

Working together to plan for the future

COMPASS EXECUTIVE COMMITTEE MEETING AMENDED AGENDA MAY 7, 2024 – 1:30 P.M. COMPASS – 2ND FLOOR LARGE CONFERENCE ROOM 700 NE 2ND STREET MERIDIAN, IDAHO

ZOOM CONFERENCE CALL

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

Committee members can participate in the meeting in-person or via Zoom conference call. The Second Floor Large Conference Room is open for in-person attendance.

Please specify whether you plan to attend in-person or virtually when RSVPing to Teri Gregory at tgregory@compassidaho.org or 208-475-2225.

AGENDA

- I. CALL TO ORDER/ROLL CALL (1:30)
- II. OPEN DISCUSSION/ANNOUNCEMENTS
- III. <u>CONSENT AGENDA</u>
- Page 3 A.* Approve April 9, 2024, Executive Committee Meeting Minutes

IV. <u>ACTION ITEMS</u>

Page 5	A. *	Establish June 17, 2024, COMPASS Board Meeting Agenda Staff proposed agenda items for the regular meeting of the COMPASS Board scheduled June 17, 2024, are attached.	Matt Stoll
	В.	Discuss COMPASS Meeting Format	Trevor Chadwick
		<i>Chair Trevor Chadwick will engage Executive Committee members on the pros and cons of hybrid versus in person meeting formats.</i>	Chadwick

Page 15 C.* Consider FY2024 Membership Request from West Ada School District

Matt Stoll will review with and seek Executive Committee approval of West Ada School District's request for COMPASS membership as a Special Member in FY2024.

D. Executive Session - Personnel Matter Idaho Code [74-206 (b)]

To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. No action will be taken in the executive session. Any action will be taken in open session.

V. INFORMATION/DISCUSSION ITEMS

Page 16 A.* Status Reports – Regional Transportation Advisory Committee – March and April (Memo Only)

VI. <u>OTHER</u>

Next Meeting: June 11, 2024

VII. ADJOURNMENT (2:30)

*Enclosures Agenda is subject to change.

Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 208-855-2558 with 48 hours advance notice.

Si necesita asestencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 208-855-2558 con 48 horas de anticipación.

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Working together to plan for the future

EXECUTIVE COMMITTEE MEETING APRIL 9, 2024 COMPASS SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM 700 NE 2ND STREET MERIDIAN, IDAHO

****DRAFT MINUTES****

ATTENDEES:

Rod Beck, Commissioner, Ada County, Vice Chair, in person
Jay Gibbons, Commissioner, Highway District #4, Chair Elect, via ZOOM
Miranda Gold for Jim Hansen, Commissioner, Ada County Highway
District, in person
Brad Holton, Commissioner, Canyon County, via ZOOM
Dan Hyer, Councilmember, City of Greenleaf, via ZOOM
Mary May, Councilmember, City of Eagle, in person
Bre Brush for Lauren McLean, Mayor, City of Boise, via ZOOM
Robert Simison, Mayor, City of Meridian, via ZOOM
Joe Stear, Mayor, City of Kuna, in person

MEMBERS ABSENT:

Trevor Chadwick, Mayor, City of Star, **Chair** Debbie Kling, Mayor, City of Nampa, **Immediate Past Chair** Jarom Wagoner, Mayor, City of Caldwell, **Secretary Treasurer**

OTHERS PRESENT:

Ashley Cannon, COMPASS, in person Teri Gregory, COMPASS, in person Lila Klopfenstein, COMPASS, in person Amy Luft, COMPASS, in person Austin Miller, COMPASS, in person Jacob Miller, COMPASS, in person Forrest Nolan, Total Care IT, in person Chris Proud, HDR via ZOOM Matt Stoll, Executive Director, COMPASS, in person

CALL TO ORDER

Matt Stoll called the meeting to order at 1:30 p.m. Vice Chair Rod Beck arrived at 1:32 p.m. and took over the meeting.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll announced Chair Trevor Chadwick would not be attending the meeting due to a family emergency.

CONSENT AGENDA

A. Approve March 12, 2024, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Discuss COMPASS Meeting Format

This item was not discussed and will be moved to the May 7, 2024, Executive Committee meeting agenda as it was included on the agenda at the request of Chair Trevor Chadwick.

INFORMATION/DISCUSSION ITEMS

A. Status Report – High-Capacity Transit Planning and Environmental Linkages (PEL) Study

Lila Klopfenstein, COMPASS, and Chris Proud, HDR, provided an update on the High-Capacity Transit PEL Study.

ADJOURNMENT

Joe Stear moved and Miranda Gold seconded adjournment of the meeting. Motion passed unanimously.

Rod Beck adjourned the meeting at 2:32 p.m.

Approved this 7th day of May 2024.

By:

Trevor Chadwick, Chair Community Planning Association of Southwest Idaho

Attest:

By:

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

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EXECUTIVE COMMITTEE WORKSHEET FOR COMPASS BOARD AGENDA

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
1.	Approve Minutes from most recent Board Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
2.	Receive Minutes from most recent Executive Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	Bimonthly	N/A	820
3.	Receive Minutes from most recent Finance Committee Meeting	Yes	Meets Idaho Code and various grant requirements.	Consent Agenda	N/A	N/A	As Appropriate	N/A	820
4.	Approve List of Records for Destruction	No	Meg Larsen will seek COMPASS Board of Directors' approval of the list of records to destroy per the guidance in the Records Retention Policy.	Consent Agenda	N/A	N/A	As Appropriate	N/A	991
5.	Status Report – Current Air Quality Issues	No	Mary Ann Waldinger will provide a monthly report on current air quality issues.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	801
6.	Status Report – Standing Committee Attendance	No	Per Board request of May 17, 2004.	Ex. Dir. Report	N/A	N/A	Bimonthly	N/A	820
7.	Receive Administrative Modifications to the Regional Transportation Improvement Program	Yes	Toni Tisdale will provide memorandums of approval for Administrative Modifications.	Ex. Dir. Report	N/A	N/A	As Appropriate	N/A	685

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

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
8.	Status Report – Staff Activity Reports	No	COMPASS staff will provide an overview of monthly activities.	Information	N/A	N/A	Bimonthly	N/A	
			CURRENT A	GENDA	ITE	MS			
9.	Approve Priorities for the End-of-Year and Redistribution Program	Yes	Toni Tisdale will seek Board of Directors' approval of the End-of-Year and Redistribution Program.	Consent	N/A	Toni Tisdale	June	Мау	685
10.	Adopt Resolution XX-2024 Amending the FY2024-2030 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek the adoption of a resolution amending the FY2024-2030 TIP to add a local Strategic Initiatives project.	Consent	N/A	Toni Tisdale	June	April/May	685
11.	Status Report - Progress of the Regional Safety Action Plan	No	Kittelson and Associates will give the Board an update on the Regional Safety Action Plan.	Special Item	20	Kittelson & Associates	June	April	661
12.	Member Agency Presentation – Projects of Regional Importance	No	Staff from the City of Meridian will present on potential projects in their community.	Special Item	20	City of Meridian	June	N/A	N/A
13.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the June 13, 2024, Finance Committee meeting.	Special Item	5	Finance Committee Chair	June	N/A	N/A

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
14.	Accept the Draft Purpose and Need Statement for High-Capacity Transit Service South of the Boise River.	Yes	COMPASS staff will request Board acceptance of the draft Purpose and Need Statement for high-capacity transit service south of the Boise River.	Action	15	Lila Klopfenstein or Chris Proud (HDR)	June	May	661
15.	Approve Metropolitan Transportation Planning Memorandum of Understanding with the Idaho Transportation Department	Yes	Matt Stoll will seek COMPASS Board of Directors' approval of an updated memorandum of understanding with the Idaho Transportation Department of mutual roles and responsibilities in carrying out the metropolitan transportation planning process in COMPASS' planning area.	Action	15	Matt Stoll	June	Executive Committee June	601
16.	Executive Session – Personnel Matter, Idaho Code [74-206 (b)]	Yes	To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. No action will be taken in the executive session. Any action will be taken in open session.	Action	15	N/A	June	Exec disc May	
17.	Review Draft FY2025-2031 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek Board of Directors' review of the draft FY2025-2031 TIP project list, prior to the public comment period.	Information	15	Toni Tisdale	June	May	685

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
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18.	Approve COMPASS Workgroup Charters	No	Meg Larsen will seek COMPASS Board of Directors' approval of the COMPASS Workgroup Charters for FY2025.	Consent	N/A	Meg Larsen	August	N/A	601
19.	Approve the FY2026-2032 COMPASS Application Guide	Yes	Matt Carlson will seek COMPASS Board of Directors' approval of the FY2026-2032 COMPASS Application Guide.	Consent	N/A	Matt Carlson	August	July	685
20.	Adopt Resolution XX-2024 Amending the FY2024-2030 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2024-2030 TIP, if needed.	Consent	N/A	Toni Tisdale	August	June/July/ August	685
21.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the July 11, 2024, and August 15, 2024, Finance Committee meetings.	Special Item	5	Finance Committee Chair	August	N/A	N/A
22.	Adopt Resolution XX-2024 Approving the FY2025 Unified Planning Work Program and Budget (UPWP)	Yes	Meg Larsen will seek COMPASS Board of Directors' approval of the FY2025 UPWP.	Action	15	Meg Larsen	August	N/A	601

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
23.	Executive Session - Personnel Matter, Idaho Code [74-206 (b)]	Yes	To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. No action will be taken in the executive session. Any action will be taken in open session.	Action	15	N/A	August	May/disc June	
24.	Approve FY2025 <i>Communities in</i> <i>Motion</i> Implementation Grants and Project Development Program Projects	Yes	Matt Carlson will seek COMPASS Board of Directors' approval of FY2025 <i>Communities in Motion</i> Implementation grants and Project Development Program projects.	Action	15	Matt Carlson	August	July	685
25.	Approve the FY2025-2031 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek COMPASS Board of Directors' approval of the FY2025-2031 TIP.	Action	15	Toni Tisdale	August	August	685
26.	Accept <i>Communities in</i> <i>Motion 2055</i> Population Forecast Growth Allocation	Yes	Austin Miller will seek COMPASS Board of Directors' acceptance of the <i>Communities in Motion 2055</i> population forecast growth allocation.	Action	15	Austin Miller	August	N/A	620
27.	Approve 2025 Idaho Legislative Session Position Statements	Yes	Jacob Miller will seek COMPASS Board of Directors' approval of the 2025 Idaho legislative position statements.	Action	15	Jacob Miller	August	N/A	760

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
28.	Approve Changes to Multiple Policies Related to the Regional Transportation Improvement Program (TIP)	No	Toni Tisdale will seek COMPASS Board of Directors' approval of changes to multiple policies related to the TIP.	Action	15	Toni Tisdale	August	June	685
29.	Establish 2025 COMPASS Board and Executive Committee Dates and Location. Provide 30 Day Notice of Annual Meeting	Yes	Confirm the 2025 COMPASS Board and Executive Committee dates and location.	Consent	NA	Matt Stoll	October	N/A	
30.	Approve Priorities for Rural Projects	Yes	Toni Tisdale will seek COMPASS Board of Directors' adoption of a resolution approving priorities for applications in rural areas.	Consent	NA	Toni Tisdale	October	September	685
31.	Member Agency Presentation – Projects of Regional Importance	No	Staff from TBD will present on potential projects in their community.	Special Item	20	TBD	October	N/A	N/A
32.	Status Report – Funding Study	No	Jacob Miller will present an overview of COMPASS' transportation funding study.	Special Item	15	Jacob Miller	October	N/A	760

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
33.	Adopt Resolution XX-2024 Amending the FY2024-2030 and FY2025-2031 Regional Transportation Improvement Programs (TIPs)	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2024-2030 and FY2025- 2031 TIPs, if needed.	Action	10	Toni Tisdale	October	September	685
34.	Approve the FY2025 COMPASS Resource Development Plan	Yes	Matt Carlson will seek COMPASS Board of Directors' approval of the FY2025 Resource Development Plan.	Action	15	Matt Carlson	October	September	685
35.	Approve 2025 Federal Transportation Position Statements	Yes	Jacob Miller will seek COMPASS Board of Directors' approval of the 2025 federal transportation position statements.	Action	15	Jacob Miller	October	N/A	760
36.	Status Report – Communities in Motion 2055	No	Austin Miller will provide an update on <i>Communities in</i> <i>Motion 2055</i> and seek feedback on next steps.	Information	15	Austin Miller	October	September	620
37.	Leadership in Motion Awards Presentation	No	Board Chair and Executive Director will present the 2024 COMPASS Leadership in Motion awards.	Pre- meeting	N/A	Chair	December	N/A	653
38.	Confirm Regional Transportation Advisory Committee (RTAC) Membership	Yes	COMPASS Bylaws require the COMPASS Board of Directors' confirmation of RTAC membership.	Consent	N/A	N/A	December	N/A	N/A

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
39.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the November 21, and December 12, 2024, Finance Committee meetings.	Special Item	5	Finance Committee Chair	December	N/A	
40.	Adopt Resolution XX-2025 Approving Revision 1 of the FY2025 Unified Planning Work Program and Budget (UPWP)	Yes	Meg Larsen will seek COMPASS Board of Directors' approval of Revision 1 of the FY2025 UPWP.	Action	10	Meg Larsen	December	N/A	601
41.	Confirm 2025 Board Officer Slate	Yes	COMPASS Bylaws require the Board of Directors confirm ascension of new Board officers and election of a new Secretary-Treasurer.	Action	10	Matt Stoll	December	N/A	
42.	Adopt Resolution XX-2024 Amending the FY2024-2030 and FY2025-2031 Regional Transportation Improvement Programs (TIPs)	Yes	Toni Tisdale will seek adoption of a resolution amending the FY2024-2030 and FY2025- 2031 TIPs, if needed.	Action	10	Toni Tisdale	December	October/ November	685
43.	Status Report - State and Federal Legislative Issues	No	COMPASS staff will provide an update on the latest legislative developments at the state and federal levels.	Information	15	Jacob Miller	December	N/A	760
44.	Confirm Finance Committee Membership	Yes	Confirm 2025 Finance Committee Membership.	Consent	N/A	Matt Stoll	February 2025	N/A	

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
45.	Introduction to COMPASS	No	COMPASS staff will provide a brief introduction to COMPASS' work products and Board calendar.	Special Item	15	Amy Luft	February	January	653
46.	Member Agency Presentation – Projects of Regional Importance	No	Staff from TBD will present on potential projects in their community.	Special Item	20	TBD	February	N/A	N/A
47.	Adopt the COMPASS Regional Safety Action Plan	Yes	Hunter Mulhall will seek the COMPASS Board of Directors' adoption of the COMPASS Regional Safety Action Plan	Action	20	Hunter Mulhall	February	January	661
48.	Status Report - State and Federal Legislative Issues	No	COMPASS staff will provide an update on the latest legislative developments at the state and federal levels.	Information	15	Jacob Miller	February	N/A	760
49.	Approve Extension Delivery Deadlines for Local Federal- Aid Projects	No	Toni Tisdale will seek COMPASS Board of Directors' approval to extend the deadlines on local federal-aid projects, if needed.	Consent Agenda	N/A	Toni Tisdale	April	March	685
50.	Member Agency Presentation – Projects of Regional Importance	No	Staff from TBD will present on potential projects in their community.	Special Item	15	TBD	April	N/A	N/A
51.	Status Report – Finance Committee	No	The Finance Committee Chair will provide a status report on the March xx, 2025, Finance Committee meeting.	Special Item	5	COMPASS Secretary/ Treasurer	April	N/A	N/A

Item	Title/Description	Mandatory	Additional Information	Agenda Type ¹	Time	Presenter	Proposed Agenda	RTAC Agenda	Program No.
52.	Adopt Resolution XX-2025 Approving Revision 2 of the FY2025 Unified Planning Work Program and Budget (UPWP)	Yes	Meg Larsen will seek COMPASS Board of Directors' approval of Revision 2 of the FY2025 UPWP.	Action	10	Meg Larsen	April	N/A	601
53.	Accept 2025 Population Estimates	Yes	Austin Miller will seek COMPASS Board of Directors' acceptance of the 2025 Population Estimates.	Action	15	Austin Miller	April	N/A	620
54.	Approve FY2026 General and Special Membership Dues	Yes	Meg Larsen will seek COMPASS Board of Directors' approval of the proposed general and special membership dues for FY2026.	Action	10	Meg Larsen	April	N/A	601
55.	Adopt Resolution XX-2025 Amending the FY2025-2031 Regional Transportation Improvement Program (TIP)	Yes	Toni Tisdale will seek the adoption of a resolution amending the FY2025-2031 TIP, if needed.	Action	10	Toni Tisdale	April	March	685
56.	Status Report - State and Federal Legislative Issues	No	COMPASS staff will provide an update on the latest legislative developments at the state and federal levels.	Information /Discussion	15	Jacob Miller	April	N/A	760





May 1, 2024

Dear Mr. Stoll,

I am writing to you on behalf of West Ada School District to express our interest in joining Compass as an ongoing partner. Our district is keenly aware of the importance of community and regional planning and is enthusiastic about the opportunity to collaborate with our neighboring communities through your organization. We believe that our involvement with Compass will enhance our ability to serve our students and community effectively, aligning with regional goals and initiatives. We are eager to begin our membership as soon as this month, should Compass find our application favorable.

To ensure a strong and active partnership, both Miranda Carson and I will represent West Ada School District in our engagements with Compass. We are committed to contributing constructively to the planning community and look forward to the mutual benefits that our collaboration would bring. Your guidance on the next steps to formalize our membership would be greatly appreciated.

Sincerely

Dr. David Reinhart Chief Operating Officer West Ada School District Reinhart.David@westada.org



EXECUTIVE COMMITTEE AGENDA ITEM V-A Date: May 7, 2024

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

Request/Recommendation: Information only.

Background/Summary:

RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the March 27, 2024, meeting.

CONSENT AGENDA

Approve February 28, 2024, RTAC Meeting Minutes

RTAC approved the consent agenda.

ACTION ITEMS

Federal-Aid Programs

RTAC recommended updates to formula-based federal-aid programs for FY2025-2031 to be included in the draft FY2025-2031 Regional Transportation Improvement Program (TIP) based on project rankings recommended by RTAC on February 28, 2024. The full draft FY2025-2031 TIP will be brought to RTAC for review in its May 22, 2024, meeting.

Unified Planning Work Program (UPWP)

RTAC recommended priority rankings of member agency requests for COMPASS' FY2025 UPWP. The COMPASS Finance Committee will balance the priorities with available resources and recommend a final UPWP for COMPASS Board of Directors' approval in August.

Delivery Deadlines

RTAC recommended COMPASS Board of Directors' approval to extend the March 1 obligation deadline for 12 projects. The deadline extension requests were approved by the COMPASS Board of Directors via consent agenda in its April 15, 2024, meeting.

Communities in Motion 2055 (CIM 2055)

RTAC recommended COMPASS Board of Directors' approval of an amendment to the approved Communities in Motion 2055 goals and objectives to add statements regarding providing multimodal access to jobs and housing and reducing the impact of transportation on the environment. This item was approved by the COMPASS Board of Directors in its April 15, 2024, meeting.

FY2024-2030 Regional Transportation Improvement Program (TIP)

RTAC recommended COMPASS Board of Directors' approval of an amendment to the FY2024-2030 TIP to add one project and make changes to the scope and/or cost of six projects. This item was approved by the COMPASS Board of Directors in its April 15, 2024, meeting.

More Information:

1) Contact Meg Larsen, Director of Operations, at <u>mlarsen@compassidaho.org</u> or Doug Hanson, City of Kuna, at dhanson@kunaid.gov.

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EXECUTIVE COMMITTEE AGENDA ITEM V-A Date: May 7, 2024

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

Request/Recommendation: Information only.

Background/Summary:

RTAC Bylaws state that the RTAC Chair will submit a monthly status report on RTAC activities to the COMPASS Executive Committee. Below is an outline of agenda items and actions from the April 24, 2024, meeting.

CONSENT AGENDA

Approve March 27, 2024, RTAC Meeting Minutes

RTAC approved the consent agenda.

SPECIAL ITEM

Regional Safety Action Plan

RTAC received an update on COMPASS' Regional Safety Action Plan. The plan is scheduled for completion in late 2024/early 2025.

ACTION ITEMS

Rail with Trail

RTAC recommended COMPASS Board of Directors' approval of a scope change for the City of Meridian's federally funded Rail with Trail project. This item will be brought to the COMPASS Board of Directors for action in its June 17, 2024, meeting.

FY2024-2030 Regional Transportation Improvement Program (TIP)

RTAC recommended actions to balance the Surface Transportation Block Grant, Transportation Alternatives Program, and Carbon Reduction Program in the Transportation Management Area (Boise Urban Area) in the FY2024-2023 TIP to account for obligation authority limitations.

More Information:

1) Contact Meg Larsen, Director of Operations, at <u>mlarsen@compassidaho.org</u> or Doug Hanson, City of Kuna, at dhanson@kunaid.gov.

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