJOURNMENT

Chair Debbie Kling adjourned the meeting at 2:45 p.m.

Approved this 14th day of March 2023.

By: 

**Debbie Kling, Chair
Community Planning Association of
Southwest Idaho**

Attest:

By: 

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

**FINANCE COMMITTEE MEETING
DECEMBER 15, 2022
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM AND ZOOM**

****MINUTES****

ATTENDEES: Jay Gibbons, Commissioner, Canyon Highway District #4, **Chair**, in person
Jim Hansen, Commissioner, Ada County Highway District, **Vice Chair**, via telephone
Rod Beck for Kendra Kenyon, Commissioner, Ada County, via telephone
Victor Rodriguez, Councilmember, City of Nampa, via telephone
Holli Woodings, Councilmember, City of Boise, via telephone

MEMBERS ABSENT: Steve Rule, Mayor, City of Middleton
Keri Smith, Commissioner, Canyon County

OTHERS PRESENT: Teri Gregory, COMPASS, in person
David Hegstrom, Harris CPAs, in person
Keith Holmes, COMPASS, via telephone
Meg Larsen, COMPASS, in person
Amy Luft, COMPASS, in person
Matt Stoll, COMPASS, in person

CALL TO ORDER:

Chair Jay Gibbons called the meeting to order at 12:03 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

There were no announcements.

CONSENT AGENDA

A. Approve December 1, 2022, Finance Committee Meeting Minutes

Jim Hansen moved and Holli Woodings seconded approval of the Consent Agenda as presented. Motion passed unanimously.

INFORMATION/DISCUSSION ITEMS

A. Review Report of Disbursements Made in the Reporting Period

Meg Larsen presented the report of disbursements made in the reporting period, November 19, 2022, through December 5, 2022, which was provided in the packet for information. There were no questions regarding these disbursements.

ACTION ITEMS

A. Accept Draft Fiscal Year 2022 Audit

David Hegstrom, Harris CPAs, presented the draft FY2022 audit for acceptance by the Finance Committee.

After discussion, **Jim Hansen moved and Victor Rodriguez seconded to accept the draft audit as presented. Motion passed unanimously.**

B. Establish 2023 Finance Committee Meeting Dates

Chair Jay Gibbons presented the 2023 Finance Committee meeting dates for approval.

After discussion, **Holli Woodings moved and Jim Hansen seconded to approve the 2023 Finance Committee meeting dates. Motion passed unanimously.**

ADJOURNMENT

Chair Jay Gibbons reminded everyone the next Finance Committee Meeting will be March 23, 2023. The meeting adjourned at 12:36 p.m.

Approved this 23rd day of March 2023.

By: 
Rod Beck, Chair

Attest:

By: 
Holli Woodings, Vice Chair

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COMPASS BOARD AGENDA ITEM III-D

Date: April 17, 2023

Topic: Approval of New Regional Transportation Advisory Committee Members

Request/Recommendation:

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

David Rader, Ada County Highway District per letter dated February 24, 2023

Deb Root, Canyon County per letter dated March 3, 2023

Michelle Barron, Canyon County per letter dated March 3, 2023

COMPASS BOARD AGENDA ITEM III-E

DATE: April 17, 2023

Topic: Updated Title VI Plan

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the updated Title VI Plan.

Background/Summary:

As a recipient of federal financial assistance, it is the policy of COMPASS to ensure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice and related authorities and regulations in all COMPASS programs and activities.

The COMPASS Title VI Plan describes the roles, responsibilities, and procedures for assuring compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives.

The current COMPASS Title VI Plan was last updated on May 1, 2014. As part of the 2022 Transportation Management Area Planning Certification Review by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), FHWA and FTA provided the following recommendations:

COMPASS should update their current "Title VI Discrimination Complaint Form," by renaming the form as a general "Discrimination Complaint Form," (or a similar name) with references to all the applicable laws the complaint form addresses, including the Americans with Disabilities Act of 1990.

COMPASS should work with the Idaho Transportation Department (ITD) to develop a regular and recurring schedule to update their Title VI plan, more frequently than every 8 years, to adequately address changes to topics such as transit service routes' frequency and reliability; roadway infrastructure; demographics; complaint procedures, and other requirements set by existing and newly enacted laws, regulations, and executive orders.

The attached updated Title VI Plan reflects updated regulatory references, procedural updates, and an updated Discrimination Complaint Form.

The Executive Committee recommended approval of the updated Title VI Plan at its March 14, 2023, meeting.

The Idaho Transportation Department (ITD) Office of Civil Rights is currently in the process of updating its checklists and Title VI review process. COMPASS staff will continue to work with the Office of Civil Rights to make improvements to the Title VI Plan and keep it up to date. The Title VI Plan will come before the COMPASS Board of Directors for approval as updates are proposed.

Note that the attached plan is presented for review in “redline” form. Upon approval of the plan, minor corrections to spacing and formatting may be necessary for the final document if these minor corrections were not apparent in the redline form.

Implication (policy and/or financial):

In the absence of COMPASS Board of Directors’ approval, the existing Title VI Plan from May 1, 2014, will remain in effect.

More Information:

- 1) Attachments: COMPASS Title VI Plan
- 2) For detailed information contact: Meg Larsen at 208-475-2228 or mlarsen@compassidaho.org

ML:tg T:\FY23\900 Operations\Board\2023 Board Packets\April 2023\III_E_1 Title VI Memo

**COMMUNITY PLANNING ASSOCIATION
OF SOUTHWEST IDAHO**

TITLE VI PLAN

Effective ~~xxxx, 2022~~ May 1, 2014 April 17, 2023

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This document is available online at:

<http://www.compassidaho.org/people/publicinvolvement.htm>

SECTION 1 - OVERVIEW

The Community Planning Association of Southwest Idaho (COMPASS) is the forum for regional collaboration in southwest Idaho that helps maintain a healthy and economically vibrant region, offering people choices in how and where they live, work, play, and travel. COMPASS serves as the metropolitan planning organization (MPO) for Ada and Canyon Counties, Idaho.

As a recipient of federal financial assistance, [it is the policy of COMPASS to ensure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice and related authorities and regulations in all COMPASS programs and activities.](#)

~~is required to comply with federal non-discrimination laws and regulations, including Title VI of the Civil Rights Act of 1964, which provides that:~~ [requires that "](#)

~~"No~~ person in the United States shall, on the grounds of **race**, **color**, or **national origin**, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving **F**ederal assistance under this title or carried out under this title."

The Federal-Aid Highway Transportation Act of 1973 added **sex** to the list of prohibitive factors. **Disability** was added through Section 504 of the Rehabilitation Act of 1973. **Age** was ~~subsequently~~ added in 1975 under the Age Discrimination Act.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the term "programs or activities" to include **all programs** or activities of federal-aid recipients, subrecipients, and contractors, whether or not such programs and activities are federally assisted.

The Americans with Disabilities Act of 1990 Section 504 of the Rehabilitation Act protects the civil rights of **persons with disabilities**.

In 1994, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, directed federal agencies "*to identify and address the effects of all programs, policies, and activities on **minority** populations and **low-income** populations.*"

In 2000, Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, was signed into effect requiring federal agencies to assess and address the needs of otherwise eligible **limited English proficient persons** seeking access to the programs and activities of recipients of federal financial assistance.

COMPASS' Director of Operations oversees COMPASS' Title VI plan and overall program compliance. COMPASS' Communication Coordinator oversees Title VI compliance as it relates to communication and public engagement opportunities and compiles and submits required Title VI reports.

PLAN OBJECTIVES

The primary objectives of COMPASS's Title VI plan are to:

- Assign and clarify roles, responsibilities, and procedures for assuring compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives.
- Assure that all people affected by COMPASS's ~~f~~Federal-aid programs and projects receive the services, benefits, and opportunities to which they are entitled without regard to race, color, national origin, age, gender, disability, economic status or Limited English Proficiency.
- Proactively prevent discrimination and ensure nondiscrimination in all COMPASS programs and activities, whether those programs and activities are ~~F~~Federally funded or not.
- Establish procedures for identifying and eliminating discrimination when found to exist.
- Establish procedures to review specific program areas annually within COMPASS to determine the effectiveness of the area's activities at all levels.
- Set forth procedures for the filing and processing of complaints by persons who believe they have been subjected to discrimination under ~~Title V~~any applicable law ~~+~~ in any COMPASS service, program, or activity.

PLAN DISSEMINATION

The COMPASS Title VI plan is available to all internal users and members of the public, interest groups and organizations via the COMPASS website:

<http://www.compassidaho.org/people/publicinvolvement.htm>

Hard copies or alternative formats of the COMPASS Title VI plan are available to all internal users and members of the public, interest groups and organizations upon request to the Director of Operations.

AUTHORITIES

COMPASS's ~~s~~Title VI plan was developed pursuant to the following authorities:

- Title VI of the Civil Rights Act of 1964 (42 USC 2000d) prohibits discrimination in federally funded programs on the basis of race, color, and national origin.
- Federal-Aid Highway Act of 1973 (23 USC 324), amended Title VI to prohibit discrimination on the basis of sex in federal aid highway programs.
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 USC 4601) prohibits unfair and inequitable treatment of persons as a result of projects that are undertaken with federal financial assistance.
- Age Discrimination Act of 1975, as amended (42 USC 6101) prohibits discrimination in federally funded programs on the basis of age.

- [Civil Rights Restoration Act of 1987 \(Public Law 100-259 March 1988\) amended Title VI of the 1964 Civil Rights Act to make clear that discrimination is prohibited throughout all the operations of an agency if any part of the agency receives federal assistance.](#)
- [Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations](#)
- [Executive Order 13166 \(Limited English Proficiency\): Improving Access to Services for Persons with Limited English Proficiency.](#)
- [23 CFR Part 200: FHWA Title VI Program and Related Statutes – Implementation and Review Process](#)
- [Section 504 of the Rehabilitation Act of 1973, \(29 USC 794\) as amended: prohibits discrimination on the basis of disability](#)
- [Americans with Disabilities Act of 1990, \(42 USC 12101\): prohibits discrimination on the basis of disability](#)
- [The National Environmental Policy Act of 1969 \(42 USC 4321\) prohibits disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.](#)
- [49 CFR Part 21: Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964.](#)
- [49 CFR Part 27: Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.](#)
- [49 CFR Part 28: Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.](#)
- [49 CFR Part 37: Transportation Services for Individuals with Disabilities – Americans with Disabilities Act.](#)
- [28 CFR Part 35: Discrimination on the Basis of Disability in State and Local Government Services](#)
- [28 CFR Part 50.3: Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.](#)
- [FTA Title VI Circular – FTA C 4702.1B](#)
- [FTA Americans with Disabilities Act Circular – FTA C 4710.1](#)

•

• 42 USC 2000d

- ~~FTA Circular 4702.1BA~~
- ~~Federal Transit Laws as amended (49 USC Chapter 53 et seq.)~~
- ~~49 CFR 21~~
 - ~~DOT Order 1050.2~~
 - ~~42 USC 4601 to 4655~~
 - ~~Title VIII of the Civil Rights Act of 1968, amended 1974~~
 - ~~23 USC 109(h)~~
 - ~~23 USC 324~~
 - ~~Federal aid Highway Transportation Act~~
 - ~~23 CFR 200~~
 - ~~E.O. 12250 — Leadership and Coordination of Non-Discrimination Laws~~
 - ~~E.O. 12898 — Environmental Justice~~
 - ~~E.O. 13166 — Limited English Proficiency~~

TITLE VI POLICY STATEMENT

COMPASS is committed to compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives. COMPASS assures that no person shall on the grounds of race, color, national origin, gender, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any COMPASS service, program, or activity.

COMPASS also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies, and activities on minority and low-income populations. In addition, COMPASS will take reasonable steps to provide meaningful access to services for persons with Limited English Proficiency.

Federal financial assistance is defined as **F**ederal dollars that are passed directly to COMPASS to support the operation of transportation-related programs.

COMPASS' Title VI Plan in its entirety applies to all of COMPASS's programs and services, regardless of funding source.

DISCRIMINATION UNDER TITLE VI

Title VI and its related statutes prohibit two types of discrimination: **intentional discrimination** or **disparate treatment** and **disparate impact** or **disparate effects**.

The first, **intentional discrimination**, is the result of inconsistent application of rules and/or policies to one group of people over another. This form of

discrimination may result when rules and policies are applied to intentionally treat a person(s) differently because of race, color, national origin, gender, disability, or age.

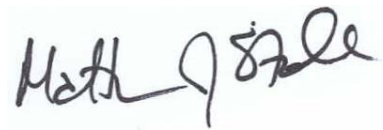
The second type of discrimination is **disparate impact** or **disparate effects**. A disparate impact results when rules and laws have a different and more inhibiting effect on women and minority groups than on the majority because of race, color, national origin, gender, disability or age. This type of discrimination occurs when a neutral procedure or practice results in fewer services or benefits, or inferior services or benefits, to members of a protected group such as minorities or low-income populations. With disparate impact, the focus is on the consequences of a decision, policy, or practice rather than on the intent.

Under Title VI, COMPASS's efforts to prevent such discrimination must address, but are not limited to:

- access to services, financial aid, or other benefits provided under its programs;
- distinctions in the quality, quantity, or manner in which the benefit is provided; segregation or separate treatment;
- restriction in the enjoyment of any advantages, privileges, or other benefits provided to others;
- different standards or requirements for participation;
- methods of administration which directly or through contractual relationships would defeat or substantially impair the accomplishment of effective nondiscrimination;
- discrimination in any activities related to highway and infrastructure or facility built or repaired in whole or in part with fFederal funds;
- discrimination in any contracting opportunities arising from programs or services of COMPASS
- discrimination in any training opportunities presented or made available by COMPASS
- resulting from a program, the primary purpose of which is to provide employment
- discrimination in any employment resulting from a program, the primary purpose of which is to provide employment.

COMPASS has developed this Title VI plan to help assure that all services, programs, and activities of COMPASS, whether fFederally assisted or not, are offered, conducted, and administered fairly, without regard to race, color,

national origin, gender, disability, age, economic status or ability to communicate in English of the participants or beneficiaries.

A handwritten signature in black ink that reads "Matt Stoll". The signature is written in a cursive, slightly slanted style.

Matthew J. Stoll
Executive Director

~~May 1, 2014~~ [April 17, 2023](#)

SECTION 2 - ORGANIZATION AND COMPLIANCE RESPONSIBILITIES

Executive Director – The Executive Director is the head of COMPASS and is responsible to the COMPASS Board of Directors. The Executive Director provides leadership, guidance, direction, and support for COMPASS's Title VI programs.

Director of Operations – The Director of Operations is responsible for supervising, reviewing, monitoring, and evaluating the effectiveness of equal employment opportunity programs. The Director of Operations is responsible for managing the Title VI, ADA/Section 504, Limited English Proficiency (LEP), and Disadvantaged Business Enterprises programs. The Director of Operations acts as a liaison between COMPASS and Federal and state officials regarding EEO issues.

Supervisors – COMPASS supervisors are responsible for familiarizing themselves with the requirements of Title VI, E.O. 12898, and E.O. 13166, and for complying with COMPASS's Title VI Program. They are responsible to promptly report issues or complaints concerning Title VI and related statutes to the Director of Operations.

SECTION 3 - PROGRAM AREA MONITORING AND REVIEW

PROGRAM AREA MONITORING - METROPOLITAN PLANNING ORGANIZATIONS

The Metropolitan Planning Organizations (MPOs) are responsible for the transportation planning process within their urbanized areas. Each MPO develops a ~~3-year~~[short-range capital improvement budget known as Transportationthe Transportation](#) Improvement Program (TIP), a long-range transportation plan, and develops and implements an annual Unified Planning Work Program (UPWP).

COMPASS principal planners, the Director of Operations and the Communications Coordinator are responsible for [assuring](#) that all transportation planning processes are executed in accordance with Title VI requirements. This process entails deliberation of all possible social, economic, and environmental effects of a proposed plan or program on identified groups in order to avoid the unintended creation of inappropriate and biased programs.

Compliance Monitoring

- Monitor overall strategies and goals of the transportation planning process to ensure Title VI compliance;
- Monitor the utilization of demographic information to identify minority and low-income populations and examine the distributions of the benefits/burdens of the transportation plans and activities on these groups;
- Monitor the service equities of the planning data collection and analyses for impacts on different socio-economic groups;
- Monitor the public involvement processes to improve effectiveness and reduce participation barriers for minority and low-income populations;
- Monitor Environmental Justice (E.O. 12898) issues to identify and locate minority and low-income populations that may be impacted by transportation planning programs;
- Monitor compliance with E.O. 13166, Limited English Proficiency, to improve access and understanding of transportation planning processes for those in the population confronted with language barriers;
- Ensure that female and minority-owned firms have an equal opportunity to participate in the consultant selection phase of the transportation planning process;
- Monitor MPO accomplishments and problem areas.

Annual Review

The Director of Operations and the Communications Coordinator review the information listed below for compliance with Title VI and report it annually.

- Strategies used to ensure that all components of the transportation planning process comply with Title VI;
- Whether COMPASS has developed a demographic profile of its planning area that includes identification of minority and low-income populations;
- Whether COMPASS has developed a process to seek to identify the needs of minority and low-income populations and to use demographic information to assess the distribution of benefits across these groups;
- What process is in place to assess the benefits/burdens of transportation system investments on minority and low-income populations on an analytic basis and whether an appropriate data source and tools are used to support the analysis;
- Whether a public involvement strategy for engaging minority and low-income populations in transportation decision-making is in place and what steps are being taken to reduce any participation barriers that have been identified;
- Determine if the public involvement process is routinely evaluated and whether there have been efforts made to improve effectiveness, especially

with regard to minority and low-income populations and any other affected groups;

- What efforts have been made to engage minority and low-income populations in the public outreach effort and whether the public outreach effort utilizes media targeted to minority and low-income groups;
- What procedure COMPASS has established for using issues/concerns raised by minority and low-income populations as well as other affected individuals and groups in the decision-making process;
- Composition of COMPASS's workforce by position title, race and gender;
- The names, race and gender of the individuals on COMPASS's Board of Directors and what criteria has been established for their selection and retention;
- Number of consultant agreements awarded and the dollar amount; Number of female and minority firms and the dollar amount;
- Efforts made to ensure an equal opportunity for female and minority consulting firms to participate in the consultant selection process;
- Number of hearings, the location, and the times of day the hearings were held; **T**he percentage of female and minority participation at the hearings;
- Number of public information meetings/open houses held; **P**ercentage of female and minority participation;
- Efforts made to take Environmental Justice concerns into consideration in the transportation planning process;
- Whether there was any training received regarding Title VI or Environmental Justice;
- Review of COMPASS internal complaint procedures and policies;
- Status of any Title VI complaints received regarding any of the transportation planning and public involvement processes;
- Any significant Title VI activities or accomplishments made during the review period.
- Any significant Title VI activities or actions planned for the ensuing year.

SECTION 4 - COMPLAINT PROCEDURES

Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination [including but not limited to discrimination](#) prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the ~~Vocational~~ Rehabilitation Act of 1973, [Age Discrimination Act of 1975](#), and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with COMPASS. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to ~~the~~ COMPASS' Director of Operations for review and action.

In order to have the complaint considered under this procedure, the complainant must file the complaint no later than 180 days after:

- a) The date of alleged act of discrimination; or
- b) Where there has been a continuing course of conduct, the date on which that conduct was discontinued.

In either case, the Director of Operations or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.

Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. If necessary, the Director of Operations will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the investigative procedures as outlined below.

Please Note This Exception to the Procedures Below:

All complaints regarding accessibility for the disabled must be forwarded directly to the Idaho Transportation Department (ITD) for investigation.

Within 10 days, the Director of Operations will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as ~~to~~[with](#) ITD and/or the US Department of Transportation (USDOT).

COMPASS will advise ITD within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to ITD:

- a) Name, address, and phone number of the complainant.
- b) Name(s) and address(es) of alleged discriminating official(s).
- c) Basis of complaint (i.e., race, color, national origin or sex)

- d) Date of alleged discriminatory act(s).
- e) Date of complaint received by the COMPASS.
- f) A statement of the complaint.
- g) Other agencies (state, local or Federal) where the complaint has been filed.
- h) An explanation of the actions COMPASS has taken or proposed to resolve the issue raised in the complaint.

Within 60 days, the Director of Operations will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to COMPASS' authorized representative. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

Within 90 days of receipt of the complaint COMPASS' authorized representative will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/her appeal rights with ITD, or USDOT, if they are dissatisfied with the final decision rendered by COMPASS. The Director of Operations will also provide ITD with a copy of this decision and summary of findings upon completion of the investigation.

Contacts for the different Title VI administrative jurisdictions are as follows:

Megan Larsen

Director of Operations

COMPASS

700 NE 2nd Street, Suite 200

Meridian, ID 83642

208-475-2228

mlarsen@compassidaho.org

Idaho Transportation Department

~~Equal Employment Opportunity Office — External Programs~~Office of Civil Rights

~~Diane Steiger~~Jessika Phillips, Civil Rights Program Manager~~EEO/DBE Program Manager, Title VI & ADA Coordinator~~

PO Box 7149

Boise, ID 83707-1129

208-334-[8884266](tel:208-334-8884266)

diane.steigerjessika.phillips@itd.idaho.gov

Federal Highway Administration

Idaho Division Office

Peter Hartman, Division Administrator

3050 Lakeharbor Lane, Suite 126

Boise, ID 83703

208-334-[91801844](tel:208-334-91801844)

SECTION 5 - ~~STATE~~ PROCEDURES, MANUALS, AND DIRECTIVES APPLICABLE TO FEDERAL-AID HIGHWAY PROGRAMS AND TITLE VI

Manuals, plans, policies, programs, laws, regulations, executive orders and procedures establishing rules and guidelines for implementing Title VI are as follows:

- Employment Policies and Procedures
- Financial Policy and Procedure Manual
- Public Involvement Policy
- Public Involvement Plans
- FHWA Title VI Program Guidelines for Federal-aid Recipients
- Statewide Transportation Improvement Program (STIP)
- Standard Specifications for Highway Construction
- Required Contract Provisions/Federal-aid Contracts (FHWA-1273)
- [Limited English Proficiency EP](#)-Plan
- 49 CFR 21 (DOT Title VI Regulations)
- DOT Order 1050.2 (Standard Title VI Assurances)
- 23 CFR 200 (FHWA Implementation Regulations of Title VI)
- DFR 200 Part 420.121(h) (Funding Planning and Research Activities)
- 23 CFR 450 (FHWA & FTA MPO Planning Regulations)
- 23 USC 109(h)28 CFR Part 50.3 (DOJ's Guidelines for enforcement for Title VI)
- 49 CFR Part 21 (DOT's Implementation regulations of Title VI)
- Executive Order 12250 (DOJ Leadership and Coordination of Nondiscrimination Laws)
- Executive Order 12898 (Environmental Justice)
- Executive Order 13166 (Limited English Proficiency)
- Title VI of the Civil Rights Act of 1964 (42 USC 2000)
- Title VIII of the Civil Rights Act of 1968
- The Federal-aid Highway Act of 1973 (23 USC 324)
- The Federal-aid Highway Act (23 USC 306)
- The Americans with Disabilities Act

- Section 504 of the Rehabilitation Act of 1973 (29 USC 790)
- The Age Discrimination Act of 1975
- The Civil Rights Restoration Act of 1987
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 USC 4601)
- The Relocation Act Amendments of 1987
- The Civil Rights Act of 1991

SECTION 6 - DEFINITION OF TERMS

Affirmative Action: A good faith effort to eliminate past and present discrimination which ensures that future discriminatory practices do not occur. Actions aimed at addressing the under-representation of minorities and females.

Beneficiary: An individual and or/entity that directly or indirectly receives an advantage through the operation of a ~~Federal~~federal program; however, they do not enter into any formal contract or agreement with the Federal government where compliance with Title VI is a condition of receiving such assistance.

Categorical Exclusion: A technical exclusion for projects that do not result in significant environmental impacts.

Disparate Impact: Discrimination which occurs because of a neutral procedure or practice, and such practice lacks a "substantial legitimate justification." The focus is on the consequences of a recipient's practices rather than the recipient's intent.

Discrimination/Disparate Treatment: Discrimination which occurs when similarly situated persons are treated differently because of their race, color, national origin, gender, disability, or age, and the decision maker was aware of the complainant's race, color, national origin, gender, disability, or age, and decisions were made (at least in part) because of one or more of those factors.

MPO: Metropolitan Planning Organization (considered a subrecipient).

Minority: A person who is a citizen or lawful permanent resident of the United States and who is:

- Black - a person having origins in any of the black racial groups of Africa
- Hispanic - a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race
- Asian or Pacific Islander - a person having origins in any of the original peoples of the Far East, Southeast Asia, Indian Subcontinent, or the Pacific Islands
- American Indian or Alaskan Native - a person having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition
- White - a female having origins in any of the original peoples of Europe, North Africa, or the Middle East
- Additional subcategories based on national origin or primary language spoken may be used, where appropriate on either a national or regional basis

Recipient: An individual and/or entity that receives Federal financial assistance and operates a program and/or activity.

SEE: Social, Economic, and Environmental – A process to analyze the SEE impacts and effects must be considered during the planning process. The goal of the SEE process is to develop a complete understanding of the existing and future environmental conditions and the possible effects of a proposed project in order to make the best project decision in terms of meeting the intended transportation needs and the goals of an area or community, and for protection and enhancement of the environment.

STIP: A [three-year short-range](#), Statewide Transportation Improvement Program that includes the Idaho Transportation Department's program as well as the Transportation Improvement Programs prepared by the Metropolitan Planning Organizations in Idaho.

Subrecipient: A non-Federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary of such a program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

TIP: A [three-year short-range](#), Transportation Improvement Program prepared by a Metropolitan Planning Organization.

SECTION 7 ~~=~~ EXHIBITS

EXHIBIT I - STANDARD TITLE VI/NON-DISCRIMINATION ASSURANCES

~~I. Standard DOT Title VI Assurances~~

~~Appendix A~~

~~49 CFR 21.7(a) (1) and (2)~~

EXHIBIT I STANDARD DOT TITLE VI ASSURANCES

COMPASS (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any ~~f~~Federal financial assistance from the Department of Transportation, it will comply with

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964); Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d - 42USC 2000d-7 (hereinafter referred to as the "Act"), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964

~~-(hereinafter referred to as the "Regulations"), Executive Order 12898 - Environmental Justice (hereinafter referred to as "EJ"), Executive Order 13166 - Limited English Proficiency (hereinafter referred to as "LEP") and other pertinent directives, to the end that in accordance with the Act, Regulations, Executive Orders and other pertinent directives, so that~~

~~no person in the United States shall, on the grounds of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives ~~f~~Federal financial assistance from ~~COMPASS-Department~~ of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations, a copy of which is attached.~~

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is federally assisted.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal-aid Highway Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will

~~be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.~~

- ~~The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source: That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal aid Highway Program and, in adapted form in all proposals for negotiated agreements:~~

~~COMPASS-, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award. in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-7 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to the advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, gender, age or disability in consideration for an award.~~

- That the Recipient shall insert the clauses of Exhibit I-A and Exhibit I-B Appendix A of this assurance in every contract subject to the Act and the Regulations.
- That where the Recipient receives fFederal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
- That where the Recipient receives Ffederal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.
- That this assurance obligates the Recipient for the period during which fFederal financial assistance is extended to the program, except where the fFederal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements

thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the ~~f~~Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

7. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation, or the official to whom he delegates specific authority, to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of ~~f~~Federal financial assistance under such program will comply with all requirements imposed by, or pursuant to, the Act, the Regulations, and this Assurance.
8. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this Assurance.

By signing this Assurance, the Recipient also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the Federal Highway Administration access to records accounts THIS ASSURANCE This Assurance is given in consideration of and for the purpose of obtaining any and all ~~f~~Federal grants, loans, contracts, property, discounts or other ~~f~~Federal financial assistance extended after the date hereof to the Recipient by ~~COMPASS~~ Department of Transportation under the Federal-aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-aid Highway Program. ~~The person or persons whose signatures appear herein are authorized to sign this Assurance on behalf of the Recipient.~~ signing below is authorized to sign this Assurance on behalf of the recipient.



Matthew J. Stoll
Executive Director

~~May 1, 2014~~ APRIL 17, 2023

~~Attachments: Appendix A~~

~~-DOT Title VI Regulations~~

EXHIBIT I-A

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. Compliance with Regulations: The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in federally assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA) as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. Non-discrimination: The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. Information and Reports: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration (FHWA), as appropriate, and will set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration (FHWA) may determine to be appropriate, including, but not limited to: a. withholding payments to the contractor under the contract until the contractor complies; and/or b. cancelling, terminating, or suspending a contract, in whole or in part.

6. Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration (FHWA) may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

~~During performance of work covered by this agreement, CONTRACTOR for itself, its assignees, agents, employees, subcontractors and successors agrees that it will comply with all regulations and requirements of the U.S. Department of Transportation relative to Title VI of the Civil Rights Act of 1964, as amended. CONTRACTOR shall not in any way discriminate against any employee or applicant for employment, subcontractor or solicitations for subcontract; or any other individual or firm providing or proposing to provide services based on race, color, sex, national origin, age or handicap/disability. In all solicitations for subcontracts, CONTRACTOR shall provide notice of the civil rights requirements of this agreement. CONTRACTOR shall provide all necessary or required information and reports as determined to be necessary by COMPASS and the appropriate federal agency.~~

EXHIBIT I-B

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

- Pertinent Non-Discrimination Authorities:
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of federal or federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Title VI Assurances

49 CFR 21.7(a) (1)

~~(a) General. (1) Every application for Federal financial assistance to which this part applies, except an application to which paragraph (b) of this section applies, and every application for Federal financial assistance to provide a facility shall, as a condition to its approval and the extension of any Federal financial assistance pursuant to the application, contain or be accompanied by, an assurance that the program will be conducted or the facility operated in compliance with all requirements imposed by or pursuant to this part. Every award of Federal financial assistance shall require the submission of such an assurance. In the case where the Federal financial assistance is to provide or is in the form of personal property, or real property or interest therein or structures thereon, the assurance shall obligate the recipient, or, in the case of a subsequent transfer, the transferee, for the period during which the property is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits, or for as long as the recipient retains ownership or possession of the property, whichever is longer. In all other cases the assurance shall obligate the recipient for the period during which Federal financial assistance is extended to the program. The Secretary shall specify the form of the foregoing assurances, and the extent to which like assurances will be required of subgrantees, contractors and subcontractors, transferees, successors in interest, and other participants. Any such assurance shall include provisions which give the United States a right to seek its judicial enforcement.~~

~~(2) In the case where Federal financial assistance is provided in the form of a transfer of real property, structures, or improvements thereon, or interest therein, from the Federal Government, the instrument effecting or recording the transfer shall contain a covenant running with the land assuring nondiscrimination for the period during which the real property is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. Where no transfer of property or interest therein from the Federal Government is involved, but property is acquired or improved with Federal financial assistance, the recipient shall agree to include such covenant in any subsequent transfer of such property. When the property is obtained from the Federal Government, such covenant may also include a condition coupled with a right to be reserved by COMPASS to revert title to the property in the event of a breach of the covenant where, in the discretion of the Secretary, such a condition and right of Reverter is appropriate to the statute under which the real property is obtained and~~

~~to the nature of the grant and the grantee. In such event if a transferee of real property proposes to mortgage or otherwise encumber the real property as security for financing construction of new, or improvement of existing, facilities on such property for the purposes for which the property was transferred, the Secretary may agree, upon request of the transferee and if necessary to accomplish such financing, and upon such conditions as he deems~~

~~appropriate, to subordinate such right of reversion to the lien of such mortgage or other encumbrance.~~

~~(b) Continuing Federal financial assistance. Every application by a State or a State agency for continuing Federal financial assistance to which this part applies (including the types of Federal financial assistance listed in appendix A to this part) shall as a condition to its approval and the extension of any Federal financial assistance pursuant to the application: (1) Contain or be accompanied by a statement that the program is (or, in the case of a new program, will be) conducted in compliance with all requirements imposed by or pursuant to this part, and (2) provide or be accompanied by provision for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that the applicant and all recipients of~~

~~**Federal financial assistance under such program will comply with all requirements imposed by or pursuant to this part. [35 FR 10080, June 18, 1970, as amended at 68 FR 51389, Aug. 26, 2003]**~~

EXHIBIT II – COMPLAINT LOG

COMPASS

Title VI Complaint Log

Number	Complainant Name	Complainant Address	Date Filed	Basis	Status	Disposition

EXHIBIT III – DISCRIMINATION COMPLAINT FORM

Community Planning Association of Southwest Idaho

~~Title VI~~ Discrimination Complaint Form

Director of Operations, 700 NE 2nd Street, Suite 200, Meridian, ID 83642

Complainant Name		Complainant Address—Street (P.O. Box), City, State, Zip	
Complainant Phone Number			
Name of Discriminating Person(s) or Agency		Address of Person(s) or Agency (if known)	
Position of Person(s) (if known)			
Date of Discrimination	Discrimination Due To		
	<input type="checkbox"/> Age	<input type="checkbox"/> Limited English Proficiency	<input type="checkbox"/> _____ Race <input type="checkbox"/>
	<input type="checkbox"/> Sex	<input type="checkbox"/> Income Status	<input type="checkbox"/> Religion
	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin	<input type="checkbox"/> Retaliation
	<input type="checkbox"/> Disability		

Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved and the names of any witnesses. Describe the corrective action you are seeking. Also attach any written material pertaining to your case.

I certify to the best of my knowledge that the statements and information contained herein are true, accurate, and complete.

Signature	Date
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<p>Upon completion, mail <u>or drop off</u> your Discrimination Complaint Form to: COMPASS Director of Operations 700 NE 2nd Street, Suite 200</p>	
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COMPASS BOARD AGENDA ITEM III-F

Date: April 17, 2023

Topic: FY2023 Statewide Safety Performance Targets

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' adoption of the Idaho Transportation Department's (ITD's) FY2023 statewide safety performance targets as recommended by the Regional Transportation Advisory Committee (RTAC) in its March 15, 2023, meeting.

Background/Summary:

Transportation Performance Management (TPM) is a strategic data-driven framework developed by the Federal Highway Administration to help make effective investment and policy decisions to meet regional, statewide, and national transportation goals. ITD and COMPASS are required by federal regulations 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 for these measures on an annual basis for safety and on a four-year cycle for the other measures.

The statewide safety targets for 2019-2023 listed below have been established by ITD's Office of Highway Safety for the following performance measures:

- 5-Year Average Number of Fatalities: **244**
- 5-Year Fatality Rate per 100 Million Vehicle Miles of Travel (VMT): **1.35**
- 5-Year Average Number of Serious Injuries: **1,279**
- 5-Year Serious Injury Rate per 100 Million VMT: **7.22**
- 5-Year Average Number of Non-motorized Fatalities and Serious Injuries: **125**

COMPASS has the option to support the statewide targets or establish quantifiable targets for the region. Since the inception of the TPM requirements in 2017, COMPASS has elected to support the statewide safety targets each year. In addition to the TPM safety targets, COMPASS has set aspirational goals in *Communities in Motion 2050* to decrease fatal and serious injuries by 75% over the next 10 years. COMPASS staff and RTAC recommend supporting ITD's statewide targets for FY2023 as in past years.

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 specific penalties for COMPASS if the targets are not met.

More Information:

- 1) TPM Idaho State Performance Dashboard:
<https://www.fhwa.dot.gov/tpm/reporting/state/state.cfm?state=Idaho>
- 2) For detailed information contact: Hunter Mulhall, Principal Planner, at hmulhall@compassidaho.org

COMPASS BOARD OF DIRECTORS AGENDA ITEM III-G

April 17, 2023

Topic: Modification to the FY2023-2029 Regional Transportation Improvement Program (TIP)

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' adoption of Resolution 10-2023 (attached) modifying the FY2023-2029 TIP. More details about the proposed changes are provided below.

Background/Summary:

Valley Regional Transit requests to increase the costs of four projects in the regional transportation improvement program and COMPASS requests to advance and increase the cost of one project.

- Valley Regional Transit proposes to increase the costs of three of their **rolling stock, infrastructure, and technology** projects to cover current needs. Funds are from release of operating projects, most of which have remaining funds provided during the pandemic to cover operating expenses, as well as from a balancing action recommended by RTAC in January through the Surface Transportation Block Grant program.
- Valley Regional Transit proposes to increase the cost of one **operations and mobility management** project to meet current needs. Funds are from new funding through the FY2023 allocation and release of other operating projects, as described above.
- COMPASS proposes to increase and advance the Safety Action Plan from FY2027 to FY2023 due to the award of the nationally competitive Safe Streets and Roads for All grant.

A public comment period is not required for these proposed modifications.

Implication (policy and/or financial):

The modification to the TIP ensures that the document continues to meet federal fiscal constraint requirements and enables work to begin as soon as possible on these projects.

More Information:

- 1) Attachment – Resolution 10-2023
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at ttisdale@compassidaho.org

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RESOLUTION NO. 10-2023

**FOR THE PURPOSE OF MODIFYING THE FY2023-2029
REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

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 metropolitan planning organizations to develop and approve a transportation improvement program;

WHEREAS, the IIJA, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require projects contained in the transportation improvement programs to be financially constrained;

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

WHEREAS, the Community Planning Association of Southwest Idaho desires to take timely action to ensure the availability of federal funds;

WHEREAS, the Community Planning Association of Southwest Idaho developed this modification to the FY2023-2029 Regional Transportation Improvement Program in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table details the modifications to the FY2023-2029 Regional Transportation Improvement Program.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho's Board of Directors approves the modification to the FY2023-2029 Regional Transportation Improvement Program.

ADOPTED this 17th day of April 2023.

By: _____
Debbie Kling, 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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COMPASS Board Administrative Modification #1 for the FY2023-2029 Regional Transportation Improvement Program (TIP)

Valley Regional Transit, January 2023

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
18781	Transit - Rolling Stock, Infrastructure, and Technology, Nampa Area, VRT	2023						297 <u>1295</u>	297 <u>1295</u>
	Funding Source: FTA 5307 SU	2024						384	384
		2025						322	322
	Fund capital replacement, identified in the Transit Asset Management Plan, or expansion projects, such as rolling stock, infrastructure, and technology, in the Nampa Urbanized Area. (Federal: \$1,758,000).	2026						98	98
		2027						98	98
		PD							0
		SUM	0	0	0	0	0	1199 <u>2197</u>	1199 <u>2197</u>
Adjustments per Valley Regional Transit to meet current allocations and estimated need. 83.21% increase.									
18788	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT	2023						175 <u>920</u>	175 <u>920</u>
	Funding Source: FTA 5307 LU	2024						83	83
		2025						63	63
	Fund capital replacement (identified in the Transit Asset Management Plan) or expansion projects, such as rolling stock, infrastructure, and technology, in the Boise Urbanized Area. See Valley Regional Transit's Program of Projects for more details on current year project and the Transportation Development Plan for long-term vision. (Federal: \$954,000).	2026						63	63
		2027						63	63
		PD							0
		SUM	0	0	0	0	0	447 <u>1192</u>	447 <u>1192</u>
Adjustments per Valley Regional Transit to meet current allocations and estimated need. 166.72% increase.									
19041	Transit - Operations - Mobility Management, Boise Area, VRT	2023						1414 <u>5195</u>	1414 <u>5195</u>
	Funding Source: FTA 5307 LU	2024						1414	1414
		2025						1414	1414
	Provide operations for mobility management programs in the Boise Urbanized Area. See Valley Regional Transit's Program of Projects for more details on current year project and the Transportation Development Plan for long-term vision. (Federal: \$5,426,000).	2026						1414	1414
		2027						1414	1414
		PD							0
		SUM	0	0	0	0	0	7070 <u>10851</u>	7070 <u>10851</u>
Adjustments per Valley Regional Transit to meet current allocations and estimated need. 53.48% increase.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
23667	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2023	2023						186 <u>1689</u>	186 <u>1689</u>
	Funding Source: STBG-TMA	2024							0
	Fund capital replacement projects, such as rolling stock, infrastructure, and technology, identified in the Transit Asset Management Plan in FY2023 in the Boise Urbanized Area. See Valley Regional Transit's Program of Projects for more details on current year project and the Transportation Development Plan for long-term vision. (Federal: \$1,565,000). Increase from funds released in FY2025 (KN 23667) (released in Administrative Modification #4), per TMA balancing on January 25, 2023. Funds were originally added to the project in FY2025 through TMA balancing; however, the project would have been delayed. When funds became available in FY2023, recommendation was made to advance so that the project would not delay. The increase will cover software needs and cost overruns on a construction project on the Orchard Transit facility. 807.88% increase.	2025							0
		2026							0
		2027							0
		PD							0
	SUM	0	0	0	0	0	0	186 <u>1689</u>	186 <u>1689</u>

COMPASS, January 2023

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
23676	Study, Safety Action Plan, COMPASS	2023		0 <u>490</u>					0 <u>490</u>
	Funding Source: STBG-TMA SS4A	2024							0
	Develop a safety action plan and strategies for Ada and Canyon Counties. (Federal: \$392,000). Advance project from FY2027 to FY2023 and increase to cover all requirements of the Safe Streets and Roads for All federal competitive grant. 96.00% increase.	2025							0
		2026							0
		2027			250 <u>0</u>				250 <u>0</u>
		PD							0
	SUM	0		250 <u>490</u>	0	0	0	0	250 <u>490</u>

5307 = Transit Formula Funding
CE = Construction Engineering
CN = Construction
FTA = Federal Transit Administration
FY = Fiscal Year
KN = Key Number

LU = Large Urban (Boise Urbanized Area)
PE = Preliminary Engineering
PC = Preliminary Engineering Consultant
RW = Right-of-Way
SS4A = Safe Streets and Roads for All
STBG = Surface Transportation Block Grant

SU = Small Urban (Nampa Urbanized Area)
TIP = Transportation Improvement Program
TMA = Transportation Management Area
UT = Utilities
VRT = Valley Regional Transit

BOARD OF DIRECTORS AGENDA ITEM IV-A

April 17, 2023

Topic: Federal-Aid Funding

Background/Summary:

COMPASS staff provided brief updates about the new Idaho Transportation (IT) Board Policy 4028 on December 19, 2022, and the effects of Census 2020 on the Boise and Nampa Urban Areas on February 27, 2023. During the February 27, 2023, meeting, Commissioner Hansen requested that staff provide a more in-depth presentation about the implications of the Census Urbanized Area boundary changes, Infrastructure Investment and Job Act's (IIJA) new funding programs, and COMPASS' concerns about IT Board Policy 4028 and programming of federal-aid funding. Details about each of these topics are provided in the attachment as referenced below.

IT Board Policy 4028 (see Section 1 in the attachment)

As discussed at the December 2022 Board of Directors' meeting, the Idaho Transportation (IT) Board approved a new policy that determines how Surface Transportation Block Grant (STBG) funding is allocated to urbanized areas in Idaho. The revised policy results in STBG-Urban funds being separated into Large Urban (population 50,000 to 200,000) and Small Urban (5,000 to 50,000), and overall, slightly more funding for the urbanized areas due to an annual urban adjustment. The adjustment is intended to "normalize" the urban funds based on the Transportation Management Area (TMA) receiving a direct allocation from the Federal Highway Administration (FHWA). However, even with the "urban adjustment," the Large Urban (Nampa Urbanized Area) and Small Urban (Cities of Kuna, Middleton, and Star) will continue to receive less funding than provided through FHWA apportionment.

Concerns:

- IT Board Policy 4028 is not consistent with FHWA funding apportionment.
 - FHWA provides specific allocations of STBG funding by population category in its annual apportionment tables and provides more funding to urbanized areas than IT Board Policy 4028. It would be simpler, more transparent, and more equitable to use the apportionments provided by the FHWA.
 - IT Board Policy 4028 is confusing and difficult to verify if it is being applied accurately.
- It is unclear how the project selection process for all Small Urban programs will incorporate federally required coordination with affiliated metropolitan planning organizations (MPOs), such as COMPASS.
 - Many Small Urban areas are within planning area boundaries of MPOs. For example, the Cities of Middleton, Star, and Kuna are Small Urban areas and included in the COMPASS planning area.
 - Under the previous STBG-Urban program, the Local Highway Technical Assistance Council (LHTAC) provided support for Small Urban jurisdictions, in partnership with an MPO if the Small Urban jurisdiction was within an MPO planning area. COMPASS staff will continue to monitor new programming processes with ITD and FHWA staff to ensure MPOs are included in the project selection process.

Implications of Census 2020 (see Section 2 in the attachment)

The rule changes used by the US Census Bureau for the 2020 Census for determining urbanized areas effect how federal-aid funding is allocated and programmed. The main effects of the changes for the COMPASS Planning Area include:

- The City of Middleton is now a “Small Urban” area and no longer included in the Nampa Urbanized Area (a “Large Urban” area).
- The Twin Falls area is now a “Large Urban” area.
- Three additional areas (Ketchum, McCall, and Shelley) are now “Small Urban” areas.

Idaho Transportation Department staff opted to wait until FY2024 to incorporate the programming specific to separating funding between Large Urban and Small Urban areas as well as incorporating the new 2020 Census data in the formula, as it will take time to rebalance the programs and determine a structure to manage the new Small Urban program.

Concerns:

- Overall, the State of Idaho is becoming more urban. However, IT Board Policy 4028 skews the STBG funding allocations in favor of rural areas.
 - Although staff realizes that rural areas also need additional funding, transportation projects built to urban standards are exponentially more expensive.
- As more areas are eligible for the Large Urban and Small Urban funding, the limited federal dollars become more competitive.
- IT Board Policy 4028 was developed using the Census 2010 Urbanized Area populations in the formula, since Census 2020 Urbanized Area data were not available until late December 2022.
 - When Census 2020 Urbanized Area data are used in the IT Board Policy 4028 formula, starting in FY2024, the Small Urban areas will receive even less funding.

IIJA New Funding Programs

The transportation authorization bill (IIJA) includes several new funding programs that allow new opportunities for member agencies; however, there is still much uncertainty with regards to the development of these programs.

- Transportation Alternatives Program (TAP) – although not a new program, there are changes and concerns (see Section 3 in the attachment).
 - Concerns:
 - ITD staff appointed LHTAC staff to manage and administer the state’s program, including project selection. This bypasses the federally required coordination with MPOs, as MPOs are not represented on the LHTAC Council.
- Carbon Reduction Program (see Section 4 in the attachment)
 - Concerns:
 - This is the only FHWA program where Large Urban areas are split by urbanized area in the FHWA allocation tables. However, to date, ITD does not appear to be willing to allocate the funds to the affiliated MPOs for project selection.
 - It is federally required for ITD to coordinate with MPOs regarding programming and project selection for these funds.

- Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) (see Section 5 in the attachment)
 - Concerns:
 - ITD is currently in the process of developing a Statewide Resilience Improvement Plan. It is unclear how MPOs will be involved, even though it is federally required for ITD to coordinate with MPOs regarding programming and project selection for these funds.

COMPASS staff will continue to work with FHWA and ITD staff to address these issues and will provide periodic Board updates.

More Information:

- 1) Attachment: Federal-Aid Funding and Census 2020 Urbanized Area Details
- 2) For questions, contact Toni Tisdale at 208/475-2238 or ttisdale@compassidaho.org

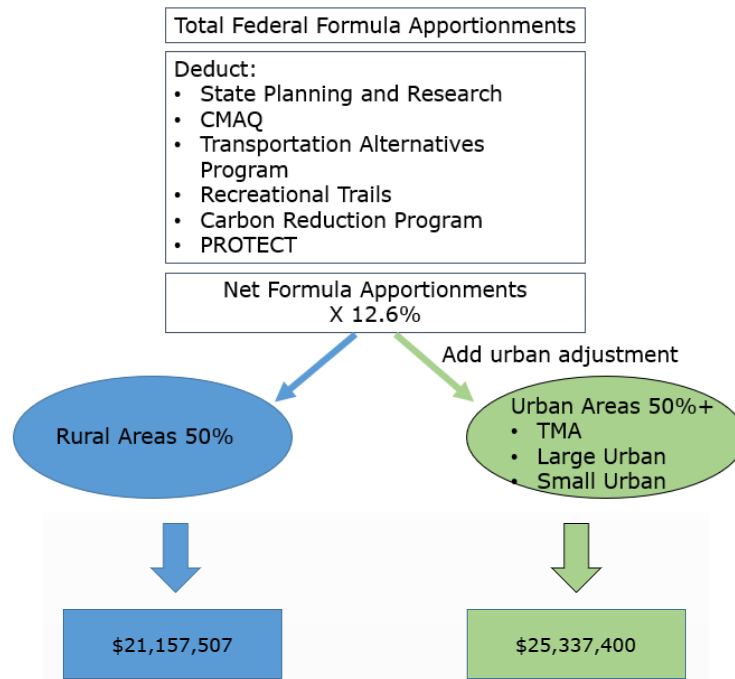
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Federal-Aid Funding and Census 2020 Urbanized Area Details

Section 1

Idaho Transportation (IT) Board Policy 4028

IT Board Policy 4028 (Summary FY2023) (Federal portion only)



Federal Highway Administration Apportionment Table FY2023 (Edited to simplify) (Federal portion only)

State	Suballocated Apportionment			
	Area over 200K (TMA)	50K < Areas ≤ 200K (Large Urban)	5K ≤ Areas < 50K (Small Urban)	Areas < 5K (Rural)
Idaho	\$11,279,444	\$14,262,328	\$8,072,316	\$16,950,004

Comparison of IT Board Policy 4028 to FHWA Apportionment Table for FY2023

	Rural	Urban Areas
IT Board Policy 4028	\$21,157,507	\$25,337,400
FHWA Apportionment FY2023*	\$16,950,004	\$33,614,088
Difference	\$4,207,503	(\$8,276,688)

*combined TMA, Large Urban, and Small Urban apportionments

Section 2

2020 US Census Urbanized Area Population

Changes in the Population: 2010 to 2020

2010	Population	Percentage of State	Urban / Rural Split
Statewide	1,567,582		
TMA	349,684	22.31%	66.48%
Large Urban	442,159	28.21%	
Small Urban	250,257	15.96%	
Rural	525,482	33.52%	33.52%

2020	Population	Percentage of State	Urban / Rural Split
Statewide	1,839,106		
TMA	433,180	23.55%	69.24%
Large Urban	569,674	30.98%	
Small Urban	270,583	14.71%	
Rural	565,669	30.76%	30.76%

IT Board Policy 4028 Comparison of FY2023 Apportionment vs Estimated FY2024 Apportionment

Urbanized Area	Amount FY2023*	Estimated Amount FY2024**	Difference
Total Urban (with adjustment)	\$25,337,400	\$25,239,886	(\$97,514)
Transportation Management Area	\$11,279,444	\$11,279,444	N/A
Large Urban Areas (50,000 to 200,000)	\$8,977,048	\$9,464,843	\$487,795
Small Urban Areas (5,000 to 50,000)	\$5,080,908	\$4,495,599	(\$585,309)

* FY2023 based on 2010 Census

** FY2024 based on 2020 Census with 2023 appropriation

Section 3

Transportation Alternatives Program (TAP)

- Project Eligibility (summarized):
 - Trail facilities (non-motorized)
 - Infrastructure – safe routes for non-drivers
 - Turnouts, overlooks, and viewing areas
 - Community improvement activities
 - Environmental mitigation
 - Safe Routes to School program (construction and education)
 - Change: from kindergarten to 8th Grade to kindergarten to 12th Grade
 - Micro mobility

**Local Highway Technical Assistance Council
Council Membership**

LHTAC Council Representatives		
Power County HD (7,950)	Madison County (53,881)	City of Roberts (539)
Buhl HD (Chair) (4,507)	Benewah County (Vice) (9,931)	City of Kellogg (Sec/Treasurer) (2,374)
City of Fruitland (6,454)	South Latah HD (40,313)	Gem County (19,792)
Idaho Association of Counties	Association of Idaho Cities	Idaho Association of Highway Districts

Transportation Alternatives Program FY2023 Allocations
(Edited to simplify)
(Federal portion only)

*Suballocated Apportionment				
Area over 200K (TMA)	50K < Areas ≤ 200K (Large Urban)	5K ≤ Areas < 50K (Small Urban)	Areas < 5K (Rural)	Any Area
\$1,019,590	\$1,289,224	\$729,686	\$1,532,173	\$3,123,076

*Includes a 5% "limiting amount" that must be used for improving accessibility and efficiency.

Section 4:

Carbon Reduction Program

- Project Eligibility (summarized):
 - Traffic monitoring
 - Public transportation
 - Transportation alternatives
 - Intelligent Transportation System and vehicle to infrastructure
 - Energy efficient street lighting and control devices
 - Congestion mitigation strategies
 - Alternative fuels
 - Any project that demonstrates a reduction in emissions

Carbon Reduction Program FY2023 Allocations

(Edited to simplify)
(Federal portion only)

Suballocated Apportionment				
Area over 200K (TMA)	50K < Areas ≤ 200K (Large Urban)	5K ≤ Areas < 50K (Small Urban)	Areas < 5K (Rural)	Any Area
\$1,337,642	\$1,691,385	\$957,305	\$2,101,119	\$3,228,858
	Nampa Urbanized Area			
	\$579,527			

Section 5:

Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT)

- Project Eligibility (summarized):
 - Roadway improvements
 - Natural infrastructure
 - Update to meet or exceed design standards
 - Floodwater and drainage mitigation
 - Resilience Improvement Plan
 - Stabilize slide areas or slopes
 - Lengthen or raise bridges
 - Seismic retrofits on bridges
 - Erosion control
 - Statewide program – no breakouts of the allocation
 - 20% local match
 - Reduce by 7% if ITD develops Resilience Improvement Plan
 - Reduce by an additional 3% if incorporated into MPO plans
 - Funds ONLY for the difference in cost of project and increased mitigation for resiliency measures

PROTECT FY2023 Allocations
(Edited to simplify)
(Federal portion only)

Total	Planning	Limitations	
\$10,489,837	\$209,797	40% for New Capacity	10% for Design Phase

COMPASS BOARD AGENDA ITEM V-A

Date: April 17, 2023

Topic: Scope of Work for the High-Capacity Transit Planning and Environmental Linkages (PEL) Study

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' acceptance of the draft scope of work for the high-capacity transit PEL study to be used in a future request for proposals (RFP), as recommended by the Planning and Environmental Linkages Workgroup (PELWG) in its March 2, 2023, meeting, and the Regional Transportation Advisory Committee (RTAC) in its March 15, 2023, meeting.

Background/Summary:

On October 17, 2022, the COMPASS Board of Directors approved the charter for the PELWG and directed the workgroup to develop a scope of work by March 2023 for the forthcoming COMPASS high-capacity transit PEL study. The PELWG included representatives from the following agencies: Federal Transit Administration Region 10, Federal Highway Administration Idaho Division Office, Environmental Protection Agency Region 10, Idaho Department of Environmental Quality Boise Regional Office, Boise Airport, Idaho Department of Fish and Game, Idaho State Historical Preservation Office, Idaho Air and Army National Guard, Idaho Transportation Department District 3, Valley Regional Transit, Ada County Highway District, Nampa Highway District 1, Canyon County, and the Cities of Boise, Garden City, Meridian, Nampa, Caldwell, Middleton, Star, and Kuna.

The PELWG met five times since November 15, 2022, to refine and review the draft scope of work. In its March 2, 2023, meeting, PELWG members unanimously supported presenting the draft scope of work to RTAC for recommendation to the COMPASS Board of Directors. In its March 15, 2023, meeting RTAC recommended that the COMPASS Board of Directors accept the draft scope of work for the high-capacity transit PEL study to be used in a future RFP.

Implication:

A scope of work is necessary to develop an RFP for the high-capacity transit PEL study (Key #13046).

More Information:

- 1) Attachment: Draft High-Capacity Transit PEL Study Scope of Work
- 2) For detailed information contact: Lila Klopfenstein, Associate Planner, at lklopfenstein@compassidaho.org

High-Capacity Transit
Planning and Environmental Linkages (PEL) Study

DRAFT Scope of Work

March 2023

OVERVIEW AND STUDY CONTEXT

The Community Planning Association of Southwest Idaho (COMPASS) is the metropolitan planning organization (MPO) for Ada and Canyon Counties, Idaho. COMPASS' planning area is also commonly referred to as the "Treasure Valley" (Figure 1).

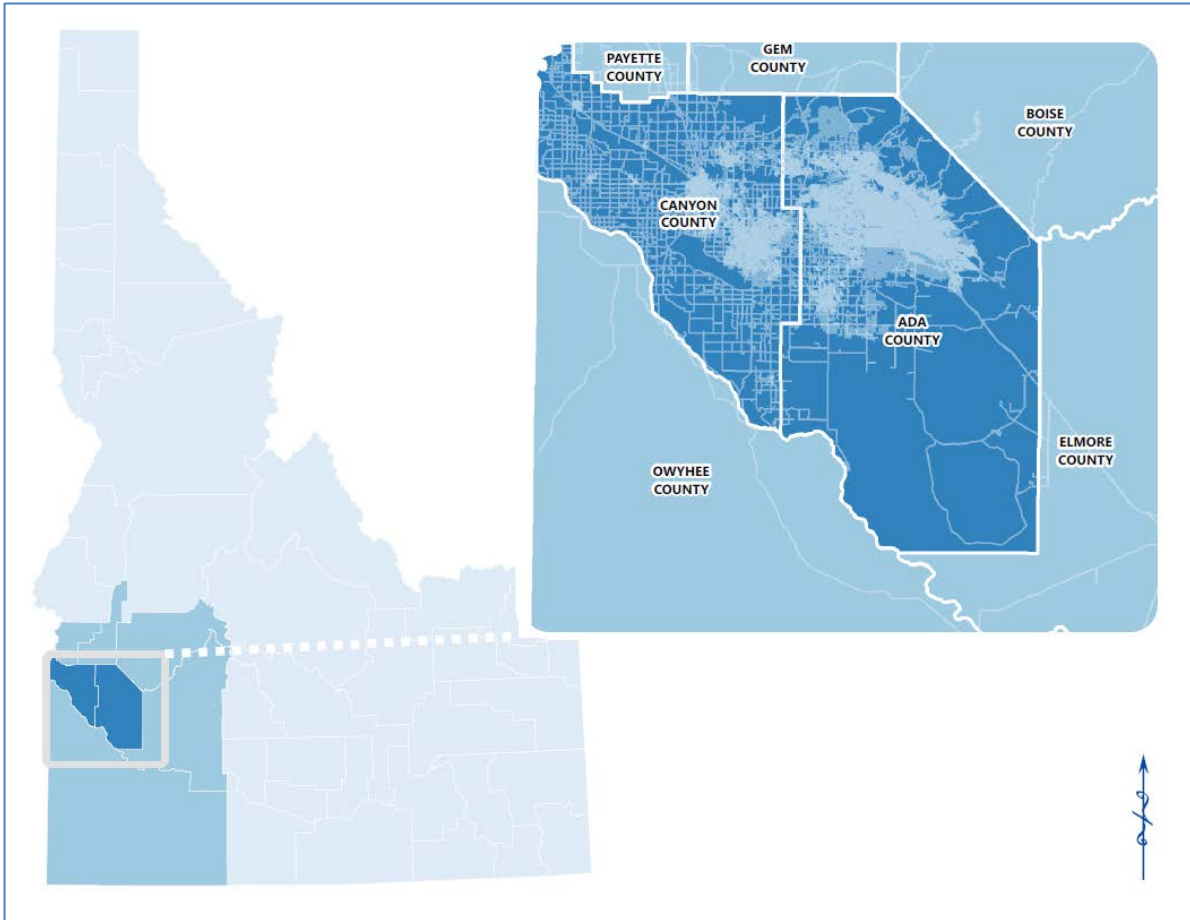


Figure 1: COMPASS Planning Area

Primary transportation corridors in the Treasure Valley are oriented in the east-west direction serving the predominant travel pattern. Interstate-84 (I-84) is the primary east-west route, with Interstate-184 (I-184) serving downtown Boise. Continued population growth¹, increasing travel demand along east-west corridors, and deteriorating performance in the I-84/I-184 corridor have prompted COMPASS and its member agencies to study high-capacity transit options that connect major activity centers in the Cities of Caldwell, Nampa, Meridian, and Boise, as illustrated in the *Communities in Motion 2050* Vision – the regional growth scenario used in the long-range transportation plan (*Communities in Motion 2050*) (Figure 2). The study area will be refined based on the purpose and need statement.

¹ According to the Decennial Census, the total population in the Treasure Valley grew by about 25% from 2010-2020 and has since continued to grow.

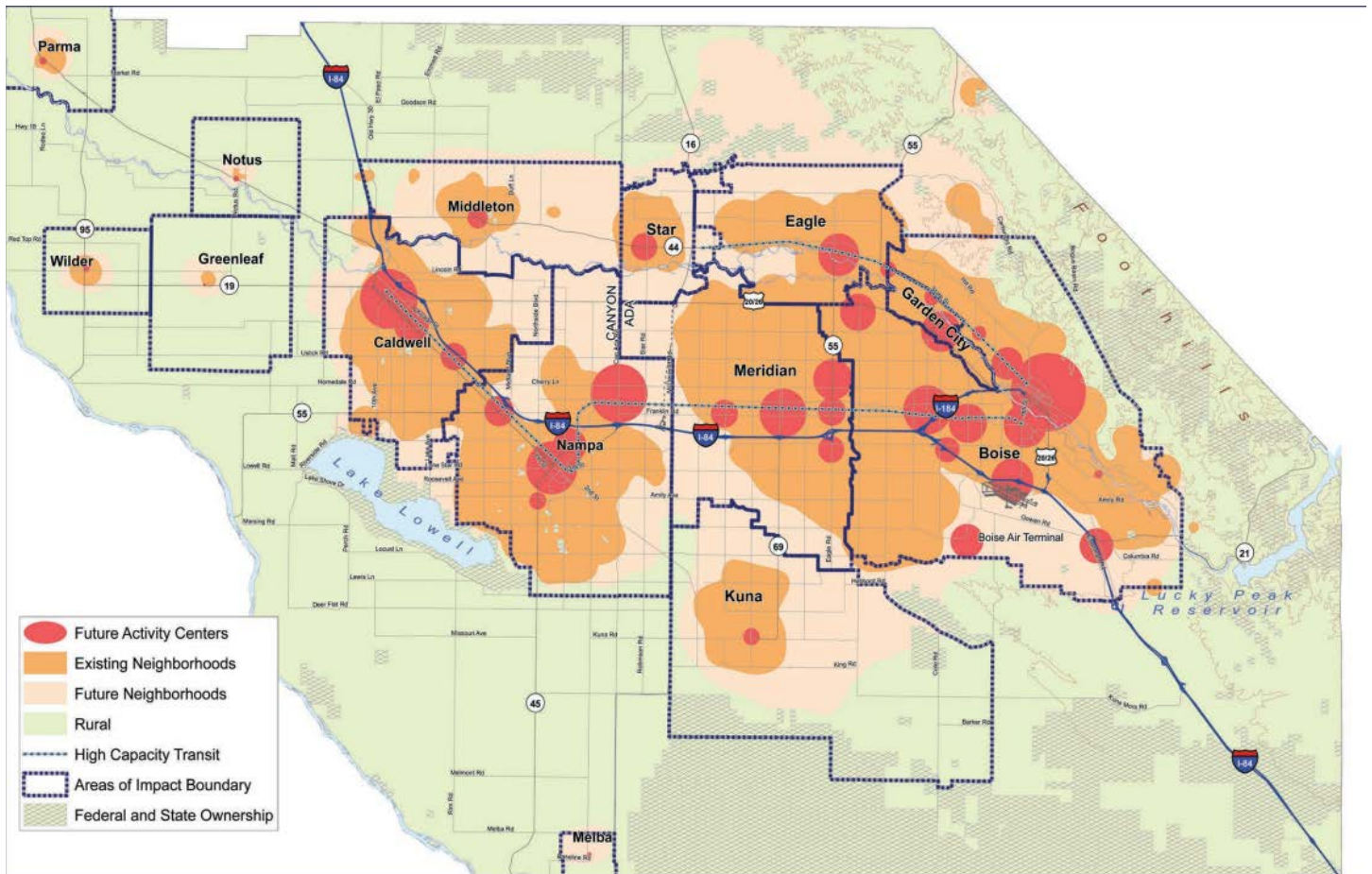


Figure 2: *Communities in Motion 2050 Vision*

In June 2022, the COMPASS Board of Directors directed COMPASS to conduct a high-capacity transit Planning and Environmental Linkages (PEL) study. A PEL study engages stakeholder agencies and conducts planning within the framework of an environmental review process and can be used to narrow the number of alternatives for a future full environmental review.

COMPASS and its member agencies desire to complete the PEL study to identify possible alternatives that meet this study’s purpose and need for a high-capacity transit service, identify next steps for feasible alternatives to move into an environmental review process, and use the results in a future environmental process. This study will be conducted in several phases.

Phase 1 – Project Development. Gather stakeholders, analyze current and future corridor information, identify existing and forecasted no-build operational and capacity level of service, develop a public involvement plan, and update a purpose and need statement.

Phase 2 – Initial Screening Analyses. Identify and screen alternatives using a multi-tiered approach. This phase includes tier 1 and tier 2. For each tiered screening, create more detailed conceptual plans and conduct more detailed environmental analyses.

Phase 3 – Tier 3 Screening Analysis. Screen remaining alternatives using a comprehensive system performance assessment and qualitative and quantitative analysis.

Phase 4 – Recommendations and Next Steps. Develop a set of recommendations and strategies for remaining alternatives to move into a future environmental review. Prepare final documents for review and approval.

This High-Capacity Transit PEL study will be informed by nearly two decades of planning work, including: [Rail Corridor Evaluation Study Volume 1 Study Report](#) (April 2003)ⁱ, the [Treasure Valley High Capacity Transit Study Priority Corridor Phase 1 Alternatives Analysis](#) (October 2009)ⁱⁱ, and the [Treasure Valley High Capacity Transit Study Update](#) (September 2020)ⁱⁱⁱ. Previous studies had suggested removal of three of the original eight alignments. However, a PEL study framework requires that all alternatives that meet project purpose and need and do not have fatal flaws are evaluated in, at least, an initial screening. Please note that a PEL study is not required to screen alternatives down to a single recommendation. Most PEL studies conclude with several recommended alternatives^{iv}.

This study is intended to be used in a future environmental process. However, to begin a full National Environmental Policy Act (NEPA) review process, the region must demonstrate that it can fund the operations of a high-capacity transit service. Currently, there is no local dedicated funding source for public transportation.

The resources used to develop this scope of work are listed in Appendix A.

SCOPE OF WORK

Phase 1 – Project Development

A. Develop Project Schedule/Coordinate Stakeholders

Develop a detailed schedule for the project that is constrained by available funding². Create a stakeholder registry including the study sponsor, lead agency, cooperating agencies³; participating agencies⁴; interested tribes, and the public. Create a schedule showing when technical working group/stakeholder meetings and/or workshops with technical staff from relevant city and county agencies and departments would occur. Use the PEL questionnaire provided by FHWA to track deliverables and summarize/document planning throughout the course of the study. As part of the initial stakeholder outreach hold a training session for key stakeholders and local agency staff describing the PEL process and expected outcomes of the study (“Visioning Workshop”). Ensure that Visioning Workshop materials are available online for stakeholders to reference throughout the study.

Deliverables:

- 1) Project schedule
- 2) Calendar of project schedule/progress updates
- 3) PEL questionnaire^v
- 4) Stakeholder registry*
- 5) Responsibility matrix
- 6) Visioning Workshop

*Note: Deliverables with * require federal agency concurrence.*

B. Develop Public Involvement Plan

Develop a public involvement plan that describes how and when public outreach will be conducted for community working groups, technical working groups, the COMPASS Regional Transportation Advisory Committee (RTAC), the COMPASS Board of Directors, and the public throughout the study. The plan must be developed in alignment with the [COMPASS Participation Plan](#)^{vi} and [NEPA Guidance](#)^{vii}. The plan should also build upon past public involvement efforts and community preferences, especially from [Communities in Motion 2050](#)^{viii}. Develop a social and political risk assessment using media analysis, census data, and participating agency interviews. Mitigation strategies from the risk assessment should be used to inform the public involvement plan and communication materials developed throughout the study. Also, clearly state on the PEL study webpage that this study may be used in a future environmental review.

² For more information, see Key# 13046 in the [FY2023-2029 Transportation Improvement Program](#).

³ Cooperating agencies have jurisdiction or special expertise over the environmental impacts of a project [40 CFR 1508.5].

⁴ Participating agencies include entities with an interest in the project [23 U.S.C. 139(d)(2)].

Deliverables:

- 1) Public involvement plan*
- 2) Social and political risk assessment
- 3) Public notice of intent to use planning products in a future environmental review

*Note: Deliverables with * require federal agency concurrence.*

C. Update Purpose and Need Statements

Update purpose and need statements and goals and objectives from previous studies⁵; all must receive concurrence from federal agencies and be recommended by [RTAC](#) and approved by the [COMPASS Board of Directors](#). Identify all relevant plans in the study area to ensure the study considers existing planning efforts. Clearly document stakeholder and public involvement used to develop the project purpose, need, goals, and objectives. Goals and objectives will be developed from the purpose and need statement and be the foundation for future screening criteria. Also document how decisions were made and agency concurrence on deliverables.

Deliverables:

- 1) Updated project need statement*
- 2) Updated project purpose statement*
- 3) Updated goals and objectives*
- 4) Summary of all local plans and planning efforts relevant to the project
- 5) Public outreach on the updated project purpose, need, goals, and objectives
- 6) Description of stakeholder/public involvement and agency concurrence on project purpose, need, goals, and objectives

*Note: Deliverables with * require federal agency concurrence.*

D. Describe Existing/Future Corridor Conditions

Analyze existing corridor conditions using data such as existing traffic information and historic growth patterns. Use the [Communities in Motion 2050](#)^{ix} population and job forecasts, forecasted travel conditions, major markets to be served, and unmet transportation needs in the study corridor to analyze future travel conditions. These analyses will be used to describe the “problem” (need) that the project will address (purpose). Deliverable 2.c refers to the travel time analysis under a “no build” scenario. Task J includes an analysis for travel time analyses for tier 3 alternatives.

Deliverables:

- 1) Existing corridor conditions
 - a) Existing traffic information and historic growth patterns
 - b) Safety issues
 - c) Social, economic, and environmental justice issues
 - d) Travel time analysis

⁵ Reference purpose and need statements from the 2009 and 2020 Treasure Valley High-Capacity Transit Study.

- 2) Future corridor conditions
 - a) Population and jobs forecasts
 - b) Major markets to be served
 - c) Travel time analysis

Phase 2 – Initial Screening Analyses

E. Determine Screening Criteria

Using the project purpose, need, goals, and objectives, determine the screening criteria and develop the process to eliminate alternatives from further analysis. Federal agency concurrence is required on the methodology to eliminate alternatives. Clearly document the screening criteria, methodology for eliminating alternatives, and feedback from participating agencies.

Deliverables:

- 1) List of screening criteria based on study goals and objectives*
- 2) Methodology to eliminate alternatives*
- 3) Technical document describing the screening criteria, methodology to eliminate alternatives, and feedback received from participating agencies

*Note: Deliverables with * require federal agency concurrence.*

F. Identify Alignment and Mode Options for Initial Screening

Identify alternatives, including a no-build alternative, that meet the purpose and need and do not have fatal flaws. Consider recommendations from previous studies to alter or conduct additional analysis on several alternatives⁶. Any changes to the previously studied alternatives must be consistent with the purpose and need.

Deliverables:

- 1) List of alternatives that meet the purpose and need and do not have fatal flaws*
- 2) No-build alternative
- 3) Technical document describing alternatives, alternative identification process, fatal flaws, and feedback from participating agencies

*Note: Deliverables with * require federal agency concurrence.*

G. Conduct Tier 1 Screening

Conduct the initial (tier 1) feasibility screening on the list of alternatives. The tier 1 screening is the least detailed screening and consists of a yes/no scan based on screening criteria.

⁶ Previous studies state that more study should be conducted on conceptual exclusive guideway connections from the Boise Cutoff and Franklin Road to downtown Boise, conceptual exclusive guideway connections to the Boise Airport, and Bus on Shoulder System (BOSS) for the I-84 BRT- Mixed alternative.

Alternatives that do not meet the purpose and need will be removed from further analysis. Clearly document alternatives that have been removed and the reasoning behind removal.

Deliverables:

- 1) Tier 1 screening results, based on screening criteria
- 2) List of alternatives to be removed from further analysis, including justification for removal*

*Note: Deliverables with * require federal agency concurrence.*

H. Conduct Tier 2 Screening

Conduct the tier 2 screening analysis. The tier 2 screening analysis will require development of stop locations, travel time analyses, right-of-way needs, and an environmental scan. Use readily available data to conduct the scan. To the extent possible, consider impacts to infrastructure such as canals, railroads, airports, and utilities. Both tier 2 and 3 screenings must be accompanied by public outreach events. Alternatives that do not meet the purpose and need or have fatal flaws will be removed from further analysis.

Deliverables:

- 1) Tier 2 screening results, based on screening criteria
- 2) List of alternatives to be removed from further analysis, including justification for removal*
- 3) List of all resources protected by state or federal laws in the study area including historic places, parks and recreation lands, and other natural resources included in 36 C.F.R. Part 800
- 4) Environmental scan including potential environmental impacts, barriers, and feasible solutions to eliminate or mitigate impacts
- 5) Preliminary land survey to evaluate existing environmental conditions (For example, records search of historical uses)
- 6) Technical document describing the screening results; the process of identifying resources, potential impacts, key environmental barriers, and mitigation strategies; and the feedback received from participating agencies
- 7) Assessment of right-of-way needs for each alignment
- 8) Technical document describing the screening results, the results from the environmental scan and public outreach, and the feedback received from participating agencies

*Note: Deliverables with * require federal agency concurrence.*

Phase 3 – Tier 3 Screening Analysis

I. Conduct Tier 3 Screening

The remaining alternatives will enter a tier 3 screening analysis which will require development of more detailed conceptual plans for alternatives, including operational features, maintenance and storage facilities, potential for phased implementation, cost estimates, ridership estimates, and qualitative benefits. A more detailed environmental scan will be conducted on tier 3 alternatives, as determined necessary by the study team. The tier 3 screening must also include

a comprehensive system performance analysis (task J) and benefits assessment (task K). Conduct public outreach on tier 3 alternatives. Alternatives that do not meet the purpose and need will be removed from further analysis. Required documentation is described in task deliverables.

Deliverables:

- 1) Tier 3 screening results including recommended NEPA Class of Action
- 2) List of alternatives to be removed from further analysis, including justification for removal*
- 3) Technical document describing (for the remaining alternatives):
 - a) High-level technical and operational specifications for design, construction, and operation for each alignment and mode
 - b) Cost estimates
 - c) Description of potential for phased implementation
 - d) Key physical constraints, operational issues, and other pertinent challenges related to alignments and implementing any of the modes
 - e) Feedback from participating agencies
 - f) Feedback from the public
 - g) A description of how feedback was used in decision making

*Note: Deliverables with * require federal agency concurrence.*

J. Conduct a Comprehensive System Performance Assessment

Conduct a performance evaluation of each remaining alternative using the Communities in Motion 2050 funded Public Transportation System. Also include an analysis of household and job access to transit stops, using the [Communities in Motion 2050 Vision](#)^x. Task I and Task J will be conducted simultaneously, as the performance assessment will be used in the level 3 screening. Alternatives found to not meet the purpose and need will be removed from further analysis. Reasons for removal must be documented in the appropriate technical memoranda.

Deliverables:

- 1) Methodology for a comprehensive system analysis ⁷
- 2) Impact to the 2050 funded public transportation system
- 3) Ridership demand forecast (system and route-level)
- 4) Analysis of household and job access to transit stops
- 5) Preliminary intersection and/or grade crossing analysis
- 6) Travel time analysis
- 7) Technical document describing the methodology for comprehensive system analysis, results of the analysis, the impact of alternative(s) on the future public transportation system, and feedback from participating agencies

K. Benefits Assessment

⁷ Ensure that the model used is consistent with requirements for Federal Transit Administration's Capital Investment Grants Program

Provide a qualitative and quantitative assessment of the benefits of the remaining high-capacity transit service alternative(s) and the “no-build” alternative. The assessment will include potential impacts to underserved populations, using [COMPASS’ Regional Equity Index](#). Task I and Task K will be conducted simultaneously as the benefits assessment will be used in the tier 3 screening. Alternatives found to not meet the purpose and need will be removed from further analysis. Reasons for removal must be documented in the appropriate technical memoranda.

Deliverables:

- 1) Methodology to assess benefits
- 2) Cost estimates for remaining alternative(s)
- 3) Qualitative and quantitative benefits and costs for each alternative. Analysis must include impact to underserved populations
- 4) Potential transit-oriented development opportunities adjacent to potential station locations
- 5) Description of how each alternative achieves the desired benefits of future transportation investments (quantitative and qualitative), based on the project purpose and need, public input, and the technical feasibility of proposed investments.
- 6) Technical document describing the methodology and results as well as agency feedback

Phase 4 – Recommendations and Next Steps

L. Recommendations/Strategies

Develop recommendations for alternative(s) to advance into a future NEPA environmental review and identify the conditions that are required to enter a NEPA process (i.e., dedicated funding). Include recommendations for local land use plans and decisions in the study corridor to support feasible alternative(s).

Deliverables:

- 1) Recommendations for alternatives that should advance into a future environmental review
- 2) Potential funding mechanism(s) for alternative(s)
- 3) Next steps for alternative(s) to move into a NEPA analysis*
- 4) A set of thresholds/triggers (travel times, congestion levels, etc.) that would allow the region to begin to proactively address transit needs in the corridor
- 5) Technical document detailing reasoning and recommendations as well as agency feedback*

*Note: Deliverables with * require federal agency concurrence.*

M. Prepare Final Documents

Review study findings and develop final documents. Confirm that all decision points and rationale are clearly documented using analyses developed from the technical memoranda. All final documents require a recommendation from RTAC and adoption by the COMPASS Board of Directors.

Deliverables:

- 1) Executive summary
- 2) Final technical memoranda*
- 3) PEL study document*
- 4) Completed PEL Questionnaire^{xi}

*Note: Deliverables with * require federal agency concurrence.*

APPENDIX A: RESOURCES

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- ⁱ COMPASS, "Rail Corridor Evaluation Study Volume 1 Study Report," April 2003, <https://www.compassidaho.org/documents/planning/studies/RailCorridorStudyFinalReport.pdf>
- ⁱⁱ COMPASS, "Treasure Valley High Capacity Transit Study Priority Corridor Phase 1 Alternatives Analysis," October 2009, <https://www.compassidaho.org/documents/specialprojects/HCTFinalReport.pdf>
- ⁱⁱⁱ COMPASS, "Treasure Valley High Capacity Transit Study Update," September 2020, https://www.compassidaho.org/documents/specialprojects/Treasure_Valley_High_Capacity_Transit_Study_2020_Update_Final0907.pdf
- ^{iv} Federal Highway Administration, "Federal Highway Administration Planning and Environmental Linkages Questionnaire", April 5, 2011, https://www.environment.fhwa.dot.gov/env_initiatives/pel/pel_quest.aspx
- ^v Colorado Department of Transportation, "Planning and Environmental Linkages Questionnaire", 2019, https://www.environment.fhwa.dot.gov/env_initiatives/pel/pel_quest.aspx
- ^{vi} COMPASS, "Public Participation," December 2022, <https://cim2050.compassidaho.org/wp-content/uploads/PublicParticipation.pdf>
- ^{vii} 23 C.F.R. § 771.111 (2011), <https://www.govinfo.gov/app/details/CFR-2011-title23-vol1/CFR-2011-title23-vol1-sec771-111>
- ^{viii} COMPASS, "Public Participation," December 2022, <https://cim2050.compassidaho.org/wp-content/uploads/PublicParticipation.pdf>
- ^{ix} COMPASS, "CIM 2050 Vision," December 2022, <https://cim2050.compassidaho.org/regional-vision/cim-2050-vision/>
- ^x COMPASS, "Communities in Motion 2050 Vision for Growth and Transportation", December 2022, <https://cim2050.compassidaho.org/regional-vision/cim-2050-vision/>
- ^{xi} Colorado Department of Transportation, "Planning and Environmental Linkages Questionnaire", 2019, <https://www.codot.gov/programs/environmental/planning-env-link-program>

COMPASS BOARD AGENDA ITEM V-B

Date: April 17, 2023

Topic: Revision 2 of the FY2023 Unified Planning Work Program and Budget

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 11-2023 approving Revision 2 of the FY2023 Unified Planning Work Program and Budget (UPWP).

Background/Summary:

Federal metropolitan planning rules require that COMPASS produce a UPWP, which is periodically amended to accommodate changes in revenues, expenses, staffing, and scope. These amendments are usually accomplished through a Board resolution with subsequent distribution of the approved resolution and documents to the appropriate funding agencies.

The Finance Committee reviewed the proposed amendments at its March 23, 2023, meeting, and recommended approval of Revision 2 of the FY2023 UPWP as presented.

The following revisions to revenues are proposed in Revision 2 of the FY2023 UPWP:

- Add \$392,000 in funding from the Federal Highway Administration (FHWA) Safe Streets and Roads for All grant that was awarded to COMPASS to develop an action plan.
- Add \$98,000 as a draw from fund balance to cover the 20% required match on the Safe Streets and Roads for All grant.
- Add \$25,341 in interest revenue. Interest rates have increased substantially over the past several months, resulting in greater interest revenue than previously budgeted. These higher rates are expected to be sustained at least through the end of the fiscal year.

The following revisions to expenses are proposed in Revision 2 of the FY2023 UPWP:

- Add \$490,000 in professional services expense for consultant support to develop the Safe Streets and Roads for All Action Plan.
- Increase the bike counter program direct expenses to cover the cost of 4G upgrades to the permanent bike counters to facilitate automatic data transmission. In the previous version of the budget, there were unprogrammed local funds that were to be carried forward to FY2024. Some of these funds are released from carry forward and applied to this expense instead.
- Increase staff development budget by \$20,000. COMPASS has hired several new staff members over the past couple of years. Availability of training and conferences was limited by pandemic effects in the prior three fiscal years, but in FY2023, training and conference availability increased significantly. COMPASS has had higher than usual staff development expenses as staff was able to catch up on training opportunities and travel costs inflated. In the previous version of the budget, there were unprogrammed FY2023 Consolidated Planning Grant (CPG) funds that were to be carried forward to FY2024. Some of these funds are released from carry forward and applied to this expense instead.

- Increase professional services expense by \$15,148 to cover the final payment to the consultant for the Travel Survey Data Collection completed in FY2022. The consultant experienced significant turnover and neglected to issue the final bill to COMPASS or communicate about the final billing until FY2023. By the time the final bill was received, the remaining funds allocated for the project had already been turned back. This adjustment allows for payment of the final bill with previously unprogrammed CPG funds.
- Add \$10,000 in professional services for consultant support of a salary/benefit survey to assess market competitiveness of COMPASS' compensation package.
- Adjust workdays for the Government Affairs Coordinator so they are properly assigned to program number 760001 and funded with local dollars only and increase the amount of unprogrammed CPG funds that results from this adjustment. The remaining unprogrammed local dollars that were planned to be carried forward to FY2024 are released and applied to this expense.

The following revisions to the program worksheets are proposed in Revision 2 of the FY2023 UPWP:

- Adjust total workdays, associated labor, fringe, overhead costs and funding sources in programs 601001, 653001, 661001, 685003, 705001, 760001, 801001, and 820001 to reflect changes to the allocation of the Government Affairs Coordinator workdays.
- Add a program worksheet for 838001 to list the task for the final payment for the Travel Survey Data Collection.
- Update lead staff identified for program 620001.
- Add task for Safe Streets and Roads for All Action Plan and the related funding sources to 661001.
- Add funding and direct expenses for additional bike counter supplies to 661001.
- Increase direct expenses for training and conferences and add associated funding to 801001.
- Add direct expenses for consultant support for salary and benefit survey to 990001.
- Update carry forward amounts on 990001.

Implication (policy and/or financial):

Without COMPASS Board of Directors' adoption of Revision 2 of the FY2023 UPWP, Revision 1 of the UPWP will remain in effect and the Safe Streets and Roads for All Action Plan will not be developed.

More Information:

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



RESOLUTION NO. 11-2023

**FOR THE PURPOSE OF APPROVING REVISION 2 OF THE
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET**

WHEREAS, Revision 1 of the FY2023 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 07-2023, dated December 19, 2022;

WHEREAS, the Community Planning Association of Southwest Idaho desires to amend the annual Unified Planning Work Program and Budget as part of timely reviews;

WHEREAS, the Community Planning Association of Southwest Idaho desires to incorporate funding and program revisions in the Unified Planning Work Program and Budget to recognize federal dollars for both COMPASS and pass-through agreements to other agencies; and

WHEREAS, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 2 of the FY2023 Unified Planning Work Program and Budget and is made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves by resolution, Revision 2 of the FY2023 Unified Planning Work Program and Budget; and

BE IT FURTHER RESOLVED, that the Chair and Executive Director are authorized to submit all grant and contract revisions and sign all necessary documents for grant and contract purposes.

DATED this 17th day of April 2023.

APPROVED:

By: _____
Debbie Kling, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

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

ML:tg T:\FY23\900 Operations\Board\2023 Board Packets\April 2023\V_B_2 Resolution 11-2023

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Recommended Changes to FY2023 - Revision 2

Summary

Revision 1 FY2023 UPWP Revenues		4,310,925	Revision 1 FY2023 UPWP Expenses	4,310,925
1	FHWA grant funding for Safe Streets and Roads for All Action Plan	392,000	Professional Services to develop Safe Streets and Roads for All Action Plan	490,000
	Increase draw from fund balance to cover 20% match on Safe Streets and Roads for All Action Plan	98,000		
2	Increase interest revenue to reflect significant increases in rates for interest earned on cash balances; higher rates are expected to be sustained through end of fiscal year	25,341		
3			Increase bike counter supplies budget to cover cost of 4G upgrades needed for automatic data transmission	8,530
			Decrease unprogrammed local funds to be carried over to FY2024; this amount of local funds was programmed to cover bike counter supplies	(8,530)
4			Increase staff development budget to cover additional training for new staff	20,000
			Decrease unprogrammed FY2023 CPG funds to be carried over to FY2024; this amount of CPG funds was programmed for staff development	(20,000)
5			Add professional services to cover final payment to Travel Survey consultant. Billing from consultant was significantly delayed due to consultant staff turnover	15,148
			Decrease unprogrammed FY2023 CPG funds to be carried over to FY2024; this amount of CPG funds was programmed for travel survey	(15,148)
6			Add consultant support for a salary/benefit survey to assess market competitiveness of COMPASS' compensation package	10,000
7			Correct workdays of Government Affairs Coordinator so they are properly allocated to legislative expense and funded with local dollars; increase amount of unprogrammed FY2023 CPG funds resulting from adjustment	24,131
			Decrease unprogrammed local funds to be carried over to FY2024; this amount of local funds was applied to legislative expense	(8,790)
Recommended Adjustments to Revenues		515,341	Recommended Adjustments to Expenses	515,341
83usted Revenues - Revision 1		4,826,266	Adjusted Expenses - Revision 1	4,826,266

A	B	C	D	E	F	G	H	I	J
1	COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO								
2	FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 2								
3	REVENUE AND EXPENSE SUMMARY								
4									
5	REVENUE	FY2023 Rev 1	FY2023 Rev 2	EXPENSE				FY2023 Final	FY2023 Rev 2
6				SALARY, FRINGE & CONTINGENCY					
7	GENERAL MEMBERSHIP			SALARY, FRINGE & CONTINGENCY					
8	Ada County	249,479	249,479	Salary				1,767,151	1,767,151
9	Ada County Highway District	249,479	249,479	Fringe				822,100	822,100
10	Canyon County	122,508	122,508	Contingency (Overtime, Bonus, and Sick Time Trade)				19,000	19,000
11	Canyon Highway District No. 4	47,092	47,092	Subtotal				2,608,251	2,608,251
12	Golden Gate Highway District No.3	-	-	INDIRECT OPERATIONS & MAINTENANCE					
13	City of Boise	107,392	107,392	Indirect Costs				217,900	217,900
14	City of Caldwell	29,298	29,298	Subtotal				217,900	217,900
15	City of Eagle	14,973	14,973	DIRECT OPERATIONS & MAINTENANCE					
16	City of Garden City	5,749	5,749	620001, Demographics and Growth Monitoring				2,500	2,500
17	City of Greenleaf	370	370	653001, Communication and Education				49,100	49,100
18	City of Kuna	12,116	12,116	661001, Long-Range Planning				323,514	323,514
19	City of Meridian	58,848	58,848	661005, Safe Streets and Roads for All				-	490,000
20	City of Melba	256	256	661008, Bike Counter Management				58,800	67,330
21	City of Middleton	4,727	4,727	685001, Transportation Improvement Program				6,000	6,000
22	City of Nampa	48,112	48,112	685002, Project Development Program				115,632	115,632
23	City of Notus	273	273	685004, CIM Implementation Grants				75,000	75,000
24	City of Parma	935	935	702001, Air Quality Outreach				100,000	100,000
25	City of Star	6,711	6,711	760001, Government Affairs (was Legislative Services)				18,000	18,000
26	City of Wilder	714	714	801001, Staff Development				40,000	60,000
27	Subtotal	959,032	959,032	820001, Committee Support				2,000	2,000
28	SPECIAL MEMBERSHIP			836001, Regional Travel Demand Model				37,200	37,200
29	Boise State University	9,600	9,600	838001, Travel Survey Data Collection				-	15,148
30	Capital City Development Corporation	9,600	9,600	860001, Geographic Information System Maintenance				205,800	205,800
31	Idaho Department of Environmental Quality	9,600	9,600	990001, Direct Operations and Maintenance				451,228	432,891
32	Idaho Transportation Department	9,600	9,600	Subtotal				1,484,774	2,000,115
33	Valley Regional Transit	9,600	9,600	TOTAL EXPENSE				4,310,925	4,826,266
34	Subtotal	48,000	48,000						
35	GRANTS AND SPECIAL PROJECTS								
36	FHWA/FTA - Consolidated Planning Grants								
37	CPG - FY2022 K# 20640 Ada County (carryover from FY22 YE)	323,578	323,578						
38	CPG - FY2022 K# 20640 Canyon County (carryover from FY22 YE)	113,690	113,690						
39	CPG - FY2023 K# 22108: Ada County	1,280,846	1,280,846						
40	CPG - FY2023 K# 22108: Canyon County	450,027	450,027						
41	Sub Total CPG Grants	2,168,141	2,168,141						
42	STBG-TMA & STBG-U - K# 20560; FY2023 off-the-top funds for Planning	306,705	306,705						
43	STBG-U - K# 23026 Permanent Automated Counters	36,137	36,137						
44	STBG-TMA - K# 22395 Fiscal Impact Analysis Phase 3	55,596	55,596						
45	STP TMA - K# 19571, CIM 2050 (carryover from FY22 YE)	99,302	99,302						
46	STBG TMA - K# 20271, CIM Minor Update	169,568	169,568						
47	FHWA Safe Streets and Roads for All Action Plan	-	392,000						
48	Subtotal	667,308	1,059,308						
49	OTHER REVENUE SOURCES								
50	Idaho Department of Environmental Quality	55,000	55,000						
51	Ada County Air Quality Board	55,000	55,000						
52	Air Quality Operations - Management Fee	70,000	70,000						
53	Cities of Star and Nampa - Project Dev reimb; consultant refund	41,945	41,945						
54	Orthophotography - Participant Contributions	125,000	125,000						
55	Interest Income	9,000	34,341						
56	Subtotal	355,945	381,286						
57	TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	4,198,425	4,615,766						
58	Draw From Fund Balance (CIM Implementation Grants)	75,000	75,000						
59	Draw From Fund Balance (funds set aside for orthophotography flight)	37,500	37,500						
60	Draw From Fund Balance (20% match on Safe Streets for All Action Plan)	-	98,000						
61	Subtotal	112,500	210,500						
62	TOTAL REVENUE, ALL RESOURCES	4,310,925	4,826,266						

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	4,310,925	4,826,266
LESS: TOTAL EXPENSES	4,310,925	4,826,266
REVENUE EXCESS/(DEFICIT)	-	-

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
1	COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO																					
2	FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 2																					
3	EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE																					
4																						
5																						
6	WORK PROGRAM NUMBER			EXPENSES											MATCH, LOCAL & OTHER FUNDING							
7							FY22 CPG	FY22 CPG	FY23 CPG	FY23 CPG	STP-TMA	STBG-U	STBG-TMA	STP-TMA	STBG-TMA		Total					
8			Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	Ada County K# 20640 (74%)	Ada County K# 20640 (26%)	Ada County K# 22108 (74%)	Ada County K# 22108 (26%)	Off The Top K# 20560	Bike Counters K# 20326	STBG-TMA Fiscal Impact Analysis K# 22395	CIM 2050 K# 19751	CIM Minor Update K# 20271	FHWA Safe Streets and Roads for All	Federal Funds	Required Match	Local Funds/FB	Other Revenue	Total Local & Other	TOTAL FUNDING SOURCES
9																						
10	601001	UPWP/Budget Development and Federal Assurances	83	69,724	-	69,724	3,700	1,300	21,908	7,698	30,000						64,606	5,118			5,118	69,724
11	620001	Demographics and Growth Monitoring	46	33,680	2,500	36,180	2,220	780	4,088	1,436	25,000						33,525	2,656			2,656	36,180
12	620005	Safe and Accessible Transportation (development reviews)	35	17,105	-	17,105	1,480	520	2,848	1,001	10,000						15,849	1,255			1,255	17,105
13	653001	Communication and Education	193	122,936	49,100	172,036													172,036			172,036
14		Long-Range Planning																				
15	661001	General Project Management	670	491,565	323,514	815,079	74,000	26,000	263,058	92,426				55,596	74,604	169,568	755,252	59,827			59,827	815,079
16	661005	Safe and Accessible Transportation	157	99,884	490,000	589,884	7,400	2,600	61,089	21,464						392,000	484,552	7,331	98,000		105,331	589,884
17	661008	Bike Counter Management	304	146,204	67,330	213,534			100,250	35,223		36,137					171,610	13,594	28,330		41,924	213,534
18		Resource Development/Funding																				
19	685001	Transportation Improvement Program	418	277,605	6,000	283,605	1,480	520	100,483	35,305	125,000						262,788	20,817			20,817	283,605
20	685002	Project Development Program	36	26,420	115,632	142,052	740	260	13,302	4,674	75,000						93,975	7,444		40,632	48,077	142,052
21	685003	Grant Research and Development	188	144,158	-	144,158													144,158		144,158	144,158
22	685004	CIM Implementation Grants	25	17,621	75,000	92,621			12,075	4,243							16,318	1,303	75,000		76,303	92,621
23	685005	Safe and Accessible Transportation (safety grant application)	7	5,824	-	5,824	370	130	3,624	1,273							5,397	428			428	5,824
24	TOTAL PROJECTS		2,162	1,452,727	1,129,076	2,581,802	91,390	32,110	582,726	204,741	265,000	36,137	55,596	74,604	169,568	392,000	1,903,872	119,773	517,524	40,632	677,930	2,581,802
25																						
26	701001	Membership Services	50	39,495	-	39,495	7,400	2,600	19,681	6,915							36,596	2,899			2,899	39,495
27	702001	Air Quality Outreach	7	10,000	100,000	110,000														110,000		110,000
28	703001	Public Services	62	46,993	-	46,993													46,993		46,993	46,993
29	704001	Air Quality Operations	128	118,276	-	118,276													48,276	70,000		118,276
30	705001	Transportation Liaison Services	38	33,511	-	33,511	7,400	2,600	15,578	5,473											2,460	33,511
31	760001	Government Affairs	253	224,422	18,000	242,422															242,422	242,422
32	TOTAL SERVICES		538	472,697	118,000	590,697	14,800	5,200	35,259	12,388	-	-	-	-	-	-	67,647	5,360	337,691	180,000	523,050	590,697
33																						
34	801001	Staff Development	133	94,146	60,000	154,146	22,200	7,800	83,496	29,336							142,832	11,314			11,314	154,146
35	820001	Committee Support	254	168,665	2,000	170,665	29,600	10,400	87,422	30,716							158,138	12,527			12,527	170,665
36	836001	Regional Travel Demand Model	302	251,285	37,200	288,485	37,000	13,000	146,010	51,301	20,000						267,310	21,175			21,175	288,485
37	838001	Travel Survey Data Collection	-	-	15,148	15,148			10,387	3,649							14,037	1,112			1,112	15,148
38	842001	Congestion Management Process	137	113,994	-	113,994	51,800	18,200	26,364	9,263							105,626	8,367			8,367	113,994
39	842002	I-84 Corridor Operations Plan	10	8,321	-	8,321	2,960	1,040	2,745	965							7,710	611			611	8,321
40	860001	Geographic Information System Maintenance	374	253,580	205,800	459,380	70,300	24,700	117,205	41,180	21,705						275,089	21,791	37,500	125,000	184,291	459,380
41	860005	Safe and Accessible Transportation (mapping)	18	10,736	-	10,736	3,528	1,240	3,833	1,347							9,948	788			788	10,736
42	TOTAL SYSTEM MAINTENANCE		1,228	900,727	320,148	1,220,875	217,388	76,380	477,461	167,757	41,705	-	-	-	-	-	980,690	77,685	37,500	125,000	240,185	1,220,875
43																						
44	990001	Direct Operations / Maintenance	-	-	432,891	432,891			185,400	65,141				24,698			275,239	21,804	99,535	36,313	157,652	432,891
45	991001	Support Services Labor	1,012	-	-	-																
46	999001	Indirect Operations/Maintenance	-	-	-	-																
47	TOTAL INDIRECT/OVERHEAD		1,012	-	432,891	432,891	-	-	185,400	65,141	-	-	-	24,698	-	-	275,239	21,804	99,535	36,313	157,652	432,891
48																						
49	GRAND TOTAL		4,940	2,826,150	2,000,115	4,826,266	323,578	113,690	1,280,846	450,027	306,705	36,137	55,596	99,302	169,568	392,000	3,227,449	224,622	992,250	381,945	1,598,817	4,826,266

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 2
DIRECT EXPENSE SUMMARY**

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES	EQUIPMENT / SOFTWARE	TRAVEL / EVENTS / EDUCATION	PRINTING	OTHER	PUBLIC INVOLVEMENT	MEETING SUPPORT	LEGAL / LOBBYING	CARRY-FORWARD
		(830)	(834)	(840)	(860)	(863)	(864)	(865)	(872)	
620001 Demographics and Growth Monitoring	2,500					2,500				
653001 Communication and Education	49,100	24,000			1,300		23,800			
661001 Long-Range Planning	323,514	302,514			2,000		19,000			
661005 Safe Streets and Roads for All	490,000	490,000								
661008 Bike Counter Management	67,330		67,330							
685001 Transportation Improvement Program	6,000						6,000			
685002 Project Development Program	115,632	115,632								
685004 CIM Implementation Grants	75,000	75,000								
702001 Air Quality Outreach	100,000	100,000								
760001 Government Affairs	18,000			18,000						
801001 Staff Development	60,000			60,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	37,200	37,200								
838001 Travel Survey Data Collection	15,148	15,148								
860001 Geographic Information System Maintenance	205,800	162,500	43,300							
990001 Direct Operations / Maintenance	297,041									297,041
Consultant support for salary/benefits survey	10,000	10,000								
Migrate website from Dreamweaver	8,000	8,000								
New/replacement hardware and software	10,000		10,000							
Phone System (carry over)	20,000		20,000							
Workspace buildout (carry over)	18,000		18,000							
Transit network planning software	19,250		19,250							
Cube renewal; Cube Land	15,000		15,000							
AICP and APBP Webinar series	1,600			1,600						
NARC Executive Directors' Conf Sponsorship	10,000			10,000						
Membership dues for COMPASS	17,000								17,000	
Other: board lunch, staff gifts, meeting refreshments, misc.	7,000							7,000		
GRAND TOTAL	2,000,115	1,339,994	192,880	89,600	3,300	2,500	48,800	9,000	17,000	297,041

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 2
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2023 Final	FY2023 Rev 1
Professional Services	930	30,000	30,000
Equipment Repair / Maintenance	936	500	500
Publications	943	2,000	2,000
Employee Professional Membership	945	4,500	4,500
Postage	950	600	600
Telephone	951	14,000	14,000
Building Maintenance and Reserve for Major Repairs	955	63,550	63,550
Printing	960	1,500	1,500
Advertising	962	1,500	1,500
Audit	970	17,000	17,000
Insurance	971	17,250	17,250
Legal Services	972	5,000	5,000
General Supplies	980	3,500	3,500
Computer Supplies	982	9,000	9,000
Computer Software / Maintenance	983	29,500	29,500
Vehicle Maintenance	991	3,000	3,000
Utilities	992	9,000	9,000
Local Travel	993	1,500	1,500
Other / Miscellaneous	995	5,000	5,000
TOTAL		217,900	217,900

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 2
WORKDAY ALLOCATION SUMMARY**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PLANNING	COMMUNICATIONS	OPERATIONS	TOTAL
601001	UPWP/Budget Development and Federal Assurances	ML	21	19	2	41	83
620001	Demographics and Growth Monitoring	AM	-	39	7	-	46
620005	Safe and Accessible Transportation (development reviews)	AM	-	35	-	-	35
653001	Communication and Education Long-Range Planning	AL AM	8	10	175	-	193
661001	General Project Management	AM	14	596	60	-	670
661005	Safe and Accessible Transportation	AM	-	157	-	-	157
661008	Bike Counter Management Resource Development/Funding	AM TT	-	304	-	-	304
685001	Transportation Improvement Program	TT	11	364	43	-	418
685002	Project Development Program	MC	-	36	-	-	36
685003	Grant Research and Development	MC	8	170	10	-	188
685004	CIM Implementation Grants	MC	-	25	-	-	25
685005	Safe and Accessible Transportation (safety grant application)	TT	-	7	-	-	7
TOTAL PROJECTS			62	1,762	297	41	2,162
701001	Membership Services	AM	1	43	6	-	50
702001	Air Quality Outreach	AL	-	-	7	-	7
703001	Public Services	MW	-	55	7	-	62
704001	Air Quality Operations	ML	67	-	12	49	128
705001	Transportation Liaison Services	MS	10	15	13	-	38
760001	Government Affairs	MS	38	-	215	-	253
TOTAL SERVICES			116	113	260	49	538
801001	Staff Development	ML	6	102	19	6	133
820001	Committee Support	ML	7	118	129	-	254
836001	Regional Travel Demand Model	MW	-	302	-	-	302
838001	Travel Survey Data Collection	MW	-	-	-	-	-
842001	Congestion Management Process	MW	-	137	-	-	137
842002	I-84 Corridor Operations Plan	MW	-	10	-	-	10
860001	Geographic Information System Maintenance	EA	-	374	-	-	374
860005	Safe and Accessible Transportation (mapping)	AM	-	18	-	-	18
TOTAL SYSTEM MAINTENANCE			13	1,061	148	6	1,228
TOTAL DIRECT			191	2,936	705	96	3,928
991001	Support Services Labor	ML	269	164	215	364	1,012
TOTAL INDIRECT/OVERHEAD			269	164	215	364	1,012
TOTAL LABOR			460	3,100	920	460	4,940

PROGRAM NO.	601			CLASSIFICATION:	Project
TITLE:	UPWP Budget Development and Monitoring				
TASK / PROJECT DESCRIPTION:	Monitor and amend, as necessary, the FY2023 Unified Planning Work Program and Budget (UPWP) and related transportation grants for the metropolitan planning organization (MPO). Develop and obtain COMPASS Board approval for the FY2024 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW	Federal Code 23 CFR § 450.308 (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
FY2023 UPWP					
Process and track revenues and expenditures for the FY2023 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants					Ongoing As Needed
Process and obtain Board approval of FY2023 UPWP revisions					
Distribute revisions of the FY2023 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2023 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval					As Needed
FY2024 UPWP Development					
Develop process and schedule for the FY2024 UPWP Solicit membership input on possible transportation planning projects and associated needs for FY2024 Submit initial revenue assessment for FY2024 to the Finance Committee for input Obtain Board approval on FY2024 General and Special membership dues					Nov Jan-Feb Mar Apr
Present FY2024 UPWP					
Present draft FY2024 UPWP to Finance Committee for input and feedback Present draft FY2024 UPWP to Finance Committee for recommendation Submit FY2024 UPWP to Board for adoption Submit and obtain approval from Federal Highway Administration of FY2024 UPWP Distribute FY2024 UPWP to the Idaho Transportation Department and Federal Transit Administration					Jun Jul Aug Aug Aug
Track Federal requirements as related to Self-Certification					
Compliance with federal requirements					Ongoing
Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan					
Monitor federal changes through the Federal Register					Ongoing
LEAD STAFF: Meg Larsen					
END PRODUCTS: FY2022 UPWP revisions; FY2023 UPWP; and maximize funding opportunities.					
Expense Summary					
					Total Workdays: 83
					Salary \$ 43,919
					Fringe 19,843
					Overhead 5,961
					Total Labor Cost: 69,724
ESTIMATED DATE OF COMPLETION: September-2023					
DIRECT EXPENDITURES:					
Professional Services \$ -					
Legal / Lobbying					
Equipment Purchases					
Travel / Education					
Printing					
Public Involvement					
Meeting Support					
Other					
					Total Direct Cost: \$ -
					Total Cost: \$ 69,724
Funding Sources					
Participating Agencies					
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20640	\$ 3,700	\$ 1,300		\$ 5,000	Federal Highway Administration
CPG, K22108	21,908	7,698		29,606	Federal Transit Administration
STP-TMA, K20560	22,200	7,800		30,000	
Local / Fund Bal	3,787	1,331		5,118	
Total:	\$ 51,595	\$ 18,129	\$ -	69,724	

PROGRAM NO.	620			CLASSIFICATION:	Project				
TITLE:	Demographics and Growth Monitoring								
TASK / PROJECT DESCRIPTION:	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan. This includes providing demographic data, such as population and employment estimates, providing relevant information for local decision-making, and updating demographic forecasts based on new entitlements and policies.								
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analyses depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands; 2) The travel demand model also requires current and accurate housing and employment data; 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, land use allocation demonstration modeling, and other analyses, and is an often requested member service; 4) Development review, including the fiscal impact analysis, enables local decision-makers to bridge regional and local planning efforts to provide growth supportive of <i>Communities in Motion</i> , and 5) developing a housing coordination plan to better integrate affordable housing, employment, and transportation planning.								
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.322 (b) -- Long-range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."								
FY2023 BENCHMARKS									
MILESTONES / PRODUCTS									
Population and Employment Estimates									
Data collection and geocoding of building permits					Ongoing				
Complete 2022 employment data					Mar				
Complete 2022 Development Monitoring Report					Mar				
Complete 2023 population estimates and receive Board acceptance					Apr				
Development Forecasting, Tracking, and Reconciliation									
Update preliminary plat files and other entitled development					Ongoing				
Reconcile CIM 2050 preferred growth scenario with entitlements					Ongoing				
Develop population, housing, and employment forecasts for long-range transportation plan					Summer				
Demographics Support									
Respond to member requests for census data					Ongoing				
Provide development and policy reviews and checklists					Ongoing				
Include fiscal impact analysis with development checklist per policy					Ongoing				
Development checklist report					Spring				
LEAD STAFF: Austin Miller									
END PRODUCT: Demographic products: 1) 2023 population estimates; 2) 2022 employment estimates; 3) 2021 Development Monitoring Report updated; 4) annual demographic reconciliation; 5) population, housing, and employment forecast; 6) development checklist report; and 7) housing coordination plan.					Expense Summary				
					Total Workdays:				81
					Salary				\$ 31,990
					Fringe				14,453
					Overhead				4,342
Total Labor Cost:				50,785					
ESTIMATED DATE OF COMPLETION: September-2023									
Funding Sources					Participating Agencies				
	Ada	Canyon	Special	Total	Member Agencies Housing authorities and other housing stakeholders				
CPG, K20640	\$ 3,700	\$ 1,300		\$ 5,000					
CPG, K22108	6,937	2,437		9,374					
STP-TMA, K20560			35,000	35,000					
Local / Fund Bal	2,894	1,017		3,911					
Total:	\$ 13,531	\$ 4,754	\$ 35,000	53,285					
DIRECT EXPENDITURES:									
Professional Services									
Legal / Lobbying									
Equipment Purchases									
Travel / Education									
Printing									
Public Involvement									
Meeting Support									
Other					2,500				
Total Direct Cost:					\$ 2,500				
620 Total Cost:					\$ 53,285				

PROGRAM NO.	653			CLASSIFICATION:	Project	
TITLE:	Communication and Education					
TASK / PROJECT DESCRIPTION:	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing COMPASS Board education. Specific elements of the task include, but are not limited to, managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; managing COMPASS' social media channels; supporting the Public Participation Workgroup; and representing COMPASS at open houses and other events.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.316 requires public input and involvement in metropolitan planning organization planning activities. Public involvement for specific programs (e.g., regional transportation improvement program, regional long-range transportation plan [<i>Communities in Motion</i>]) is planned and budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing and updating the COMPASS participation plan, coordinating outreach efforts, and providing more general (non-program specific) opportunities for the public to learn about transportation, planning, financial, and related issues to support federally required public involvement efforts.					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
General Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases Support work of Public Participation Workgroup Implement, and potentially update, the COMPASS participation plan; work toward goals established in the plan Provide outreach/public speaking support and training to staff					Ongoing Ongoing Ongoing	
Develop tools, such as electronic and print materials, designed for most effective means of communication Maintain and enhance COMPASS social media channels Continually update the COMPASS website to improve usability and keep content up to date Develop the FY2022 annual report, annual budget summary, and annual communication summary Write and distribute monthly Keeping Up With COMPASS newsletter Update/develop other print materials as appropriate					Ongoing Ongoing Oct - Dec Ongoing Ongoing	
Education and community outreach Develop and implement FY2023 public education series Support and collaborate with other agencies' outreach and education efforts and programs Participate in community events to share planning-related information Attend/support member agencies at public meetings Manage/support Leadership in Motion awards program Plan and host annual "COMPASS 101" workshop Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department) Present information about COMPASS and our programs to stakeholders and community groups as requested					Jan - Sep Ongoing Ongoing Ongoing Aug - Dec Jan - Feb Mar - Jun Ongoing	
LEAD STAFF: Amy Luft					Expense Summary	
END PRODUCT: Public involvement in, and understanding of, transportation planning and related issues.						
					Total Workdays: 193	
					Salary \$ 77,437	
					Fringe 34,988	
					Overhead 10,511	
					Total Labor Cost: 122,936	
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES: Professional Services \$ 24,000 Legal / Lobbying Equipment Purchases Travel / Education Printing 1,300 Public Involvement 23,800 Meeting Support Other	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		Member Agencies
CPG, K20640 STP-TMA, K19920				\$ -		
Local / Fund Bal			172,036	172,036		
	\$ -	\$ -	\$ 172,036	\$ 172,036		
					Total Direct Cost: \$ 49,100	
					653 Total Cost: 172,036	

PROGRAM NO.	661			CLASSIFICATION:	Project
TITLE:	Long Range Planning				
TASK / PROJECT DESCRIPTION:	This project encompasses the activities to identify regional transportation needs and solutions, and prepare a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long-range planning activities.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance and outcome-based planning will help guide resources to infrastructure and service projects that collectively help achieve the regional (CIM) goals.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450 "Infrastructure Investment and Jobs Act" (IIJA) requires that the regional long-range transportation plan be updated every four years in air quality maintenance areas, otherwise every five years. 23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds.				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
General Project Management					
Work with the Regional Transportation Advisory Committee and the COMPASS Board of Directors to finalize and adopt CIM 2050					Oct-Dec
Monitor legislative, funding, etc. changes and provide updates					Ongoing
Draft work plan, schedule and budget for next plan update					June
Integrate complete network policy to transportation planning and improvements					Oct-Sep
Update environmental data for further analyses and mapping					Ongoing
Integrate equitable and sustainable practices in transportation planning and to inform land use planning and decision-making					Oct-Sep
Housing Coordination Plan					
Select consultant for housing coordination plan					Oct
Partnership outreach and kickoff meeting					Winter
Roadways					
Integrate results of congestion management process					Feb
Identify barriers to and opportunities for increasing transportation resiliency					Oct-Sep
Research needs and opportunities to deploy/expand electric vehicle charging infrastructure					Oct-Sep
Develop Safe Streets and Roads for All Action Plan					Apr-Sep
Freight					
Investigate freight first/last mile needs and impacts					Mar
Identify needs and goals for rail freight in the region					Apr
Assist member agencies in freight funding applications					Dec
Follow up on past freight project implementation					Spring
Integrate freight needs into Complete Network Policy implementation					Ongoing
Active Transportation (bicycle and pedestrian)					
Integrate active transportation needs into Complete Network Policy implementation					Ongoing
Develop regional pathway implementation/funding plan/strategy (including rails with trails)					Feb
Investigate active transportation first/last mile needs					Mar
Research regional safe-route needs and explore development of metrics					Apr
Public Transportation					
Update High Capacity Transit Study for 2020/2050 data					Dec
Continue high-capacity transit planning per COMPASS Board's direction					Oct-Sep
Develop Park and Ride implementation plan					May
Investigate transit-supportive infrastructure and transportation-land use nexus (includes first/last mile considerations)					Oct-Sep
Performance Management					
Update asset management information as needed					Oct-Sep
Update federally required performance targets as needed					Ongoing
Complete TIP Achievement reporting process					Aug
Document criteria for analyzing impact of long-term unfunded transportation needs on various travel modes and users					Oct-Sep
Update Fiscal Impact Tool (FIT)					Summer
Public Involvement					
Conduct public involvement according to the work plan					Ongoing
Bike Counter Management					
Manage portable counter requests					Ongoing
Manage permanent counter program and COMPASS Data Bike					Ongoing
Manage and report data					Ongoing
LEAD STAFF: Austin Miller					
END PRODUCT: Final and adopted <i>Communities in Motion 2050</i> plan, including financial forecast; workplan for next plan update; bicycle and pedestrian data; projects to address new planning emphasis areas and prepare for federal grant opportunities.					
Expense Summary					
					Total Workdays: 1,131
					Salary \$ 464,648
					Fringe 209,936
					Overhead 63,069
					Total Labor Cost: 737,654
ESTIMATED DATE OF COMPLETION: September-2023					
DIRECT EXPENDITURES:					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20040	81,400	28,600		110,000	ITD
CPG, K22108	424,397	149,112		573,509	FHWA
STBG-U, K20326			36,137	36,137	FTA
STP-TMA, K19751			74,604	74,604	
STBG-TMA, K20271			169,568	169,568	
STBG-TMA, K22395			55,596	55,596	
FHWA SS4A			392,000	392,000	
Local / Fund Bal	59,757	20,997	126,330	207,084	
Total:	565,554	198,709	854,235	1,618,498	
					Professional Services \$ 792,514
					Legal / Lobbying
					Equipment Purchases 67,330
					Travel / Education
					Printing 2,000
					Public Involvement 19,000
					Meeting Support
					Carry-Forward
					Total Direct Cost: \$ 880,844
					661 Total Cost: 1,618,498

PROGRAM NO.	685				CLASSIFICATION:	Project	
TITLE:	Resource Development/Funding						
TASK / PROJECT DESCRIPTION:	Develop a FY2024-2030 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2023-2029 TIP. COMPASS staff, with consultant assistance, will assist member agencies in taking project ideas and transforming them into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development and grant administration is expected to secure additional funding into the region. COMPASS will award <i>Communities in Motion</i> (CIM) Implementation Grants to member agencies after appropriate outreach, prioritization, and contract due diligence.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow strong grant applications, linked closely with CIM 2040 goals and performance measures, increase the delivery of funded projects on time and on budget. These efforts provide the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects meet deadlines and do not lose federal funding through project monitoring and committee participation.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan and the annual TIP. Under 23 CFR § 450, COMPASS is required to develop a TIP in cooperation with ITD and public transportation operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered a Transportation Management Area (TMA). The TIP is required to be updated every four years; however, COMPASS follows the update cycle of ITD's Statewide Transportation Improvement Program (STIP), which is updated annually. All projects receiving federal funding or considered regionally significant must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (air quality budgets for the State of Idaho). The TIP is also scrutinized in the federal Certification Review.						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
685001 Transportation Improvement Program Update funding application process Conduct member outreach Solicit project applications Assist members with developing complete applications Facilitate ranking of project applications Assign projects to funding programs through prioritization process Develop the final FY2024-2030 Regional Transportation Improvement Program Incorporate reporting methods for federal performance targets, prior to deadlines Monitor and track FY2023-2029 Regional Transportation Improvement Program Balance federal-aid programs managed by COMPASS, as changes occur Provide assistance to member agencies with federal-aid funding concerns Provide funding and programming assistance to Valley Regional Transit (VRT) Update the Resource Development Plan							Oct-Sept
685002 Project Development Program Select, contract with, and manage consultants Manage project development teams Review/revise, approve, and disseminate reports							Oct-Sept
685003 Grant Research and Development Seek funding for project needs listed in the Resource Development Plan Monitor grant sources; share grant information Match grant sources with unfunded members needs Write/assist member agencies with grant applications - INFRA, RAISE, CDBG, etc.							Oct-Sept
685004 CIM Implementation Grants Administer contracting/reporting/billing processes Manage projects to ensure completion on time and on budget							Oct-Sept
LEAD STAFF: Toni Tisdale					Expense Summary		
END PRODUCTS: Current-year TIP amendments and TIP update. Annual Resource Development Plan. Project Development Program pre-concept reports. Application assistance. CIM Implementation Grants.							
					Total Workdays: 674		
					Salary \$ 297,078		
					Fringe 134,225		
					Overhead 40,324		
					Total Labor Cost: 471,628		
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K20640	\$ 2,590	910		\$ 3,500	Professional Services	\$	190,632
CPG, K22108	129,483	45,494		174,978	Legal / Lobbying		
STP-TMA, K20560			200,000	200,000	Equipment Purchases		
				-	Travel / Education		
				-	Printing		
Local / Fund Bal	22,194	7,798	259,791	289,782	Public Involvement		6,000
				-	Meeting Support		
				-	Other		
Total:	\$ 154,267	\$ 54,202	\$ 459,791	\$ 668,260	Total Direct Cost:	\$	196,632
					685	Total Cost:	\$ 668,260

PROGRAM NO.	701				CLASSIFICATION:	Service				
TITLE:	General Membership Services									
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other project support.									
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service promotes implementation of the regional long-range transportation plan. COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.									
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning provision of services to member agencies. There are no certification review comments, corrective actions or recommendations related to this program. Member support provides assistance to agencies fulfilling activities related to <i>Communities in Motion</i> , air quality evaluations, and more detailed transportation planning activities such as corridor studies.									
FY2023 BENCHMARKS										
MILESTONES / PRODUCTS										
Provide general assistance to member agencies as requested in the areas of: Specific assistance determined per member agency requests, may include: Geographic Information Systems (GIS) (maps, data, and analyses) Data and travel demand modeling Demographic, development, and related information Traffic counts and related information Travel time data and analysis Other requests as budget allows Specifically requested assistance: <i>FY2023 Member Requests: as ranked by RTAC</i> <i>CHD4 - CIP Development, Sub Dist 2&3, and Updates to Mid-Star Area (11 workdays)</i>							Ongoing As Needed As Needed			
LEAD STAFF: Mary Ann Waldinger					Expense Summary					
END PRODUCT: Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.					Total Workdays: 50					
					Salary \$ 24,878					
					Fringe 11,240					
					Overhead 3,377					
					Total Labor Cost: 39,495					
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES: Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ - Total Cost: \$ 39,495					
Funding Sources				Participating Agencies						
	Ada	Canyon	Special	Total				Member Agencies		
CPG, K20640	\$ 7,400	\$ 2,600		\$ 10,000						
CPG, K22108	19,681	6,915		26,596						
STP-TMA, K20560				-						
Local / Fund Bal	2,145	754		2,899						
Total:	\$ 29,227	\$ 10,269	\$ -	\$ 39,495	701					

PROGRAM NO.	702				CLASSIFICATION:	Service	
TITLE:	Air Quality Outreach						
TASK / PROJECT DESCRIPTION:	The Air Quality Outreach program supports the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through coordinating a multi-agency outreach and education program.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	COMPASS will assist DEQ and the Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code (effective until July 1, 2023), which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ... (g) A fee, bond or insurance which is necessary to carry out the provisions of this section and <u>to fund an air quality public awareness and outreach program.</u>						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
Outreach Coordinate a multi-agency air quality outreach and education program, focusing on how individuals can help curb air pollution						Ongoing	
LEAD STAFF:	Amy Luft					Expense Summary	
END PRODUCT:	Increased public understanding of air quality issues and an individual's role in curbing air pollution through assisting DEQ and the Air Quality Board in outreach and communication efforts.					Total Workdays: 7	
						Salary \$ 6,299	
						Fringe 2,846	
						Overhead 855	
						Total Labor Cost: \$ 10,000	
ESTIMATED DATE OF COMPLETION:					September-2023		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Department of Environmental Quality		
				\$ -	Ada County Air Quality Board		
DEQ/AQB			110,000	110,000			
				-			
Total:	\$ -	\$ -	\$ 110,000	\$ 110,000	702	Total Cost: \$ 110,000	

PROGRAM NO.	703				CLASSIFICATION:	Service	
TITLE:	Public Services						
TASK / PROJECT DESCRIPTION:	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information are not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	COMPASS responds to questions from the public and provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning provision of services to the public. However, these services support COMPASS' vision, mission, roles, and values, including: "...serve as a source of information and expertise..." (COMPASS Mission), "serve as the regional technical resource..." (Role #3 Expert), and "perform and share quality analyses" (Role #3 Expert).						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
Provide assistance to public and non-member entities, as requested, in the areas of: Geographic Information Systems (GIS) (maps, data, and analyses) Data and travel demand modeling for proposed developments Demographic, development, and related information Traffic counts and related information Travel time data and analysis Other general requests for information						Ongoing	
LEAD STAFF:	Mary Ann Waldinger					Expense Summary	
END PRODUCT:	Information assistance to the general public.					Total Workdays: 62	
						Salary \$ 29,601	
						Fringe 13,374	
						Overhead 4,018	
						Total Labor Cost: 46,993	
ESTIMATED DATE OF COMPLETION:	September-2023					DIRECT EXPENDITURES: \$ -	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
Local / Fund Bal			46,993	\$ 46,993			
Total:	\$ -	\$ -	\$ 46,993	\$ 46,993	Total Direct Cost: \$ -		
						703	Total Cost: \$ 46,993

PROGRAM NO.	704			CLASSIFICATION:	Service		
TITLE:	Air Quality Operations						
TASK / PROJECT DESCRIPTION:	To provide COMPASS labor support for the administrative needs of Air Quality Board. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Assisting COMPASS's members in meeting and improving air quality is one of the many planning services that COMPASS currently provides. Providing administrative support to the Air Quality Board for its operating functions enables the Air Quality Board to perform its functions in a more cost-effective manner.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW	There is no federal requirement for this service.						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
General Administration							
Provide meeting coordination, materials, and follow-up to the Board					Ongoing		
Conduct appropriate procurement processes and prepare contracts, as needed					As needed		
Facilitate updates to Air Quality Rules and Regulations, as needed					As needed		
Monitor general workplace and personnel needs					Ongoing		
Provide administrative assistance for agency needs					Ongoing		
Personnel Management							
Prepare and complete recruitment processes					As needed		
Conduct employee annual evaluations							
Financial Management							
Close FY2022 financial records and begin FY2023					Oct-Nov		
Provide annual audit support and complete financial reports					Oct-Dec		
Complete AQB annual Audit Report					Jan		
Prepare and distribute year-end payroll reports					Jan		
Prepare financial reports for review by the Air Quality Board					Quarterly		
Maintain inventory of furniture, equipment, hardware and software					Ongoing		
Information Technology							
Work with software provider to meet program needs and implement improvements and updates					Ongoing		
Prioritize needs, analyze costs, make recommendations and implement system improvements							
Coordinate with staff to configure equipment and software to meet the needs of each position							
LEAD STAFF:	Meg Larsen				Expense Summary		
End Product:	Using the skills of COMPASS staff, provide for the administrative functions of the Air Quality Board.						
					Total Workdays:	128	
					Salary	\$ 74,502	
					Fringe	33,661	
					Overhead	10,113	
					Total Labor Cost:	118,276	
ESTIMATED DATE OF COMPLETION:				September-2023		DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Air Quality Board		Professional Services \$ -
Air Quality Board			\$ 118,276	\$ 118,276			Legal / Lobbying
							Equipment Purchases
						Travel / Education	
						Printing	
						Public Involvement	
						Meeting Support	
						Other	
					Total Direct Cost:	\$ -	
Total:	\$ -	\$ -	\$ 118,276	118,276	704	Total Cost: \$ 118,276	

PROGRAM NO.	705			CLASSIFICATION:	Service
TITLE:	Transportation Liaison Services				
TASK / PROJECT DESCRIPTION:	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Transportation liaison services ensure staff representation and coordination with membership on transportation-related planning. Requests that exceed four days may require COMPASS Board approval of a new work program.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Achieve better inter-jurisdictional coordination of transportation and land use planning. Documentation of other significant transportation planning projects occurring within the Treasure Valley through the Unified Planning Work Program and Budget.				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
Attend member agency meetings and coordinate transportation-related planning activities with member agencies					Ongoing
LEAD STAFF: Matt Stoll				Expense Summary	
END PRODUCT: Ongoing staff liaison role to member agencies.				Total Workdays: 38	
				Salary \$ 21,109	
				Fringe 9,537	
				Overhead 2,865	
				Total Labor Cost: 33,511	
ESTIMATED DATE OF COMPLETION: September-2023				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20640	\$ 7,400	\$ 2,600		\$ 10,000	
CPG, K22108	15,578	5,473		21,051	
STP-TMA, K20560					
Local / Fund Bal	1,820	640		2,460	
				-	
Total:	\$ 24,798	\$ 8,713		\$ 33,511	
					Total Direct Cost: \$ -
					705 Total Cost: \$ 33,511

PROGRAM NO.	760			CLASSIFICATION:	Service	
TITLE:	Government Affairs					
TASK / PROJECT DESCRIPTION:	Identify, review, monitor, advocate and report to the COMPASS Board on pending state and federal legislation that directly or indirectly relates to COMPASS priorities and activities.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To secure funding and influence policies on relevant transportation-related legislation at the federal and state levels.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There is no federal requirement for this process. The Board works together to identify and prioritize needs and projects.					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
<u>Federal Legislative Priorities</u> Work with COMPASS Executive Committee to identify priorities and position statements for federal legislation Obtain COMPASS Board approval of federal legislative priorities Educate and advocate on federal legislative priorities Evaluate possible legislative priorities for next federal legislative session					Oct-Nov Nov-Dec Dec-Sep May-Sep	
<u>State Legislative Priorities</u> Work with Executive Committee to identify possible priorities and position statements for FY2023 legislative session Obtain Board endorsement of FY2023 legislative priorities Educate and advocate on FY2023 legislative priorities Evaluate possible legislative priorities for FY2023 legislative session					Oct-Nov Nov-Dec Dec-Apr May-Sep	
LEAD STAFF:	Matt Stoll				Expense Summary	
END PRODUCT:	An effective advocacy program for legislative issues and positions that have been approved by the Board.				Total Workdays: 253 Salary \$ 141,363 Fringe 63,871 Overhead 19,188 Total Labor Cost: 224,422	
ESTIMATED DATE OF COMPLETION:	September-2023				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services Legal / Lobbying Equipment Purchases Travel / Education 18,000 Printing Public Involvement Meeting Support Other
	Ada	Canyon	Special	Total	Member Agencies	
				\$ -		
Local / Fund Bal			242,422	\$ 242,422		
Total:	\$ -	\$ -	\$ 242,422	\$ 242,422		
					760	Total Direct Cost: \$ 18,000
						Total Cost: 242,422

PROGRAM NO.	801			CLASSIFICATION:	System Maintenance	
TITLE:	Staff Development					
TASK / PROJECT DESCRIPTION:	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies, and best practices and activities nationally.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The activities of this task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning provision of staff training; however, COMPASS provides staff with opportunities for training and education. Training examples include attending workshops and conferences sponsored by Federal Highway Administration, National Association of Regional Councils, American Planning Association, Western Planner, Association of Metropolitan Planning Organizations, the Transportation Research Board, etc., to keep staff well informed.					
FY2023 BENCHMARKS						
					MILESTONES / PRODUCTS	
Staff training and development					Ongoing	
LEAD STAFF: Meg Larsen					Expense Summary	
END PRODUCT: Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					Total Workdays: 133	
					Salary \$ 59,303	
					Fringe 26,794	
					Overhead 8,049	
					Total Labor Cost: 94,146	
ESTIMATED DATE OF COMPLETION:				September-2023		DIRECT EXPENDITURES:
Funding Sources				Participating Agencies		Professional Services \$ -
	Ada	Canyon	Special	Total		Legal / Lobbying
CPG, K20640	\$ 22,200	\$ 7,800		\$ 30,000	Federal Highway Administration	Equipment Purchases
CPG, K22108	83,496	29,336		112,832	Federal Transit Administration	Travel / Education 60,000
STP-TMA, K20560						Printing
Local / Fund Bal	8,372	2,942		11,314		Public Involvement
				-		Meeting Support
				-		Other
Total:	\$ 114,068	\$ 40,078	\$ -	\$ 154,146		Total Direct Cost: \$ 60,000
					801	Total Cost: \$ 154,146

PROGRAM NO.	820			CLASSIFICATION:	System Maintenance
TITLE:	Committee Support				
TASK / PROJECT DESCRIPTION:	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	The COMPASS Joint Powers Agreement, Section 4.1.6(K), states, Open Meeting Law: All meetings of the Board shall be governed under the provisions of the Open Meeting Law, Chapter 2, Title 74, Idaho Code, and any amendments and/or recodification thereof.				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
Provide meeting coordination, materials, and follow-up to the Board, standing committees and workgroups					Ongoing
LEAD STAFF: Meg Larsen					
END PRODUCT: Ongoing support of committees to promote involvement and communication.					Expense Summary
					Total Workdays: 254
					Salary \$ 106,242
					Fringe 48,002
					Overhead 14,421
					Total Labor Cost: 168,665
ESTIMATED DATE OF COMPLETION:				September-2023	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20640	\$ 29,600	\$ 10,400		\$ 40,000	
CPG, K22108	87,422	30,716		118,138	
STP-TMA, K20560					
Local / Fund Bal	9,270	3,257		12,527	
				-	
Total:	\$ 126,292	\$ 44,373		\$ 170,665	
					DIRECT EXPENDITURES:
					Professional Services \$ -
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support 2,000
					Other
					Total Direct Cost: \$ 2,000
					820 Total Cost: 170,665

PROGRAM NO.	836			CLASSIFICATION:	System Maintenance	
TITLE:	Technical Support: Regional Travel Demand Model					
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects, support capital improvement plans and impact fee and/or proportionate share programs for member agencies, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, provide area of influence model runs to inform the traffic impact study process, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.324 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, (e) "the MPO shall base the update on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity" (f) "The metropolitan transportation plan shall, at a minimum, include (1) The current and projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan;..."					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
Key Elements						
Maintain and update traffic count database					Ongoing	
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in the Transportation Economic Development Impact System (TREDIS)					Ongoing	
Provide travel demand modeling assistance to support member agency needs and special projects					Ongoing	
Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long-range transportation plan					Apr - Jul	
Provide project and program evaluations using TREDIS for grant applications and ITD's Safety and Capacity Program					Oct - Aug	
Reconcile demographic data and integrate in the current and forecast years of the regional model					Oct - Dec	
Develop and update parameters for calibration of the regional model using data from the 2021 Household Travel Survey					Oct - Sept	
Support ACHD's Capital Improvement Plan update					Jan - Apr	
Provide technical and modeling support as needed for regional long range transportation plan					Ongoing	
Work with and use ITD's required protocols to update of the Federal Aid and possibly the Planning Functional Classification Systems after urbanized boundaries are released					Oct-Aug	
Special Tasks and Model Improvements						
Provide technical analysis on member agency requests vetted through RTAC					Ongoing	
Provide modeling and technical assistance to ITD's corridor and environmental studies					Ongoing	
Provide technical analysis on unanticipated member agency requests					Ongoing	
Maintain the data foundation system and continue to incorporate into other data sources					Ongoing	
LEAD STAFF: Mary Ann Waldinger						
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					Expense Summary	
					Total Workdays:	302
					Salary	\$ 158,284
					Fringe	71,516
					Overhead	21,485
					Total Labor Cost:	251,285
ESTIMATED DATE OF COMPLETION: September-2023						
Funding Sources					Participating Agencies	
	Ada	Canyon	Special	Total	Highway Districts	
CPG, K20640	\$ 37,000	\$ 13,000		\$ 50,000	Member Agencies	
CPG, K22108	146,010	51,301		197,310	Federal Highways Administration	
STP-TMA, K20560			20,000	20,000	Idaho Transportation Department	
				-	Valley Regional Transit	
Local / Fund Bal	15,669	5,505		21,175	Department of Environmental Quality	
				-		
Total:	\$ 198,679	\$ 69,806	\$ 20,000	\$ 288,485		
					836	Total Cost: \$ 288,485

PROGRAM NO.		838			CLASSIFICATION:		System Maintenance	
TITLE:		Travel Data Survey						
TASK / PROJECT DESCRIPTION:		Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. Travel survey data are used to update various inputs and parameters necessary to facilitate the calibration and validation of the regional travel demand model. The data are also used to support other planning activities that benefit from high quality local data not available from any other source.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:		Federal Code 23 CFR § 450.322 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."						
FY2022 BENCHMARKS								
MILESTONES / PRODUCTS								
Key Elements								
Process final payment on Travel Data Survey Collection completed in fiscal year 2022								April
LEAD STAFF:		Mary Ann Waldinger			Expense Summary			
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.								
ESTIMATED DATE OF COMPLETION:					September-2022			
Funding Sources					Participating Agencies			
	Ada	Canyon	Special	Total	Highway Districts Member Agencies Federal Highways Administration Idaho Transportation Department Valley Regional Transit Department of Environmental Quality			
CPG, K22108	\$ 10,387	\$ 3,649		\$ 14,037				
CPG, K20640				-				
Local / Fund Bal	824	288		1,112				
Total:	\$ 11,211	\$ 3,937	\$ -	\$ 15,148	DIRECT EXPENDITURES:			
					Professional Services \$ 15,148			
					Legal / Lobbying			
					Equipment Purchases			
					Travel / Education			
					Printing			
					Public Involvement			
					Meeting Support			
					Other			
					Total Direct Cost: \$ 15,148			
					838 Total Cost: \$ 15,148			

PROGRAM NO.	842			CLASSIFICATION:	System Maintenance	
TITLE:	Congestion Management Process					
TASK / PROJECT DESCRIPTION:	Maintain a functional congestion management process (CMP) for the Treasure Valley. Conduct data collection, update the congestion management process as needed, produce the Annual Congestion Management Report, maintain regional intelligent transportation system (ITS) architecture and inventory. Research, provide, and monitor transportation demand management (TDM) strategies. Work with member agencies to identify regional congestion issues, identify congestion management needs, and recommend congestion management strategies.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Congestion Management Process (CMP) is a systematic, cyclical, and regionally accepted approach for managing congestion that generates current information regarding regional congestion, outlines methods for identifying congestion management needs, identifies strategies to mitigate congestion, defines performance measures and targets related to congestion, and defines the path for implementing strategies through COMPASS' transportation improvement program (TIP) and regional long-range transportation plan.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.322 -- A congestion management process is federally required for areas with populations exceeding 200,000, known as Transportation Management Areas. While only a portion of COMPASS' planning area is subject to this requirement (the Boise Urbanized Area), COMPASS' CMP covers its entire planning area. (a) "The transportation planning process in a TMA shall address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy, of new and existing transportation facilities eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53 through the use of travel demand reduction (including intercity bus operators, employer-based commuting programs such as a carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), job access projects, and operational management strategies..."					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
Congestion Management and Travel Time Data Complete the Congestion Management Annual Report using the National Performance Measure Research Data Set (NPMRDS) for 2022 Complete Tier 2 analysis for the 2022 Congestion Management Annual Report using INRIX travel time data Maintain the Congestion Management Process Technical Document Publish congestion management annual report to digital format (web map/story map) Work with Regional Operations Workgroup and other COMPASS workgroups to identify congestion issues, congestion management needs, and congestion management strategies NPMRDS Travel Time Data and Process Develop process for evaluating effectiveness of congestion mitigation projects using the NPMRDS and INRIX travel time data sets Transportation System Management and Ops (TSMO) and ITS Plan Update Maintain the regional ITS inventory and TSMO/ITS projects list Refine the integration of management and operation strategies and TSMO projects into the long range plan I-84 Corridor Operations Plan Complete I-84 Corridor Operations Plan HOV Analysis						June-Sept June-Sept Ongoing June-Sept Ongoing Ongoing Ongoing Ongoing Oct-Dec
LEAD STAFF: Mary Ann Waldinger					Expense Summary	
END PRODUCT: Maintenance of the congestion management process, congestion management annual report (congestion issues, needs, strategies), 2022 travel time data collection and analysis, Updated TSMO/ITS projects list and inventory, I-84 corridor operations plan including the managed-lane analysis.					Total Workdays: 147 Salary \$ 77,046 Fringe 34,811 Overhead 10,458 Total Labor Cost: 122,314	
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	
CPG, K20640	\$ 54,760	\$ 19,240		\$ 74,000	Member Agencies	
CPG, K22108	29,109	10,227		39,336	Federal Highways Administration	
STP-TMA, K20560				-		
				-		
Local / Fund Bal	6,644	2,334		8,978	Public Involvement	
				-	Meeting Support	
				-	Other	
Total:	\$ 90,513	\$ 31,802	\$ -	\$ 122,314	Total Direct Cost: \$ -	
					842	Total Cost: \$ 122,314

PROGRAM NO.	836			CLASSIFICATION:	System Maintenance	
TITLE:	Technical Support: Regional Travel Demand Model					
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects, support capital improvement plans and impact fee and/or proportionate share programs for member agencies, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, provide area of influence model runs to inform the traffic impact study process, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.324 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, (e) "the MPO shall base the update on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity" (f) "The metropolitan transportation plan shall, at a minimum, include (1) The current and projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan;..."					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
Key Elements						
Maintain and update traffic count database					Ongoing	
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in the Transportation Economic Development Impact System (TREDIS)					Ongoing	
Provide travel demand modeling assistance to support member agency needs and special projects					Ongoing	
Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long-range transportation plan					Apr - Jul	
Provide project and program evaluations using TREDIS for grant applications and ITD's Safety and Capacity Program					Oct - Aug	
Reconcile demographic data and integrate in the current and forecast years of the regional model					Oct - Dec	
Develop and update parameters for calibration of the regional model using data from the 2021 Household Travel Survey					Oct - Sept	
Support ACHD's Capital Improvement Plan update					Jan - Apr	
Provide technical and modeling support as needed for regional long range transportation plan					Ongoing	
Work with and use ITD's required protocols to update of the Federal Aid and possibly the Planning Functional Classification Systems after urbanized boundaries are released					Oct-Aug	
Special Tasks and Model Improvements						
Provide technical analysis on member agency requests vetted through RTAC					Ongoing	
Provide modeling and technical assistance to ITD's corridor and environmental studies					Ongoing	
Provide technical analysis on unanticipated member agency requests					Ongoing	
Maintain the data foundation system and continue to incorporate into other data sources					Ongoing	
LEAD STAFF: Mary Ann Waldinger						
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					Expense Summary	
					Total Workdays:	302
					Salary	\$ 158,284
					Fringe	71,516
					Overhead	21,485
					Total Labor Cost:	251,285
ESTIMATED DATE OF COMPLETION: September-2023						
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts Member Agencies Federal Highways Administration Idaho Transportation Department Valley Regional Transit Department of Environmental Quality	
CPG, K20640	\$ 37,000	\$ 13,000		\$ 50,000		
CPG, K22108	146,010	51,301		197,310		
STP-TMA, K20560			20,000	20,000		
Local / Fund Bal	15,669	5,505		21,175		
				-		
				-		
Total:	\$ 198,679	\$ 69,806	\$ 20,000	\$ 288,485		
					836	Total Cost: \$ 288,485

PROGRAM NO.	990			CLASSIFICATION:	Indirect / Overhead
TITLE:	Direct Operations & Maintenance				
TASK / PROJECT DESCRIPTION:	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for COMPASS Board related events, meeting expenses, and equipment/software needs.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.				
FY2023 BENCHMARKS					
				MILESTONES / PRODUCTS	
Provide local dollars for expenditures not federally funded.				Ongoing	
LEAD STAFF: Meq Larsen					Expense Summary
END PRODUCT: Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.					Total Workdays: 0
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
ESTIMATED DATE OF COMPLETION: September-2023				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20640					Professional Services 18,000
CPG, K22108	185,400	65,141		\$ 250,541	Legal / Lobbying \$ 17,000
STP-TMA, K20560			24,698	24,698	Equipment Purchases 82,250
Other			36,313	36,313	Travel / Education 11,600
Local / Fund Bal	16,135	5,669	99,535	121,339	Printing
				-	Public Involvement
					Meeting Support 7,000
					Carryforward 297,041
Total:	\$ 201,535	\$ 70,810	\$ 160,546	\$ 432,891	Total Direct Cost: \$ 432,891
					990 Total Cost: \$ 432,891

PROGRAM NO.	991			CLASSIFICATION:	Indirect / Overhead		
TITLE:	Support Services Labor						
TASK / PROJECT DESCRIPTION:	To provide labor to support the ongoing administrative functions of COMPASS. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	<p>The Office of Management and Budget (OMB) requires that a single audit be performed to ensure federal funds are being expended properly. The most recent OMB regulation issued for this purpose is Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). It includes uniform cost principles and audit requirements for federal awards to nonfederal entities and administrative requirements for all federal grants and cooperative agreements.</p> <p>Memorandum of Understanding 04-01, Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allow indirect costs as outlined in the agreement.</p>						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
<p>General Administration</p> <ul style="list-style-type: none"> Review standing agreements Conduct appropriate procurement processes and prepare contracts, as needed Update COMPASS operational policies as needed Monitor general workplace and personnel needs Provide administrative assistance for agency needs <p>Personnel Management</p> <ul style="list-style-type: none"> Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2023 benefit options <p>Financial Management</p> <ul style="list-style-type: none"> Close FY2022 financial records and begin FY2023 Provide annual audit support and complete financial reports Complete COMPASS annual Audit Report Prepare and distribute year-end payroll reports Complete budget variance information and report to the Finance Committee quarterly Maintain inventory of furniture, equipment, hardware and software <p>Information Technology</p> <ul style="list-style-type: none"> Manage Information Technology consultant and coordinate work efforts Prioritize needs, analyze costs, make recommendations and implement system improvements Coordinate with staff to configure equipment and software to meet the needs of each position Maintain security and integrity of IT systems, and perform appropriate back ups Coordinate systems with member agencies Migrate COMPASS website from Dreamweaver to a new platform 					<p>Aug As needed As needed Ongoing Ongoing</p> <p>As needed</p> <p>Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing</p> <p>Ongoing</p> <p>Oct - Dec</p>		
LEAD STAFF: Meg Larsen					Expense Summary		
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 1,012		
					Salary	\$ -	
					Fringe	-	
					Overhead	-	
					Total Labor Cost:	\$ -	
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		Professional Services	\$ -
	Ada	Canyon	Special	Total	Member Agencies Idaho Transportation Department	Legal / Lobbying	
				\$ -		Equipment Purchases	
				-		Travel / Education	
				-		Printing	
				-		Public Involvement	
				-		Meeting Support	
				-		Other	
Total:						Total Direct Cost:	\$ -
					991	Total Cost:	\$ -



COMPASS BOARD AGENDA ITEM V-C

Date: April 17, 2023

Topic: 2023 Population Estimates

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' acceptance of the 2023 population estimates.

Background/Summary:

Local population estimates have a multitude of uses to policy makers, planners, and the public. The estimates are used as indicators of economic conditions and for planning government programs, evaluating land development impacts on the transportation network, and establishing COMPASS member dues.

COMPASS develops population estimates for city and county jurisdictions in Ada and Canyon Counties. Since 1990, COMPASS has used a "Housing Unit Method" estimation model to update population estimates. This method is based on the premise that changes in the number of occupied housing units reflect changes in the population.

The 2023 regional population estimate is 801,530, an increase of 75,458 from the 2020 census count of 726,072. On March 7, 2023, the Demographic Advisory Workgroup reviewed the 2023 population estimates and recommended COMPASS Board of Directors' acceptance of them.

Implication (policy and/or financial):

Population estimates are used for local and regional planning and grant writing, and as a factor to help establish COMPASS membership dues.

More Information:

- 1) Attachment—2023 Population Estimates
- 2) Attachment—Historic Population Estimates by City Limits
- 3) For additional information contact: Austin Miller, Principal Planner, at 208-475-2239 or amiller@compassidaho.org.

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2023 Population Estimates
City and County Population Estimates for April 1, 2023
Areas Refer to Corporate Limits of Cities as of December 31, 2022

	2023 Population*	2020 Population^	2020-2023 Increase	2023 Percent of County	Percent of Region°		
					2023	2020	2010
Ada							
Boise City	247,040	235,684	11,356	45%	31%	32%	35%
Eagle	35,360	30,346	5,014	6%	4%	4%	3%
Garden City	12,990	12,316	674	2%	2%	2%	2%
Kuna	29,880	24,011	5,869	5%	4%	3%	3%
Meridian	138,620	117,635	20,985	25%	17%	16%	13%
Star (Ada County)	17,190	11,107	6,083	3%	2%	2%	1%
Unincorporated	63,510	63,868	-358	12%	8%	9%	10%
Total County	544,590	494,967	49,623	100%	68%	68%	67%
Canyon							
Caldwell	69,910	59,996	9,914	27%	9%	8%	8%
Greenleaf	840	812	28	<1%	<1%	<1%	<1%
Melba	670	572	98	<1%	<1%	<1%	<1%
Middleton	11,980	9,425	2,555	5%	1%	1%	1%
Nampa	114,960	100,200	14,760	45%	14%	14%	14%
Notus	630	609	21	<1%	<1%	<1%	<1%
Parma	2,140	2,096	44	1%	<1%	<1%	<1%
Star (Canyon County)	500	10	490	<1%	<1%	<1%	<1%
Wilder	1,680	1,597	83	1%	<1%	<1%	<1%
Unincorporated	53,630	55,788	-2,158	21%	7%	8%	9%
Total County	256,940	231,105	25,835	100%	32%	32%	33%
Counties	801,530	726,072	75,458				

*COMPASS Population Estimate

^Census Population Count

°Totals may not add to 100% due to rounding.

Historic Population Estimates by City Limits

Ada County										Regional Total
Year	Boise	Eagle	Garden City	Kuna	Meridian	Star (Ada)	Unincor- porated	Total		
2023	247,040	35,360	12,990	29,880	138,620	17,190	63,510	544,590		801,530
2022	243,570	33,960	13,040	27,480	133,470	14,950	66,240	532,710		782,430
2021	241,590	34,470	12,570	27,570	127,890	13,400	60,820	518,300		761,680
2020 (Census)	235,684	30,346	12,316	24,011	117,635	11,117	63,868	494,967		726,072
2019	236,310	31,270	12,240	23,140	114,680	10,990	59,040	487,660		712,200
2018	232,300	29,910	11,880	20,740	106,410	10,310	59,390	470,930		688,110
2017	228,930	26,930	11,500	19,700	98,300	9,290	59,760	454,400		669,830
2016	226,900	25,510	11,420	18,430	91,420	8,150	61,020	442,850		651,030
2015	223,670	24,600	12,060	17,320	91,310	7,930	61,780	438,660		646,450
2010 (Census)	205,671	19,908	10,972	15,210	75,092	5,793	59,739	392,365		581,288
2000 (Census)	185,787	11,085	10,624	5,382	34,919	1,795	51,312	300,904		432,345
1990 (Census)	125,738	3,327	6,369	1,955	9,596	648	58,142	205,775		295,851

Canyon County											
Year	Caldwell	Greenleaf	Melba	Middleton	Nampa	Notus	Parma	Star (Canyon)	Wilder	Unincor- porated	Total
2023	69,910	840	670	11,980	114,960	630	2,140	500	1,680	53,630	256,940
2022	66,450	840	580	10,720	109,120	620	2,120	280	1,620	57,370	249,720
2021	63,760	900	590	10,420	110,980	570	2,210	10	1,830	52,110	243,380
2020 (Census)	59,996	812	572	9,425	100,200	609	2,096	10	1,597	55,788	231,105
2019	58,830	870	590	9,710	102,030	570	2,150	10	1,760	48,020	224,540
2018	56,860	860	570	9,190	98,370	570	2,140	10	1,710	46,900	217,180
2017	54,120	860	570	8,110	96,820	570	2,120	10	1,690	50,560	215,430
2016	52,620	860	570	7,580	90,860	570	2,110	10	1,640	51,360	208,180
2015	51,880	860	570	7,110	89,210	570	2,140	10	1,640	53,800	207,790
2010 (Census)	46,237	846	513	5,524	81,557	531	1,983	10	1,533	50,179	188,923
2000 (Census)	25,967	862	439	2,978	51,867	458	1,771	0	1,462	45,637	131,441
1990 (Census)	18,586	648	252	1,851	28,365	380	1,597	0	1,232	37,165	90,076

Note: Decreases in population are caused by changes in persons per household and vacancy rates over time.

COMPASS BOARD OF DIRECTORS AGENDA ITEM V-D

DATE: APRIL 17, 2023

Topic: FY2024 General and Special Membership Dues

Request/Recommendation:

COMPASS staff seeks COMPASS Board approval of the proposed FY2024 membership dues.

Background/Summary:

The COMPASS Board approved the attached Member Dues Calculation Policy at its January 26, 2015, meeting. The policy specifies the formula that shall be used to calculate the annual membership dues. The approved formula was incorporated into the Joint Powers Agreement adopted by the Board at its September 21, 2015, meeting.

COMPASS staff used the FY2023 population estimates recommended by the Demographic Advisory Workgroup at its March 7, 2023, meeting to calculate the proposed FY2024 membership dues. The per capita rate used in the calculation is identical to the rate approved by the COMPASS Board for FY2015 through FY2023 dues. The change in dues for each entity in Ada and Canyon Counties reflects the change in estimated population from FY2022.

The Finance Committee recommended approval of the proposed FY2024 membership dues at its April 5, 2023, meeting.

Implication (policy and/or financial):

The proposed dues will be used in the development of the draft FY2024 Unified Planning Work Program and Budget to be presented to the Finance Committee in its June 15, 2023, meeting.

More Information:

- 1) Attachments: Member Dues Calculation Policy
Proposed FY2024 Membership Dues
- 2) For detailed information contact: Meg Larsen, at 208-475-2228 or mlarsen@compassidaho.org.

ML:tg

MEMBER DUES CALCULATION POLICY

Each member agency's proportionate share of general membership dues is calculated using a formula based on the population within the member agency's jurisdiction, as described below.

- a. County dues = $(1/2 \text{ of the unincorporated county population} + 1/3 \text{ of the population from incorporated portions of the county}) \times \text{the dues per person rate.}$
- b. Highway district dues = $(1/2 \text{ of the unincorporated county population within the highway district boundary} + 1/3 \text{ of the population from incorporated portions of the county within the highway district boundary}) \times \text{the dues per person rate.}$
- c. City dues = $(1/3 \text{ of each city's population within incorporated boundaries}) \times \text{the dues per person rate.}$

The population data used in the calculation are the population estimates for each jurisdiction developed by COMPASS staff and accepted by the Board annually.

The dues per person rate is the per capita rate approved by the Board.

Special member dues for each special member are equal to 1% of the total general member dues, rounded to the nearest hundred.

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**COMPASS
PROPOSED FY2024 MEMBERSHIP DUES**

	Actual FY 2023 Membership Dues		Proposed FY2024 Membership Dues		Change
	FY2022 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	FY2023 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	\$ -
GENERAL MEMBERS					
ADA COUNTY					
Ada County	532,710	\$ 249,479	544,590	\$ 254,115	\$ 4,636
Ada County Highway District	532,710	249,479	544,590	254,115	4,636
City of Boise	243,570	107,392	247,040	108,922	1,530
City of Eagle	33,960	14,973	35,360	15,591	618
City of Garden City	13,040	5,749	12,990	5,727	(22)
City of Kuna	27,480	12,116	29,880	13,174	1,058
City of Meridian	133,470	58,848	138,620	61,119	2,271
City of Star (Ada County)	14,950	6,587	17,190	7,579	992
TOTAL ADA COUNTY	518,300	\$ 704,623	544,590	\$ 720,342	\$ 15,719
CANYON COUNTY					
Canyon County	249,720	122,508	256,940	125,110	\$ 2,602
Canyon Highway District No. 4	96,496	47,092	100,040	48,483	1,391
Nampa Highway District No. 1	135,419		138,790		-
Golden Gate Hwy District No. 3	9,220		9,380		-
Notus Parma Highway District	8,580		8,730		-
City of Caldwell	66,450	29,298	69,910	30,824	1,526
City of Greenleaf	840	370	840	370	-
City of Melba	580	256	670	295	39
City of Middleton	10,720	4,727	11,980	5,282	555
City of Nampa	109,120	48,112	114,960	50,687	2,575
City of Notus	620	273	630	278	5
City of Parma	2,120	935	2,140	944	9
City of Star (Canyon County)	280	123	500	220	97
City of Wilder	1,620	714	1,680	741	27
TOTAL CANYON COUNTY	243,380	\$ 254,408	256,940	\$ 263,234	\$ 8,826
SPECIAL MEMBERS					
Boise State University		9,600		9,800	\$ 200
Capital City Development Corporation		9,600		9,800	200
Department of Environmental Quality		9,600		9,800	200
Idaho Transportation Department		9,600		9,800	200
Valley Regional Transit		9,600		9,800	200
TOTAL SPECIAL MEMBERS		\$ 48,000		\$ 49,000	\$ 1,000
TOTAL MEMBER DUES					
		\$ 1,007,031		\$ 1,032,576	\$ 25,545

500 Star residents live in Canyon County; City of Star is listed both in the Ada County and Canyon County section. Star/Ada County residents are allocated to the City of Star, Ada County and Ada County Highway District. Star/Canyon County residents are allocated to the City of Star, Canyon County and Canyon Highway District.

COMPASS BOARD AGENDA ITEM VI-A

Date: April 17, 2023

Topic: I-84 Corridor Operations Plan: High Occupancy Vehicle (HOV) Analysis

Background/Summary:

The I-84 Corridor Operations Plan was developed through a collaborative effort led by COMPASS and the Idaho Transportation Department to identify operational challenges and innovative transportation systems management and operations (TSMO) and intelligent transportation systems (ITS) solutions to improve safety, maximize reliability/capacity, and improve integrated operations of the interstate corridor in Ada and Canyon Counties. The plan outlines an operational vision and the TSMO/ITS tactics that best fit the goals and objectives of the corridor, are supported by the project stakeholders, and are most technically and fiscally feasible.

As an addendum to the operations plan, COMPASS and ITD conducted case studies and a planning-level analysis to summarize the potential benefits of HOV or managed lanes as a future travel demand management strategy for the I-84 corridor. The analysis included several case studies of HOV systems across the United States, a quantitative analysis of potential volumes and peak hour travel times for an HOV lane in 2050, conceptual graphics of the potential system, cost estimates, and a discussion of next steps. The analysis assumed an additional through lane and **NOT** a redesignation of existing lanes.

Hunter Mulhall will present a review of the I-84 Corridor Operations Plan and a summary of the HOV case studies and analysis.

More Information:

- 1) I-84 Corridor Operations Plan: https://compassidaho.org/wp-content/uploads/COMPASS_I-84_CorridorOperationsPlan_2-28-23.pdf
- 2) HOV and Managed Lanes Case Studies: https://compassidaho.org/wp-content/uploads/HOV_Managed_Lanes_Case_Studies.pdf
- 3) HOV Analysis Final Report: https://compassidaho.org/wp-content/uploads/HOV_Analysis_Report.pdf
- 4) For detailed information contact: Hunter Mulhall, Principal Planner, at hmulhall@compassidaho.org

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COMPASS BOARD AGENDA ITEM VI-B

Date: April 17, 2023

Topic: Draft *Communities in Motion 2055* Workplan

Request/Recommendation:

Information/discussion.

Background/Summary:

The next update of the regional long-range transportation plan, *Communities in Motion*, is due in early 2028. The five-year process to complete that update has already begun. In this meeting, COMPASS staff will present a high-level overview of the proposed process (Attachment 1), work plan (Attachment 2), and associated schedule (Attachment 3) for discussion. COMPASS staff provided an overview to the Regional Transportation Advisory Committee (RTAC) at its February and March 2023 meetings.

The proposed *Communities in Motion 2055* (CIM 2055) plan will build upon the recently approved CIM 2050 plan, which guides the vision of where our community wants to go. CIM 2055 will focus on how to get there by revising project prioritization, facilitating discussion on trade-offs, and identifying key policy recommendations to strengthen implementation.

The proposed scope of work includes federally required elements (FR), items needed to accomplish required elements (fr), items based on the 2022 federal certification review of the COMPASS program (CR), and new items (n). The key focus areas of the CIM update will include:

- expanded planning and implementation policy support for multimodal transportation
- integration and implementation of COMPASS' congestion management strategies and tactics, consistent with the [2022 Congestion Management System Process](#) (see below)
- an expanded project prioritization process that considers impacts on mode, safety, equity, economic activity, and more.
- discussion of the consequences of failure to implement unfunded transportation needs on different transportation modes, employees and employers, and vulnerable populations

Based on your feedback, a revised draft work plan and schedule will be presented to RTAC in May for a recommendation of COMPASS Board of Directors' approval in June.

More Information:

- 1) COMPASS Congestion Management System Process: <https://compassidaho.org/wp-content/uploads/2022CongestionManagementSystemTechnicalDocument.pdf>
- 2) Attachment 1: Proposed *Communities in Motion 2055* Development Process
- 3) Attachment 2: Proposed *Communities in Motion 2055* Work Plan and Task List
- 4) Attachment 3: Proposed *Communities in Motion 2055* Task List Schedule
- 5) For questions, contact Austin Miller at 208/475-2239 or amiller@compassidaho.org

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Proposed CIM 2055 Development Process

Build Foundation

Develop demographic forecast

Quantify resources available

Consolidate trends; develop foundation 2055

Develop Topic Areas

Evaluate network

Identify topic area priorities

Update performance measures and targets

Compare and Prioritize

Develop investment scenarios

Quantify trade-offs and outcomes

Discuss trade-offs and develop values

Invest and Implement

Identify priorities for investment

Update financial and implementation policies

Present consequences of unmet and unfunded needs

Member Agency Input

CIM 2050:

Vision oriented

Where do we want to go?

How do we get there?

Choices abstract, values based

CIM 2055:

Consequence oriented

Where are we headed?

How can we change course?

Highlight trade-offs and tensions

Public Outreach 1: *Review*

scenarios and findings. How do we resolve trade-offs?

Public Outreach 2: *Review and approve*

Workplan for *Communities in Motion 2055* (CIM 2055)

Purpose

COMPASS will develop an integrated, long-range (20+ year) regional transportation plan to:

- plan for horizon year 2055;
- envision forecasted growth;
- integrate transportation and land use priorities;
- plan for regional transportation system and integration among modes (i.e., multi-modal);
- improve safety for all users;
- ensure equity in transportation, per federal requirements and certification review;
- use Congestion Management Process to address congestion;
- understand consequences of failure to address unfunded needs;
- better coordinate investments;
- analyze long term public transportation investment needs to support a mode shift;
- position region to compete for federal funding;
- address corrective actions and comments from 2022 federal Certification Review;
- meet federal requirements for a long-range transportation plan.

Policy

The Infrastructure Investment and Jobs Act states that metropolitan planning shall consider projects and strategies that will:

- support economic vitality, especially by enabling global competitiveness, productivity, and efficiency;
- increase the safety of the transportation system for motorized and non-motorized users;
- increase the security of the transportation system for motorized and non-motorized users;
- increase the accessibility and mobility of people and freight;
- protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
- enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- promote efficient system management and operation;
- emphasize the preservation of the existing transportation system;
- improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- enhance travel and tourism.

Task List Legend

FR = Federal Requirement

fr = Needed as part of federal requirement

CR = Certification Review

n = New

Draft CIM 2055 Task List

0.0 Project Management

- | | | |
|-----|---|-------|
| 0.1 | Manage program (scope of work, schedule budget) | |
| 0.2 | Monitor legislative, funding, and other changes; revise scope as needed | Fr/FR |

1.0 Public Participation Plan

- | | | |
|-----|-------------------------------------|----|
| 1.1 | Develop Public Participation Plan | FR |
| 1.2 | Implement Public Participation Plan | FR |

Deliverables:

- Public Participation Plan

Associated Direct Costs

N/A

Costs

N/A

Build Foundation: Develop population projections, land use trends, and transportation network to 2055 based on current conditions and trends.

2.0 Demographic Forecast

- | | | |
|-----|--|----|
| 2.1 | Forecast demographics to horizon year | FR |
| 2.2 | Reconcile CIM 2050 Vision/growth allocation based on regional trends and comprehensive plans | fr |
| 2.3 | Conduct buildout analysis | |

3.0 Regional Resources

- | | | |
|-----|--|----|
| 3.1 | Update financial analysis; quantify public and private funds available for transportation projects | FR |
| 3.2 | Analyze long-term financial sustainability of 2055 Transportation System Foundation | fr |

4.0 Build 2055 Transportation System Foundation (funded system through 2055)

- | | | |
|-----|--|----|
| 4.1 | Expand CIM 2050 network to 2055 based on new transportation plans and growth allocations | FR |
| 4.2 | Conduct a Network Deficiency Analysis | |
| 4.3 | Identify future "Regional Corridors" using buildout scenarios | |

Deliverables:

- 2055 Demographic Projections by Traffic Analysis Zone
- Land use/Comprehensive Plan update
- Financial Forecast
- 2055 Transportation System Foundation
- Buildout Analysis

Associated Direct Costs

N/A

N/A

N/A

N/A

N/A

Costs

N/A

N/A

N/A

N/A

N/A

Topic Area Analysis: Analyze transportation network to identify needs of the current and 2055 transportation system foundation. Quantify consequences of failing to address needs. Define the gap between the deficiency analysis and identified project list. Analyze using topic-areas, such as safety.

5.0	Analyze performance of 2055 Transportation System Foundation against updated goals	
5.1	Confirm CIM 2055 Goals and Objectives	FR
5.2	Land Use	FR
5.2.1	<i>Review Comprehensive Plans</i>	FR
5.2.2	<i>Develop Regional Housing Coordination Plan</i>	n
5.3	<u>Active Transportation</u>	FR
5.3.1	<i>Review Micromobility</i>	n
5.3.2	<i>Update Regional Pathway Network</i>	FR
5.3.3	<i>Coordinated Regional Waterway-Pathway Plan</i>	N
5.3.4	<i>Integrate Bicycle/Pedestrian Count Program into Planning Process</i>	
5.4	<u>Freight</u>	FR
5.4.1	<i>Update Freight Study</i>	
5.4.2	<i>Develop freight rail analysis (part of 5.4.1 Freight Study Update)</i>	n
5.5	<u>Public Transportation</u>	FR
5.5.1	<i>Coordinate High-Capacity Transit Planning and Environmental Linkages (PEL) Study</i>	n
5.5.2	<i>Update Regional Public Transportation Network</i>	FR
5.5.3	<i>Update Coordinated Plan</i>	FR
5.5.4	<i>Conduct First-and-Last Mile Needs Analysis (Active Transportation Connections)</i>	n/CR
5.5.5	<i>Develop Park and Ride Coordination Plan (part of 5.11.2 Electric Vehicle / Alternative Fuels Infrastructure Study)</i>	
5.6	<u>Auto/ Congestion Management</u>	FR
5.6.1	<i>Update Congestion Management Process, Strategies, and Implementation</i>	FR/CR
5.6.2	<i>Update Regional Transportation Demand Management Policy/Strategy</i>	
5.6.3	<i>Analyze Smart Cities/Intelligent Transportation Systems Corridor Integration opportunities</i>	n
5.7	<u>Safety</u>	FR
5.7.1	<i>Develop Regional Safety Action Plan</i>	n
5.8	<u>Equity</u>	FR/CR
5.8.1	<i>Analyze Impacts of Transportation Underfunding</i>	n/CR
5.8.2	<i>Update Disadvantaged Groups Needs Analysis (part of 5.5.2 Coordinated Plan Update)</i>	n/CR
5.9	<u>Environment, Natural Resources, and Resiliency</u>	FR
5.9.1	<i>Update Environmental Mitigation Strategies</i>	fr
5.9.2	<i>Develop Resiliency Improvement Plan</i>	n

5.9.3	<i>Develop Carbon Reduction Strategy</i>	n
5.10	<u>Economic Activity</u>	FR
5.10.1	<i>Update Travel and tourism</i>	FR
5.11	<u>Emerging Technology and Security</u>	FR
5.11.1	<i>Develop Regional Transportation Security Education and Support</i>	n
5.11.2	<i>Develop Electric Vehicles/Alternative Fuels Infrastructure Deployment Study</i>	n
5.11.3	<i>Develop Autonomous Vehicles Preparedness Study</i>	n

Deliverables:	Associated Direct Costs	Costs
<ul style="list-style-type: none"> • Web map including summaries of mode and topic area existing conditions and deficiencies 	N/A	N/A
<ul style="list-style-type: none"> • Regional Housing Coordination Pan 	Consultant support	\$100K
<ul style="list-style-type: none"> • High-Capacity Transit PEL Study 	Consultant support	\$1M
<ul style="list-style-type: none"> • Regional Transportation Demand Management Policy/Strategy 	Consultant support	\$150K
<ul style="list-style-type: none"> • Regional Safety Action Plan 	Consultant support	\$490K
<ul style="list-style-type: none"> • Resiliency Improvement Plan 	Consultant support	\$175K
<ul style="list-style-type: none"> • Coordinated Regional Waterway-Pathway Plan 	Consultant support	\$120K
<ul style="list-style-type: none"> • Freight Study Update 	Consultant support/Data	\$380K
<ul style="list-style-type: none"> • Carbon Reduction Strategy 	Consultant support	\$180K
<ul style="list-style-type: none"> • Electric Vehicle / Alternative Fuels Infrastructure Study 	Consultant support	\$80K
<ul style="list-style-type: none"> • Autonomous Vehicles Preparedness Analysis 	Consultant support	TBD

6.0 Performance Measures and Trends

6.1	Revise method of quantitatively assessing performance towards regional goals	fr
6.2	Analyze performance trends, including federal performance targets, in relation to regional goals	FR

Deliverables:	Associated Direct Costs	Costs
<ul style="list-style-type: none"> • Updated performance measures and targets 	N/A	N/A
<ul style="list-style-type: none"> • Quantitative assessment of performance trends 	N/A	N/A

Compare and Prioritize: Develop and evaluate investment scenarios. Identify and highlight regional priorities but preserve topic-area findings.

7.0 Develop Transportation Scenarios

7.1	Identify tensions and trade-offs within regional goals and objectives	n
7.2	Develop scenarios demonstrating how existing transportation funds could address conflicting priorities and goals	n

7.3	Develop project cost estimates	fr
7.4	Analyze transportation investment scenarios; identify and highlight regional priorities but preserve topic-area findings	n
7.5	Quantify impact of failure to address needs and impacts on residents, employers	CR
7.6	Develop simple comparisons of investment scenarios and outcomes	n
7.6.1	<i>Compare safety and financial performance of scenarios</i>	

8.0 Public Outreach 1: Transportation Investment Scenarios

Transportation Scenario Public Outreach:		
8.1	<ul style="list-style-type: none"> • Which scenario do you prefer? • How do we balance priorities? 	FR
8.2	Member and elected leader outreach on transportation scenarios	
8.3	Regular public check-ins at COMPASS Education Series	n
8.4	Summarize public outreach from Task 5 activities and Public Outreach 1	

9.0 Prioritize Projects

9.1	Develop funded projects and unfunded needs	fr
9.2	Develop scoring process using public feedback to prioritize funded and unfunded projects	fr
9.3	Identify highly beneficial projects	
9.4	Develop project priority rankings for funded and unfunded projects	FR
9.4.1	<i>Retain topic-area specific priorities</i>	n

Deliverables:

	Direct Costs	Costs
• Scenario performance summaries	N/A	N/A
• Summary of consequences of unfunded transportation needs	N/A	N/A
• Public Outreach 1 Public comments and Summary Report	Software/Advertising	\$65K
• Summaries of trade-off resolutions	N/A	N/A
• Prioritized funded and unfunded needs	N/A	N/A
• Story map describing topic areas needs	N/A	N/A

Invest and Implement: Identify transportation investments that best address regional goals/policies to inform implementation policies.

10.0 Update Funding and Implementation Policies

10.1	Refine funding analysis and estimates (if needed)	fr
10.2	Complete financial forecast	fr
10.2.1	<i>Review comparable regions' transportation funding sources</i>	n
10.2.2	<i>Identify plausible sources to meet transportation needs (and pursue)</i>	CR
10.3	Update Implementation Policies	FR

10.3.1	Update Funding Policy	FR
10.3.2	Update Complete Network Implementation Strategies	CR
10.3.3	Update Congestion Management Implementation Strategies	FR/CR
10.4	Identify Transportation Policy Impediments	n

11.0 Compile the Plan fr

11.1	Draft technical documents	
11.2	Develop maps for CIM 2055	
11.3	Provide graphic, editing, and format support for plan documents	fr

12.0 Public Outreach 2: Public Review FR

12.1	Provide draft plan for member agency review and feedback	
12.1	Provide draft plan for public feedback	FR
12.2	Respond to public feedback	FR
12.3	Revise plan as needed	fr

13.0 Adopt Plan

13.1	Regional Transportation Advisory Committee recommend adoption to COMPASS Board of Directors	fr
13.2	COMPASS Board of Directors adopt the plan	FR
13.3	Publish and distribute the plan	FR

Deliverables:	Associated Direct Costs	Costs
• Financial forecast		
• Summary of transportation funding findings and policy recommendations	N/A	N/A
• Updated Complete Network Implementation Strategies	N/A	N/A
• Updated Funding Policy	N/A	N/A
• Updated Implementation Policy	N/A	N/A
• Congestion Management Implementation Strategies	N/A	N/A
• Draft plan, for review	N/A	N/A
• Final plan, website, maps, technical documents, and printed summary	Consultant support/materials	\$110K
Total Cost:		\$2.85M

DRAFT Communities in Motion 2055 Task List Schedule

Tasks		FY2023		FY2024				FY2025			FY2026			FY2027			FY2028			Total	
		- Jun 23	Jul 23 - Sep 23	Oct 23 - Dec 23	Jan 24 - Mar 24	Apr 24 - Jun 24	Jul 24 - Sep 24	Oct 24 - Dec 24	Mar 25	Apr 25 - Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	Apr 26 - Jun 26	Jul 26 - Sep 26	Oct 26 - Dec 26	Jan 27 - Mar 27	Apr 27 - Jun 27	Jul 27 - Sep 27		Oct 27 - Dec 27
Project Management																					
0.1	Manage program (scope of work, schedule, budget)																				
0.2	Monitor legislative, funding, and other changes; revise scope as needed	fr/FR																			
1. Public Participation Plan																					
1.1	Develop Public Participation Plan	FR																			
1.2	Implement participation plan	FR																			
BUILD FOUNDATION																					
2. Demographic forecast																					
2.1	Forecast demographics to horizon year	FR																			
	Board approval of 2055 Control Forecast			Dec 23																	
2.2	Reconcile 2050 Vision/growth allocation based on regional trends and comprehensive plans	fr																			
	Board approval of COMPASS 2055 Growth Allocation							Aug 24													
2.3	Build-out Analysis																				
	Board approval of Buildout Forecast							Aug 24													
3. Regional Resources																					
3.1	Update financial analysis, quantify public and private funds available for transportation projects	FR																			
3.2	Quantify long-term maintenance needs of the 2055 Transportation System Foundation	fr																			
4. Build 2055 Transportation System Foundation																					
4.1	Expand CIM 2050 network to 2055 based on new transportation plans and growth allocations	FR																			
	Board approval of 2055 Transportation System Foundation							Dec 24													
4.2	Conduct a Network Deficiency Analysis																				
4.2.1	Identify future "Regional Corridors" using buildout scenarios																				
	Board acceptance of Deficiency Analysis Findings								June 25												
TOPIC AREA ANALYSIS																					
5. Analyze performance of 2055 Transportation System Foundation against 2055 goals																					
5.1	Confirm CIM 2055 Goals and Objectives	FR																			
	Board approval of CIM 2055 Goals and Objectives			Oct 23																	
5.2	Land Use																				
5.2.1	Review Comprehensive Plan (same as 2.3)	FR																			
5.2.2	Develop Regional Housing Coordination Plan	n																			
5.3	Active transportation	FR/CR																			
5.3.1	Review Micromobility	n																			
5.3.2	Update Regional Pathway Network	FR																			
5.3.3	Coordinated Regional Waterway-Pathway Plan	n																			
5.3.4	Integrate Bicycle/Pedestrian Count Program into Planning Process																				
5.4	Freight	FR																			
5.4.1	Freight Study Update																				
5.4.2	Develop freight rail analysis (part of 5.4.1 Freight Study Update)	n																			
5.5	Public transportation	FR/CR																			
5.5.1	High-Capacity Transit Planning and Environmental Linkages (PEL) Study	n																			
5.5.2	Regional Public Transportation Network Update	FR																			
5.5.3	Coordinated Plan update	FR																			
5.5.4	First-and-Last Mile Needs Analysis (i.e., Active Transportation Connections)	n/CR																			
5.5.5	Park and Ride Coordination Plan (part of 5.11.2 Electric Vehicle / Alternative Fuels Infrastructure Study)																				
5.6	Auto/ Congestion Management	FR/CR																			
5.6.1	Congestion Management Process, Strategies, and Implementation	FR/CR																			
5.6.2	Regional TDM Policy/Strategy																				
5.6.3	Smart Cities/ITS Corridor Integration Analysis	n																			
5.7	Safety	FR																			
5.7.1	Regional Safety Action Plan	n																			
5.8	Equity	FR/CR																			
5.8.1	Analysis of Transportation Underfunding	n/CR																			
5.8.2	Disadvantaged Groups Needs Analysis (part of 5.5.2 Coordinated Plan Update)	n/CR																			
5.9	Environment, Natural Resources, and Resiliency	FR																			
5.9.1	Update Environmental Mitigation Strategies	fr																			
5.9.2	Resiliency Improvement Plan	n																			
5.9.3	Carbon Reduction Strategy	n																			
5.10	Economic Activity	FR																			
5.10.1	Travel and Tourism	FR																			
5.11	Emerging Technology and Security	FR																			
5.11.1	Regional Transportation Security Education and Support	n																			
5.11.2	Electric Vehicles/Alternative Fuels Infrastructure Deployment Study	n																			
5.11.3	Autonomous Vehicles Preparedness Study	n																			
6. Performance Measures and Trends																					

Current Authorization Bill Expires

Draft CIM 2055

Identify Unfunded Projects

Regular public check-ins at COMPASS Education Series (part of 8.3)

Unfunded studies will be incorporated as funding allows. Scope of projects are subject to change.

Tasks		FY2023		FY2024				FY2025				FY2026				FY2027				FY2028				Total
		- Jun 23	Jul 23 - Sep 23	Oct 23 - Dec 23	Jan 24 - Mar 24	Apr 24 - Jun 24	Jul 24 - Sep 24	Oct 24 - Dec 24	Mar 25	Apr 25 - Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	Apr 26 - Jun 26	Jul 26 - Sep 26	Oct 26 - Dec 26	Jan 27 - Mar 27	Apr 27 - Jun 27	Jul 27 - Sep 27	Oct 27 - Dec 27	Jan 28 - Mar 28	Apr 28 - Jun 28	Jul 28 - Sep 28	
6.1	Revise method of quantitatively assessing performance towards regional goals	fr																						
	Analyze performance trends,	FR																						
6.2	including federal performance targets, in relation to regional goals																							
	Board review of analysis																							
COMPARE AND PRIORITIZE																								
7. Develop Transportation Scenarios																								
7.1	Identify tensions and trade-offs within regional goals and objectives	n																						
	Board information only																							
7.2	Develop scenarios demonstrating how existing transportation funds could address conflicting priorities and goals	n																						
	Board approval of project list(s)																							
7.3	Develop project cost estimates	fr																						
7.4	Analyze transportation investment scenarios; identify and highlight regional priorities but preserve topic-area findings	n																						
7.5	Quantify impact of failure to address transportation needs on residents and employers	CR																						
7.6	Develop simple comparisons of investment scenarios and outcomes	n																						
7.6.1	Compare safety and financial performance of scenarios																							
	Board acceptance of scenario performance analysis																							
8. Public Outreach 1: Transportation Investment Scenarios																								
8.1	Transportation Scenario Public Outreach	FR																						
8.2	Member and elected leader outreach on transportation scenarios																							
8.3	Regular public check-ins at COMPASS Education Series	n																						
8.4	Summarize public outreach from Task 5 activities and Public Outreach 1	n																						
9. Prioritize Projects																								
9.1	Develop funded projects and unfunded needs	fr																						
9.2	Develop scoring process using public feedback to prioritize funded and unfunded projects	fr																						
9.3	Identify highly beneficial projects																							
9.4	Provide project priority rankings for funded and unfunded projects	FR																						
	Board approval of project lists																							
9.4.1	Retain topic-area specific priorities	n																						
9.5	Reconcile short-term, long-term, and unfunded project lists																							
INVEST AND IMPLEMENT																								
10. Update Funding and Implementation Policies																								
10.1	Refine funding analysis and estimates (if needed)	fr																						
10.2	Reconcile financial forecast	fr																						
10.2.1	Review comparable region's transportation funding sources	n																						
10.2.2	Identify plausible sources for to meet transportation needs (and pursue)	CR																						
10.3	Update Implementation Policies	FR																						
	Board approval of Implementation Policies																							
10.3.1	Update Funding Policy	FR																						
	Board approval of Funding Policy																							
10.3.2	Update Complete Network Implementation Strategies	CR																						
10.3.3	Congestion Management Implementation Strategies	FR/CR																						
10.4	Identify Transportation Policy Impediments	n																						
	Board approval of transportation policy impediment analysis																							
11. Compile the plan																								
11.1	Draft technical documents	fr																						
11.2	Develop maps for CIM 2055																							
11.3	Provide graphic, editing and format support for plan document	fr																						
	Board review of draft plan																							
12. Public Outreach 2: Public review																								
12.1	Provide draft plan for member agency review and feedback																							
12.2	Provide draft plan for public feedback	FR																						
12.3	Respond to public feedback	FR																						
12.4	Revise plan as needed	fr																						
13. Adopt Plan																								
13.1	Regional Transportation Advisory Committee recommend adoption to COMPASS Board of Directors	fr																						
13.2	COMPASS Board adopt the plan	FR																						
13.3	Publish and distribute the plan	FR																						

		FY2023		FY2024				FY2025			FY2026			FY2027			FY2028			Total				
		- Jun 23	Jul 23 - Sep 23	Oct 23 - Dec 23	Jan 24 - Mar 24	Apr 24 - Jun 24	Jul 24 - Sep 24	Oct 24 - Dec 24	Mar 25	Apr 25 - Jun 25	Jul 25 - Sep 25	Oct 25 - Dec 25	Jan 26 - Mar 26	Apr 26 - Jun 26	Jul 26 - Sep 26	Oct 26 - Dec 26	Jan 27 - Mar 27	Apr 27 - Jun 27	Jul 27 - Sep 27	Oct 27 - Dec 27	Jan 28 - Mar 28	Apr 28 - Jun 28	Jul 28 - Sep 28	
Tasks																								

CR = Certification Review
FR = Federal Requirement
fr = needed to complete Federal Requirement

\\cpa.local\dfs\Shared\FY23\600 Projects\661 CIM\CIM 2055\Presentations\Board\[Attachment 3 Editable.xlsx]Tasks

COMPASS Staff Activity Report: February 2023

Staff Updates:

- ✓ COMPASS welcomed two new staff members: Grant Writer and Administrator Matt Carlson and Bicycle/Pedestrian Counter Technician Tori Cale.

Planning Team

Team Lead: Liisa Itkonen

Team Members: Tori Cale, Dane Hoskins, Lila Klopfenstein, Austin Miller

- ✓ Presented a Development Review Policy and revised Development Review Checklist Template to the COMPASS Board of Directors for adoption.
- ✓ Held the third meeting of the Planning and Environmental Linkages Workgroup (PELWG) to develop a draft scope of work for a future high-capacity transit planning and environmental linkages study.
- ✓ Met with member agencies to solicit feedback on the draft scope of work for the next regional long-range plan, *Communities in Motion 2055*.

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Prioritized all applications eligible for federal-aid funding and received a recommendation on the priorities from the Regional Transportation Advisory Committee.
- ✓ Processed an amendment and an administrative modification for projects in the regional transportation improvement program.
- ✓ Developed a plan for balancing the Transportation Alternatives Program in FY2023.

Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Built scripts to process and clean building permit data for geocoding, developing the annual Development Monitoring Report, and estimating the current year population.
- ✓ Completed two special model runs for proposed developments, bringing the total for FY2023 to eight.
- ✓ Completed and submitted the Boundary and Annexation Survey to the US Census Bureau; this is an annual effort and is the official record of annexations.
- ✓ Refined and completed a walkability analysis for school locations to identify gaps in the transportation system. Initial results were presented to City of Meridian staff.

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Presented a "COMPASS 101" workshop to elected officials, member agency staff, and COMPASS workgroup members.
- ✓ Continued work to move the COMPASS website to a new platform; the new site is anticipated to go live in early April.
- ✓ Engaged with and educated Idaho legislators on COMPASS' legislative policy positions and testified on legislation on behalf of COMPASS.
- ✓ Finalized and printed a brochure summarizing *Communities in Motion 2050*.
- ✓ Participated in a panel discussion on outreach and public participation as part of CityGo's "Tireside Chats" speaker series.

Operations Team

Director of Operations: Meg Larsen

Team Members: Cathy Crandell, Denise Eikanger, Keith Holmes, Mary Rodriguez, Janet Russell

- ✓ Onboarded two new employees and selected new Team Lead for the Planning Team.
 - ✓ Continued the recruitment process for an additional planner.
-

COMPASS Staff Activity Report: March 2023

Staff Updates:

- ✓ Principal Planner Austin Miller was named Planning Team Lead as of March 1, 2023.
- ✓ Principal Planner and Planning Team Lead Liisa Itkonen retired on March 31, 2023, after 15 years with COMPASS.
- ✓ Received notice that COMPASS is a finalist for a national government social media award for our new Nextdoor presence.

Planning Team

Team Lead: Austin Miller

Team Members: Tori Cale, Dane Hoskins, Lila Klopfenstein

- ✓ Completed 2023 population estimates for Ada and Canyon Counties.
- ✓ Presented on the history of high-capacity transit in the Treasure Valley at an Idaho Institute of Transportation Engineers monthly meeting and served as a panelist on a Boise State University Hazard and Climate Institute panel on balancing growth and sustainability in Idaho.
- ✓ Hosted the first Regional Housing Coordination Workgroup meeting and shared preliminary findings of a housing needs analysis.

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Prepared an amendment for public comment proposing to add one project in the regional transportation improvement program (TIP).
- ✓ Developed the funding plans for Boise and Nampa Urbanized Area funding for the draft FY2024-2030 TIP.
- ✓ Met with member agency staff to develop plans for submitting future competitive grants.

Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Improved the data, updated the process, and prepared the draft 2022 Development Monitoring Report.
- ✓ Completed three special model runs for proposed developments.
- ✓ Processed Tier 1 and Tier 2 travel time data sets for the congestion management annual report.
- ✓ Prepared initial items necessary for the 2023 orthophotography flight.

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Completed the transition to a new website, with a launch of the new site on March 31, 2023.
- ✓ Presented an overview of COMPASS to the Boise Chamber of Commerce Ambassadors on March 8, 2023.
- ✓ Reviewed two “modules” as part of a national review team of training tools for new and growing metropolitan planning organizations.
- ✓ Engaged with and educated Idaho legislators on COMPASS' legislative policy positions and testified on legislation on behalf of COMPASS.

Operations Team

Director of Operations: Meg Larsen

Team Members: Cathy Crandell, Denise Eikanger, Keith Holmes, Mary Rodriguez, Janet Russell

- ✓ Presented 5-year revenue and expense projections and proposed FY2024 membership dues to the Finance Committee as the first steps in the FY2024 UPWP process.
 - ✓ Presented FY2024 general and special membership dues to the Finance Committee for recommendation to the COMPASS Board.
 - ✓ Presented Revision 2 of the FY2023 UPWP to the Finance Committee for recommendation to the COMPASS Board.
 - ✓ Completed successful recruitment process for Assistant Planner.
-

COMPASS BOARD OF DIRECTORS AGENDA ITEM VII-B

Date: April 17, 2023

Topic: Status Report – February Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for February 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.

February 2023 Air Quality Data:

In February 2023, the Idaho Department of Environmental Quality reported 6 days in the “moderate” air quality category. The remaining 22 days were in the “healthy” category.

The pollutants that triggered the “moderate” conditions are listed below; descriptions can be found on page 3.

Moderate:

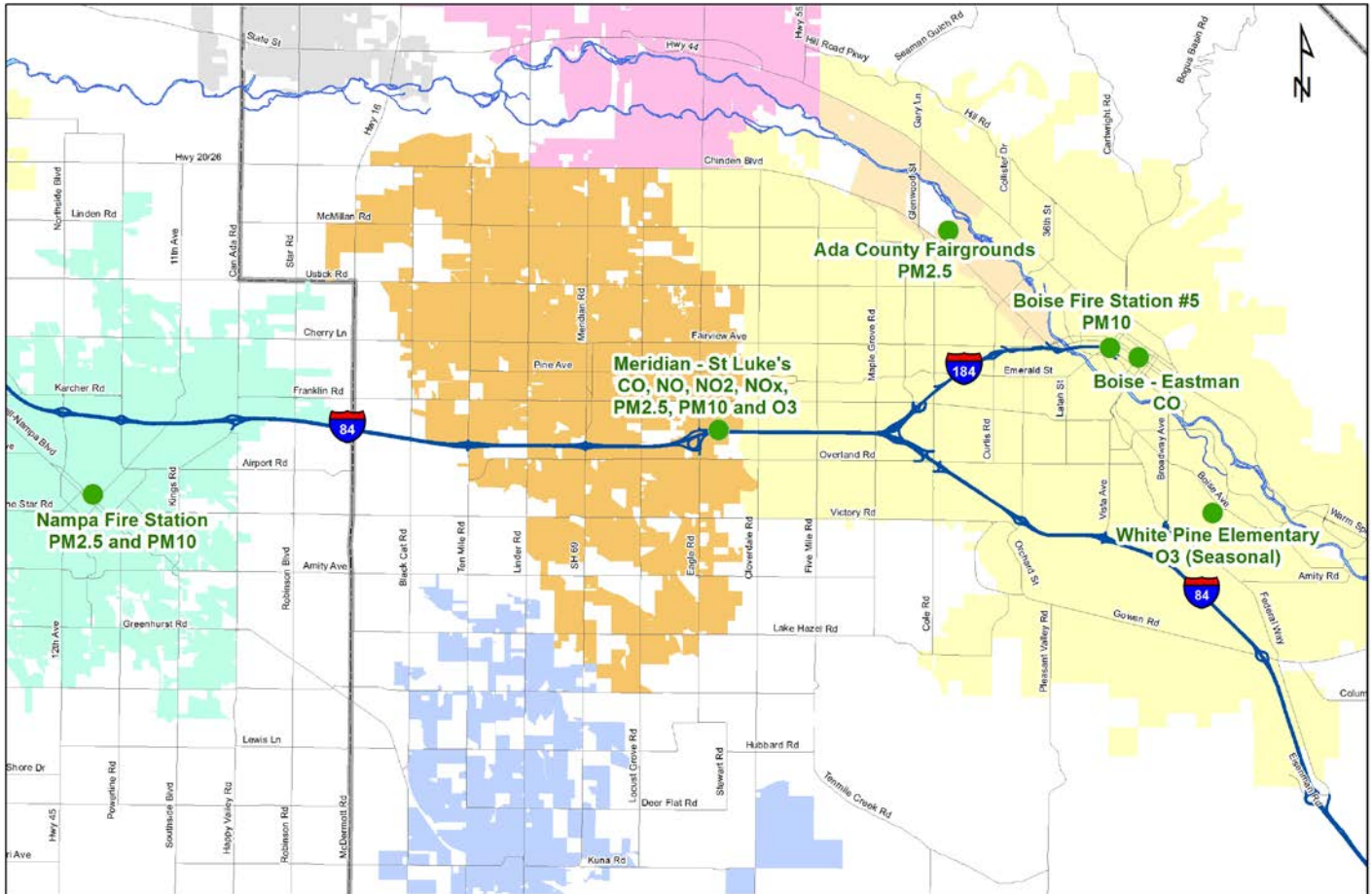
- 3 days were attributable PM_{2.5} recorded in Canyon County.
- 2 days were attributable PM_{2.5} recorded in both counties.
- 1 day was attributable PM_{2.5} recorded in Ada County.

Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since February 1, 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	49	10	0	59

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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COMPASS BOARD OF DIRECTORS AGENDA ITEM VII-B

Date: April 17, 2023

Topic: Status Report – March Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for March 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.

March 2023 Air Quality Data:

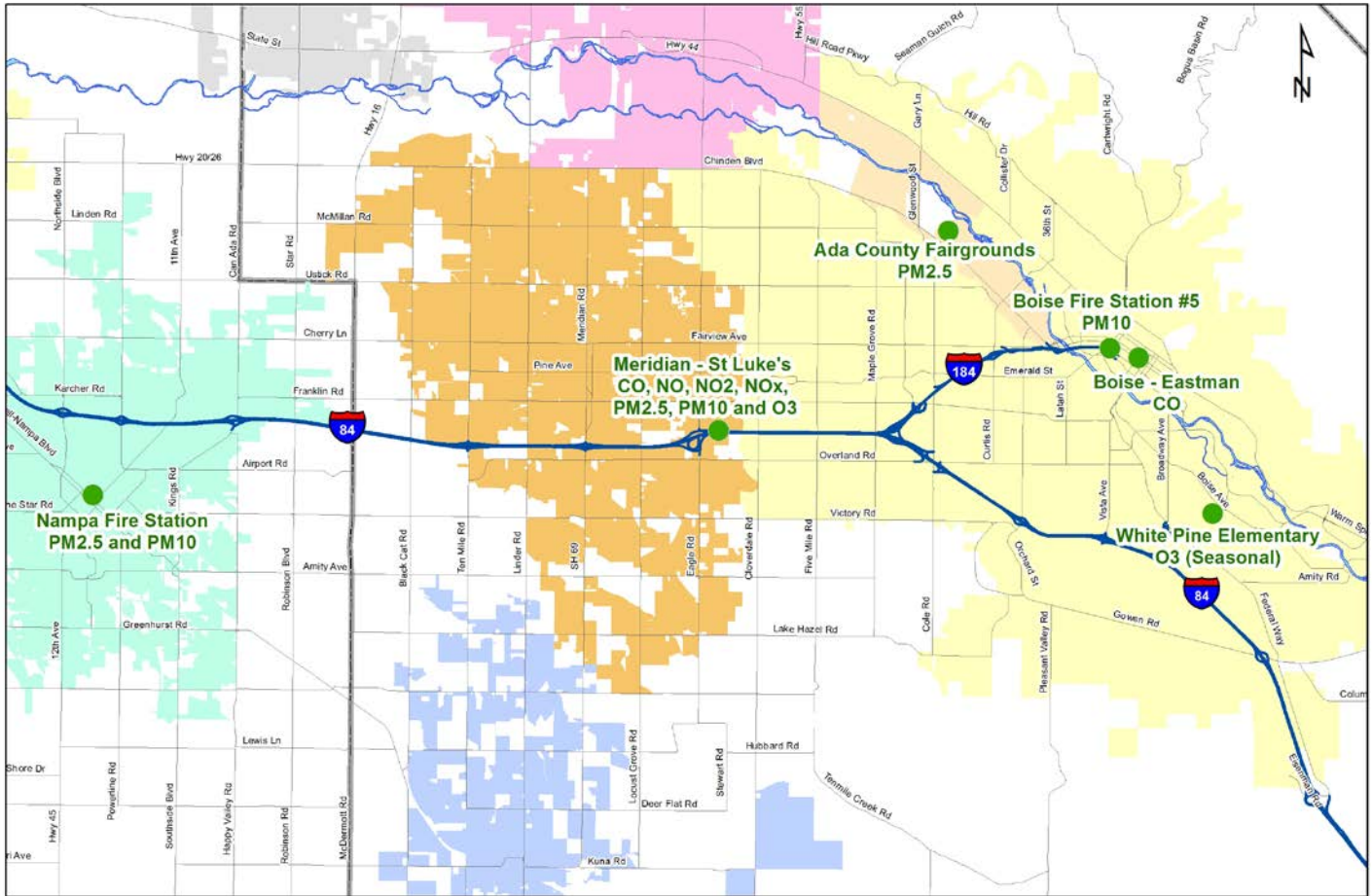
In March 2023, the Idaho Department of Environmental Quality reported all 31 days in the “healthy” category.

Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since March 1, 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	80	10	0	90

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

Board Agenda Item VII-C

Attendance List

<u>Member Agency/Name</u>	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
<i>ACHD/ T. Ferch/K. Inselman/T. Laws</i>	3	3	2										8
<i>Ada County/ L. Letson/B. Moore/S.Yarrington</i>	3	2	2										7
<i>Boise State/ G. Finkelstein</i>	1	1	1										3
<i>Canyon County/ D. Krasowski/D. Lister/S. Minshall</i>	0	1	0										1
<i>Canyon Highway District #4/ L. Riccio</i>	1	1	1										3
<i>City of Boise/ B. Brush/K. Gallagher/T. Greegor</i>	1	3	2										6
<i>City of Caldwell/ W. Herbel/R. MacDonald</i>	1	1	0										2
<i>City of Eagle/ N. Baird Spencer/B. Vaughan</i>	1	1	1										3
<i>City of Garden City/ H.Veal</i>	1	1	1										3
<i>City of Greenleaf/ L. Belt</i>	1	1	1										3
<i>City of Kuna/ D. Hanson</i>	0	1	1										2
<i>City of Melba/ D. Romine</i>	1	1	1										3
<i>City of Meridian/ M. Carson/C. Hood/B. McClure</i>	2	3	3										8
<i>City of Middleton/ J. VanGilder</i>	1	1	1										3
<i>City of Nampa/ R. Ashby/C. Craig/M. Steuer</i>	3	3	3										9
<i>City of Notus/ Vacant</i>	0	0	0										0
<i>City of Parma/ A. Lee</i>	0	0	0										0
<i>City of Star/ S. Nickel</i>	1	1	1										3
<i>City of Wilder/ C. Johnson</i>	1	0	0										1
<i>IDEQ/ M. Toole</i>	1	1	1										3
<i>ITD/ V. Trimboli</i>	1	1	1										3
<i>Public Participation Committee/ L. Disney</i>	1	0	0										1
<i>Valley Regional Transit/ S. Hunt</i>	1	1	1										3
<i>Central District Health/ S. Kenney</i>	1	1	0										2
<i>Governor's Office/M. Johnson</i>	0	0	0										0
<i>Greater Boise Auditorium District/ P. Rice</i>	0	0	0										0



**Community Planning Association (COMPASS)
Administrative Modification #5 for FY2023-2029 Transportation Improvement Program (TIP)**

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Revision	Brief Explanation
			*Current Total	*Revised Total					
19380a	Transit - Nampa Transit-Oriented Development, Design and Property, TVT	TVT	\$0	\$384,000	100.00%	FTA 5311	2023	Increase PC by \$384,000.	Carry over project from FY2021 to FY2023. Project was put on hold due to preferred property coming off the market.
19887	Capital Maintenance, Phase 2, Boise Area - FY2020	ACHD	\$1,475,333	\$1,475,333	0.00%	STBG-TMA	2023	Decrease PE by \$1,000 and CC by \$28,191; and increase CN by \$29,191.	To move funds between the design phase and construction phase to cover cost overrun.
20122	Pavement Preservation and ADA, Phase 2, Boise Area - FY2022	ACHD	\$2,602,000	\$2,660,684	2.26%	STBG-TMA	2023	Decrease PE by \$5,000 and PC by \$99,000; increase CC by \$3,895 and CN by \$100,105.	Move unexpended design funds and add local funds to cover the final engineer's estimate costs.
						Local Participating	2023	Increase CN by \$58,684.	
20136c	Transit - Nampa Property Acquisition, TVT	TVT	\$0	\$1,940,000	100.00%	FTA 5339 R	2023	Increase CN by \$1,940,000.	Carry over project from FY2022 to FY2023. Project was put on hold due to preferred property coming off the market.
20136d	Transit - Nampa Transit-Oriented Development, Property, TVT	TVT	\$0	\$1,125,000	100.00%	FTA 5339 R	2023	Increase ROW by \$1,125,000.	Carry over project from FY2021 to FY2023. Project was put on hold due to preferred property coming off the market.
20789	Transit - Nampa Transit Oriented Development, Planning, TVT	TVT	\$0	\$312,500	100.00%	FTA 5307 SU	2023	Increase PC by \$312,500.	Carry over project from FY2020 to FY2023. Project was put on hold due to preferred property coming off the market.
23971 (NEW14)	Railroad Crossing, South Cole Road, Ada County	ITD	\$477,000	\$552,000	15.72%	Leading Idaho	2023	Increase PE by \$75,000, PC by \$25,000 and UT by \$225,000.	Change Key Number from temporary to permanent. Adjust budget to match estimates.
						Rail Crossing State	2023	Decrease UT by \$250,000.	
23983 (NEW07)	Reconnecting, Accessibility, and Improving Safety and Equity, Nampa	ITD	\$5,000,000	\$5,000,000	0.00%	N/A	N/A	N/A	Change Key Number from temporary to permanent. No change to funding.

ACHD = Ada County Highway District
 CC = Construction Engineering Consultant
 CN = Construction
 FTA = Federal Transit Administration
 FY = Fiscal Year

ITD = Idaho Transportation Department
 KN = Key Number
 PE = Preliminary Engineering
 R = Rural
 ROW = Right of Way

STBG = Surface Transportation Block Grant
 SU - Small Urban
 TIP = Transportation Improvement Program
 TMA = Transportation Management Area
 TVT = Treasure Valley Transit

Staff Recommendation:


 Sherone Sader, Data Specialist
 COMPASS **137**

Approval:


 Matthew J. Stoll, Executive Director
 COMPASS

Date:

3-9-2023



**Community Planning Association (COMPASS)
Administrative Modification #6 for FY2023-2029 Transportation Improvement Program (TIP)**

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Revision	Brief Explanation
			*Current Total	*Revised Total					
19137	Transit - Preventive Maintenance and Paratransit, Boise Area, VRT	VRT	\$15,197,000	\$17,073,000	12.34%	FTA 5307 LU	2023	Increase CN by \$1,876,000.	Valley Regional Transit requested to correct an action in Admin Mod #5, as the wrong amount was requested. Funds from available allocation.
19144	Planning, FTA Metropolitan Planning Funds, COMPASS	COMPASS	\$2,080,000	\$2,087,917	0.38%	FTA 5303	2023	Increase PC by \$7,917.	Increase amount to match FY2023 allocations.
22108	Planning, FHWA Metropolitan Planning Funds, COMPASS - FY2023	COMPASS	\$1,459,000	\$1,494,031	2.40%	Metro Planning (Formula)	2023	Decrease PC by \$8,060.	Increase amounts to match FY2023 allocations.
						Metro Planning (Safety)	2023	Increase PC by \$43,091.	
22602	Indiana and Orchard Shared Roadway, Canyon HD	Canyon HD	\$5,587,200	\$5,928,674	6.11%	FLAP	2023	Increase PC by \$222,721.	Adjustment to match Federal Lands Access Program increases for current estimates.
						FLAP	2024	Increase CE by \$374,841; and CN by \$118,912.	
						FLAP	2025	Decrease CC by \$375,000.	
22931	Pathway Improvements, SH-55 (Eagle Road), McMillan to US 20/26, Boise	City of Boise	\$362,000	\$1,422,462	292.95%	TAP-TMA	2023	Increase PE by \$4,700, PC by \$140,985, and PL by 37,596.	Combine KN 23685 into this KN. Change the title and description to include both segments. Advance design to FY2023 and adjust overall costs as requested in Boise's letter. Overall increase 3%.
						TAP-TMA	2025	Decrease PE by \$11,000, PC by \$49,000, PL by \$5,000; and increase ROW by \$116,000.	
						TAP-TMA	2027	Increase CE by \$3,700, CC by \$113,985, CL by \$24,596, and CN by \$544,900.	
						TAP-TMA	2028	Increase CN by \$139,000.	
						AC Local	2027	Increase CN by \$139,000.	
						AC Local	2028	Decrease CN by \$139,000.	
23685	Pathway, SH-55 (Eagle Road), McMillan to Bristol Heights, Boise	City of Boise	\$1,019,000	\$0	-100.00%	TAP-TMA	2024	Decrease PC by \$206,000.	Combine into KN 2931. Remove this key number.
						TAP-TMA	2025	Decrease ROW by \$116,000.	
						TAP-TMA	2027	Decrease CC by \$47,000, CL by \$173,000, and CN by \$467,000.	
						AC Local	2024	Decrease PE by \$1,000, and PL by \$9,000.	
24106	SH-45, Elijah Drain Culvert Repair, Nampa	City of Nampa	\$0	\$1,000,000	100.00%	State	2023	Increase PE by \$5,000, PC by \$200,000, and CN by \$795,000.	Add new project per IT Board action March 23, 2023. Okay to add per COMPASS TIP Amendment Policy Criteria #12 (emergency situation).

AC = Advanced Construction
 CC = Construction Engineering Consultant
 CE = Construction Engineering
 CL = Construction Engineering LHTAC
 CN = Construction
 FHWA = Federal Highway Administration
 FLAP = Federal Lands Program
 FTA = Federal Transit Administration

FY = Fiscal Year
 HD = Highway Department
 IT = Idaho Transportation
 KN = Key Number
 LU = Large Urban
 PC = Preliminary Construction
 PL = Preliminary Engineering LHTAC
 PE = Preliminary Engineering

ROW = Right of Way
 SH = State Highway
 TAP = Transportation Alternatives Program
 TIP = Transportation Improvement Program
 TMA = Transportation Management Area
 VRT = Valley Regional Transit

Staff Recommendation:

Sherone Sader
 Sherone Sader, Resource Development Assistant
 COMPASS

Approval:

Matthew J. Stoll
 Matthew J. Stoll, Executive Director
 COMPASS

Date:

April 4, 2023



March 20, 2023

Board Agenda Item VII.E

Secretary Pete Buttigieg
U.S. Department of Transportation
Office of the Secretary of Transportation
1200 New Jersey Avenue, SE
Washington, D.C. 20590

RE: City of Boise's Application to the Corridor Identification and Development Program

Dear Secretary Buttigieg:

On behalf of the Community Planning Association of Southwest Idaho (COMPASS), I write to express our significant interest in, and support of, the City of Boise's application to the Corridor Identification and Development Program for *The Pioneer Corridor Restoration Project: Connecting Boise and Salt Lake City*.

With Corridor Identification funding, the City of Boise, in collaboration with the Idaho Transportation Department, regional public transportation authorities, metropolitan planning organizations, local governments, and other stakeholders, will conduct comprehensive planning activities, benefit-cost analyses, and environmental studies that will greatly aid in developing the project.

For the 26 years since service was discontinued in 1997, local, regional, and federal stakeholders have consistently expressed their sustained interest in reconnecting Idaho's largest metropolitan community to the national passenger rail network. The region's commitment to restoring service to the Pioneer Route is evidenced by stakeholders' ongoing and collaborative planning efforts. The Pioneer Route has been identified in multiple regional and interregional studies including regional long-range transportation plans, Idaho's Statewide Rail Plan, and regional high-capacity transit studies.

In 2003, the regional public transportation authority for Ada and Canyon Counties in southwest Idaho conducted a rail corridor evaluation study. Then, the Passenger Rail Investment and Improvement Act of 2008 (P.R.I.I.A.) directed Amtrak to conduct the Pioneer Route Passenger Rail Study¹ which ultimately concluded that "[r]estoration of the *Pioneer* would enhance Amtrak's route network and produce public benefits, but would require significant expenditures."² Amtrak recommended that federal and state policymakers "identify the preferred option for service restoration and provide the required levels of capital and operating funding to Amtrak."² Inclusion in the Corridor Identification and Development Program will enable local stakeholders to implement Amtrak's recommendations by conducting the prerequisite analyses needed to identify the preferred option for service restoration.

¹ The Passenger Rail Investment and Improvement Act of 2008 (P.R.I.I.A. Section 224) (Public Law 110-432)

² Amtrak P.R.I.I.A. Section 224 Pioneer Route Passenger Rail Study (p. 67)

Once restored, the Pioneer Route will provide an essential public transportation service to one of the most rapidly expanding regions in the country by connecting two of the fastest growing metropolitan hubs in the US: Boise, ID and Salt Lake City, UT.

In addition, the route could provide much-needed access to long-distance public transportation options for residents of the rural Intermountain West. Inclusion of these markets in the Amtrak system has the potential to significantly expand ridership throughout much of the national passenger rail network. Restoring passenger rail service to southwest Idaho will support economic development by stimulating construction and manufacturing jobs, increasing tourism and retail economic activities, and bolstering local and state tax revenues. Additionally, restoring passenger rail service would significantly mitigate congestion by adding capacity to the state's most congested roadways and strained freight corridors.

For decades, reliable, affordable, and convenient transportation options outside of single-occupancy vehicles have been extremely limited in the Intermountain West. Restoration of the Pioneer Route has the potential to transform the economy and quality of life in this region in a myriad of ways. The service would provide tribal nations, rural communities, the elderly, resettled refugees, veterans, persons with limited mobility, and others with life-changing access to essential services such as health care, education, jobs, and more. For those living in rapidly growing mid-size metropolitan cities, such as Boise and Salt Lake City, the route will increase access to economic and recreational activities along the national rail network.

Thank you for moving forward with the Corridor Identification and Development Program. I urge you to select the City of Boise's application for funding under this important initiative. For additional information or questions, please contact me at 208/475-2266 or mstoll@compassidaho.org at your convenience.

Sincerely,



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

cc: COMPASS Board of Directors Board Packet
Mayor Lauren McLean, City of Boise