

COMPASS BOARD OF DIRECTORS' MEETING PACKET

August 18, 2025

Community Planning Association of Southwest Idaho 2025 COMPASS Board of Directors

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

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MAKING A MOTION:

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

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

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

Motions to Control Debate:

- Limit debate
- Previous question

Motions to Protect Rights:

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

Motions to Choose Voting Methods:

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

Motions to Delay Action:

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

Motions to Vary the Procedures:

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

Motions to Re-examine:

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

TABLE OF RULES RELATING TO MOTIONS:

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

2025 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
October 20, 2025 1:30 pm – 3:30 pm	COMPASS First Floor Boardroom 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Establish 2026 COMPASS Board and Executive Committee Dates and Location; provide 30 Day Notice of Annual Meeting • Approve the FY2026 COMPASS Resource Development Plan
December 15, 2025 Holiday Luncheon 12:00 pm Annual Meeting 1:30 pm – 3:30 pm <i>In person only, no remote option</i>	Nampa Civic Center 311 3rd Street South Nampa, Idaho	<ul style="list-style-type: none"> • Approve Revision 1 of the FY2026 Unified Planning Work Program and Budget (UPWP) • Confirm 2026 Board Officer Slate

**COMPASS BOARD OF DIRECTORS
AUGUST 18, 2025 – 1:30 PM
COMPASS – 1ST FLOOR BOARD ROOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

ZOOM CONFERENCE CALL

Facebook Live Streaming - <https://www.facebook.com/COMPASSIdaho>

(Subject to availability and functionality of connection.)

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

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

****AGENDA****

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

II. OPEN DISCUSSION/ANNOUNCEMENTS

III. CONSENT AGENDA

- | | | |
|---------|------------|---|
| Page 8 | A.* | Approve June 16, 2025, COMPASS Board of Directors Meeting Minutes |
| Page 13 | B.* | Receive Approved June 3, 2025, Executive Committee Meeting Minutes |
| Page 16 | C.* | Receive Approved June 12, 2025 Finance Committee Meeting Minutes |
| Page 18 | D.* | Approve FY2026 COMPASS Workgroup Charters |
| Page 32 | E.* | Approve the FY2027-2033 COMPASS Application Guide |
| Page 33 | F.* | Approve Changes to By-laws |
| Page 62 | G.* | Adopt Resolution 12-2025 Approving the Updated Statewide Functional Classification System within Ada and Canyon Counties |
| Page 65 | H.* | Ratify the End-of-Year and Redistribution Program Priorities |

IV. SPECIAL ITEMS

- | | | | |
|------|-----------|--|--|
| 1:35 | A. | Member Agency Presentation – Projects of Regional Importance | John Evans/
Jenah
Thornborrow |
| | | <i>Leadership from the City of Garden City will present on issues important to their city.</i> | |
| 1:50 | B. | Status Report – Finance Committee | Mary May |
| | | <i>The Finance Committee Chair will provide a status report on the July 10, and August 14, 2025, Finance Committee meetings.</i> | |

V. ACTION ITEMS

- 1:55
Page 72 **A.* Adopt Resolution 13-2025 Approving Revision 3 of the FY2025 Unified Planning Work Program and Budget (UPWP)** **Meg Sonnen**
Meg Sonnen will seek COMPASS Board of Directors' adoption of Resolution 13-2025 approving Revision 3 of the FY2025 UPWP.
- 2:05
Page 97 **B.* Adopt Resolution 14-2025 Approving the FY2026 Unified Planning Work Program and Budget (UPWP)** **Meg Sonnen**
Meg Sonnen will seek COMPASS Board of Directors' adoption of Resolution 14-2025 approving the FY2026 UPWP.
- 2:20
Page 123 **C.* Approve FY2026 Communities in Motion Implementation Grants and Project Development Program Projects** **Matt Carlson**
Matt Carlson will seek COMPASS Board of Directors' approval of FY2026 Communities in Motion Implementation grants and Project Development Program projects.
- 2:35
Page 127 **D.* Adopt Resolutions 15-2025 and 16-2025 Amending Communities in Motion 2050 and Approving the FY2026-2032 Regional Transportation Improvement Program (TIP)** **Austin Miller/
Toni Tisdale**
Austin Miller and Toni Tisdale will seek COMPASS Board of Directors' adoption of Resolutions 15-2025 and 16-2025 amending Communities in Motion 2050 and approving the FY2026-2032 TIP.
- 2:50
Page 142 **E.* Recommendation of a Preliminary Locally Preferred Alternative for the High-Capacity Transit (Let's Ride Treasure Valley) Planning and Environmental Linkages (PEL) Study** **Austin Miller/
Chris Proud, HDR**
Project team will seek COMPASS Board of Directors approval of commuter rail along the Boise Cutoff corridor as the preliminary locally preferred alternative for the Let's Ride Treasure Valley PEL study.

VI. INFORMATION/DISCUSSION ITEM

- 3:05 **A. Discuss Potential 2026 State Legislative Positions** **Craig Raborn**
Craig Raborn will lead a discussion of potential regional positions and strategies for the 2026 Idaho Legislative session.

VII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY)

- Page 144 **A.* Staff Activity Reports**
Page 148 **B.* Status Report – Current Air Quality Data**
Page 153 **C.* Status Report – Regional Transportation Advisory Committee Attendance**
Page 154 **D.* Administrative Modifications**

VIII. OTHER

Next Meeting: October 20, 2025

IX. ADJOURNMENT (3:25)

***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
JUNE 16, 2025
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, ID
ZOOM CONFERENCE CALL**

****DRAFT MINUTES****

ATTENDEES:

Drew Alexander, Boise State University, via ZOOM
Rod Beck, Commissioner, Ada County, **Chair Elect**, in person
Jason Brinkman, Idaho Transportation Department – District 3, in person
Zach Piepmeyer for John Brunelle, Capital City Development Corporation, via ZOOM
Trevor Chadwick, Mayor, City of Star, **Immediate Past Chair**, in person
Elaine Clegg, Valley Regional Transit, in person
Kathy Corless, Councilmember, City of Boise, in person
Ryan Davidson, Commissioner, Ada County, via ZOOM
Tom Dayley, Commissioner, Ada County, via ZOOM
John Evans, Mayor, City of Garden City, via ZOOM
Jay Gibbons, Commissioner, Highway District No. 4, **Chair**, in person
Miranda Gold, Commissioner, Ada County Highway District, in person
Kent Goldthorpe, Commissioner, Ada County Highway District, via ZOOM
Jackie Hutchison, Mayor, City of Middleton, in person
Dan Hyer, Councilmember, City of Greenleaf, via ZOOM
Debbie Kling, Mayor, City of Nampa, in person
Mary May, Councilmember, City of Eagle, **Secretary/Treasurer**, in person
Hallie Hart for Robb McDonald, City of Caldwell, via ZOOM
Lauren McLean, Mayor, City of Boise, in person
Jordan Morales, City of Boise, via ZOOM
Patricia Nilsson, Commissioner, Ada County Highway District, in person
John Overton, Councilmember, City of Meridian, in person
Brad Pike, Mayor, City of Eagle, in person
Tom Points, City of Nampa, via ZOOM
Craig Raborn, Executive Director, Community Planning Association, Ex officio, in person
Dave Reinhart, West Ada School District, in person
Victor Rodriguez, Councilmember, City of Nampa, via ZOOM
Troy Smith, Idaho Department of Environmental Quality, in person
Joe Stear, Mayor, City of Kuna, via ZOOM
Clay Tucker, Commissioner, Boise County, in person
Jarom Wagoner, Mayor, City of Caldwell, **Vice Chair**, via ZOOM
Nikole Zogg, Southwest District Health, Ex officio, via ZOOM

MEMBERS ABSENT:

Zach Brooks, Commissioner, Canyon County
Bob Callahan, Commissioner, Boise County
Cory Dickard, Mayor, City of Melba
Brad Holton, Commissioner, Canyon County
Chelsie Johnson, City of Wilder
Brett Laird, City of Parma
John Laraway, Councilmember, City of Kuna
Lindy Lindstrom, Commissioner, Boise County
Cody Lund, Greater Boise Auditorium District, Ex officio
Jamie Neill, Governor's Office, Ex officio
David Porterfield, Mayor, City of Notus
Charlie Rountree, City of Meridian
Robert Simison, Mayor, City of Meridian
Leslie Van Beek, Commissioner, Canyon County

OTHERS PRESENT:

Nichole Baird Spencer, City of Eagle, in person
Aaron Berger, DKS, in person
Ashley Cannon, Community Planning Association, in person
Matt Carlson, Community Planning Association, in person
Mark Christianson, City of Middleton, in person
Bruce Freckleton, City of Meridian, in person
Teri Gregory, Community Planning Association, in person
Sam Leammon, City of Nampa, via ZOOM
Amy Luft, Community Planning Association, in person
Austin Miller, Community Planning Association, in person
Hunter Mulhall, Community Planning Association, in person
Alexa Roitman, Community Planning Association, in person
Meagan Romensko, DKS, in person
Darrell Romine, City of Melba, via ZOOM
Steve Siddoway, City of Meridian, via ZOOM
Meg Sonnen, Community Planning Association, in person
Toni Tisdale, Community Planning Association, in person
Mary Ann Waldinger, Community Planning Association, in person
Mark Wasdahl, Idaho Transportation Department, in person

CALL TO ORDER

Chair Jay Gibbons called the meeting to order at 1:30 pm.

OPEN DISCUSSION/ANNOUNCEMENTS

Debbie Kling announced that she would not be seeking re-election and that the Snake River Stampede was taking place that week Amy Luft announced the Let's Ride Treasure Valley High-Capacity Transit Planning and Environmental Linkages (PEL) study third and final public comment period was currently open.

CONSENT AGENDA

- A. Approve April 21, 2025, COMPASS Board of Directors Meeting Minutes**
- B. Receive Approved April 8 and May 13, 2025, Executive Committee Meeting Minutes**
- C. Approve List of Records for Destruction**
- D. Approve Priorities for the End-of-Year and Redistribution Program**
- E. Approve Adjusted Rural Prioritization Process**
- F. Confirm Regional Transportation Advisory Committee Memberships**

Miranda Gold requested to remove agenda item D for separate discussion.

Miranda Gold moved and Patricial Nilsson seconded approval of Consent Agenda items III A, B, C, E, and F as presented, excluding item D. Motion passed unanimously.

D. Approve Priorities for the End-of-Year and Redistribution Program

Miranda Gold moved to approve the End-of-Year priorities with an increase of \$3,000 to the amount requested for KN23314 (Commuteride, Safety and Security Cameras, Ada County) (change from \$22,081 to \$25,081). Jackie Hutchison seconded. Motion passed unanimously.

SPECIAL ITEM

A. Status Report – Finance Committee

Mary May provided a status report on the June 12, 2025, Finance Committee meeting.

B. Member Agency Presentation – Projects of Regional Importance

Brad Pike presented projects of regional importance to the City of Eagle.

C. Member Agency Presentation - State Highway 69 Corridor Traffic Study

Mark Wasdahl, Idaho Transportation Department, and Meagan Romensko, DKS, presented results of the Idaho Transportation Department's State Highway 69 Corridor Traffic Study.

ACTION ITEMS

A. Appointment of Officer Due to Resignation

Craig Raborn facilitated the nomination for a new COMPASS Board Chair through the end of 2025, as Jay Gibbons will be leaving office.

After discussion, **Mary May moved and Tricia Nilsson seconded the nomination of Debbie Kling to serve as the chair for the COMPASS Board of Directors and as a member of the COMPASS Finance Committee through the end of 2025.** Motion passed unanimously.

Craig Raborn then presented Jay Gibbons with a plaque recognizing his service on the COMPASS Board of Directors.

INFORMATION/DISCUSSION ITEMS

A. Review Proposed Changes to COMPASS Board By-laws

Meg Sonnen presented proposed changes to the COMPASS Board by-laws; this presentation also served as COMPASS' notice of intent to amend the Board by-laws.

B. Review Draft FY2026-2032 Regional Transportation Improvement Program (TIP)

Toni Tisdale presented the draft FY2026-2032 TIP.

C. Review the Updated Statewide Functional Classification System within Ada and Canyon Counties

Mary Ann Waldinger presented the updated Statewide Functional Classification System within Ada and Canyon Counties.

D. Carbon Reduction Strategy Briefing

Hunter Mulhall, COMPASS, and Aaron Berger, DKS, provided an update on COMPASS' Carbon Reduction Strategy.

E. State Policy Position Development

Craig Raborn provided an update on COMPASS' process to develop a proactive state legislative strategy for the 2026 session.

ADJOURNMENT

Chair Jay Gibbons adjourned the meeting at 3:11 p.m.

Approved this 18th day of August 2025.

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

Attest:

By: _____
Craig Raborn, Executive Director
Community Planning Association of Southwest Idaho

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**EXECUTIVE COMMITTEE MEETING
JUNE 3, 2025
COMPASS
SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES:

Rod Beck, Commissioner, Ada County, **Chair Elect**, via ZOOM
Trevor Chadwick, Mayor, City of Star, **Immediate Past Chair**, via ZOOM
Jay Gibbons, Commissioner, Highway District #4, **Chair**, in person
Miranda Gold, Commissioner, Ada County Highway District, in person
Debbie Kling, Mayor, City of Nampa, in person
Lindy Lindstrom, Commissioner, Boise County, in person
Mary May, Councilmember, City of Eagle, **Secretary/Treasurer**, in person
Lauren McLean, Mayor, City of Boise, via ZOOM
John Overton, Councilman, City of Meridian, in person
John Laraway for Joe Stear, Mayor, City of Kuna, in person
Jarom Wagoner, Mayor, City of Caldwell, **Vice Chair**, via ZOOM

MEMBERS ABSENT:

Brad Holton, Commissioner, Canyon County
Dan Hyer, Councilmember, City of Greenleaf

OTHERS PRESENT:

Zach Bentzler, HDR, via ZOOM
Bre Brush, City of Boise, via ZOOM
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
Chris Proud, HDR, via ZOOM
Craig Raborn, Executive Director, COMPASS, in person
Megan Sonnen, COMPASS, via ZOOM

CALL TO ORDER

Chair Jay Gibbons called the meeting to order at 1:30 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve May 13, 2025, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Recommend FY2026 COMPASS Workgroup Charters for COMPASS Board Approval

Meg Sonnen presented the FY2026 COMPASS Workgroup Charters.

After discussion, **Miranda Gold moved and John Overton seconded to recommend COMPASS Board of Directors' approval of the FY2026 COMPASS workgroup charters.** Motion passed unanimously.

INFORMATION/DISCUSSION ITEM

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

Austin Miller, COMPASS, and Chris Proud, HDR, provided an update on the High-Capacity Transit Planning and Environmental Linkages (PEL) study.

B. Transportation and Housing Nexus

Austin Miller presented on the transportation and housing nexus.

C. State Policy Position Development

Craig Raborn discussed state policy position development to ensure timely preparation and approval of the legislative platform for the 2026 legislative session.

ADJOURNMENT

Chair Jay Gibbons adjourned the meeting at 2:21 p.m.

Approved this 8th day of July 2025.

By:



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

Attest:

By:



**Craig Raborn, Executive Director
Community Planning Association of
Southwest Idaho**

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**FINANCE COMMITTEE MEETING
JUNE 12, 2025
COMPASS
2ND FLOOR LARGE CONFERENCE ROOM AND ZOOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES:

Rod Beck, Commissioner, Ada County, in person
Trevor Chadwick, Mayor, City of Star, **Vice Chair**, in person
Jay Gibbons, Commissioner, Highway District No. 4, in person
Mary May, Councilmember, City of Eagle, **Chair**, in person
John Overton, Councilmember, City of Meridian, in person
Victor Rodriguez, Councilmember, City of Nampa, via ZOOM

MEMBERS ABSENT:

Zach Brooks, Commissioner, Canyon County

OTHERS PRESENT:

Ashley Cannon, COMPASS, in person
Teri Gregory, COMPASS, in person
Amy Luft, COMPASS, in person
Craig Raborn, Executive Director, COMPASS, in person
Meg Sonnen, COMPASS, in person

CALL TO ORDER:

Chair Mary May called the meeting to order at 12:00 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

Commissioner Jay Gibbons announced this as his last Finance Committee meeting as he is resigning his position on the COMPASS Board.

CONSENT AGENDA

A. Approve March 20, 2025, Finance Committee Meeting Minutes

Trevor Chadwick moved and Rod Beck 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 Sonnen presented the disbursements made in the reporting period, March 6, 2025, through June 5, 2025, which was provided in the packet for information.

B. Review Draft FY2026 Unified Planning Work Program and Budget (UPWP)

Meg Sonnen presented the FY2026 Unified Planning Work Program and Budget (UPWP).

ACTION ITEM

A. Approve Variance Report for October 1, 2024 – March 31, 2025

Meg Sonnen presented the variance report for October 1, 2024 – March 31, 2025.

Trevor Chadwick moved and Victor Rodriguez seconded approval of the variance report for October 1, 2024, through March 31, 2025, as presented. Motion passed unanimously.

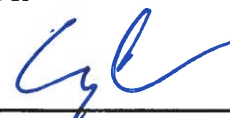
ADJOURNMENT

Chair Mary May adjourned the meeting at 12:18 p.m.

Approved this 10th day of July 2025.

By: 
Mary May, Chair

Attest:

By: , Executive Director
For: Trevor Chadwick, Vice Chair

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EXECUTIVE COMMITTEE AGENDA ITEM III-D

DATE: August 18, 2025

Topic: FY2026 COMPASS Workgroup Charters

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the workgroup charters for FY2026 activities. The COMPASS Executive Committee recommended approval on June 3, 2025.

Background/Summary:

The Board approved the Bylaws at its September 21, 2015, meeting. Section 7.2.10 (b) specifies that:

"Each task force or workgroup shall have a charter recommended by the Executive Committee for final approval by the Board, specifying the type of members to include, the tasks to accomplish, and the timeline for completion of those tasks."

The proposed workgroup charters that meet the requirements of Section 7.2.10 (b) are attached:

- Active Transportation
- Affordable Housing Advisory
- Demographic Advisory
- Environmental Review
- Freight Advisory
- Grant Resource Alignment
- Public Participation
- Public Transportation
- Regional Geographic Advisory
- Regional Operations
- Regional Safety
- Rural Prioritization

Implication (policy and/or financial):

In the absence of COMPASS Board of Directors' approval, the workgroup activities would be suspended until a recommendation could be brought forward to the Board for approval.

More Information:

- 1) Attachments: Workgroup charters
- 2) For detailed information contact: Meg Sonnen at 208-475-2228 or msonnen@compassidaho.org

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Working together to plan for the future

Work Group: Active Transportation Workgroup (ATWG)
Staff Liaison: Alexa Roitman

Purpose: The purpose of the Active Transportation Workgroup is to provide guidance in the development, integration, and implementation of regional active transportation (bicycle/pedestrian/micromobility) planning. This encompasses stakeholder coordination, data collection and analysis, regional infrastructure mapping, needs identification, and member agency decision support.

Tasks:

1. Review and provide feedback on COMPASS Bike and Pedestrian Counter Program and Data Bike Report.
2. Assist in providing a list of unfunded projects for CIM 2055.
3. Assist in the development of the Coordinated Regional Waterway Pathway Plan.
4. Review and provide feedback for Bike/Walk COMPASS Map.

Deliverables, Schedule:

1. COMPASS Data Bike Report and Bike/Pedestrian Counter Report (Winter 2025).
2. List of unfunded priority projects.
3. Updated Bike/Walk COMPASS online map (Ongoing).
4. Coordinated Regional Waterway Pathway Plan (TBD).

Membership:

Membership in the ATWG will be drawn from COMPASS member agency staff, health-related organization staff, representatives from the Foundation for Ada/Canyon Trails System, and advocacy group representatives.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Affordable Housing Advisory Workgroup (AHAW)
Staff Liaison: Alexa Roitman

Purpose:

The purpose of the Affordable Housing Advisory Workgroup is to provide guidance in the implementation of the COMPASS Regional Housing Coordination Plan. This encompasses needs identification, data collection and analysis, and the development of communications materials.

Tasks:

1. Assist in creation of materials for the COMPASS Housing Webpage.

Deliverables, Schedule:

1. COMPASS Housing Webpage materials.

Membership:

Membership in the AHAW will be drawn from member agency staff with appropriate expertise, housing agencies, organizations representing under-served communities, and the development community.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Demographic Advisory Workgroup (DAWG)
Staff Liaison: Austin Miller

Purpose:

The purpose of the Demographic Advisory Workgroup is to provide expert guidance and feedback on COMPASS demographic and growth tracking projects.

Tasks:

1. Recommend 2026 population estimates to the COMPASS Board of Directors.
2. Review and provide feedback on the 2025 Development Monitoring Report.
3. Review and provide feedback on Development Checklist Report.

Deliverables, Schedule:

1. 2026 population estimates (March 2026).
2. 2026 Development Monitoring Report (March 2026).
3. Development Checklist report (March 2026).

Membership:

Membership in the DAWG will be drawn from member agency staff with appropriate expertise, chambers of commerce, major utilities, and the development community.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Environmental Review Workgroup (ERWG)
Staff Liaison: Austin Miller

Purpose:

The purpose of the Environmental Review Workgroup is to share data, consider environmental goals and community values early in the long-range planning process, and identify potential environmental mitigation strategies to help restore and maintain environmental functions affected by projects in the long-range transportation plan. The environmental review is aimed at creating a seamless decision-making process that minimizes duplication of effort, promotes environmental stewardship, and reduces delays in project implementation.

Tasks:

1. Review CIM 2055 Environmental Resource map
2. Provide input on CIM 2055 Environmental Mitigation Strategies

Deliverables, Schedule:

1. CIM 2055 Environmental Resource Map (February 2026)
2. CIM 2055 Environmental Mitigation Strategies (June 2026)

Membership:

Membership in the ERWG will be drawn from federal, state, and local environmental and resource agencies, and member agency staff with appropriate expertise.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work group: Freight Advisory Workgroup (FAWG)
Staff Liaison: Austin Miller

Purpose:

The purpose of the Freight Advisory Workgroup is to advise and provide input on freight-related issues and needs, and to help integrate freight into the development and implementation of the regional long-range transportation plan. The workgroup will facilitate information sharing and coordination among organizations, and advocate for freight considerations in transportation project prioritization and funding.

Tasks:

1. Provide input on the *Communities in Motion 2055* (CIM 2055) prioritization process for freight.
2. Share information about regional freight and the long-range transportation plan with constituents; provide feedback to COMPASS.

Deliverables, Schedule:

1. Prioritized list of CIM 2055 Funded freight projects (September 2026)
2. Prioritized list of CIM 2055 Unfunded freight projects (September 2026)

Membership:

Membership in the FAWG will be drawn from local and/or regional producers and processors, trucking companies and major shippers, rail companies, chambers of commerce, highway districts, and other agencies as appropriate.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Grant Resource Alignment Workgroup (GRAWG)
Staff Liaison: Matt Carlson

Purpose:

The purpose of the Grant Resource Alignment Workgroup is to strategize and collaborate among partnering agencies in creating an annual calendar for grant resources to maximize funding for projects that meet the goals of the *Communities in Motion 2050* (CIM 2050) long-range transportation plan. The workgroup will facilitate information sharing and coordination among organizations and advocate for grant considerations in transportation project prioritization and implementation.

Tasks:

1. Identify, review, and discuss federal, state, local, public, and private grant opportunities to assemble a list of prioritized funding opportunities for the current and next fiscal year.
2. Review unfunded projects for the current and next year's Resource Development Plan to identify prioritized regional needs and develop a prioritized list of unfunded or underfunded projects suitable for grant submission in the immediate and upcoming year.
3. Match grant opportunities with unfunded needs on a calendar basis to establish annual grant writing workflow, making sure all projects contribute to CIM 2050 goals.
4. Collaborate with involved parties to develop a comprehensive annual grant writing calendar with timelines and assigned primary and support roles to maximize total grant submission outputs while distributing workloads over time for improved grant submission outcomes.
5. Review grant writing calendar on an annual basis to adapt, change, and/or update based on emerging notices of funding opportunities as well as the obligation of grant funds.
6. Share information about the annual grant calendar, funding priorities, mid-year changes or updates and the overarching contributions to the long-range transportation plan with member agencies; provide feedback to the COMPASS Board of Directors.

Deliverables, Schedule:

1. Prioritized grant opportunities list (January 2026).
2. Prioritized unfunded projects list (January 2026).
3. Annual grant writing calendar with timeline and agreed-to roles and responsibilities (January 2026).
4. Development of FY2027 grant writing calendar prior to next fiscal year (July 2026).
5. Annual review of grant writing calendar, considering current grant developments (January 2026).

Membership:

Membership in the GRAWG will be drawn from member agency staff who are grant writers and/or those assigned to locate, write, review, and/or submit grants who wish to participate in a region-wide grant calendar process.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Public Participation Workgroup (PPWG)
Staff Liaison: Amy Luft

Purpose:

The purpose of the Public Participation Workgroup is to advise COMPASS staff on COMPASS public participation and outreach activities; serve as a conduit for sharing information from COMPASS with Ada, Boise, and Canyon County residents; and provide a forum for communication staff from COMPASS member agencies to share information, assist one another in public participation and outreach activities, collaborate on regional projects, and receive input on outreach activities from the general public and interested stakeholders.

Tasks:

1. Appoint one public or journalist representative to serve on the Regional Transportation Advisory Committee (RTAC) for CY2026.
2. Assist in selecting 2025 Leadership in Motion award recipients (one workgroup representative).
3. Appoint a representative to assist in selecting 2026 Leadership in Motion award recipients.
4. Continue to support and implement the "Good Move" regional safety education campaign.
5. Review, provide input, and assist with COMPASS outreach, education, and public participation activities as requested.

Deliverables, Schedule:

1. Representative to serve on RTAC for CY2026 appointed (November 2025).
2. 2025 Leadership in Motion recipients selected (December 2025).
3. Representative to assist in selecting 2026 Leadership in Motion recipients appointed (August 2026).
4. "Good Move" regional safety campaign implemented (ongoing).
5. Assistance provided, as requested (ongoing).

Membership:

Membership in the PPWG will include COMPASS member agency communication (or related) staff, up to four individuals representing the general public/stakeholders (e.g., under-represented populations, environmental, transportation, health, etc.), and one journalist. Public/stakeholder and journalist representatives shall serve terms no longer than four years and shall be appointed by the COMPASS Executive Director through an application process.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Public Transportation Workgroup (PTWG)
Staff Liaison: Austin Miller

Purpose:

The purpose of the Public Transportation Workgroup is to develop and recommend components and phasing (timeline) of the long-range public transportation system in Ada and Canyon Counties. Work will focus on meeting regional public transportation needs in the two counties to improve mobility and access and maximize effectiveness of transportation investments.

Tasks:

1. Provide input on the High-Capacity Transit Planning and Environmental Linkages (PEL) Study
2. Provide input on the Coordinated Public Transit-Human Services Transportation Plan
3. Review Park and Ride Site Survey Data
4. Provide input on the *Communities in Motion 2055* (CIM 2055) prioritization process for public transportation
5. Update Regional Public Transportation Network for CIM 2055

Deliverables, Schedule:

1. High-Capacity Transit Planning and Environmental Linkages (PEL) Study (December 2025)
2. Prioritized list of CIM 2055 Funded Public Transportation System projects (March 2026)
3. Prioritized list of CIM 2055 Unfunded Public Transportation System projects (March 2026)
4. Draft Coordinated Public Transit-Human Services Transportation Plan (December 2026)
5. Spreadsheet with Park and Ride Site Survey Data (October 2026)

Membership:

Membership in the PTWG will be drawn from member agency staff from Ada County, ACHD, Canyon County, City of Boise, City of Caldwell, City of Eagle, City of Garden City, City of Meridian, City of Middleton, City of Nampa, Boise State University, ITD, Valley Regional Transit, and other member agencies planning for public transportation.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Regional Geographic Advisory Workgroup (RGAWG)
Staff Liaison: Eric Adolfson

Purpose:

The purpose of the Regional Geographic Advisory Workgroup is to provide input and guidance on regional Geographic Information System (GIS) issues and tasks, such as orthophotography and the Regional Data Center.

Tasks:

1. Provide a forum to continue to improve regional GIS cooperation, while forming GIS policy and technical solutions that facilitate building cooperatively-maintained regional datasets.
2. Advise COMPASS staff, workgroups, and the COMPASS Board of Directors on GIS investments and policies.
3. Report to either the Regional Transportation Advisory Committee or Executive Committee on topics such as investments and policies related to improving GIS outputs as needed.
4. Provide feedback to COMPASS staff on regional GIS planning activities.

Deliverables, Schedule:

1. Provide quality control and review of 2025 orthophotography project deliverables (July-October 2025).
2. Review regional data inventory and status (Fall 2025)
3. Provide guidance on future GIS data collection projects (Winter 2025/26).
4. Provide quality control and review of 2026 orthophotography project preliminary data (Summer 2026).

Membership:

Membership in the RGAWG will be drawn from representatives from member agencies and those with an interest in regional geographic data. Members should have information system technical experience or knowledge and active contribution to the region's data ecosystem with agency administrative authority.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Regional Operations Workgroup (ROWG)
Staff Liaisons: Mary Ann Waldinger and Hunter Mulhall

Purpose:

The purpose of the Regional Operations Workgroup is to promote awareness and integration of transportation operations and management, focusing on multimodal transportation system efficiency, reliability, safety, and ease of use. The workgroup supports the regional planning process, including planning for operations through a coordinated approach to multimodal system operations, intelligent transportation systems (ITS) deployment and data management, and maintenance of related planning documents.

Tasks:

1. Support identification of congestion management and operational priorities, implementation strategies, and projects.
2. Support identification of constrained corridors and congestion management strategies for *Communities in Motion 2055*.
3. Share successes and lessons learned from recent ITS/TSMO deployments.
4. Review results of 2025 Congestion Management Annual Report.
5. Review tools, data, and technologies to support congestion management and operations.

Deliverables, Schedule:

1. TSMO/ITS Projects List and ITS Inventory (ongoing).
2. Congestion Management Annual Report (Fall 2026).

Membership:

Membership in the ROWG will be drawn from representatives of transportation and emergency management agencies from across Ada and Canyon Counties that are active in the planning, funding, design, operation, and maintenance of the region's multi-modal transportation infrastructure.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Regional Safety Workgroup (RSWG)
Staff Liaisons: Hunter Mulhall

Purpose:

The purpose of the Regional Safety Workgroup is to support implementation of the actions identified in the Regional Safety Action Plan. The workgroup will also track progress toward regional safety goals, evaluate the effectiveness of implemented safety countermeasures, evaluate regional crash trends, coordinate grant opportunities, and identify additional safety needs.

Tasks:

1. Develop guidance and identify tools to improve how safety is incorporated in capital and maintenance projects.
2. Identify locations and funding opportunities for road safety audits.
3. Share lessons learned from local crash review taskforces.
4. Support development of a safety resources hub.

Deliverables, Schedule:

1. Guidance document for improving safety for capital and maintenance projects (Summer 2026).
2. List of roadways for potential road safety audits (Fall 2026).
3. Safety resource hub (Fall 2026)

Membership:

Membership in the RSWG will be drawn from representatives of transportation and emergency management agencies from across Ada and Canyon Counties that are active in the planning, safety, funding, design, operation, and maintenance of the region's multi-modal transportation infrastructure.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

Working together to plan for the future

Work Group: Rural Prioritization Workgroup (RPWG)
Staff Liaison: Toni Tisdale

Purpose:

The purpose of the Rural Prioritization Workgroup is to develop a recommended priority list for rural programs managed by the Local Highway Technical Assistance Council (LHTAC). Focus on determining the most beneficial rural projects in Ada and Canyon Counties to maximize rural transportation funding and bring more funding into the region.

Tasks:

1. Update the prioritization process to include Boise County before the next prioritization cycle.
2. Discuss and determine recommendations for the most beneficial rural projects for funding programs managed by LHTAC using the prioritization process updated and approved by the COMPASS Board at their June 2026 meeting.

Deliverables, Schedule:

1. Meet to develop a new prioritization process to include Boise County (winter 2025/2026).
2. Provide the new prioritization process to RTAC for recommendation (May 2026) and to the COMPASS Board of Directors for approval (June 2026).
3. Meet to prioritize rural projects (August 2026).
4. Obtain support from each participating agency through a signature on the final recommendation (July 2026)
5. Provide the rural priorities to RTAC for recommendation (September 2026) and to the COMPASS Board of Directors for approval (October 2026).

Membership:

Membership in the RPWG will be drawn from mayors, staff, and/or contract engineers from all rural agencies in Ada and Canyon Counties with transportation jurisdiction and Boise County.

Charter recommended by Executive Committee: June 3, 2025

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2026

All decisions and recommendations of COMPASS workgroups are reached through consensus and there are no quorum requirements for workgroups. All workgroup meetings are open to anyone interested in attending. Individuals interested in attending should contact the staff liaison to obtain the scheduled meeting dates and planned agendas.

COMPASS BOARD AGENDA ITEM III-E

Date: August 18, 2025

Topic: FY2027-2033 COMPASS Funding Application Guide

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the FY2027-2033 COMPASS Funding Application Guide. The Regional Transportation Advisory Committee (RTAC) recommended approval on July 23, 2025.

Background/Summary:

Each year, in preparation for soliciting project funding applications, COMPASS staff revise the funding application guide to address changes in the schedule and funding availability, incorporate modifications to the application process, and update other relevant information.

The criteria in the draft FY2027-2033 COMPASS Funding Application Guide will be used to prioritize federal-aid projects by comparing each project's anticipated regional impacts and contributions to the goals of *Communities in Motion*.

The scoring criteria were derived from the [Communities in Motion 2050 goals and objectives](#), the [COMPASS Complete Network Policy](#), the [Regional Safety Action Plan](#), and other COMPASS planning products and were developed in consultation with an RTAC subcommittee that included representatives from the Cities of Eagle, Caldwell, and Nampa; the Ada County Highway District; and Valley Regional Transit. The proposed scoring process is grounded in a performance-based planning approach, which is a high priority for federal programs.

To assist member agency staff and provide more consistent application of the data, COMPASS Resource Development Team staff will provide supporting data and preliminary scoring for Phase II applications, after which member agency applicants will have an opportunity to review the data provided by COMPASS and rebut if applicable. The ranking worksheet will function similarly to past years, with modifications to accommodate updated scoring processes.

The process includes one additional component compared to the previous year – COMPASS will be soliciting member service requests for the Unified Planning Work Program as part of the Phase I application process.

Implication (policy and/or financial):

Approval of the FY2027-2033 COMPASS Funding Application Guide will allow COMPASS staff to assist member agency staff in applying for projects to further *Communities in Motion* goals.

More Information:

- 1) Draft FY2027-2033 COMPASS Funding Application Guide: https://compassidaho.org/wp-content/uploads/08182025_BoardSupp_DRAFT-Application-Guide-FY2027-2033.pdf
- 2) *Communities in Motion 2050* goals and objectives: <https://cim2050.compassidaho.org/cim-2050-goals/>
- 3) COMPASS Complete Network Policy: https://compassidaho.org/wp-content/uploads/completenetworkpolicy_final_dec2021_2022.pdf
- 4) Regional Safety Action Plan: https://compassidaho.org/wp-content/uploads/COMPASS_RSAP_FinalPlan.pdf
- 5) For detailed information contact: Matt Carlson, Principal Planner, at 208/475-2232 or mcarlson@compassidaho.org

COMPASS BOARD AGENDA ITEM III-F

Date: August 18, 2025

Topic: Proposed revisions to COMPASS By-laws

Request/Recommendation:

Approve revisions to the COMPASS bylaws.

Background/Summary:

At the December 16, 2024, meeting, the COMPASS Board of Directors approved Boise County for membership. With the addition of Boise County as a member, some items in the COMPASS by-laws should be clarified.

Based on the guidance of counsel, the following revisions to the by-laws are proposed:

- Section 4.6 Intra-County Voting is updated to make clear that the determination of eligibility for intra-county voting is made by the Executive Committee when it sets the agenda for the Board meeting.
- Alternatively, if the Executive Committee has not designated an item as eligible for intra-county voting, any Board member may request that an item be so designated at the start of the Board meeting. A simple majority of the Voting Board Members present at the meeting may then make the determination.
- Section 4.7 Metropolitan Planning Voting is added as a new section. This section describes the process for voting on items related to the metropolitan planning process and mirrors the process described in Section 4.6 for intra-county voting.
- Section 5.1 Officers of the Board is amended to make clear that any Voting Board Member is eligible to serve as an officer, subject to the nomination and election process described in Section 5.

Per Section 9.2 of the bylaws, proposed revisions were introduced to the COMPASS Board of Directors at the June 16, 2025, meeting as an information item, giving the Board an opportunity to provide feedback. No comments were provided from the Board at the June 16, 2025, meeting. The June 16, 2025, presentation also served as notice of COMPASS' intent to amend the Bylaws.

The Executive Committee recommended Board approval of the proposed revisions at its July 8, 2025, meeting.

More Information:

- 1) Attachment 1: Proposed COMPASS Bylaws Revisions in redline and clean versions
- 2) For detailed information, contact: Meg Sonnen, Director of Operations at 208-475-2228 or msonnen@compassidaho.org.

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**BYLAWS AS ADOPTED BY THE BOARD OF
THE COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO**

Initially Adopted: March 1, 2000
Amended: January 22, 2001
Amended: June 18, 2001
Amended: September 27, 2004
Amended: August 17, 2009
Amended: September 21, 2015
Amended: October 21, 2024
Amended: August 18, 2025

**Article 1
BOARD OF DIRECTORS**

1.1 Board of Directors. The Board of Directors (“**Board**”) shall be appointed and serve as provided in that certain Third Restated And Amended Joint Powers Agreement and Articles of Reformation and Organization of the Community Planning Association of Southwest Idaho, ~~a Nonprofit Association~~, as may be amended (the “**JPA**”).

1.2 Term of Office. Each member of the Board entitled to vote (“**Voting Board Member**”) shall hold office until replaced or until the Voting Board Member’s earlier death, resignation or disqualification. All other members of the Board hold office as allowed under the JPA.

**Article 2
BOARD MEETINGS**

2.1 Place of Meetings. All meetings of the Board shall be held at the principal office of COMPASS or at such other place as the Board may order or direct before the call of such meeting. The time and place of such meetings shall be stated in the notice or call for the meetings.

2.2 Regular Meetings. Regular meetings of the Board shall be held on the third Monday of February, April, June, August, October and December of each year, if not a legal holiday, and if a legal holiday, then on the first Monday following which is not a legal holiday. All business, which the Board is authorized and empowered to take up at such a meeting, may be transacted without further or special notice.

2.3 Special Meetings. Special meetings may be called at any time by the Chair or Vice-Chair. Special meetings may also be called by the Chair upon written request by any five (5) or more Voting Board Members.

2.4 Notice or Call for Meetings. All members of the Board shall be notified of each regular or special meeting of the Board at least forty-eight (48) hours in advance of each meeting. Notification shall include, at a minimum, the meeting location, meeting time and proposed agenda. Notification may be delivered via email, regular mail or hand delivery. Annually, at the last regular meeting of a calendar year, a schedule of regular meetings for the following year shall be adopted and distributed in a manner determined by the Board.

Bylaws - 1

2.5 Quorum. A quorum shall consist of a majority of the Voting Board Members. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present and are included in determination of quorum.

2.6 Action by Majority Vote. Except as otherwise expressly required by these by-laws, the JPA or by applicable law, the vote of a majority of the Voting Board Members present at a meeting at which a quorum is present shall be the act of the Board. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

2.7 Presiding Officer. The Chair shall preside at all meetings. In the absence of the Chair, the Chair-Elect shall preside. In the absence of the Chair and the Chair-Elect the Vice Chair shall preside. In the absence of all these officers, the Board shall select a temporary Chair for the meeting. The Secretary/Treasurer shall act as secretary at all meetings of the Board, but in the Secretary/Treasurer's absence, the presiding officer may appoint any person to act as secretary for that meeting. Should the Secretary/Treasurer be the presiding officer, as provided above, the Secretary/Treasurer may appoint any person to act in the capacity of Secretary for that meeting.

2.8 Rules of Order. The rules contained in the current edition of Roberts Rules Newly Revised generally shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the JPA, and any special order that may be adopted by the Board.

Article 3 AUTHORITY

3.1 Responsibilities. The Board of Directors has the primary responsibilities listed below. The Board may take other actions not listed here as appropriate to govern COMPASS.

- 3.1.1 Elect Officers;
- 3.1.2 Approve addition of new members to COMPASS;
- 3.1.3 Approve regional long range transportation plan and amendments to the regional long-range transportation plan;
- 3.1.4 Approve Transportation Improvement Program and amendments to Transportation Improvement Program;
- 3.1.5 Approve Unified Planning Work Program and Budget and revisions to Unified Planning Work Program and Budget;
- 3.1.6 Hire and oversee Executive Director;
- 3.1.7 Review and approve annual performance review of the Executive Director conducted by the Executive Committee, and approve salary adjustment or other compensation arrangement;

- 3.1.8 Approve annual state and federal legislative positions;
- 3.1.9 Approve strategic plan, as needed;
- 3.1.10 Approve grant applications where COMPASS is grantor;
- 3.1.11 Approve annual population estimates;
- 3.1.12 Approve annual membership dues;
- 3.1.13 Approve or select members of committees, task forces and work groups, as the case may be;
- 3.1.14 Approve COMPASS integrated communications plan as needed, but not less than every three (3) years;
- 3.1.15 Approve updates to Financial Policy, as needed;
- 3.1.16 Approve updates to Personnel Policy, as needed;
- 3.1.17 Review and approve Board policies, as needed; and
- 3.1.18 Approve the annual development plan which identifies: a) grants and other funding sources for COMPASS; and b) resource development activities which will be pursued by COMPASS staff.

Article 4 VOTING

4.1 Voting Board Member. Only Voting Board Members and, where applicable, Alternate Board Members, are entitled to cast a vote at any meeting of the Board.

4.2 Authority to Vote. A Voting Board Member is entitled to vote on any matter which comes before the Board or before any committee, task force or work group of which the Voting Board Member is a duly appointed member, provided the Voting Board Member's member agency is current in the payment of its membership dues and all other proper assessments. Similarly, an approved Alternate Board Member, as provided for in the JPA, shall have the authority to vote as a Voting Board Member on behalf of the members for whom he or she is serving, provided the Voting Board Member's member is current in the payment of its dues and other proper assessments.

4.3 Voting. All matters before the Board shall be disposed of by simple majority vote of all votes cast by Voting Board Members present at the meeting unless otherwise provided in these bylaws, applicable law, the JPA or any special order that may be adopted by the Board. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

4.4 Votes per Voting Board Member. Three voting alternatives exist. Unless otherwise provided, Alternative "a" (one vote per Voting Board Member) shall be used.

- (a) One vote per Voting Board Member: Each Board Member casts one and only one vote.
- (b) Weighted Voting: Voting Board Members from each General and Special Purpose Member cast a number of votes equal to the member agency's COMPASS membership dues as provided below.
- (c) Intra-County Voting: Only Voting Board Members from within one county cast a vote.

4.5 Weighted Voting. Weighted voting may be used when all Voting Board Members from any General Member request weighted voting after a matter is properly before the Board and before the question is called or the vote is held. In the event weighted voting is requested:

- (a) Each General and Special Purpose Member represented at the Board meeting by one or more Voting Board Members shall be granted one vote for each dollar it contributes as its membership dues to COMPASS in the current fiscal year as provided in the most recently adopted COMPASS Unified Planning Work Program and Budget.
- (b) In the event more than one Voting Board Member is present for a General Member, the votes for that General Member shall be divided equally among the member's Voting Board Members present at the time the vote is held.
- (c) The Secretary/Treasurer shall determine and announce, or cause to be determined and announced, the number of votes assigned to each Voting Board Member. The Chair shall read the number of votes assigned to each member agency before the vote.
- (d) A roll-call vote shall be held.

4.6 Intra-County Voting. Intra-county voting may be used according to the provisions of this section when any matter properly before the Board pertains overwhelmingly within the borders of one county. Examples of such matters include, but are not limited to:

- (a) Setting transportation project priorities when all such projects are within the borders of one county;
- (b) Approving a Transportation Improvement Program when the program applies only within the borders of one county;
- (c) Approving a long range transportation plan when the plan applies only within the borders of one county;
- (d) Approving an expenditure of funds when the funds are both generated and expended within the borders of one county; and

- (e) Adopting air or water quality recommendations or strategies for inclusion in official State Implementation Plans when the recommendations or strategies apply only within the borders of one county.

The Executive Committee may optionally determine that specific agenda items qualify for intra-county voting when it establishes the agenda for the Board meeting at an Executive Committee meeting. Such determination must be made in a manner consistent with Idaho law. Items designated by the Executive Committee as intra-county voting will be identified as such when the Board agenda is posted for the public and distributed to the Board members.

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~~5—If the Executive Committee has not determined that an item qualifies for intra-county voting, any Voting Board Member may request at the start of the Board meeting that an item be designated as an intra-county voting item. The Voting Board Members present at the meeting will vote on that request, and a simple majority of Voting Board Members present will determine whether the item is designated as an intra-county voting item. Once an item is designated as an intra-county voting item: The Chair may optionally determine, before distributing an agenda for any regular or special meeting of the Board, whether any item on the agenda is likely to qualify for intra-county voting and shall so designate on the agenda. In addition any Voting Board Member may, at any meeting of the Board, request consideration of intra-county voting for any item on the agenda.~~

~~In either case, before such a matter may properly be placed before the Board, the Chair shall determine in a manner generally provided by Roberts Rules of Order whether to invoke intra-county voting. In the event intra-county voting is used:~~

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~~(a) The Chair shall announce that intra-county voting shall be used to resolve the matter before the Board and designate which county's Board Members may vote.~~

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~~(b)(a)~~ Only Voting Board Members present and representing General and Special Purpose Members in that county may cast a vote on the matter.

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~~(e)(b)~~ A simple majority of Voting Board Members present from that county is required to approve the matter before the Board.

~~(d)(c)~~ Weighted voting within the county may be utilized as provided elsewhere in this section.

4.7 Metropolitan Planning Voting. Metropolitan planning voting may be used according to the provisions of this section when any matter properly before the Board is related to the metropolitan planning process. Examples of such matters include but are not limited to the Long-Range Transportation Plan and the Transportation Improvement Program.

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The Executive Committee may optionally determine that specific agenda items qualify for metropolitan planning process voting when it establishes the agenda for the Board meeting at an Executive Committee meeting. Such determination must be made in a manner consistent with Idaho law. Items designated by the Executive Committee as metropolitan planning process voting will be identified as such when the Board agenda is posted for the public and distributed to the Board members.

If the Executive Committee has not determined that an item qualifies for metropolitan planning
Bylaws - 5

process voting, any Voting Board Member may request at the start of the Board meeting that an item be designated as a metropolitan planning process voting item. The Voting Board Members present at the meeting will vote on that request, and a simple majority of Voting Board Members present will determine whether the item is designated as a metropolitan planning process voting item. Once an item is designated as a metropolitan planning process voting item:

(a) Only Voting Board Members present and representing General and Special Purpose Members in Ada and Canyon counties may cast a vote on the matter.

(b) A simple majority of Voting Board Members present from Ada and Canyon counties is required to approve the matter before the Board.

(c) Weighted voting for Ada and Canyon counties may be utilized as provided elsewhere in this section.

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Article 5 OFFICERS

5.1 Officers of the Board. The Board shall have four officers (collectively "**Officers**"): (i) the Chair, (ii) the Chair-Elect, (iii) the Vice Chair and (iv) the Secretary/Treasurer. All Officers must be Voting Board Members. Any Voting Board Member is eligible to serve as an Officer.

5.2 Election. The Officers shall be elected annually by the Board at the Board's annual meeting.

5.3 Terms of Office. Officers shall hold office until such Officer's successor is elected and qualified or until such officer's earlier death, resignation or removal.

5.4 Removal of Officers. The Board may remove from office any Officer upon two-thirds majority vote. If any member of the Board wishes to remove an Officer, that Board member shall give at least 30 days' notice of intent to remove such Officer to both the Officer and to the Board. Any Officer subject to removal proceedings shall not take part in the voting to remove them. An Officer who is removed shall continue on the Board and retain full voting privileges as long as they remain a Voting Board Member.

5.5 Resignation of Officers. Any Officer may resign at any time by giving written notice of his or her resignation to the Board. Any such resignation shall take effect at the time

specified therein or, if the time when it shall become effective shall not be specified therein, immediately upon its receipt. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

5.6 Appointment of Officers upon Removal or Resignation. Upon the removal or resignation of an Officer, the Board shall appoint a Board Member to fill such vacant office. The appointed Officer shall serve out the remainder of the term of the removed Officer or the Officer who resigned.

5.7 Succession. Unless other Officers are elected by a majority vote of the Voting Board Members at the annual meeting (or special meeting called for the purpose of electing one or more Officers) the person serving as Secretary/Treasurer shall be elected to the office of Vice Chair, the person serving as Vice Chair shall be elected as Chair-Elect and the person serving as Chair-Elect shall be elected Chair.

5.8 Nomination of Officers. The Executive Committee shall identify and screen individuals qualified to become Officers and recommend officers for approval by the Board in accordance with the provisions of this Section.

5.8.1 Nomination. Not less than three (3) months prior to the Board's annual meeting, the Executive Committee shall submit a call for nominations to all Voting Board Members for any Officer position to be voted upon that year. Any Voting Board Member may submit a nomination for one or more of the Officer positions. All nominations shall be submitted, in writing, to the Executive Committee no later than forty-eight (48) hours prior to the Executive Committee's regularly scheduled meeting that occurs just prior to the Board's annual meeting. Any nomination received after this deadline shall not be considered.

5.8.2 Consideration. The Executive Committee shall review all nominations, compare the nominees against the qualifications, qualities, skills and other expertise identified by the Board, if any, and nominate a slate of candidates to succeed the Officers whose terms are expiring or vacant ("**Nominated Officers**"). The slate may include current Officers for re-election. The Executive Committee shall recommend the Nominated Officers to the Board for approval.

5.8.3 Additional Nominations. In addition to the Nominated Officers, other nominations for any Officer's position may be submitted by any five (5) Voting Board Members if filed with the Board not less than fifteen (15) days prior the Board's annual meeting.

5.8.4 Election Procedure. No new nominations from the floor shall be accepted at the Board's annual meeting. If the Nominated Officer's slate is the only list of nominees under consideration, election of the entire slate shall be decided by a majority vote of Voting Board Members present and voting. If there are additional nominees qualifying pursuant to Section 5.8.3, the Board shall consider and vote for each Officer position individually. The nominee for each Officer position which garners the greatest number of votes shall be elected.

5.9 Duties.

5.9.1 Chair. The Chair shall be the chief executive officer of COMPASS. The Chair shall preside over all meetings of the Board, and shall see that all orders and resolutions of the Board are carried into effect, subject, however, to the right of the Board to delegate any specific power or authority. The Chair shall be a member of and chair the Executive Committee.

5.9.2 Chair-Elect. The Chair-Elect shall perform the duties and exercise the powers of the Chair in case of the Chair's illness, disability or temporary absence and shall perform such other duties as may, from time to time, be granted or requested by the Board. The Chair-Elect shall be a member of the Executive Committee.

5.9.3 Vice Chair. The Vice Chair shall perform the duties and exercise the powers of the Chair in case of the Chair and Chair-Elect's mutual illness, disability or temporary absence and shall perform such other duties as may, from time-to-time, be granted or requested by the Board. The Vice Chair shall be a member of the Executive Committee.

5.9.4 Secretary/Treasurer. The Secretary/Treasurer shall:

- (a) Give, or cause to be given, notice of all meetings of the Board and its standing committees in compliance with Idaho's "Open Meeting Law" including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-201 through 74-207;
- (b) Keep, or cause to be kept, the minutes, books, and records of the financial statements and accounts of COMPASS;
- (c) Oversee COMPASS' compliance with Idaho's Public Records Law including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-101 through 74-122;
- (d) Monitor, or cause to be monitored, the financial affairs of COMPASS and report periodically to the Board;
- (e) Create, or cause to be created, at the beginning of each meeting of the Board a roster of Voting Board Members and Alternate Board Members who are in attendance; and
- (f) Be a member of the Executive Committee.
- (g) Serve as Chair of the Finance Committee.

5.10 Delegation of Powers. The Board may delegate any of the powers and duties appropriate to the functioning of COMPASS to any Officer, employee, or agent of COMPASS.

Article 6
EXECUTIVE DIRECTOR

6.1 Appointment. The Board shall appoint an Executive Director as provided in the JPA.

6.2 Powers and Duties. The Executive Director is authorized to enter into any contract or execute in the name of COMPASS all deeds, bonds, mortgages, contracts, and other documents and agreements as may be authorized in the approved Unified Planning Work Program and Budget. In all other instances the Executive Director is authorized with Board approval. The Executive Director shall be the disbursing officer of COMPASS for all funds made available thereto. The Executive Director shall also have the general powers and duties of supervision and management, including but not limited to, employment, hiring and dismissal of members of the staff. The Executive Director shall have the emergency authority to act to protect the rights and interests of COMPASS as they relate to the approved Unified Planning Work Program and Budget, pending confirmation by the Board.

6.3 Committee Assignments. The Executive Director or a designated delegate shall be an ex-officio member of any special committee, task force or work group of COMPASS and shall periodically attend meetings of other organizations involved in planning within southwest Idaho.

6.4 Conditions of Employment. Salary and other conditions of employment for the Executive Director shall be established by the Board upon recommendation by the Executive Committee.

6.5 Regular Reporting Required. The Executive Director shall prepare a summary of significant staff activities which have occurred since the last regular meeting of the Board and provide it as an item on the agenda of each regular meeting of the Board. The packet for each regular meeting of the Executive Committee shall be distributed to the entire Board.

Article 7
STANDING COMMITTEES

7.1 Open Meetings and Public Records. All meetings of committees established and authorized under this section shall be conducted according to and be subject to the same open meeting law and public records provisions as provided in Sections 4.1.7J and 4.1.7K, respectively, of the JPA.

7.2 Executive Committee:

7.2.1 Establishment. An Executive Committee is hereby established as a standing committee of the Board.

7.2.2 Membership. The Executive Committee shall be composed of the following Board Members:

- (a) All four Board Officers;

- (b) The mayor of each General Member that is an incorporated city with a current population greater than 25,000 according to the most recent population estimates adopted by the Board;
- (c) The chair of each county commission;
- (d) The president of each single county-wide highway district commission;
- (e) Two mayors of General Members who are incorporated cities with a current population of 25,000 or fewer according to the most recent population estimates adopted by the Board and who shall annually be selected by the representatives of the cities who fit into that classification, provided, however, that the total number of mayors on the Executive Committee from this grouping of smaller cities shall not exceed two; and provided, further, that one of the selected cities must be located in Canyon County and the other selected city must be located in Ada County;
- (f) The Chair of one of the highway districts located in Canyon County; and
- (g) The immediate past Chair.

7.2.3 Limitations. Notwithstanding Sections 7.2.2(b) through 7.2.2(g), there shall be no more than one Board Member on the Executive Committee from any member agency.

7.2.4 Elected Official; Alternate. All Executive Committee members shall be currently elected local government officials; provided, however, that Alternate Board Members may serve in the place of Executive Committee members as provided in the JPA.

7.2.5 Place and Times of Meetings. Meetings of the Executive Committee may be held at times and places agreed to by the Executive Committee.

7.2.6 Notice or Call for Meetings. All Executive Committee members shall be notified of each meeting at least three (3) business days prior to the meeting. Notification shall include, at a minimum, the meeting location, meeting time and proposed agenda. Notification may be delivered via email, regular mail or hand delivery. Additionally, notice of each meeting shall be posted on the COMPASS website at least three (3) working days prior to the day of the meeting. No action may be taken at a meeting that has not met the criteria in this Section.

7.2.7 Quorum. A quorum shall consist of the presence of a majority of Executive Committee members at the time of the meeting. Presence may be established by physical attendance at the meeting or by attendance via telephone, Internet or other remote technologies.

7.2.8 Voting. Each Executive Committee member shall have one (1) vote.

7.2.9 Action by Majority Vote. Except as otherwise expressly required by applicable law, the vote of a majority of the Executive Committee members present at a meeting at which a quorum is present shall be the act of the Committee.

7.2.10 Authority. The Executive Committee is empowered to act on behalf of the COMPASS Board only in the following instances:

- (a) To receive monthly status updates from the Regional Transportation Advisory Committee (RTAC) chair on the work of the RTAC committee;
- (b) To recommend task forces or work groups to work with COMPASS as needed to provide input, technical support and feedback on planning activities. Each task force or work group shall have a charter recommended by the Executive Committee for final approval by the Board, specifying the type of members to include, the tasks to accomplish and the timeline for completion of those tasks. The Executive Committee shall establish a process for selection of members for each task force or work group for final approval by the Board;
- (c) To receive periodic status updates from staff liaisons to the active authorized work groups on the activities of those work groups;
- (d) To review and recommend updates to the charter of each work group at least once per year;
- (e) To authorize the Chair and/or Executive Director to enter into agreements with other local, state, regional, federal and private agencies which expedite COMPASS' planning process, pending confirmation by the Board;
- (f) To commit COMPASS staff to address local planning issues, which are outside the current Unified Planning Work Program and Budget but for which prompt response is essential and for which COMPASS participation is deemed desirable, pending confirmation by the Board;
- (g) To approve preliminary versions of the Unified Planning Work Program and Budget for purposes of federal grant application and distribution to members for their use in budgeting, pending confirmation by the Board;
- (h) To approve amendments to the current Unified Planning Work Program and Budget, pending confirmation by the Board;
- (i) To approve amendments to the Transportation Improvement Program pending confirmation by the Board; and
- (j) To conduct an annual performance review of the Executive Director and report the results of its evaluation and make a recommendation for salary

adjustment or other compensation arrangements, if any, to the full Board for its approval at the regularly scheduled Board meeting in June. The effective date for salary adjustment or other compensation arrangements shall be October 1 of the upcoming fiscal year. Funding for salary adjustments shall be included in the Unified Planning Work Program and Budget for that fiscal year, typically approved by the Board at the regular August meeting, prior to the start of the fiscal year.

7.3 Regional Transportation Advisory Committee.

7.3.1 Establishment. A Regional Transportation Advisory Committee ("RTAC") is hereby established as a standing committee of the Board.

7.3.2 Membership. RTAC shall be composed of such individuals as the Board may direct.

7.3.3 Purpose. The purpose of RTAC is to assist COMPASS staff and the Board by reviewing and recommending appropriate action(s) to the Board with regard to all transportation-related matters to come before the Board.

7.3.4 Duties. RTAC's duties are set forth in the bylaws of RTAC.

7.4 Finance Committee.

7.4.1 Establishment. A Finance Committee ("Finance Committee") is hereby established as a standing committee of the Board.

7.4.2 Purpose. The purpose of the Finance Committee is to provide guidance to management and to establish reasonable assurance regarding internal policies, procedures and controls for the sound operation of COMPASS.

7.4.3 Duties. The duties of the Finance Committee shall be set forth in the bylaws of the Finance Committee.

7.4.4 Chair. The Chair of the Finance Committee shall be the Secretary/Treasurer.

7.5 Other Committees. The Board may from time to time create other committees as it sees fit. Such committees shall be composed of such individuals as the Board may direct and shall have only the authority, powers, duties, and responsibilities as may be necessary and as the Board may determine. The number and appointment of membership on other committees shall be reviewed and approved at the meeting immediately following the creation and appointment of the committee and annually thereafter. COMPASS maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the committees it establishes.

7.6 Bylaws. Bylaws necessary for the operation of any standing or other committee created by the Board will be provided by the Board, and thereafter may be amended by the Board, from time to time, as the Board deems necessary.

7.7 Task Forces and Work Groups. The Board may from time to time, either upon

Bylaws - 12

recommendation by the Executive Committee or upon the Board's initiative, create task forces or work groups to perform specific tasks. All task forces and work groups shall be governed by a charter which specifically identifies the membership, assigned tasks and the timeline to

complete the tasks. Concurrently with the creation of any work group, the Board shall approve the charter governing the work group. The charter may be drafted and recommended by the Executive Committee to the Board. COMPASS maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the task forces and work groups.

Article 8 MEMBERSHIP DUES

8.1 General Members. Membership dues for General Members, Special Purpose Members and ex officio members shall be as set forth in the JPA.

8.2 Calculation and Payment of Membership Dues. The Board shall calculate membership dues for all members of COMPASS concurrently with the annual Unified Planning Work Program and Budget. Upon approval of the membership dues, the Board shall notify each member of its membership dues for the ensuing year. All membership dues assessments are due and payable upon receipt of each invoice (or such other period of time as may be requested by the member and approved by the COMPASS Board).

8.3 Failure to Pay Membership Dues. Any member agency that fails to pay any assessment in full within thirty days after the due date shall be considered delinquent and in violation of this section. The Executive Director shall send written notice of delinquency to the Mayor and City Clerk, Chair of the Commission and County Auditor, or other governing body of the member agency involved. Upon non-payment of the full assessment within thirty days of receipt of the delinquency notice, that member agency shall be deemed to have voluntarily withdrawn its membership in COMPASS. No representative of that government agency shall thereafter be allowed to vote on any matter coming before the Board or any committee until and unless membership dues and assessments are fully paid retroactively or until the Board takes some alternative action to reinstate the member agency.

Article 9 GENERAL PROVISIONS

9.1 Books and Records. COMPASS shall maintain adequate and correct books, records and accounts of all its obligations, properties, assignments, and other such records or accounts as are generated. All such books, records and accounts shall be kept at its main office and shall be open to inspection by any General or Special Purpose Member or Board Member at any time.

9.2 Amendment. These bylaws may be amended or repealed and replaced by the adoption of such new bylaws as may be approved by a two-thirds vote of the Board at any regular meeting provided, however, that such amendment(s) shall be introduced at one regular meeting of the Board and may not be voted upon before the next subsequent regular meeting of the Board.

9.3 Capitalized Terms. Capitalized terms not otherwise defined in these bylaws shall have the meaning ascribed to such terms in the JPA.

Article 10
EFFECTIVE DATE

These bylaws shall be effective from and after their adoption until amended or repealed in accordance with the provisions set forth in these bylaws.

DATE OF ADOPTION: _____

Secretary
COMPASS Board of Directors

BYLAWS AS ADOPTED BY THE BOARD OF THE COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Initially Adopted: March 1, 2000
Amended: January 22, 2001
Amended: June 18, 2001
Amended: September 27, 2004
Amended: August 17, 2009
Amended: September 21, 2015
Amended: October 21, 2024
Amended: August 18, 2025

Article 1 BOARD OF DIRECTORS

1.1 Board of Directors. The Board of Directors ("**Board**") shall be appointed and serve as provided in that certain Third Restated And Amended Joint Powers Agreement and Articles of Reformation and Organization of the Community Planning Association of Southwest Idaho, as may be amended (the "**JPA**").

1.2 Term of Office. Each member of the Board entitled to vote ("**Voting Board Member**") shall hold office until replaced or until the Voting Board Member's earlier death, resignation or disqualification. All other members of the Board hold office as allowed under the JPA.

Article 2 BOARD MEETINGS

2.1 Place of Meetings. All meetings of the Board shall be held at the principal office of COMPASS or at such other place as the Board may order or direct before the call of such meeting. The time and place of such meetings shall be stated in the notice or call for the meetings.

2.2 Regular Meetings. Regular meetings of the Board shall be held on the third Monday of February, April, June, August, October and December of each year, if not a legal holiday, and if a legal holiday, then on the first Monday following which is not a legal holiday. All business, which the Board is authorized and empowered to take up at such a meeting, may be transacted without further or special notice.

2.3 Special Meetings. Special meetings may be called at any time by the Chair or Vice-Chair. Special meetings may also be called by the Chair upon written request by any five (5) or more Voting Board Members.

2.4 Notice or Call for Meetings. All members of the Board shall be notified of each regular or special meeting of the Board at least forty-eight (48) hours in advance of each meeting. Notification shall include, at a minimum, the meeting location, meeting time and proposed agenda. Notification may be delivered via email, regular mail or hand delivery. Annually, at the last regular meeting of a calendar year, a schedule of regular meetings for the following year shall be adopted and distributed in a manner determined by the Board.

2.5 Quorum. A quorum shall consist of a majority of the Voting Board Members. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present and are included in determination of quorum.

2.6 Action by Majority Vote. Except as otherwise expressly required by these by-laws, the JPA or by applicable law, the vote of a majority of the Voting Board Members present at a meeting at which a quorum is present shall be the act of the Board. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

2.7 Presiding Officer. The Chair shall preside at all meetings. In the absence of the Chair, the Chair-Elect shall preside. In the absence of the Chair and the Chair-Elect the Vice Chair shall preside. In the absence of all these officers, the Board shall select a temporary Chair for the meeting. The Secretary/Treasurer shall act as secretary at all meetings of the Board, but in the Secretary/Treasurer's absence, the presiding officer may appoint any person to act as secretary for that meeting. Should the Secretary/Treasurer be the presiding officer, as provided above, the Secretary/Treasurer may appoint any person to act in the capacity of Secretary for that meeting.

2.8 Rules of Order. The rules contained in the current edition of Roberts Rules Newly Revised generally shall govern in all cases to which they are applicable and in which they are not inconsistent with these bylaws, the JPA, and any special order that may be adopted by the Board.

Article 3 AUTHORITY

3.1 Responsibilities. The Board of Directors has the primary responsibilities listed below. The Board may take other actions not listed here as appropriate to govern COMPASS.

- 3.1.1 Elect Officers;
- 3.1.2 Approve addition of new members to COMPASS;
- 3.1.3 Approve regional long range transportation plan and amendments to the regional long-range transportation plan;
- 3.1.4 Approve Transportation Improvement Program and amendments to Transportation Improvement Program;
- 3.1.5 Approve Unified Planning Work Program and Budget and revisions to Unified Planning Work Program and Budget;
- 3.1.6 Hire and oversee Executive Director;
- 3.1.7 Review and approve annual performance review of the Executive Director conducted by the Executive Committee, and approve salary adjustment or other compensation arrangement;

- 3.1.8 Approve annual state and federal legislative positions;
- 3.1.9 Approve strategic plan, as needed;
- 3.1.10 Approve grant applications where COMPASS is grantor;
- 3.1.11 Approve annual population estimates;
- 3.1.12 Approve annual membership dues;
- 3.1.13 Approve or select members of committees, task forces and work groups, as the case may be;
- 3.1.14 Approve COMPASS integrated communications plan as needed, but not less than every three (3) years;
- 3.1.15 Approve updates to Financial Policy, as needed;
- 3.1.16 Approve updates to Personnel Policy, as needed;
- 3.1.17 Review and approve Board policies, as needed; and
- 3.1.18 Approve the annual development plan which identifies: a) grants and other funding sources for COMPASS; and b) resource development activities which will be pursued by COMPASS staff.

Article 4 VOTING

4.1 Voting Board Member. Only Voting Board Members and, where applicable, Alternate Board Members, are entitled to cast a vote at any meeting of the Board.

4.2 Authority to Vote. A Voting Board Member is entitled to vote on any matter which comes before the Board or before any committee, task force or work group of which the Voting Board Member is a duly appointed member, provided the Voting Board Member's member agency is current in the payment of its membership dues and all other proper assessments. Similarly, an approved Alternate Board Member, as provided for in the JPA, shall have the authority to vote as a Voting Board Member on behalf of the members for whom he or she is serving, provided the Voting Board Member's member is current in the payment of its dues and other proper assessments.

4.3 Voting. All matters before the Board shall be disposed of by simple majority vote of all votes cast by Voting Board Members present at the meeting unless otherwise provided in these bylaws, applicable law, the JPA or any special order that may be adopted by the Board. Voting Board Members participating in the meeting telephonically or via audio or audiovisual internet connection shall be considered present.

4.4 Votes per Voting Board Member. Three voting alternatives exist. Unless otherwise provided, Alternative "a" (one vote per Voting Board Member) shall be used.

- (a) One vote per Voting Board Member: Each Board Member casts one and only one vote.
- (b) Weighted Voting: Voting Board Members from each General and Special Purpose Member cast a number of votes equal to the member agency's COMPASS membership dues as provided below.
- (c) Intra-County Voting: Only Voting Board Members from within one county cast a vote.

4.5 Weighted Voting. Weighted voting may be used when all Voting Board Members from any General Member request weighted voting after a matter is properly before the Board and before the question is called or the vote is held. In the event weighted voting is requested:

- (a) Each General and Special Purpose Member represented at the Board meeting by one or more Voting Board Members shall be granted one vote for each dollar it contributes as its membership dues to COMPASS in the current fiscal year as provided in the most recently adopted COMPASS Unified Planning Work Program and Budget.
- (b) In the event more than one Voting Board Member is present for a General Member, the votes for that General Member shall be divided equally among the member's Voting Board Members present at the time the vote is held.
- (c) The Secretary/Treasurer shall determine and announce, or cause to be determined and announced, the number of votes assigned to each Voting Board Member. The Chair shall read the number of votes assigned to each member agency before the vote.
- (d) A roll-call vote shall be held.

4.6 Intra-County Voting. Intra-county voting may be used according to the provisions of this section when any matter properly before the Board pertains overwhelmingly within the borders of one county. Examples of such matters include, but are not limited to:

- (a) Setting transportation project priorities when all such projects are within the borders of one county;
- (b) Approving a Transportation Improvement Program when the program applies only within the borders of one county;
- (c) Approving a long range transportation plan when the plan applies only within the borders of one county;
- (d) Approving an expenditure of funds when the funds are both generated and expended within the borders of one county; and

- (e) Adopting air or water quality recommendations or strategies for inclusion in official State Implementation Plans when the recommendations or strategies apply only within the borders of one county.

The Executive Committee may optionally determine that specific agenda items qualify for intra-county voting when it establishes the agenda for the Board meeting at an Executive Committee meeting. Such determination must be made in a manner consistent with Idaho law. Items designated by the Executive Committee as intra-county voting will be identified as such when the Board agenda is posted for the public and distributed to the Board members.

If the Executive Committee has not determined that an item qualifies for intra-county voting, any Voting Board Member may request at the start of the Board meeting that an item be designated as an intra-county voting item. The Voting Board Members present at the meeting will vote on that request, and a simple majority of Voting Board Members present will determine whether the item is designated as an intra-county voting item. Once an item is designated as an intra-county voting item:

- (a) Only Voting Board Members present and representing General and Special Purpose Members in that county may cast a vote on the matter.
- (b) A simple majority of Voting Board Members present from that county is required to approve the matter before the Board.
- (c) Weighted voting within the county may be utilized as provided elsewhere in this section.

4.7 Metropolitan Planning Voting. Metropolitan planning voting may be used according to the provisions of this section when any matter properly before the Board is related to the metropolitan planning process. Examples of such matters include but are not limited to the Long-Range Transportation Plan and the Transportation Improvement Program.

The Executive Committee may optionally determine that specific agenda items qualify for metropolitan planning process voting when it establishes the agenda for the Board meeting at an Executive Committee meeting. Such determination must be made in a manner consistent with Idaho law. Items designated by the Executive Committee as metropolitan planning process voting will be identified as such when the Board agenda is posted for the public and distributed to the Board members.

If the Executive Committee has not determined that an item qualifies for metropolitan planning process voting, any Voting Board Member may request at the start of the Board meeting that an item be designated as a metropolitan planning process voting item. The Voting Board Members present at the meeting will vote on that request, and a simple majority of Voting Board Members present will determine whether the item is designated as a metropolitan planning process voting item. Once an item is designated as a metropolitan planning process voting item:

- (a) Only Voting Board Members present and representing General and Special Purpose Members in Ada and Canyon counties may cast a vote on the matter.
- (b) A simple majority of Voting Board Members present from Ada and Canyon counties is required to approve the matter before the Board.

- (c) Weighted voting for Ada and Canyon counties may be utilized as provided elsewhere in this section.

Article 5 OFFICERS

5.1 Officers of the Board. The Board shall have four officers (collectively “**Officers**”): (i) the Chair, (ii) the Chair-Elect, (iii) the Vice Chair and (iv) the Secretary/Treasurer. All Officers must be Voting Board Members. Any Voting Board Member is eligible to serve as an Officer.

5.2 Election. The Officers shall be elected annually by the Board at the Board’s annual meeting.

5.3 Terms of Office. Officers shall hold office until such Officer’s successor is elected and qualified or until such officer’s earlier death, resignation or removal.

5.4 Removal of Officers. The Board may remove from office any Officer upon two-thirds majority vote. If any member of the Board wishes to remove an Officer, that Board member shall give at least 30 days’ notice of intent to remove such Officer to both the Officer and to the Board. Any Officer subject to removal proceedings shall not take part in the voting to remove them. An Officer who is removed shall continue on the Board and retain full voting privileges as long as they remain a Voting Board Member.

5.5 Resignation of Officers. Any Officer may resign at any time by giving written notice of his or her resignation to the Board. Any such resignation shall take effect at the time specified therein or, if the time when it shall become effective shall not be specified therein, immediately upon its receipt. Unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

5.6 Appointment of Officers upon Removal or Resignation. Upon the removal or resignation of an Officer, the Board shall appoint a Board Member to fill such vacant office. The appointed Officer shall serve out the remainder of the term of the removed Officer or the Officer who resigned.

5.7 Succession. Unless other Officers are elected by a majority vote of the Voting Board Members at the annual meeting (or special meeting called for the purpose of electing one or more Officers) the person serving as Secretary/Treasurer shall be elected to the office of Vice Chair, the person serving as Vice Chair shall be elected as Chair-Elect and the person serving as Chair-Elect shall be elected Chair.

5.8 Nomination of Officers. The Executive Committee shall identify and screen individuals qualified to become Officers and recommend officers for approval by the Board in accordance with the provisions of this Section.

5.8.1 Nomination. Not less than three (3) months prior to the Board’s annual meeting, the Executive Committee shall submit a call for nominations to all Voting Board Members for any Officer position to be voted upon that year. Any Voting Board Member may submit a nomination for one or more of the Officer positions. All nominations shall be submitted, in writing, to the Executive Committee no later than forty-eight (48) hours prior to the Executive Committee’s regularly scheduled meeting that occurs just prior to the Board’s annual meeting. Any nomination received after this deadline shall not be considered.

5.8.2 Consideration. The Executive Committee shall review all nominations, compare the nominees against the qualifications, qualities, skills and other expertise identified by the Board, if any, and nominate a slate of candidates to succeed the Officers whose terms are expiring or vacant ("**Nominated Officers**"). The slate may include current Officers for re-election. The Executive Committee shall recommend the Nominated Officers to the Board for approval.

5.8.3 Additional Nominations. In addition to the Nominated Officers, other nominations for any Officer's position may be submitted by any five (5) Voting Board Members if filed with the Board not less than fifteen (15) days prior the Board's annual meeting.

5.8.4 Election Procedure. No new nominations from the floor shall be accepted at the Board's annual meeting. If the Nominated Officer's slate is the only list of nominees under consideration, election of the entire slate shall be decided by a majority vote of Voting Board Members present and voting. If there are additional nominees qualifying pursuant to Section 5.8.3, the Board shall consider and vote for each Officer position individually. The nominee for each Officer position which garners the greatest number of votes shall be elected.

5.9 Duties.

5.9.1 Chair. The Chair shall be the chief executive officer of COMPASS. The Chair shall preside over all meetings of the Board, and shall see that all orders and resolutions of the Board are carried into effect, subject, however, to the right of the Board to delegate any specific power or authority. The Chair shall be a member of and chair the Executive Committee.

5.9.2 Chair-Elect. The Chair-Elect shall perform the duties and exercise the powers of the Chair in case of the Chair's illness, disability or temporary absence and shall perform such other duties as may, from time to time, be granted or requested by the Board. The Chair-Elect shall be a member of the Executive Committee.

5.9.3 Vice Chair. The Vice Chair shall perform the duties and exercise the powers of the Chair in case of the Chair and Chair-Elect's mutual illness, disability or temporary absence and shall perform such other duties as may, from time-to-time, be granted or requested by the Board. The Vice Chair shall be a member of the Executive Committee.

5.9.4 Secretary/Treasurer. The Secretary/Treasurer shall:

- (a) Give, or cause to be given, notice of all meetings of the Board and its standing committees in compliance with Idaho's "Open Meeting Law" including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-201 through 74-207;
- (b) Keep, or cause to be kept, the minutes, books, and records of the financial statements and accounts of COMPASS;
- (c) Oversee COMPASS' compliance with Idaho's Public Records Law including any amendments and/or re-codification of said law which is presently codified at Idaho Code §§ 74-101 through 74-122;
- (d) Monitor, or cause to be monitored, the financial affairs of COMPASS and report periodically to the Board;

- (e) Create, or cause to be created, at the beginning of each meeting of the Board a roster of Voting Board Members and Alternate Board Members who are in attendance; and
- (f) Be a member of the Executive Committee.
- (g) Serve as Chair of the Finance Committee.

5.10 Delegation of Powers. The Board may delegate any of the powers and duties appropriate to the functioning of COMPASS to any Officer, employee, or agent of COMPASS.

Article 6 EXECUTIVE DIRECTOR

6.1 Appointment. The Board shall appoint an Executive Director as provided in the JPA.

6.2 Powers and Duties. The Executive Director is authorized to enter into any contract or execute in the name of COMPASS all deeds, bonds, mortgages, contracts, and other documents and agreements as may be authorized in the approved Unified Planning Work Program and Budget. In all other instances the Executive Director is authorized with Board approval. The Executive Director shall be the disbursing officer of COMPASS for all funds made available thereto. The Executive Director shall also have the general powers and duties of supervision and management, including but not limited to, employment, hiring and dismissal of members of the staff. The Executive Director shall have the emergency authority to act to protect the rights and interests of COMPASS as they relate to the approved Unified Planning Work Program and Budget, pending confirmation by the Board.

6.3 Committee Assignments. The Executive Director or a designated delegate shall be an ex-officio member of any special committee, task force or work group of COMPASS and shall periodically attend meetings of other organizations involved in planning within southwest Idaho.

6.4 Conditions of Employment. Salary and other conditions of employment for the Executive Director shall be established by the Board upon recommendation by the Executive Committee.

6.5 Regular Reporting Required. The Executive Director shall prepare a summary of significant staff activities which have occurred since the last regular meeting of the Board and provide it as an item on the agenda of each regular meeting of the Board. The packet for each regular meeting of the Executive Committee shall be distributed to the entire Board.

Article 7 STANDING COMMITTEES

7.1 Open Meetings and Public Records. All meetings of committees established and authorized under this section shall be conducted according to and be subject to the same open meeting law and public records provisions as provided in Sections 4.1.7J and 4.1.7K, respectively, of the JPA.

7.2 Executive Committee:

7.2.1 Establishment. An Executive Committee is hereby established as a standing committee of the Board.

7.2.2 Membership. The Executive Committee shall be composed of the following Board Members:

- (a) All four Board Officers;
- (b) The mayor of each General Member that is an incorporated city with a current population greater than 25,000 according to the most recent population estimates adopted by the Board;
- (c) The chair of each county commission;
- (d) The president of each single county-wide highway district commission;
- (e) Two mayors of General Members who are incorporated cities with a current population of 25,000 or fewer according to the most recent population estimates adopted by the Board and who shall annually be selected by the representatives of the cities who fit into that classification, provided, however, that the total number of mayors on the Executive Committee from this grouping of smaller cities shall not exceed two; and provided, further, that one of the selected cities must be located in Canyon County and the other selected city must be located in Ada County;
- (f) The Chair of one of the highway districts located in Canyon County; and
- (g) The immediate past Chair.

7.2.3 Limitations. Notwithstanding Sections 7.2.2(b) through 7.2.2(g), there shall be no more than one Board Member on the Executive Committee from any member agency.

7.2.4 Elected Official; Alternate. All Executive Committee members shall be currently elected local government officials; provided, however, that Alternate Board Members may serve in the place of Executive Committee members as provided in the JPA.

7.2.5 Place and Times of Meetings. Meetings of the Executive Committee may be held at times and places agreed to by the Executive Committee.

7.2.6 Notice or Call for Meetings. All Executive Committee members shall be notified of each meeting at least three (3) business days prior to the meeting. Notification shall include, at a minimum, the meeting location, meeting time and proposed agenda. Notification may be delivered via email, regular mail or hand delivery. Additionally, notice of each meeting shall be posted on the COMPASS website at least three (3) working days prior to the day of the meeting. No action may be taken at a meeting that has not met the criteria in this Section.

7.2.7 Quorum. A quorum shall consist of the presence of a majority of Executive Committee members at the time of the meeting. Presence may be established by physical attendance at the meeting or by attendance via telephone, Internet or other remote technologies.

7.2.8 Voting. Each Executive Committee member shall have one (1) vote.

7.2.9 Action by Majority Vote. Except as otherwise expressly required by applicable law, the vote of a majority of the Executive Committee members present at a meeting at which a quorum is present shall be the act of the Committee.

7.2.10 Authority. The Executive Committee is empowered to act on behalf of the COMPASS Board only in the following instances:

- (a) To receive monthly status updates from the Regional Transportation Advisory Committee (RTAC) chair on the work of the RTAC committee;
- (b) To recommend task forces or work groups to work with COMPASS as needed to provide input, technical support and feedback on planning activities. Each task force or work group shall have a charter recommended by the Executive Committee for final approval by the Board, specifying the type of members to include, the tasks to accomplish and the timeline for completion of those tasks. The Executive Committee shall establish a process for selection of members for each task force or work group for final approval by the Board;
- (c) To receive periodic status updates from staff liaisons to the active authorized work groups on the activities of those work groups;
- (d) To review and recommend updates to the charter of each work group at least once per year;
- (e) To authorize the Chair and/or Executive Director to enter into agreements with other local, state, regional, federal and private agencies which expedite COMPASS' planning process, pending confirmation by the Board;
- (f) To commit COMPASS staff to address local planning issues, which are outside the current Unified Planning Work Program and Budget but for which prompt response is essential and for which COMPASS participation is deemed desirable, pending confirmation by the Board;
- (g) To approve preliminary versions of the Unified Planning Work Program and Budget for purposes of federal grant application and distribution to members for their use in budgeting, pending confirmation by the Board;
- (h) To approve amendments to the current Unified Planning Work Program and Budget, pending confirmation by the Board;
- (i) To approve amendments to the Transportation Improvement Program pending confirmation by the Board; and
- (j) To conduct an annual performance review of the Executive Director and report the results of its evaluation and make a recommendation for salary adjustment or other compensation arrangements, if any, to the full Board for its approval at the regularly scheduled Board meeting in June. The effective date for salary adjustment or other compensation arrangements shall be October 1 of the upcoming fiscal year. Funding for salary adjustments shall be included in the Unified Planning Work Program and

Budget for that fiscal year, typically approved by the Board at the regular August meeting, prior to the start of the fiscal year.

7.3 Regional Transportation Advisory Committee.

7.3.1 Establishment. A Regional Transportation Advisory Committee (“**RTAC**”) is hereby established as a standing committee of the Board.

7.3.2 Membership. RTAC shall be composed of such individuals as the Board may direct.

7.3.3 Purpose. The purpose of RTAC is to assist COMPASS staff and the Board by reviewing and recommending appropriate action(s) to the Board with regard to all transportation-related matters to come before the Board.

7.3.4 Duties. RTAC’s duties are set forth in the bylaws of RTAC.

7.4 Finance Committee.

7.4.1 Establishment. A Finance Committee (“**Finance Committee**”) is hereby established as a standing committee of the Board.

7.4.2 Purpose. The purpose of the Finance Committee is to provide guidance to management and to establish reasonable assurance regarding internal policies, procedures and controls for the sound operation of COMPASS.

7.4.3 Duties. The duties of the Finance Committee shall be set forth in the bylaws of the Finance Committee.

7.4.4 Chair. The Chair of the Finance Committee shall be the Secretary/Treasurer.

7.5 Other Committees. The Board may from time to time create other committees as it sees fit. Such committees shall be composed of such individuals as the Board may direct and shall have only the authority, powers, duties, and responsibilities as may be necessary and as the Board may determine. The number and appointment of membership on other committees shall be reviewed and approved at the meeting immediately following the creation and appointment of the committee and annually thereafter. COMPASS maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the committees it establishes.

7.6 Bylaws. Bylaws necessary for the operation of any standing or other committee created by the Board will be provided by the Board, and thereafter may be amended by the Board, from time to time, as the Board deems necessary.

7.7 Task Forces and Work Groups. The Board may from time to time, either upon recommendation by the Executive Committee or upon the Board’s initiative, create task forces or work groups to perform specific tasks. All task forces and work groups shall be governed by a charter which specifically identifies the membership, assigned tasks and the timeline to complete the tasks. Concurrently with the creation of any work group, the Board shall approve the charter governing the work group. The charter may be drafted and recommended by the

Executive Committee to the Board. COMPASS maintains a policy of meaningful participation by the public in all of its activities. The Board shall, therefore, consider the inclusion of members of the public in the task forces and work groups.

Article 8 MEMBERSHIP DUES

8.1 General Members. Membership dues for General Members, Special Purpose Members and ex officio members shall be as set forth in the JPA.

8.2 Calculation and Payment of Membership Dues. The Board shall calculate membership dues for all members of COMPASS concurrently with the annual Unified Planning Work Program and Budget. Upon approval of the membership dues, the Board shall notify each member of its membership dues for the ensuing year. All membership dues assessments are due and payable upon receipt of each invoice (or such other period of time as may be requested by the member and approved by the COMPASS Board).

8.3 Failure to Pay Membership Dues. Any member agency that fails to pay any assessment in full within thirty days after the due date shall be considered delinquent and in violation of this section. The Executive Director shall send written notice of delinquency to the Mayor and City Clerk, Chair of the Commission and County Auditor, or other governing body of the member agency involved. Upon non-payment of the full assessment within thirty days of receipt of the delinquency notice, that member agency shall be deemed to have voluntarily withdrawn its membership in COMPASS. No representative of that government agency shall thereafter be allowed to vote on any matter coming before the Board or any committee until and unless membership dues and assessments are fully paid retroactively or until the Board takes some alternative action to reinstate the member agency.

Article 9 GENERAL PROVISIONS

9.1 Books and Records. COMPASS shall maintain adequate and correct books, records and accounts of all its obligations, properties, assignments, and other such records or accounts as are generated. All such books, records and accounts shall be kept at its main office and shall be open to inspection by any General or Special Purpose Member or Board Member at any time.

9.2 Amendment. These bylaws may be amended or repealed and replaced by the adoption of such new bylaws as may be approved by a two-thirds vote of the Board at any regular meeting provided, however, that such amendment(s) shall be introduced at one regular meeting of the Board and may not be voted upon before the next subsequent regular meeting of the Board.

9.3 Capitalized Terms. Capitalized terms not otherwise defined in these bylaws shall have the meaning ascribed to such terms in the JPA.

Article 10
EFFECTIVE DATE

These bylaws shall be effective from and after their adoption until amended or repealed in accordance with the provisions set forth in these bylaws.

DATE OF ADOPTION: _____

Secretary
COMPASS Board of Directors

COMPASS BOARD AGENDA ITEM III-G

Date: August 18, 2025

Topic: Statewide Functional Classification Update within Ada and Canyon Counties

Request/Recommendation:

COMPASS staff request COMPASS Board of Directors' adoption of Resolution 12-2025 (attached) approving the updated Statewide Functional Classification System within the COMPASS planning area (linked; see below).

Background/Summary:

The functional classification system groups roads and highways into classes based on how they currently serve traffic. A comprehensive review and update to the Statewide Functional Classification System map typically occurs after each decennial Census.

The process to update Idaho's Statewide Functional Classification System map began in mid-January 2025. The statewide effort is being led by the Idaho Transportation Department (ITD), and the metropolitan planning organizations (MPOs, such as COMPASS) throughout Idaho are working with jurisdictions in their planning areas to compile needed updates.

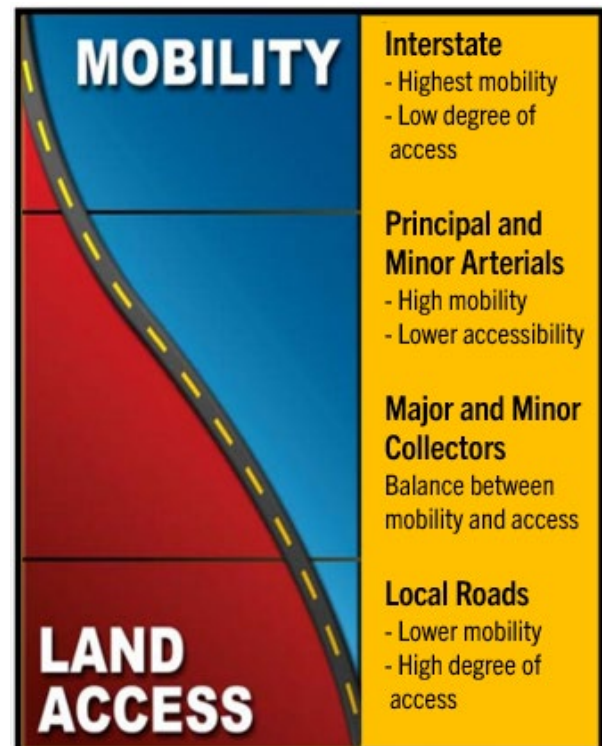
The primary purpose of the Statewide Functional Classification System map is to determine federal highway fund eligibility, primarily for Surface Transportation Block Grant funds.

For the past several months, COMPASS staff worked to develop a draft set of changes to the Statewide Functional Classification System in Ada and Canyon Counties using available information and conversations with affected jurisdictions. The Regional Transportation Advisory Committee (RTAC) was kept informed of the process, sources used, and timeline, and was provided with examples of the types of changes to expect, as well as a final map showing all recommended changes. RTAC recommended approving the updated Statewide Functional Classification System within Ada and Canyon Counties in its May 28, 2025, meeting.

COMPASS staff also met with Boise County and determined no changes were needed to roadway classifications in Boise County at this time.

COMPASS staff is documenting the requested changes that fit within one of three categories – see summary below.

Functional Classifications, mobility, and access



Source: Idaho Transportation Department Systems Procedures document

Category of Request	Number of Requests (approximate)
Remove = reclassify to a local	50
Reclassify = already classified as a collector or higher; update classification based on how the roadway currently functions	40
Add = add the roadway to the statewide functional classification system. Some of these are existing roadways; others are new (usually collectors serving recent growth)	220

Next Steps:

- August 18, 2025: COMPASS staff will request COMPASS Board of Directors' adoption of a resolution approving the updated Statewide Functional Classification System in Ada and Canyon Counties.
- August 29, 2025: COMPASS staff will prepare and send a letter, resolution, maps, and files to the ITD Planning and Development Manager.
- November 2025 – January 2026: ITD staff will provide the full draft Statewide Functional Classification System to the Federal Highway Administration-Idaho Division and the Idaho Transportation Board for approval. After Idaho Transportation Board approval, ITD staff will incorporate the changes in the official Statewide Functional Classification System map.

Implication (policy and/or financial):

The Statewide Functional Classification System determines which roadways are eligible for federal highway funds.

More Information:

- 1) Attachment: Resolution 12-2025
- 2) Updated Statewide Functional Classification System map, Ada and Canyon Counties:
https://compassidaho.org/wp-content/uploads/6162025_BoardSupp_DraftStatewideFCMap.pdf
- 3) For additional information contact: Mary Ann Waldinger, Principal Planner, at 208/475-2242 or mwaldinger@compassidaho.org.

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RESOLUTION NO. 12-2025

FOR THE PURPOSE OF UPDATING THE STATEWIDE FUNCTIONAL CLASSIFICATION MAP

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

WHEREAS, the Federal Highway Administration establishes policies and procedures in 23 Code of Federal Regulations, Title 470 relating to the identification of federal-aid highways;

WHEREAS, the functional classification system groups roads and highways into classes based on how they currently serve traffic;

WHEREAS, the Federal Highway Administration uses functional classification to determine federal highway funding eligibility;

WHEREAS, the Idaho Transportation Department has the primary responsibility for developing and updating the Statewide Functional Classification System;

WHEREAS, the Community Planning Association of Southwest Idaho prepared proposed updates to the Functional Classification System within Ada and Canyon Counties to be incorporated into the Statewide Functional Classification System; and

WHEREAS, the local roadway jurisdictions within Ada and Canyon Counties agree with the proposed updates to the Statewide Functional Classification System.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors hereby approves the Functional Classification System within Ada and Canyon Counties to be used to determine federal highway funding eligibility.

ADOPTED this 18th day of August 2025.

By: _____

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

ATTEST:

By: _____

**Craig Raborn, AICP, Executive Director
Community Planning Association
of Southwest Idaho**

COMPASS BOARD AGENDA ITEM III-H

Date: August 18, 2025

Topic: Priorities for the End-of-Year and Redistribution Program

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' ratification of revisions (identified as "late requests for consideration") to the End-of-Year and Redistribution Program priorities in Attachment 1. The COMPASS Board of Directors approved the original End-of-Year and Redistribution Program priorities on June 16, 2025. The Regional Transportation Advisory Committee recommended the revisions on August 6, 2025, and the COMPASS Executive Committee will be requested to approve the revisions on August 12, 2025.

Background/Summary:

Each year, federal highway funds not obligated by states must be returned to the Federal Highway Administration (FHWA). To avoid this, the Idaho Transportation Department (ITD) created an End-of-Year Program, which reallocates unobligated funds to eligible projects statewide. Additionally, Idaho may receive funds redistributed from other states, increasing the available funding for this program.

Metropolitan planning organizations, such as COMPASS, submit prioritized project needs to ITD for inclusion in the End-of-Year and Redistribution Program. Staff maintains an ongoing list of needs and updates it as cost savings or new funding opportunities arise. All needs are prioritized to be ready if funding becomes available.

To be considered for this funding opportunity, projects must be included in the current transportation improvement program and ready to obligate immediately upon notification of funding. Public transportation projects are typically not eligible, as there isn't enough time to transfer funds from FHWA to the Federal Transit Administration.

Through various redistribution opportunities and project estimate adjustments, additional funding is expected to be available for the End-of-Year and Redistribution program.

Since the COMPASS Board of Directors approved the original list of priorities, six additional needs were submitted for consideration for funding in the Boise Urban Area (Transportation Management Area):

- **Pavement Preservation and ADA, Local, Boise Area – FY2022** (Key Number 20006)
 - The Ada County Highway District (ACHD) requests additional funding to cover a high bid.
- **Roadway and ADA Improvements, Part 1, Boise Area – FY2023** (Key Number 20259)
 - ACHD requests additional funding to cover the adjusted engineer's estimate. The project is ready to bid.
- **Fairview Avenue, North Garden to Whitewater Park and Bridge Replacement** (Key Number 24382)
 - ACHD requests additional funding to cover final design work.

- **Planning, COMPASS – FY2025/FY2026** (Key Number 22387)
 - COMPASS requests funding to allow it to support additional local projects and costs for technical services supporting long-range planning efforts.
- **SH-44 (State Street), Linder Road to SH-55 (Eagle Road), City of Eagle** (Key Number 24526)
 - ITD requests to convert advanced construction funding to federal aid.
- **Access to Opportunity, Boise and Garden City** (Key Number 23833)
 - ACHD requests additional funding to cover final design work.

In addition, the Safe Routes to School (SR2S) project (Key Number 23943) was determined unable to advance at this time and was removed from consideration.

COMPASS staff determined the priorities presented in Attachment 1 based on COMPASS Board Policy Number 2024-03, which addresses the balancing of Surface Transportation Block Grant Program (STBG), Transportation Alternatives Program (TAP), and Carbon Reduction Program (CRP) funds (see “More Information” below for the link to the full policy). In short, the policy prioritizes projects in the following order:

1. Obtain 100% of the estimated allocations in each program.
2. Cover cost overruns or needs on projects in the STBG, TAP, or CRP programs.
 - a. Construction in the current year
 - b. Any phase from previous years already under contract
 - c. Advance the construction phase
 - d. Right-of-way phase
 - e. Design phase
 - f. Planning or studies
3. Cover cost overruns or needs on projects in non-STBG, TAP, or CRP programs.
 - a. Construction phase
 - b. Right-of-way phase
 - c. Design phase
 - d. Planning or studies

Implication (policy and/or financial):

Approval of the End-of-Year and Redistribution Program priorities allows consideration of project needs for funding as it becomes available. Exact amounts will not be known until late August. Adding additional projects for consideration will ensure that the region can take advantage of all available funding.

More Information:

- 1) Attachment 1: COMPASS FY2025 End-of-Year and Redistribution Program Priorities - Revised
- 2) Attachment 2: New Member Agency Requests
- 3) Board Policy Number 2024-03: https://compassidaho.org/wp-content/uploads/2024_STBG-TAP-CRP_2024-03.pdf
- 4) For detailed information, contact: Toni Tisdale, Principal Planner, at 208/475-2238 or ttisdale@compassidaho.org.

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COMPASS FY2025 End-of-Year and Redistribution Program Priorities - REVISED

Attachment 1

Regional Transportation Advisory Committee (RTAC) recommended the original list May 28, 2025

COMPASS Board of Directors approved the original list June 16, 2025

RTAC recommended the revisions August 6, 2025

COMPASS Executive Committee requested to approve the revisions August 12, 2025

COMPASS Board of Directors ratified the revisions XX

**Late requests for consideration*

Priorities	Key Number	Project	Sponsor	Current Program	Amount Needed	Comments
Overall						
1	Increase all program obligation authority to 100% of the allocation. (STBG-TMA \$4,482,455; STBG-LU ~\$3,821,000; CRP-TMA \$395,062)					
Boise Urban Area (Transportation Management Area) (STBG and CRP)						
1a	20674	Roadway and ADA Improvements, Boise Area – FY2024	ACHD	STBG-TMA, TAP-TMA	\$9,017,911	Construction – unfunded due to OA limitation.
1b	13918	Pathway, Rail with Trail, Meridian	City of Meridian	TAP-TMA, CRP-TMA	\$1,051,000	Construction – unfunded due to OA limitation.
1c	22800	COMPASS Planning FY2026-2029	COMPASS	STBG-TMA	\$232,000	Design – unfunded due to OA limitation.
2	23314	Commuteride, Safety and Security Cameras, Ada County	ACHD	STBG-TMA	\$25,081	Construction – to cover a cost overrun for additional cameras at park and ride lots (inflation resulted in reduced scope).
3*	20006	Pavement Preservation and ADA, Local, Boise Area – FY2022	ACHD	STBG-TMA	\$305,334	Construction – to cover a high bid.
4*	20259	Roadway and ADA Improvements, Part 1, Boise Area – FY2023	ACHD	STBG-TMA	\$307,013	Construction – ready to bid, adjusted engineer’s estimate.
5	13918	Pathway, Rail with Trail, Meridian	City of Meridian	TAP-TMA, CRP-TMA	\$100,000	Construction – to cover the final engineer’s estimate.
6	23311	Study, Chinden Drainage and Design Plan, Garden City	City of Garden City	STBG-TMA	\$10,000	Design – to cover a cost overrun for geotechnical work.
7	22390	Vista Avenue, Overland Road to Rose Hill Street, Boise	ACHD	STBG-TMA	\$50,000	Design – to cover a cost overrun due to an extended environmental review.

Priorities	Key Number	Project	Sponsor	Current Program	Amount Needed	Comments
8	23307	Pathway, Federal Way and Broadway Avenue, Multi-Use Pathway, Boise	City of Boise	STBG-TMA, TAP-TMA, CRP-TMA	\$215,000	Design – to cover the final design.
9*	24382	<i>Fairview Avenue, North Garden to Whitewater Park and Bridge Replacement</i>	ACHD	STBG-TMA	\$360,000	Design – to cover the final design.
10*	22387	Planning, COMPASS – FY2025/FY2026	COMPASS	STBG-TMA	\$380,000	Planning – to cover additional projects and costs for technical services supporting long-range planning efforts.
11	23943	SR2S, VRT, Ada and Canyon Counties – FY2026–2032	VRT	TAP-TMA	\$218,000	Design – advance from FY2026 to FY2025, if funds are available. (Project not ready to advance.)
11*	24526	SH-44 (State Street), Linder Road to SH-55 (Eagle Road), City of Eagle	ITD	NHPP, Advanced Construction	\$1,700,000	Construction – convert advanced construction to federal aid. (Any amount up to \$1,700,000.)
12*	23833	Access to Opportunity, Boise and Garden City	ACHD	RAISE, Local, STBG-TMA, TAP-TMA	\$1,200,000	Design – to cover the final design.
Nampa Urban Area (Large Urban) (STBG and CRP)						
1	22386	Commuteride, ACHD	ACHD	STBG-LU	\$12,621	Design – unfunded due to OA limitation.
2	24229	Middleton Road, SH-55 (Karcher Road) to Flamingo Avenue, Nampa	City of Nampa	STBG-LU	\$2,475,000	Construction – convert advanced construction to federal aid. (Any amount up to \$2,475,000)
3	22016	Midway Road, SH-55 (Karcher Road) to I-84B, Rehabilitation, Canyon County	Highway District Number 4	STBG-LU	\$4,270,513	Construction – advance from FY2027 to FY2025, if funds are available.
4	24711	Garrity Boulevard and Stamm Lane Improvements, Nampa	City of Nampa	Local / STBG-LU	\$968,000	Design – convert design funded as local (construction is partially funded with STBG-LU) (any amount up to \$968,000)

Acronym Key:

ACHD = Ada County Highway District
 ADA = Americans with Disabilities Act
 CRP = Carbon Reduction Program
 FY = Fiscal Year
 I = Interstate
 ITD = Idaho Transportation Department
 LU = Large Urban (Nampa Urban Area)
 NHPP = National Highway Performance Program
 OA = Obligation Authority

RAISE = Rebuilding American Infrastructure with Sustainability and Equity
 SH = State Highway
 SR2S = Safe Routes to School
 STBG = Surface Transportation Block Grant
 TAP = Transportation Alternatives Program
 TMA = Transportation Management Area (Boise Urban Area)
 VRT = Valley Regional Transit

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Miranda Gold, President
Alexis Pickering, Vice-President
Kent Goldthorpe, Commissioner
Dave McKinney, Commissioner
Patricia Nilsson, Commissioner

July 7, 2025

Craig Raborn, Executive Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Dear Director Raborn,

Ada County Highway District (ACHD) would like to request additional STBG-TMA funds to cover updated costs on two of its construction projects. The project details, reason for the need and amounts requested are detailed below:

- **KN 20006—FY 2022 Pavement Preservation and ADA (Resseguie St):** The responsive low bid for this project came in higher than the estimated amount. ACHD is requesting **\$305,334** to cover the increase between the engineer's estimate and the bid amount.
- **KN 20259—FY 2023 Roadway and ADA Improvements Part 1 (Allumbaugh St, Edgewood Ln, and Goldenrod Ave):** The environmental approval, right-of-way process, and coordination with nearby stakeholders required considerably more time than expected, prolonging the overall timeframe of this project, resulting in additional anticipated construction cost due to inflation. The project is now scheduled to go to bid in late July 2025. The current engineer's estimate indicates an additional need of **\$307,013** to construct this project.

Thank you for your time. If you have any questions, please contact Alex Yann, Transportation Funding Coordinator, at ayann@achdidaho.org or (208) 387-6157.

Sincerely,

A handwritten signature in dark ink that reads "Dyan Bevin". The signature is written in a cursive, flowing style.

Dyan Bevin
Deputy Director, Projects
Ada County Highway District

connecting you to more



Miranda Gold, President
Alexis Pickering, Vice-President
Kent Goldthorpe, Commissioner
Dave McKinney, Commissioner
Patricia Nilsson, Commissioner

July 22, 2025

Craig Raborn, Executive Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Dear Director Raborn,

ACHD is requesting additional STBG-TMA funding to complete design on two of its projects:

- **KN 24382—Fairview Avenue Bridge (Garden St to Whitewater Ave):**
 - Recent estimates on environmental and geotechnical work contributed to a cost overrun. ACHD is requesting an additional **\$360,000** in funding to complete design.
- **KN 23833 — Access to Opportunity Bundles:**
 - ACHD was recently awarded \$18.4 million dollars in BUILD program funding to construct Bundles 4 and 5 for its Access to Opportunity (ATO) program. To ensure that these projects are shovel-ready by the construction start date, ACHD is requesting up to **\$1.2 million** to bring the ATO project to final design and complete tasks such as ROW title reports and exhibits, utility coordination, legal descriptions, and ensuring the bundles are designed to meet ACHD's Complete Streets objectives.

Thank you for your time. If you have any questions, please contact Alex Yann, Transportation Funding Coordinator, at ayann@achdidaho.org or (208) 387-6157.

Sincerely,

Dyan Bevin
Deputy Director, Projects
Ada County Highway District

connecting you to more



Working together to plan for the future

MEMORANDUM

Date: July 14, 2025

To: Craig Raborn, COMPASS Executive Director

RE: Request to increase Planning, COMPASS – FY2025-FY2026 (Key Number 22387)

COMPASS staff request to increase the Planning, COMPASS – FY2025-FY2026 project by \$380,000.

Additional funds are needed for additional Project Development projects and to cover costs for our Technical Services to support our long-range planning efforts, including the regional travel demand model, congestion management process and geographic information services.

Thank you,

A handwritten signature in black ink that reads "Meg Sonnen". The signature is fluid and cursive, with the first name "Meg" being more prominent than the last name "Sonnen".

Meg Sonnen
Director of Operations

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COMPASS BOARD AGENDA ITEM V-A

Date: August 18, 2025

Topic: Revision 3 of the FY2025 Unified Planning Work Program and Budget

Request/Recommendation:

Adopt Resolution 13-2025, approving Revision 3 of the FY2025 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. Prior to presentation to the Board, proposed modifications to these documents are brought to the Finance Committee.

The Finance Committee is expected to recommend approval of Revision 3 of the FY2025 UPWP at its August 14, 2025, meeting

The following revisions to revenues are proposed in Revision 3 of the FY2025 UPWP:

- Increase federal funding by \$380,000, including local match. Congress instructed FHWA to make a one-time redistribution of unused Transportation Infrastructure Finance and Innovation (TIFIA) program funds to States and Transportation Management Areas following the eligibility and suballocation requirements for the Surface Transportation Block Grant program. COMPASS is treating these funds as if they are Surface Transportation Block Grant Transportation Management Area (STBG-TMA) funds and under state rules, these funds must be spent in FY2025. This is a one-time increase, and the funding category is not expected to continue in future fiscal years.
- Remove \$150,000 in STBG-TMA funding. The data purchase project was canceled, and funding was turned back.
- Reduce draw from fund balance by a net amount of \$277,000. Less fund balance is needed to balance the budget with the increase in federal funding.

The following revisions to expenses are proposed in Revision 3 of the FY2025 UPWP:

- Increase project development program funding by \$100,000. This will allow additional projects to be funded with the one-time addition of STBG-TMA funds.
- Remove \$150,000 in direct expenses for data purchase. The project was canceled.
- Add \$3000 for government affairs consultant support. To allow COMPASS to proceed with bringing in government affairs support before the end of the fiscal year.

Implication (policy and/or financial):

Without adoption of Revision 3 of the FY2025 UPWP, the agency cannot make full use of available revenues.

More Information:

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

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RESOLUTION NO. 13-2025

**FOR THE PURPOSE OF APPROVING REVISION 3 OF THE
FY2025 UNIFIED PLANNING WORK PROGRAM AND BUDGET**

WHEREAS, Revision 2 of the FY2025 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 06-2025, dated February 24, 2025;

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 3 of the FY2025 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 Executive Committee approves by resolution Revision 3 of the FY2025 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 18th day of August 2025.

APPROVED:

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

ATTEST:

By: _____
**Craig Raborn, Executive Director
Community Planning Association
of Southwest Idaho**

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COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Recommended Changes for FY2025 - Revision 3

Summary

Revision 2 FY2025 UPWP Revenues		6,151,571	Revision 2 FY2025 UPWP Expenses		6,151,571
1	Increase Off the Top Funding	352,108		Increase project development program funding	100,000
2	Local match on additional off the top funding	27,892			
3	Remove funding for data purchase; project canceled	(138,990)		Remove data purchase project	(150,000)
4	Remove local match on data purchase; project canceled	(11,010)			
5				Add funds for government affairs consultant support at the state and local level	3,000
6					
7	Reduce draw from fund balance	(277,000)			
Recommended Adjustments to Revenues		(47,000)	Recommended Adjustments to Expenses		(47,000)
Adjusted Revenues - Revision 3		6,104,571	Adjusted Expenses - Revision 3		6,104,571

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
REVISION 3 FY2025 UNIFIED PLANNING WORK PROGRAM AND BUDGET
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2025 Rev 2 UPWP	FY2025 Rev 3 UPWP
GENERAL MEMBERSHIP		
Ada County	259,594	259,594
Ada County Highway District	259,594	259,594
Boise County	7,665	7,665
Canyon County	128,633	128,633
Canyon Highway District No. 4	50,240	50,240
City of Boise	110,254	110,254
City of Caldwell	32,371	32,371
City of Eagle	16,556	16,556
City of Garden City	5,899	5,899
City of Greenleaf	362	362
City of Kuna	13,884	13,884
City of Meridian	62,975	62,975
City of Melba	309	309
City of Middleton	5,816	5,816
City of Nampa	52,565	52,565
City of Notus	278	278
City of Parma	979	979
City of Star	8,981	8,981
City of Wilder	776	776
Subtotal	1,017,731	1,017,731
SPECIAL MEMBERSHIP		
Boise State University	10,100	10,100
Capital City Development Corporation	10,100	10,100
Idaho Department of Environmental Quality	10,100	10,100
Idaho Transportation Department	10,100	10,100
Valley Regional Transit	10,100	10,100
West Ada School District	10,100	10,100
Subtotal	60,600	60,600
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2023 K# 22108; Ada County		-
CPG - FY2023 K# 22108; Canyon County		-
CPG - FY2024 K# 22494 Ada County		-
CPG - FY2024 K# 22494 Canyon County		-
CPG - FY2025 K# 22998 Ada County	1,255,426	1,255,426
CPG - FY2025 K# 22998 Canyon County	512,779	512,779
Sub Total CPG Grants	1,768,205	1,768,205
STBG-TMA & STBG-U - K# 21889; FY2024 off-the-top funds for Planning	306,705	658,813
STBG-U - K# 23026/23313 Permanent Automated Counters	7,413	7,413
STBG-TMA - K# 22395 Fiscal Impact Tool Update (carryover)	-	-
STP TMA - K# 19571, CIM 2050 (carryover)	-	-
STBG TMA - K# 20271, CIM 2055	543,606	543,606
STBG-TMA K#13046 PEL, High-Capacity Transit Corridor	720,974	720,974
CRP-TMA K#24233 Carbon Reduction Strategy	166,788	166,788
FHWA Regional Safety Action Plan	122,703	122,703
FHWA Spears	276,000	276,000
STBG-TMA K#22394 Big Data Purchase	138,990	
STBG-TMA K#23312 Coordinate Local Waterway-Pathway Plans	111,192	111,192
Subtotal	2,394,371	2,607,489
OTHER REVENUE SOURCES		
Orthophotography - Participant Contributions FY25 Flight	125,000	125,000
Interest Income	60,000	60,000
Subtotal	185,000	185,000
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	5,425,907	5,639,025
Draw From Fund Balance (CIM Implementation Grants)	80,000	80,000
Draw From Fund Balance - CIM 2055 carry forward match	19,961	19,961
Draw From Fund Balance (match on PEL high capacity transit)	57,112	57,112
Draw From Fund Balance match on transportation funding study	1,866	1,866
Draw From Fund Balance (20% match safe streets and roads for all)	91,365	91,365
Draw From Fund Balance - match on carbon reduction strategy	13,212	13,212
Draw From Fund Balance - match waterway pathway plan	8,808	8,808
Draw From Fund Balance - match data purchase	11,010	
Draw From Fund Balance - expense 2nd of 3 years on software	33,317	33,317
Draw From Fund Balance to cover shortfall	409,013	159,905
Subtotal	725,664	465,546
TOTAL REVENUE, ALL RESOURCES	6,151,571	6,104,571

EXPENSE	FY2025 Rev 2 UPWP	FY2025 Rev 3 UPWP
SALARY, FRINGE & CONTINGENCY		
Salary	1,780,254	1,780,254
Payroll taxes and employee benefits	830,066	830,066
Contingency (Overtime, Bonus, and Sick Time Trade)	22,000	22,000
Subtotal	2,632,320	2,632,320
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	310,190	310,190
Subtotal	310,190	310,190
DIRECT OPERATIONS & MAINTENANCE		
620001, Demographics and Growth Monitoring	-	-
653001, Communication and Education	61,250	61,250
661001, Long-Range Planning	867,093	867,093
661005, Safe Streets and Roads for All	456,825	456,825
661006, High Capacity Transit PEL	778,086	778,086
661008, Bike Counter Management	29,300	29,300
685001, Transportation Improvement Program	6,500	6,500
685002, Project Development Program	100,000	200,000
685003, Grant Research and Development	30,000	30,000
685004, CIM Implementation Grants	80,000	80,000
760001, Government Affairs	44,250	47,250
801001, Staff Development	50,000	50,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	300,000	150,000
860001, Geographic Information System Maintenance	191,080	191,080
990001, Direct Operations and Maintenance	212,677	212,677
Subtotal	3,209,061	3,162,061
TOTAL EXPENSE	6,151,571	6,104,571

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	6,151,571	6,104,571
LESS: TOTAL EXPENSES	6,151,571	6,104,571
REVENUE EXCESS/(DEFICIT)	-	-

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER		EXPENSES														MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES	
		Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY25 CPG Ada County K# 22998 (71%) 0% match safety; 7.34% match other	FY25 CPG Canyon County K# 22998 (29%) 0% match safety; 7.34% match other	STP-TMA Off The Top K# 22387 7.34% match	STBG-TMA CIM 2055 K# 20271; 7.34% match	STBG-TMA PEL, High Capacity Transit KN13046	STBG-TMA Local Waterways Pathway Plans K# 23312; 7.34% Match	STBG-TMA Permanent Automated Counters K#23313 7.34% Match	CRP-TMA Carbon Reduction Strategy KN24233	FHWA Safe Streets and Roads for All 20% match	FHWA Spears 20% match	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue		Total Local & Other
601001	UPWP/Budget Development and Federal Assurances	73	93,979	-	93,979	46,371	18,940	21,770							87,081	6,898			6,898	93,979	
620001	Demographics and Growth Monitoring	145	115,778	-	115,778	57,127	23,333	26,820							107,280	8,498			8,498	115,778	
653001	Communication and Education Long-Range Planning	195	146,599	61,250	207,849										-		207,849		207,849	207,849	
661001	General Project Management	615	519,239	595,150	1,114,389	258,753	105,688	140,244	291,624		111,192		166,788		1,074,289	85,100	(45,000)		40,100	1,114,389	
661,002	Active Transportation - Complete Streets	100	18,339	-	18,339	12,065	4,928								16,993	1,346			1,346	18,339	
661,002	Active Transportation - Complete Streets; 0% Match; max. of \$37,000		37,000		37,000	26,270	10,730								37,000	-			-	37,000	
661005	Safe and Accessible Transportation (SS4A Action Plan)	89	90,334	456,825	547,159	59,429	24,274						122,703	276,000	482,406	106,306	(41,553)		64,753	547,159	
661,006	High-Capacity Transit PEL	201	209,640	778,086	987,726	103,439	42,250	48,563	720,974						915,226	72,500			72,500	987,726	
661008	Bike Counter Management Resource Development/Funding	171	94,630	29,300	123,930	46,692	19,071	21,921		7,413					95,097	7,533	21,300		28,833	123,930	
685001	Transportation Improvement Program	395	321,950	6,500	328,450	163,131	66,631	74,580							-				-	-	
685002	Project Development Program	29	28,798	200,000	228,798	79,998	32,675	99,331							304,342	24,108			24,108	328,450	
685003	Grant Research and Development	186	182,451	30,000	212,451										212,004	16,794			16,794	228,798	
685004	CIM Implementation Grants	16	15,465	80,000	95,465	7,631	3,117	3,582							-		212,451		212,451	212,451	
TOTAL PROJECTS		2,215	1,874,202	2,237,111	4,111,313	860,906	351,637	436,811	291,624	720,974	111,192	7,413	166,788	122,703	276,000	3,346,048	330,218	435,047	-	765,265	4,111,313
701001	Membership Services	98	100,829	-	100,829	49,750	20,321	23,357							93,428	7,401			7,401	100,829	
703001	Public Services	8	7,733	-	7,733										-		7,733		7,733	7,733	
705001	Transportation Liaison Services	48	56,546	-	56,546	27,901	11,396	13,099							52,396	4,150			4,150	56,546	
760001	Government Affairs	60	102,216	47,250	149,466										-		149,466		149,466	149,466	
TOTAL SERVICES		214	267,324	47,250	314,574	77,651	31,717	36,456	-	-	-	-	-	-	145,824	11,551	157,199	-	168,750	314,574	
801001	Staff Development	119	102,937	50,000	152,937	83,685	34,181	23,845							141,711	11,226			11,226	152,937	
820001	Committee Support	258	218,574	2,000	220,574	107,848	44,050	50,633							202,531	16,043	2,000		18,043	220,574	
836001	Regional Travel Demand Model	67	68,716	150,000	218,716	33,905	13,849	15,918							63,672	5,044	150,000		155,044	218,716	
842001	Congestion Management Process	66	67,690	-	67,690	33,399	13,642	15,680							62,721	4,969			4,969	67,690	
860001	Geographic Information System Maintenance	396	343,067	191,080	534,147	58,033	23,703	79,471							161,207	12,770	235,170	125,000	372,940	534,147	
TOTAL SYSTEM MAINTENANCE		906	800,984	393,080	1,194,064	316,870	129,425	185,547	-	-	-	-	-	-	631,842	50,052	387,170	125,000	562,222	1,194,064	
990001	Direct Operations / Maintenance	-	-	212,677	212,677										-		152,677	60,000	212,677	212,677	
661001	CIM 2055 Carry forward (unprogrammed dollars)		-	271,943	271,943			251,982							251,982	19,961			19,961	271,943	
991001	Support Services Labor	989	-	-	-										-				-	-	
999001	Indirect Operations/Maintenance	-	-	-	-										-				-	-	
TOTAL INDIRECT/OVERHEAD		989	-	484,620	484,620	-	-	-	251,982	-			-	-	251,982	19,961	152,677	60,000	232,638	484,620	
GRAND TOTAL		4,324	2,942,510	3,162,061	6,104,571	1,255,427	512,779	658,814	543,606	720,974	111,192	7,413	166,788	122,703	276,000	4,375,696	411,782	1,132,093	185,000	1,728,875	6,104,571

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
REVISION 3 FY2025 UNIFIED PLANNING WORK PROGRAM AND BUDGET
DIRECT EXPENSE SUMMARY

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	CARRY- FORWARD
653001 Communication and Education	61,250	26,500			700		34,050			
661001 Long Range Planning: CIM 2055	529,243	182,200			2,100		73,000			271,943
661001 LRP CIM 2055: Fiscal Impact Tool Update	12,425	12,425								
661001 LRP: Transportation Funding Study	25,425	25,425								
661001 LRP: Waterways Pathways Study	120,000	120,000								
661001 LRP: Carbon Reduction Strategy	180,000	180,000								
661005 LRP: Regional Safety Action Plan	111,825	111,825								
661005 LRP: Safety - SPEARS	345,000	345,000								
661006 LRP: PEL High Capacity Transit	778,086	764,961					13,125			
661008 Bike Counter Management	29,300		29,300							
685001 Transportation Improvement Program	6,500						6,500			
685002 Project Development Program	200,000	200,000								
685003 Grant Research and Development	30,000	30,000								
685004 CIM Implementation Grants	80,000	80,000								
760001 Government Affairs	47,250	28,000		18,000					1,250	
801001 Staff Development	50,000			50,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	150,000	150,000								
860001 Geographic Information System Maintenance	191,080	125,000	66,080							
990001 Direct Operations / Maintenance										
Website Maintenance	1,440	1,440								
New/replacement hardware and software	10,000		10,000							
Transit network planning software	21,245		21,245							
TIP Software	89,000		89,000							
Benefit cost analysis software, 2nd of 3 years	33,317		33,317							
CUBE	16,125		16,125							
AICP and APBP Webinar series	1,600			1,600						
Membership dues for COMPASS	17,000								17,000	
Canyon County Orthophotography Flight Write	15,950					15,950				
Other: board lunch, staff gifts, meeting refreshments, misc.	7,000							7,000		
GRAND TOTAL	3,162,061	2,382,776	265,067	69,600	2,800	15,950	126,675	9,000	18,250	271,943

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
REVISION 3 FY2025 UNIFIED PLANNING WORK PROGRAM AND BUDGET
INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2025 Rev 2	FY2025 Rev 3
Professional Services	930	71,700	71,700
Equipment Repair / Maintenance	936	510	510
Publications	943	2,570	2,570
Employee Professional Membership	945	3,600	3,600
Postage	950	920	920
Telephone	951	16,000	16,000
Building Maintenance and Reserve for Major Repairs	955	69,800	69,800
Printing	960	1,540	1,540
Advertising	962	3,090	3,090
Audit	970	22,000	22,000
Insurance	971	26,590	26,590
Legal Services	972	5,000	5,000
General Supplies	980	7,720	7,720
Computer Supplies	982	14,420	14,420
Computer Software / Maintenance	983	36,050	36,050
Vehicle Maintenance	991	8,750	8,750
Utilities	992	13,900	13,900
Local Travel	993	1,030	1,030
Other / Miscellaneous	995	5,000	5,000
TOTAL		310,190	310,190

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
REVISION 3 FY2025 UNIFIED PLANNING WORK PROGRAM AND BUDGET
WORKDAY ALLOCATION SUMMARY**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PLANNING	COMMUNICATIONS	OPERATIONS	TOTAL
601001	UPWP/Budget Development and Federal Assurances	ML	37	8	2	26	73
620001	Demographics and Growth Monitoring	AM	-	140	5	-	145
653001	Communication and Education	AL	14	15	166	-	195
	Long-Range Planning						
661001	General Project Management	AM	11	530	74	-	615
661002	Active Transportation - Complete Streets	AM	-	100	-	-	100
661005	Safe and Accessible Transportation (SS4A Action Plan)	HM	-	85	4	-	89
661006	High-Capacity Transit PEL	LK	6	168	27	-	201
661008	Bike Counter Management	AM	-	170	1	-	171
	Resource Development/Funding						
685001	Transportation Improvement Program	TT	11	362	22	-	395
685002	Project Development Program	MC	-	27	2	-	29
685003	Grant Research and Development	MC	6	173	7	-	186
685004	CIM Implementation Grants	MC	-	14	2	-	16
TOTAL PROJECTS			85	1,792	312	26	2,215
701001	Membership Services	MW	3	82	13	-	98
703001	Public Services	MW	-	5	3	-	8
705001	Transportation Liaison Services	MS	15	22	11	-	48
760001	Government Affairs	MS	55	-	5	-	60
TOTAL SERVICES			73	109	32	-	214
801001	Staff Development	ML	10	75	22	12	119
820001	Committee Support	AL	10	80	168	-	258
836001	Regional Travel Demand Model	MW	-	67	-	-	67
842001	Congestion Management Process	MW	-	65	1	-	66
860001	Geographic Information System Maintenance	EA	-	396	-	-	396
860002	GIS - Orthophotography processing for sales	EA	-	-	-	-	-
TOTAL SYSTEM MAINTENANCE			20	683	191	12	906
TOTAL DIRECT			178	2,584	535	38	3,335
991001	Support Services Labor	ML	282	130	155	422	989
TOTAL INDIRECT/OVERHEAD			282	130	155	422	989
TOTAL LABOR			460	2,714	690	460	4,324

Revision 3 FY2025 Unified Planning Work Program and Budget

WORKDAY ALLOCATION

PROGRAM NO.		601		CLASSIFICATION:		Project	
TITLE:		UPWP Budget Development and Monitoring					
TASK / PROJECT DESCRIPTION:		Monitor and amend, as necessary, the FY2025 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 FY2026 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.					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
FY2025 UPWP							Ongoing As Needed
Process and track revenues and expenditures for the FY2025 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants							
Process and obtain Board approval of FY2025 UPWP revisions							As Needed
Distribute revisions of the FY2025 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2025 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval							
FY2026 UPWP Development							Nov Jan-Feb Mar Apr
Develop process and schedule for the FY2026 UPWP							
Solicit membership input on possible transportation planning projects and associated needs for FY2026							
Submit initial revenue assessment for FY2026 to the Finance Committee for input Obtain Board approval on FY2026 General and Special membership dues							
Present FY2026 UPWP							Jun Jul Aug Aug Aug
Present draft FY2026 UPWP to Finance Committee for input and feedback							
Present draft FY2026 UPWP to Finance Committee for recommendation							
Submit FY2026 UPWP to Board for adoption							
Submit and obtain approval from Federal Highway Administration of FY2026 UPWP							
Distribute FY2026 UPWP to the Idaho Transportation Department and Federal Transit Administration							Ongoing
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							
LEAD STAFF: Meg Larsen						Expense Summary	
END PRODUCTS: FY2025 UPWP revisions; FY2026 UPWP; and maximize funding opportunities.						Total Workdays: 73	
						Salary \$ 57,561	
						Fringe 26,511	
						Overhead 9,907	
						Total Labor Cost: 93,979	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES:	
Funding Sources					Participating Agencies		Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
					Member Agencies		
CPG, K22494					Federal Highway Administration		
CPG, K22998					Federal Transit Administration		
STP-TMA, 22387							
Local / Fund Bal							
Total:							
					Total Direct Cost: \$ -		
601					Total Cost: \$ 93,979		

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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, and 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> .			
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...."			
FY2025 BENCHMARKS					
MILESTONES / PRODUCTS					
<u>Population and Employment Estimates</u> Data collection and geocoding of building permits Complete 2024 employment data Complete 2024 Development Monitoring Report Complete 2025 population estimates and receive Board acceptance					Ongoing Mar Mar Apr
<u>Development Forecasting, Tracking, and Reconciliation</u> Update preliminary plat files and other entitled development					Ongoing
<u>Demographics Support</u> Respond to member requests for census data Provide development and policy reviews and checklists Include fiscal impact analysis with development checklist per policy Development checklist report					Ongoing Ongoing Ongoing Mar
LEAD STAFF: Austin Miller					Expense Summary Total Workdays: 145 Salary \$ 70,913 Fringe 32,660 Overhead 12,205 Total Labor Cost: 115,778
END PRODUCT: Demographic products: 1) 2025 population estimates; 2) 2025 employment estimates; 3) 2024 Development Monitoring Report updated; 4) annual demographic reconciliation; and 5) development checklist report					
ESTIMATED DATE OF COMPLETION: September-2025					
Funding Sources				Participating Agencies	
CPG, K22494 CPG, K22998 STP-TMA, 22387				Member Agencies Housing authorities and other housing stakeholders	
Local / Fund Bal	Ada	Canyon	Special	Total	Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
	\$ -	\$ -		\$ -	
	57,127	23,333	26,820	80,460 26,820	
	4,525	1,848	2,125	8,498	
Total:	\$ 61,652	\$ 25,181	\$ 28,945	115,778	Total Direct Cost: \$ -
					620 Total Cost: \$ 115,778

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 participation 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.					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
<u>General</u> Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases Support work of Public Participation Workgroup Implement the COMPASS participation plan; work toward goals established in the plan Provide outreach/public speaking support and training to staff						Ongoing Ongoing Ongoing Ongoing	
<u>Develop tools, such as electronic and print materials, designed for most effective means of communication</u> Maintain and enhance COMPASS social media channels Continually update the COMPASS website to improve usability and keep content up to date Develop the FY2025 annual report, annual budget summary, and annual communication summary Write and distribute the monthly Keeping Up With COMPASS newsletter Update/develop other print materials as appropriate Continue to produce the "In Motion" COMPASS podcast, with a minimum of one episode every other month						Ongoing Ongoing Oct - Dec Ongoing Ongoing Ongoing	
<u>Education and community outreach</u> Develop and implement the FY2025 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 the Leadership in Motion awards program Plan and host the annual "COMPASS 101" workshop Present information about COMPASS and our programs to stakeholders and community groups as requested Continue to lead an interagency regional safety education campaign						Jan - Sep Ongoing Ongoing Ongoing Aug - Dec Jan - Feb Ongoing Ongoing	
LEAD STAFF: Amy Luft						Expense Summary	
END PRODUCT: Public involvement in, and understanding of, transportation planning and related issues.						Total Workdays: 195	
						Salary \$ 89,790	
						Fringe 41,355	
						Overhead 15,454	
						Total Labor Cost: 146,599	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ 26,500	
CPG, K22494 CPG, K22998	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying	
				\$ -		Equipment Purchases	
						Travel / Education	
						Printing 700	
Local / Fund Bal			207,849	207,849	Public Involvement 34,050		
					Meeting Support		
					Other		
						Total Direct Cost: \$ 61,250	
						653	Total Cost: 207,849

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.			
FY2025 BENCHMARKS					
MILESTONES / PRODUCTS					
<u>General Project Management</u> Monitor legislative, funding, etc. changes and provide updates Update financial analysis Transportation funding study					Ongoing Oct-Mar May-June
<u>Land Use</u> Review comprehensive plans					Ongoing Ongoing
<u>Active Transportation (bicycle and pedestrian)</u> Review micromobility Update regional pathway network Develop coordinated regional waterway-pathway plan Intergrate bicycle pedestrian count program into planning process					FY24-FY25
<u>Freight</u> Update freight study Develop freight rail analysis					FY24-FY25
<u>Public Transportation</u> Coordinate high capacity transit planning and environmental linkages (PEL) study Update regional public transportation network Update coordinated plan Conduct first and last mile needs analysis Develop park and ride coordination plan					FY24-FY25
<u>Roadways</u> Update congestion management process, strategies and implementation Update regional transportation demand management policy/strategy Analyze smart cities/intelligent transportation systems corridor intergration opportunities Develop carbon reduction strategy					FY24-FY25
<u>Safety</u> Develop regional safety action plan					FY24-FY25
<u>Equity</u> Analysis of transportation underfunding Update disadvantaged groups needs analysis					FY24-FY25
<u>Environment, Natural Resources, and Resiliency</u> Update environmental mitigation strategies Develop resiliency improvement plan					FY24-FY25
<u>Economic Activity</u> Update travel and tourism					FY24-FY25
<u>Emerging technology and security</u> Develop regional transportation security education and support Develop electric vehicles alternative fuels infrastructure deployment study Develop autonomous vehicles preparedness study					FY24-FY25
<u>Performance Management</u> Update asset management information as needed Update federally required performance targets as needed					Mar Ongoing
<u>Public Involvement</u> Conduct public involvement according to the work plan					Ongoing
<u>Bike Counter Management</u> Manage portable counter requests Manage permanent counter program and COMPASS Data Bike Manage and report data					Ongoing Ongoing Ongoing
LEAD STAFF: Austin Miller					Expense Summary
END PRODUCT: Begin development of <i>Communities in Motion 2055</i> ; projects to address new planning emphasis areas and prepare for federal grant opportunities; collect bicycle and pedestrian data.					
ESTIMATED DATE OF COMPLETION: September-2025					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	Professional Services \$ 1,741,836
	Ada	Canyon	Special	Total	Legal / Lobbying
CPG, K22494	-	-	-	-	Member Agencies
CPG, K22998	480,377	196,211	-	676,588	ITD
CPG, K22998 NO MATCH	26,270	10,730	-	37,000	FHWA
STP-TMA, 22387	-	-	210,727	210,727	FTA
STBG-TMA, K22395	-	-	-	-	Housing authorities and other housing stakeholders
STBG-TMA, K19571	-	-	-	-	
STBG-TMA, K20271	-	-	291,624	291,624	
STBG-TMA, K23312	-	-	111,192	111,192	
STBG-TMA, K13046	-	-	720,974	720,974	
STBG-TMA, K23313	-	-	7,413	7,413	
CRP-TMA, K24233	-	-	166,788	166,788	
FHWA	-	-	398,703	398,703	
Local / Fund Bal	38,053	15,543	153,935	207,531	
Total:	544,700	222,484	2,061,356	2,828,541	
					Total Direct Cost: \$ 1,859,361
					661 Total Cost: 2,828,541

PROGRAM NO.		685		CLASSIFICATION:		Project	
TITLE:		Resource Development/Funding					
TASK / PROJECT DESCRIPTION:		Develop a FY2026-2032 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies to fund transportation projects. Process amendments and provide project tracking and monitoring for the FY2025-2031 TIP. With consultant assistance, COMPASS staff will assist member agencies in transforming project ideas into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development, and grant administration are 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 2050 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, assist in funding improvements and maintenance of the transportation system, and assist 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 also scrutinized in the federal Certification Review.					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
685001 Transportation Improvement Program						Oct-Sept	
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 a prioritization process							
Develop the final FY2026-2032 Regional Transportation Improvement Program							
Incorporate reporting methods for federal performance targets, prior to deadlines							
Monitor, track, and process changes to the FY2025-2031 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							
685002 Project Development Program						Oct-Sept	
Award projects through a prioritization process							
Select, contract with, and manage consultants							
Manage project development teams							
Review/revise, approve, and disseminate reports							
685003 Grant Research and Development						Oct-Sept	
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, such as INFRA, RAISE, CDBG, etc.							
685004 CIM Implementation Grants						Oct-Sept	
Award projects through a prioritization process							
Administer contracting/reporting/billing processes							
Manage projects to ensure completion on time and on budget							
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: 626	
						Salary \$ 336,050	
						Fringe 154,775	
						Overhead 57,838	
						Total Labor Cost: 548,664	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES:	
Funding Sources					Participating Agencies		Professional Services \$ 310,000
					Member Agencies		Legal / Lobbying
CPG, K22494	Ada	Canyon	Special	Total	Equipment Purchases		
CPG, K22998	\$ -	-		\$ -	Travel / Education		
STP-TMA, 22387	250,760	102,423	177,493	353,183	Printing		
				-	Public Involvement 6,500		
				-	Meeting Support		
Local / Fund Bal	19,864	8,113	306,511	334,488	Other		
				-			
Total:	\$ 270,624	\$ 110,536	\$ 484,004	\$ 865,165	Total Direct Cost: \$ 316,500		
685	Total Cost: \$ 865,165				685		

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.	
FY2025 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide general assistance to member agencies as requested in the areas of:			Ongoing
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			As Needed
Specifically requested assistance:			As Needed
FY2025 Member Requests; as ranked by RTAC State Highway 69 Extension, UP Crossings, and Connectivity Study (20 days) * North Canyon / Ada Connectivity Study (20 days) * Construction Coordination and GIS Database Phase 1 for Concurrency (15 days) **			
*These studies need direct dollar commitments from member agency(ies) once scope is developed **Phase 1 will clearly identify the need, stakeholders (transportation, utilities, and others), commitment from them all of to participate, identify roles/responsibilities, outline deliverables, and estimate ongoing support/effort			
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: 98
			Salary \$ 61,757
			Fringe 28,443
			Overhead 10,629
			Total Labor Cost: 100,829
ESTIMATED DATE OF COMPLETION: September-2025			DIRECT EXPENDITURES:
Funding Sources		Participating Agencies	Professional Services
	Ada	Canyon	Legal / Lobbying
CPG, K22494			Equipment Purchases
CPG, K22998	49,750	20,321	Travel / Education
STP-TMA, 22387		23,357	Printing
			Public Involvement
Local / Fund Bal	3,940	1,850	Meeting Support
		7,400	Other
		-	
Total:	\$ 53,690	\$ 21,931	\$ 25,207
		\$ 100,829	
			Total Direct Cost: \$ -
			701 Total Cost: \$ 100,829

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).					
FY2025 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: 8	
						Salary \$ 4,736	
						Fringe 2,181	
						Overhead 815	
						Total Labor Cost: 7,733	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES: \$ -	
Funding Sources					Participating Agencies		
CPG, K22998	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
Local / Fund Bal	-	-	7,733	\$ 7,733			
Total:	\$ -	\$ -	\$ 7,733	\$ 7,733			
					Total Direct Cost: \$ -		
					703	Total Cost: \$	7,733

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.					
FY2025 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: 48	
						Salary \$ 34,634	
						Fringe 15,951	
						Overhead 5,961	
						Total Labor Cost: 56,546	
ESTIMATED DATE OF COMPLETION:				September-2025		DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ -	
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying	
CPG, K22494				\$ -		Equipment Purchases	
CPG, K22998	27,901	11,396		\$ 39,297		Travel / Education	
STP-TMA, 22387			13,099	13,099		Printing	
Local / Fund Bal	2,210	903	1,038	4,151		Public Involvement	
	-			-		Meeting Support	
						Other	
Total:	\$ 30,111	\$ 12,299	\$ 14,137	\$ 56,546		Total Direct Cost: \$ -	
					705	Total Cost: \$	56,546

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.					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
Federal Legislative Priorities Obtain COMPASS Board approval of 2025 federal legislative priorities Educate and advocate on 2025 federal legislative priorities Work with COMPASS Executive Committee to identify 2026 federal priorities and positions Obtain COMPASS Board approval of 2026 federal legislative priorities						Oct Oct-Aug Apl-Jul Aug	
State Legislative Priorities Educate and advocate on FY2025 legislative priorities Plan and initiate a road useage charge education program Work with Executive Committee to identify possible priorities and position statements for FY2026 legislative session Obtain Board endorsement of FY2026 legislative priorities						Oct-Aug Oct-Sep Apl-Aug Aug	
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: 60	
						Salary \$ 62,606	
						Fringe 28,835	
						Overhead 10,775	
						Total Labor Cost: 102,216	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
Local / Fund Bal			149,466	\$ 149,466			
				-			
Total:	\$ -	\$ -	\$ 149,466	\$ 149,466			
					760	Total Cost:	149,466

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.					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
Staff training and development							Ongoing
LEAD STAFF: Meg Larsen 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.							Expense Summary Total Workdays: 119 Salary \$ 63,048 Fringe 29,038 Overhead 10,851 Total Labor Cost: 102,937
ESTIMATED DATE OF COMPLETION: September-2025							DIRECT EXPENDITURES:
Funding Sources				Participating Agencies			Professional Services \$ -
	Ada	Canyon	Special	Total	Federal Highway Administration		Legal / Lobbying
CPG, K22494				\$ -	Federal Transit Administration		Equipment Purchases
CPG, K22998	83,685	34,181	23,845	117,866			Travel / Education 50,000
STP-TMA, 22387				23,845			Printing
Local / Fund Bal	6,628	2,709	1,889	11,226			Public Involvement
				-			Meeting Support
				-			Other
Total:	\$ 90,313	\$ 36,890	\$ 25,734	\$ 152,937			Total Direct Cost: \$ 50,000
					801	Total Cost: \$ 152,937	

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.					
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."					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
Provide meeting coordination, materials, and follow-up to the Board, standing committees, and workgroups.							Ongoing
LEAD STAFF: Amy Luft						Expense Summary	
END PRODUCT: Ongoing support of committees to promote involvement and communication.							
ESTIMATED DATE OF COMPLETION: September-2025							
Funding Sources					Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K22494				\$ -	DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support 2,000 Other		
CPG, K22998	107,848	44,050		\$ 151,898			
STP-TMA, 22387			50,633	\$ 50,633			
Local / Fund Bal	8,543	3,489	6,011	18,043			
				-			
Total:	\$ 116,391	\$ 47,539	\$ 56,644	\$ 220,574	Total Direct Cost: \$ 2,000		
820		Total Cost:		220,574			

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;..."							
FY2025 BENCHMARKS									
MILESTONES / PRODUCTS									
Key Elements		<div>Ongoing</div> <div>Ongoing</div> <div>Ongoing</div> <div>Ongoing</div> <div>Oct-Aug</div>							
Maintain and update traffic count database									
Maintain the structure and integrity of the regional travel demand model for use in the Transportation Economic Development Impact System (TREDIS)									
Provide travel demand modeling assistance to support member agency needs and special projects									
Provide technical and modeling support as needed for regional long range transportation plan									
Work with and use ITD's required protocols to update of the Federal Aid Functional Classification Systems after adjusted urban area boundaries are approved by IT Board and FHWA - Boise Division									
Special Tasks and Model Improvements		<div>Ongoing</div> <div>Ongoing</div> <div>Ongoing</div> <div>Ongoing</div>							
Provide technical analysis on member agency requests vetted through RTAC									
Provide modeling and technical assistance to ITD's corridor and environmental studies									
Provide technical analysis on unanticipated member agency requests									
Maintain the data foundation system and continue to incorporate into other data sources									
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.						Total Workdays:		67	
						Salary		\$	42,088
						Fringe			19,384
						Overhead			7,244
						Total Labor Cost:			68,716
ESTIMATED DATE OF COMPLETION:		September-2025				DIRECT EXPENDITURES:			
Funding Sources		Participating Agencies				Professional Services		\$	150,000
CPG, K22494 CPG, K22998 STP-TMA, 22387	Ada	Canyon	Special	Total	Highway Districts				
				\$ -	Member Agencies				
	33,905	13,849	15,918	47,754	Federal Highways Administration				
				15,918	Idaho Transportation Department				
Local / Fund Bal				-	Valley Regional Transit				
	2,686	1,097	151,261	155,044	Department of Environmental Quality				
Total:	\$ 36,591	\$ 14,946	\$ 167,179	\$ 218,716		Total Direct Cost: \$ 150,000			
	836	Total Cost:			\$	218,716			

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..."		
FY2025 BENCHMARKS			
MILESTONES / PRODUCTS			
Congestion Management and Travel Time Data			June-Sept Ongoing June-Sept Ongoing
Complete the Congestion Management Annual Report using the National Performance Measure Research Data Set (NPMRDS) for 2024			
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			Ongoing
NPMRDS Travel Time Data and Process			Ongoing
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			Ongoing Ongoing
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			
LEAD STAFF: Mary Ann Waldinger			Expense Summary
END PRODUCT: Maintenance of the congestion management process, congestion management annual report (congestion issues, needs, strategies), current year travel time data collection and analysis, and an updated TSMO/ITS projects list and inventory.			
ESTIMATED DATE OF COMPLETION: September-2025			
Funding Sources			
Participating Agencies			Total Workdays: 66
CPG, K22998			Salary \$ 41,459
STP-TMA, 22387			Fringe 19,095
			Overhead 7,136
Local / Fund Bal			Total Labor Cost: 67,690
Total:			DIRECT EXPENDITURES:
			Professional Services
			Legal / Lobbying
			Equipment Purchases
			Travel / Education
			Printing
			Public Involvement
			Meeting Support
			Other
			Total Direct Cost: \$ -
			842 Total Cost: \$ 67,690

PROGRAM NO.		860		CLASSIFICATION:		System Maintenance	
TITLE:		Geographical Information System Maintenance (GIS)					
TASK / PROJECT DESCRIPTION:		Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Workgroup (RGAWG) to create regional data that can be used for many purposes.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:		Federal Code 23 CFR § 450.324 (f)-- 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...."					
FY2025 BENCHMARKS							
MILESTONES / PRODUCTS							
Provide GIS Data Maintenance and Support for COMPASS Projects Data analysis, and maintenance for performance reporting and other planning needs Enterprise database maintenance Data integration GIS Technology Census BAS						Ongoing	
GIS Cooperation Continue participation in the Treasure Valley GIS User Group and Canyon Spatial Data Cooperative (SDC) meetings						Quarterly/as needed	
Regional Geographic Advisory Committee Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data						Quarterly/as needed	
Regional Data Center Expand and maintain authoritative regional GIS data Conduct data accuracy checks and metadata on regional data sets						Ongoing	
Transportation Improvement Program Provide ongoing support						Ongoing	
2024 Orthophotography Project Finalize 2024 orthophotography acquisition Distribute final data products to participants						December	
2025 Orthophotography Project Conduct 2025 orthophotography flight Conduct QC on preliminary data Continue to plan for future orthophotography acquisition and funding						March - October	
LEAD STAFF: Eric Adolfson						Expense Summary	
END PRODUCT: 1) An expanded use of GIS technology and data for regional planning; and 2) Continued GIS coordination and development of the most accurate and up-to-date information possible.						Total Workdays: 396	
						Salary \$ 210,125	
						Fringe 96,777	
						Overhead 36,165	
						Total Labor Cost: 343,067	
ESTIMATED DATE OF COMPLETION: September-2025						DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ 125,000	
				All Member Agencies		Legal / Lobbying	
CPG, K22998 STP-TMA, 22387						Equipment Purchases 66,080	
						Travel / Education	
						Printing	
						Public Involvement	
						Meeting Support	
						Other	
						Carry-Forward	
						Total Direct Cost: \$ 191,080	
Total:						860 Total Cost: 534,147	

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.			
FY2025 BENCHMARKS					
MILESTONES / PRODUCTS				Ongoing	
Provide local dollars for expenditures not federally funded. Planned FY2025 equipment and software expenditures Transit network planning software Transportation improvement program management software Benefit-cost analysis software Transportation modeling software					
LEAD STAFF: Meg Larsen					
END PRODUCT: Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.				Expense Summary	
				Total Workdays: 0	
				Salary	\$ -
				Fringe	-
				Overhead	-
				Total Labor Cost: \$ -	
ESTIMATED DATE OF COMPLETION: September-2025				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K22108				\$ -	
CPG, K22494				\$ 251,982	
CIM2055 KN20271	Carry forward only		251,982	\$ 251,982	
Other				-	
Local / Fund Bal			232,638	232,638	
				-	
Total:	\$ -	\$ -	\$ 484,620	\$ 484,620	
				Professional Services 1,440	
				Legal / Lobbying \$ 17,000	
				Equipment Purchases 169,687	
				Travel / Education 1,600	
				Printing	
				Public Involvement	
				Meeting Support 7,000	
				Other 15,950	
				CIM 2055 carry forward \$ 484,620	
				Total Direct Cost: \$ 484,620	
				990	Total Cost: \$ 484,620

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:	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. 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.			
FY2025 BENCHMARKS				
MILESTONES / PRODUCTS				
General Administration			Aug	
Review standing agreements			As needed	
Conduct appropriate procurement processes and prepare contracts, as needed			As needed	
Update COMPASS operational policies as needed			Ongoing	
Monitor general workplace and personnel needs			Ongoing	
Provide administrative assistance for agency needs			As needed	
Personnel Management				
Prepare and complete recruitment processes				
Conduct employee annual evaluations				
Renew insurance policies				
Pursue FY2025 benefit options				
Financial Management				
Close FY2024 financial records and begin FY2025			Oct-Nov	
Provide annual audit support and complete financial reports			Oct-Dec	
Complete COMPASS annual Audit Report			Jan	
Prepare and distribute year-end payroll reports			Jan	
Complete budget variance information and report to the Finance Committee quarterly			Quarterly	
Maintain inventory of furniture, equipment, hardware and software			Ongoing	
Information Technology			Ongoing	
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			Oct - Dec	
LEAD STAFF: Meg Larsen				
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.			Expense Summary	
			Total Workdays: 989	
			Salary	\$ -
			Fringe	-
			Overhead	-
			Total Labor Cost: \$ -	
ESTIMATED DATE OF COMPLETION: September-2025			DIRECT EXPENDITURES:	
Funding Sources			Professional Services \$ -	
			Legal / Lobbying	
Ada Canyon Special Total			Equipment Purchases	
			Travel / Education	
			Printing	
			Public Involvement	
			Meeting Support	
			Other	
Total:			Total Direct Cost: \$ -	
			991	Total Cost: \$ -

COMPASS BOARD AGENDA ITEM V-B

Date: August 18, 2025

Topic: Draft FY2026 Unified Planning Work Program and Budget (UPWP)

Request/Recommendation:

COMPASS staff seeks adoption of Resolution 14-2025, approving the FY2026 UPWP.

Background/Summary:

Annually, COMPASS staff prepare a Unified Planning Work Program and Budget (UPWP) for approval by the COMPASS Board of Directors.

The Finance Committee reviewed the preliminary draft of the FY2026 UPWP at its July 10, 2025, meeting and an updated draft at the August 14, 2025, meeting. It is anticipated that the Finance Committee will recommend COMPASS Board approval at the August 14, 2025, meeting.

Following COMPASS Board of Directors adoption, the FY2026 UPWP will be forwarded to the Idaho Transportation Department, the Federal Highway Administration, and the Federal Transit Administration for approval.

The draft FY2026 UPWP includes the following items:

Revenue and Expense Summary – A one-page summary of all revenue estimates and related expenses.

Direct Expense Summary – A one-page spreadsheet showing direct expenses budgeted for each work program.

Indirect Operations and Maintenance Expense Summary – A one-page spreadsheet showing indirect expenses budgeted for each category.

Workday Allocation – A one-page spreadsheet showing the distribution of staff workdays to each program.

Program Worksheets – A one-page worksheet for each program describing the purpose of the program, the planned tasks in that program for the year, and the expenses and funding sources for that program.

The draft FY2026 UPWP contains the following assumptions for revenues and expenses:

Revenues

1. Total membership dues shown reflect the amount approved by the COMPASS Board of Directors in its April 21, 2025, meeting. Although the per capita rate has remained the same since FY2015, total dues increased by \$36,489 compared to FY2025. This increase is attributable to year-over-year population growth in the jurisdictions.

2. Currently the carry forward amount for the FY2025 Consolidated Planning Grant (CPG) is shown as \$0 but will be adjusted in Revision 1 of the FY2026 UPWP after the fiscal year is closed and the exact amount of carryover, if any, is determined.
3. The projected revenue of \$1,795,000 from the FY2025 CPG reflects the amount included in the draft FY2026-FY2032 Regional Transportation Improvement Program (TIP).
4. On April 19, 2010, the COMPASS Board of Directors approved \$306,705 in annual “off the top” revenues to be used for COMPASS planning from the Surface Transportation Block Grant-Transportation Management Area (STBG-TMA) and STBG-Urban funds. This annual off-the-top funding of \$306,705 is included in the FY2026 UPWP.
5. Revenues include \$361,397 of STBG-TMA funds to continue work on the next update of the long-range plan, *Communities in Motion 2055* (CIM 2055). This funding includes \$266,421 that is expected to carry forward to FY2027 to wrap up the work. COMPASS will provide \$28,628 in total local match associated with the total budgeted federal funds. The corresponding budgeted direct expenses for FY2026 only are \$186,500.
6. The Planning and Environmental Linkages High-Capacity Transit Corridor Study (PEL) is expected to be completed in FY2026. The amount of federal funds included to wrap up the project is \$338,538, but this amount may be adjusted in Revision 1 when the exact amount of FY2025 expenditures is known. The local match amount is \$26,817 and there are corresponding direct expenses of \$365,355.
7. Revenues include \$276,000 of direct funding under Safe Streets and Roads for All from the Federal Highway Administration (FHWA) for pedestrian safety enhancements. This funding was expected to be received in FY2025, but the project was paused temporarily by FHWA. It is expected to get underway late in FY2025 and be carried over to FY2026. There is a 20% match requirement for the project, of \$69,000. There are corresponding direct expenses of \$345,000.
8. Revenues include \$77,834 of STBG-TMA funds for the Local Waterway-Pathway Plan. The Request for Proposal process for this project is currently underway and it is expected to begin late in FY2025 and be carried over to FY2026. The local match amount is \$6,166 and the corresponding direct expenses are \$84,000.
9. Revenues include \$125,000 from participant contributions for the FY2026 orthophotography flight.
10. Interest income is estimated at \$60,000 in FY2026.
11. Revenues include \$100,000 from fund balance for the CIM Implementation Grant Program.
12. Revenues include a draw from the fund balance of \$385,037 to balance the budget, but this amount may be adjusted once the carry forward of FY2025 CPG funds is determined and included in Revision 1 of the FY2026 UPWP.

Expenses

1. Salary costs cover 19 full-time employees. As of the memo date, COMPASS has two vacancies.
2. Salary costs include a 2% cost of living adjustment, effective October 1, 2025. The Consumer Price Index-Urban, West region (CPI-U, West) rate for the period April 2024 to April 2025, the most recent data available, is 2.1%. Retention of COMPASS employees is of critical importance as nearly all the senior staff is currently at or will reach Rule of 90 within the next seven years. Preventing wage growth from getting too far behind inflation is an important tool in employee retention so COMPASS has experienced staff ready to move into these senior roles.
3. Salary costs include a 3% merit pool, in addition to the cost-of-living adjustment. While performance recognition is not the only factor in employee retention, it is an important factor. Staff believe that a merit pool allowing for recognition of strong performance will help incentivize the retention and professional growth needed to have staff prepared to take on senior roles. Salary adjustments from this pool made during the year are performance-based, following annual review. The Executive Director determines the distribution of those individual salary adjustments.
4. Payroll taxes and employee benefits include an allowance for a 3% increase in the cost of disability benefits for calendar year 2025. The current estimated increase for employee health benefits from the Boise Municipal Health Care Trust is 4.8%.
5. Indirect expenses are budgeted to increase by about \$6,310 (2%) to a total of \$316,500. Staff continue to closely manage indirect expenses to control the organization's overall costs.
6. Total direct expenses decreased significantly compared to FY2025. This decrease is mostly attributable to costs incurred for major projects in FY2025 including the PEL, the regional safety action plan and *Communities in Motion 2055*. The data purchase project included in FY2025 was withdrawn. Direct expenses can vary substantially from year to year, depending on projects planned.
7. The Project Development Program is funded in FY2025, its 12th year, at \$150,000.
8. Direct expenses include \$100,000 for government affairs support at the federal and state level.
9. Direct expenses include \$125,000 for an orthophotography flight. With the support of participating member agencies, COMPASS entered a contract for multi-year flights at a fixed annual cost.
10. Direct expenses for other programs are generally stable and consistent with current year activities.

Implication (policy and/or financial):

Federal approval of the UPWP by October 1, 2025, is required to begin work in FY2026.

More Information:

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

RESOLUTION NO. 14-2025

**FOR THE PURPOSE OF APPROVING THE FY2026 UNIFIED
PLANNING WORK PROGRAM AND BUDGET**

WHEREAS, federal transportation planning guidelines under Title 23CFR require development of a Unified Planning Work Program that shows the programming of federal funds and includes references to all transportation planning efforts regardless of funding sources as a condition of receiving federal planning funds;

WHEREAS, the Community Planning Association of Southwest Idaho staff prepared the draft FY2026 Unified Planning Work Program and Budget and submitted it to the Finance Committee for their review; and

WHEREAS, the Community Planning Association of Southwest Idaho desires to incorporate final funding and program allocations in the Unified Planning Work Program and Budget prior to the beginning of FY2026.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors adopts the FY2026 Unified Planning Work Program and Budget, including reference to all transportation planning studies;

BE IT FURTHER RESOLVED, that the Community Planning Association of Southwest Idaho assures the appropriate necessary local matching funds are budgeted for the Unified Planning Work Program and Budget, Federal Transit Administration grants, Federal Highway Administration grants and all other grants and contracts as noted in the FY2026 Unified Planning Work Program and Budget of the Community Planning Association of Southwest Idaho, a copy of which is attached hereto and incorporated as an integral part of the Resolution; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to submit all related grant and contract applications, and sign all necessary documents for grant and contract purposes.

ADOPTED this 18th day of August 2025.

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

ATTEST:

By: _____
Craig Raborn, Executive Director
Community Planning Association
of Southwest Idaho

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2026 UNIFIED PLANNING WORK PROGRAM AND BUDGET
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2025 Rev 2 UPWP	FY2026 UPWP
GENERAL MEMBERSHIP		
Ada County	259,594	266,101
Ada County Highway District	259,594	266,101
Boise County	7,665	10,738
Canyon County	128,633	133,580
Canyon Highway District No. 4	50,240	53,163
City of Boise	110,254	111,792
City of Caldwell	32,371	34,219
City of Eagle	16,556	17,160
City of Garden City	5,899	6,054
City of Greenleaf	362	362
City of Kuna	13,884	14,881
City of Meridian	62,975	64,963
City of Melba	309	309
City of Middleton	5,816	6,159
City of Nampa	52,565	54,329
City of Notus	278	278
City of Parma	979	988
City of Star	8,981	9,863
City of Wilder	776	780
Subtotal	1,017,731	1,051,820
SPECIAL MEMBERSHIP		
Boise State University	10,100	10,500
Capital City Development Corporation	10,100	10,500
Idaho Department of Environmental Quality	10,100	10,500
Idaho Transportation Department	10,100	10,500
Valley Regional Transit	10,100	10,500
West Ada School District	10,100	10,500
Subtotal	60,600	63,000
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2025 K# 22998 Ada County	1,255,426	
CPG - FY2025 K# 22998 Canyon County	512,779	
CPG - FY2026 K# 23401 Ada County		1,274,450
CPG - FY2026 K# 23401 Canyon County		520,550
Sub Total CPG Grants	1,768,205	1,795,000
STBG-TMA & STBG-U - K# 22800; FY2025 off-the-top funds for Planning	306,705	306,705
STBG-U - K# 23026/23313 Permanent Automated Counters	7,413	-
STBG TMA - K# 20271, CIM 2055	543,606	361,397
STBG-TMA K#13046 PEL, High-Capacity Transit Corridor	720,974	338,538
CRP-TMA K#24233 Carbon Reduction Strategy	166,788	-
FHWA Regional Safety Action Plan	122,703	-
FHWA Spears	276,000	276,000
STBG-TMA K#22394 Big Data Purchase	138,990	-
STBG-TMA K#23312 Coordinate Local Waterway-Pathway Plans	111,192	77,834
Subtotal	2,394,371	1,360,474
OTHER REVENUE SOURCES		
Orthophotography - Participant Contributions FY25 Flight	125,000	125,000
Interest Income	60,000	60,000
Subtotal	185,000	185,000
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	5,425,907	4,455,294
Draw From Fund Balance (CIM Implementation Grants)	80,000	100,000
Draw From Fund Balance - CIM 2055 carry forward match	19,961	21,104
Draw From Fund Balance (match on PEL high capacity transit)	57,112	26,817
Draw From Fund Balance match on transportation funding study	1,866	-
Draw From Fund Balance (20% match safe streets and roads for all)	91,365	-
Draw From Fund Balance - 20% match on SS4A SPEARS		69,000
Draw From Fund Balance - match on carbon reduction strategy	13,212	-
Draw From Fund Balance - match waterway pathway plan	8,808	6,166
Draw From Fund Balance - match data purchase	11,010	-
Draw from Fund Balance - amortize expense annually	33,317	33,317
Draw From Fund Balance to cover shortfall	409,013	385,037
Subtotal	725,664	641,441
102	6,151,571	5,096,735

EXPENSE	FY2025 Rev 2 UPWP	FY2026 UPWP
SALARY, FRINGE & CONTINGENCY		
Salary	1,780,254	1,831,054
Payroll taxes and employee benefits	830,066	847,315
Contingency (Overtime, Bonus, and Sick Time Trade)	22,000	22,000
Subtotal	2,632,320	2,700,369
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	310,190	316,500
Subtotal	310,190	316,500
DIRECT OPERATIONS & MAINTENANCE		
653001, Communication and Education	61,250	48,100
661001, Long-Range Planning	867,093	474,025
661005, Safe Streets and Roads for All	456,825	345,000
661006, High Capacity Transit PEL	778,086	365,355
661008, Bike Counter Management	29,300	21,300
685001, Transportation Improvement Program	6,500	5,000
685002, Project Development Program	100,000	150,000
685003, Grant Research and Development	30,000	30,000
685004, CIM Implementation Grants	80,000	100,000
760001, Government Affairs	44,250	119,250
801001, Staff Development	50,000	45,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	300,000	60,000
860001, Geographic Information System Maintenance	191,080	175,500
990001, Direct Operations and Maintenance	212,677	139,336
Subtotal	3,209,061	2,079,866
TOTAL EXPENSE	6,151,571	5,096,735

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	6,151,571	5,096,735
LESS: TOTAL EXPENSES	6,151,571	5,096,735
REVENUE EXCESS/(DEFICIT)	-	-

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE																		
WORK PROGRAM NUMBER		EXPENSES											MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES	
		Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY26 CPG Ada County K# 23401 (71%) 0% match AT ; 7.34% match other	FY26 CPG Canyon County K# 23401 (29%) 0% match AT 7.34% match other	STP-TMA Off The Top K# 22800 7.34% match	STBG-TMA CIM 2055 K# 20271; 7.34% match	STBG-TMA PEL, High Capacity Transit KN13046	STBG-TMA Local Waterways Pathway Plans K# 23312; 7.34% Match	FHWA SS4A SPEARS 20% match	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue		Total Local & Other
601001	UPWP/Budget Development and Federal Assurances	76	85,280	-	85,280	42,078	17,187	19,755					79,020	6,260			6,260	85,280
601002	Certification Review	28	31,804	-	31,804	20,923	8,546						29,469	2,335			2,335	31,804
620001	Demographics and Growth Monitoring	109	88,243	-	88,243	58,054	23,712						81,766	6,477			6,477	88,243
653001	Communication and Education (Local only) Long-Range Planning	291	228,809	48,100	276,909								-		276,909		276,909	276,909
661001	General Project Management	626	512,826	474,025	986,851	84,345	34,451	118,796	361,397		77,834		676,823	53,614	256,414		310,028	986,851
661002	Active Transportation	90	52,953	-	52,953	24,850	10,150	16,635					51,635	1,318			1,318	52,953
661005	Safe and Accessible Transportation	40	40,978	345,000	385,978	20,219	8,259	9,493				276,000	313,971	72,007			72,007	385,978
661006	High-Capacity Transit PEL	101	105,998	365,355	471,353	52,301	21,362	24,554		338,538			436,755	34,598			34,598	471,353
661008	Bike Counter Management Resource Development/Funding	225	133,536	21,300	154,836	65,889	26,912	30,934					123,735	9,801	21,300		31,101	154,836
685001	Transportation Improvement Program	398	323,738	5,000	328,738	163,026	66,588	74,994					304,608	24,130			24,130	328,738
685002	Project Development Program	21	21,052	150,000	171,052	109,070	44,550	4,877					158,497	12,555			12,555	171,052
685003	Grant Research and Development (Local Only)	187	183,699	30,000	213,699								-		213,699		213,699	213,699
685004	CIM Implementation Grants	18	17,979	100,000	117,979	8,871	3,623	4,165					16,659	1,320	100,000		101,320	117,979
		2,210	1,826,895	1,538,780	3,365,675	649,626	265,340	304,203	361,397	338,538	77,834	276,000	2,272,938	224,415	868,322	-	1,092,737	3,365,675
701001	Membership Services	73	75,759	-	75,759	48,064	19,632	2,502					70,198	5,561			5,561	75,759
702001	Boise County Services (Local Only)	33	29,945	-	29,945								-			29,945	29,945	29,945
703001	Public Services (Local Only)	12	12,294	-	12,294								-		12,294		12,294	12,294
705001	Transportation Liaison Services	55	60,277	-	60,277	39,655	16,197						55,852	4,425			4,425	60,277
760001	Government Affairs (Local Only)	92	126,177	119,250	245,427								-		245,427		245,427	245,427
		265	304,452	119,250	423,702	87,719	35,829	2,502	-	-	-	-	126,050	9,986	257,721	29,945	297,652	423,702
801001	Staff Development	126	114,309	45,000	159,309	75,202	30,716						105,918	8,391	45,000		53,391	159,309
820001	Committee Support	231	189,499	2,000	191,499	124,669	50,921						175,590	13,909	2,000		15,909	191,499
836001	Regional Travel Demand Model	100	102,446	60,000	162,446	80,153	32,739						112,892	8,942	40,612		49,554	162,446
842001	Congestion Management Process	96	98,348	-	98,348	48,526	19,821						68,347	5,414	24,587		30,001	98,348
860001	Geographic Information System Maintenance	415	363,588	175,500	539,088	208,555	85,184						293,739	23,266	97,083	125,000	245,349	539,088
860002	GIS - Orthophotography processing for sales	20	17,332	-	17,332										17,332		17,332	17,332
TOTAL DIRECT		988	885,522	282,500	1,168,022	537,105	219,381	-	-	-	-	-	756,486	59,922	226,614	125,000	411,536	1,168,022
990001	Direct Operations/Maintenance	-	-	139,336	139,336								-	-	109,281	30,055	139,336	139,336
991001	Support Services Labor	907	-	-	-								-				-	-
		907	-	139,336	139,336	-	-	-	-	-		-	-	-	109,281	30,055	139,336	139,336
GRAND TOTAL		4,370	3,016,869	2,079,866	5,096,735	1,274,450	520,550	306,705	361,397	338,538	77,834	276,000	3,155,474	294,323	1,461,938	185,000	1,941,261	5,096,735

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	CARRY- FORWARD
653001 Communication and Education	48,100	26,500			700		20,900			
661001 Long Range Planning: CIM 2055	474,025	186,500								287,525
661005 LRP: SS4A SPEARS	345,000	345,000								
661006 LRP: PEL High Capacity Transit	365,355	365,355								
661008 Bike Counter Maintenance	21,300		21,300							
685001 Transportation Improvement Program	5,000						5,000			
685002 Project Development Program	150,000	150,000								
685003 Grant Research and Development	30,000	30,000								
685004 CIM Implementation Grants	100,000	100,000								
760001 Government Affairs	119,250	100,000		18,000					1,250	
801001 Staff Development	45,000			45,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	60,000	60,000								
860001 Geographic Information System Maintenance	175,500	125,000	50,500							
990001 Direct Operations / Maintenance										
Website Maintenance	2,000	2,000								
New/replacement hardware and software	6,000		6,000							
Transit network planning software	22,844		22,844							
TIP Software	20,000		20,000							
TREDIS Renewal, CUBE Pattens software	59,442		59,442							
AICP and APBP Webinar series	1,600			1,600						
Membership dues for COMPASS	17,000								17,000	
Other: board lunch, staff gifts, meeting refreshments, misc.	10,450						3,450	7,000		
GRAND TOTAL	2,079,866	1,490,355	180,086	64,600	700	-	29,350	9,000	18,250	287,525

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2026 UNIFIED PLANNING WORK PROGRAM AND BUDGET
INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2025 Rev 2	FY2026
Professional Services	930	71,700	79,000
Equipment Repair / Maintenance	936	510	500
Publications	943	2,570	2,500
Employee Professional Membership	945	3,600	2,500
Postage	950	920	600
Telephone	951	16,000	17,100
Building Maintenance and Reserve for Major Repairs	955	69,800	72,000
Printing	960	1,540	4,000
Advertising	962	3,090	3,000
Audit	970	22,000	24,000
Insurance	971	26,590	27,000
Legal Services	972	5,000	5,000
General Supplies	980	7,720	5,000
Computer Supplies	982	14,420	10,000
Software Subscriptions and Licensing	983	36,050	43,000
Vehicle Maintenance	991	8,750	3,000
Utilities	992	13,900	11,300
Local Travel	993	1,030	2,000
Other / Miscellaneous	995	5,000	5,000
TOTAL		310,190	316,500

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2026 UNIFIED PLANNING WORK PROGRAM AND BUDGET
WORKDAY ALLOCATION SUMMARY**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PLANNING	RESOURCE DEVELOPMENT	TECHNICAL SERVICES	COMMUNICATIONS	OPERATIONS	TOTAL
601001	UPWP/Budget Development and Federal Assurances	MS	34	-	5	3	3	31	76
601002	Certification Review	AL	8	8	2	4	6	-	28
620001	Demographics and Growth Monitoring	AM	-	75	-	24	10	-	109
653001	Communication and Education (Local only)	AL	10	18	9	4	250	-	291
	Long-Range Planning	AM	-	-	-	-	-	-	-
661001	General Project Management	AM	10	505	8	70	33	-	626
661002	Active Transportation	AM	-	90	-	-	-	-	90
661005	Safe and Accessible Transportation	HM	-	-	-	40	-	-	40
661006	High-Capacity Transit PEL	LK	5	88	-	5	3	-	101
661008	Bike Counter Management	AM	-	225	-	-	-	-	225
	Resource Development/Funding	-	-	-	-	-	-	-	-
685001	Transportation Improvement Program	TT	12	-	353	5	28	-	398
685002	Project Development Program	MC	-	-	21	-	-	-	21
685003	Grant Research and Development (Local Only)	MC	10	-	152	10	15	-	187
685004	CIM Implementation Grants	MC	-	-	18	-	-	-	18
TOTAL PROJECTS			89	1,009	568	165	348	31	2,210
701001	Membership Services	MW	5	5	13	40	10	-	73
702001	Boise County Services (Local Only)	TT	-	-	21	4	8	-	33
703001	Public Services (Local Only)	MW	-	-	-	10	2	-	12
705001	Transportation Liaison Services	TT	16	13	7	5	14	-	55
760001	Government Affairs (Local Only)	AL	65	-	-	-	27	-	92
TOTAL SERVICES			86	18	41	59	61	-	265
801001	Staff Development	MS	18	35	22	15	22	14	126
820001	Committee Support	AL	10	28	24	10	159	-	231
836001	Regional Travel Demand Model	MW	-	-	-	100	-	-	100
842001	Congestion Management Process	MW	-	-	-	96	-	-	96
860001	Geographic Information System Maintenance	EA	-	-	-	415	-	-	415
860002	GIS - Orthophotography processing for sales	EA	-	-	-	20	-	-	20
TOTAL SYSTEM MAINTENANCE			28	63	46	656	181	14	988
TOTAL DIRECT			203	1,090	655	880	590	45	3,463
991001	Support Services Labor	MS	257	60	35	40	100	415	907
TOTAL INDIRECT/OVERHEAD			257	60	35	40	100	415	907
TOTAL LABOR			460	1,150	690	920	690	460	4,370

PROGRAM NO.	601	CLASSIFICATION:	Project
TITLE:		UPWP Budget Development and Monitoring	
TASK / PROJECT DESCRIPTION:		Monitor and amend, as necessary, the FY2026 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 FY2027 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.	
FY2026 BENCHMARKS			
MILESTONES / PRODUCTS			
FY2026 UPWP		Ongoing As Needed	
Process and track revenues and expenditures for the FY2026 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants			
Process and obtain Board approval of FY2026 UPWP revisions		As Needed	
Distribute revisions of the FY2026 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2026 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval			
FY2027 UPWP Development		Nov Jan-Feb Mar Apr	
Develop process and schedule for the FY2027 UPWP Solicit membership input on possible transportation planning projects and associated needs for FY2027 Submit initial revenue assessment for FY2027 to the Finance Committee for input Obtain Board approval on FY2027 General and Special membership dues			
Present FY2027 UPWP		Jun Jul Aug Aug Aug	
Present draft FY2027 UPWP to Finance Committee for input and feedback Present draft FY2027 UPWP to Finance Committee for recommendation Submit FY2027 UPWP to Board for adoption Submit and obtain approval from Federal Highway Administration of FY2027 UPWP Distribute FY2027 UPWP to the Idaho Transportation Department and Federal Transit Administration			
Track Federal requirements as related to Self-Certification		Ongoing	
Compliance with federal requirements			
Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan		Ongoing	
Monitor federal changes through the Federal Register			
Certification Review		Mar Mar Apr Jul Aug Aug Aug	
Work with federal agencies to set up review Respond to questions and prepare materials for submission prior to in-person review Host the certification review team for the certification review Receive final report and prepare necessary responses Inform the COMPASS Board of Directors of the certification review Develop correctective action plan as necessary			
LEAD STAFF: Meg Sonnen		Expense Summary	
END PRODUCTS: FY2026 UPWP revisions; FY2027 UPWP; completed certification review. Maximize funding opportunities.		Total Workdays: 104	
		Salary \$ 71,917 Fringe 32,884 Overhead 12,283	
		Total Labor Cost: 117,084	
ESTIMATED DATE OF COMPLETION: September-2026		DIRECT EXPENDITURES:	
Funding Sources		Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
Participating Agencies			
Member Agencies			
Federal Highway Administration			
Federal Transit Administration			
CPG, K23401 STP-TMA, 22800	Ada \$ 63,001 Canyon \$ 25,733 Special \$ 19,755 Total \$ 88,734 19,755		
Local Match	4,992 2,038 1,565 8,595		
Total:	\$ 67,993 \$ 27,771 \$ 21,320 117,084	Total Direct Cost: \$ - Total Cost: \$ 117,084	

T:\FY25\900 Operations\Board\2025 Board Packets\August 2025\[V B 4 FY2026 - Program Worksheets.xlsx]Check figures

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, and 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> .			
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;..."			
FY2026 BENCHMARKS					
MILESTONES / PRODUCTS					
<u>Population and Employment Estimates</u> Data collection and geocoding of building permits Complete 2025 employment data Complete 2025 Development Monitoring Report Complete 2026 population estimates and receive Board acceptance					Ongoing Mar Mar Apr
<u>Development Forecasting, Tracking, and Reconciliation</u> Update preliminary plat files and other entitled development					Ongoing
<u>Demographics Support</u> Respond to member requests for census data Provide development and policy reviews and checklists Include fiscal impact analysis with development checklist per policy Development checklist report					Ongoing Ongoing Ongoing Mar
LEAD STAFF: Austin Miller					Expense Summary Total Workdays: 109 Salary \$ 54,202 Fringe 24,784 Overhead 9,258 Total Labor Cost: 88,243
END PRODUCT: Demographic products: 1) 2026 population estimates; 2) 2025 employment estimates; 3) 2025 Development Monitoring Report updated; 4) annual demographic reconciliation; and 5) development checklist report					
ESTIMATED DATE OF COMPLETION: September-2026					
Funding Sources				Participating Agencies	
CPG, K23401	Ada	Canyon	Special	Total	
	\$ 58,054	\$ 23,712		\$ 81,766	Member Agencies
				-	Housing authorities and other housing stakeholders
				-	
Local Match	4,599	1,878	-	6,477	
Total:	\$ 62,653	\$ 25,590	\$ -	88,243	
					DIRECT EXPENDITURES: Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
					Total Direct Cost: \$ -
					620 Total Cost: \$ 88,243

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 participation 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.					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
<u>General</u> Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases Support work of Public Participation Workgroup Implement the COMPASS participation plan; work toward goals established in the plan Provide outreach/public speaking support and training to staff							Ongoing Ongoing Ongoing Ongoing
<u>Develop tools, such as electronic and print materials, designed for most effective means of communication</u> Maintain and enhance COMPASS social media channels Continually update the COMPASS website to improve usability and keep content up to date Develop the FY2026 annual report, annual budget summary, and annual communication summary Write and distribute the monthly Keeping Up With COMPASS newsletter Update/develop other print materials as appropriate Continue to produce the "In Motion" COMPASS podcast							Ongoing Ongoing Oct - Dec Ongoing Ongoing Ongoing
<u>Education and community outreach</u> Develop and implement the FY2026 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 the Leadership in Motion awards program Plan and host the annual "COMPASS 101" workshop Present information about COMPASS and our programs to stakeholders and community groups as requested Continue to lead an interagency "Good Move" regional safety education campaign							Jan - Sep Ongoing Ongoing Ongoing Aug - Dec Jan - Feb Ongoing Ongoing
LEAD STAFF: Amy Luft						Expense Summary	
END PRODUCT: Public involvement in, and understanding of, transportation planning and related issues.						Total Workdays: 291	
						Salary \$ 140,542	
						Fringe 64,263	
						Overhead 24,004	
						Total Labor Cost: 228,809	
ESTIMATED DATE OF COMPLETION: September-2026						DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
Local Funds/FB	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
			276,909	276,909			
				-			
	\$ -	\$ -	\$ 276,909	\$ 276,909			
						Professional Services \$ 26,500	
						Legal / Lobbying	
						Equipment Purchases	
						Travel / Education	
						Printing 700	
						Public Involvement 20,900	
						Meeting Support	
						Other	
						Total Direct Cost: \$ 48,100	
653						Total Cost: 276,909	

PROGRAM NO.		685		CLASSIFICATION:		Project	
TITLE:		Resource Development/Funding					
TASK / PROJECT DESCRIPTION:		Develop a FY2027-2033 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies to fund transportation projects. Process amendments and provide project tracking and monitoring for the FY2026-2032 TIP. With consultant assistance, COMPASS staff will assist member agencies in transforming project ideas into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development, and grant administration are expected to secure additional funding for 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 2050 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, assist in funding improvements and maintenance of the transportation system, and assist member agencies in implementing the regional long-range transportation plan and the annual TIP. Under 23 CFR § 450.326, 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 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 also scrutinized in the federal Certification Review.					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
685001 Transportation Improvement Program						Oct-Sept	
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 a prioritization process							
Develop the final FY2027-2033 Regional Transportation Improvement Program							
Incorporate reporting methods for federal performance targets, prior to deadlines							
Monitor, track, and process changes to the FY2026-2032 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							
685002 Project Development Program						Oct-Sept	
Award projects through a prioritization process							
Select, contract with, and manage consultants							
Manage project development teams							
Review/revise, approve, and disseminate reports							
685003 Grant Research and Development						Oct-Sept	
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, such as INFRA, RAISE, etc.							
685004 CIM Implementation Grants						Oct-Sept	
Award projects through a prioritization process							
Administer contracting/reporting/billing processes							
Manage projects to ensure completion on time and on budget							
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.							
ESTIMATED DATE OF COMPLETION:				September-2026		DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ 280,000	
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying	
CPG, K23401	\$ 280,967	114,761		\$ 395,728		Equipment Purchases	
STP-TMA, 22800			84,036	84,036		Travel / Education	
				-		Printing	
				-		Public Involvement 5,000	
				-		Meeting Support	
Local Match	22,257	9,091	6,657	38,004		Other	
Fund Balance/Other			313,700	313,700			
				-			
Total:	\$ 303,224	\$ 123,852	\$ 404,393	\$ 831,468		Total Direct Cost: \$ 285,000	
				685		Total Cost: \$ 831,468	

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.		
FY2026 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			Ongoing
Specifically requested assistance: State Highway 69 Southern Extension to I-84 Black's Creek Interchange (planning-level connevity study)* *ITD funded this study, kickoff anticipated August 2025			As Needed
			Aug-Apr
LEAD STAFF:		Mary Ann Waldinger	
END PRODUCT: Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.		Expense Summary	
		Total Workdays: 73	
		Salary \$ 46,534	
		Fringe 21,278	
		Overhead 7,948	
		Total Labor Cost: 75,759	
ESTIMATED DATE OF COMPLETION:		September-2026	
Funding Sources		Participating Agencies	
CPG, K23401	Ada	Canyon	Special
STP-TMA, 22800	\$ 48,064	\$ 19,632	2,502
			67,696
			2,502
			-
Local Match	3,807	1,555	198
			5,561
			-
Total:	\$ 51,871	\$ 21,187	\$ 2,700
			\$ 75,759
		DIRECT EXPENDITURES:	
		Professional Services	
		Legal / Lobbying	
		Equipment Purchases	
		Travel / Education	
		Printing	
		Public Involvement	
		Meeting Support	
		Other	
		Total Direct Cost: \$ -	
701	Total Cost:	\$	75,759

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).					
FY2026 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide assistance to public, member agencies outside the metropolitan planning area, and non-member entities, as requested:			Ongoing			
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						
LEAD STAFF: Mary Ann Waldinger			Expense Summary			
END PRODUCT: Information assistance to the general public and member agencies outside the metropolitan planning area.						
			Total Workdays: 45			
			Salary \$ 25,944			
			Fringe 11,863			
			Overhead 4,431			
			Total Labor Cost: 42,239			
ESTIMATED DATE OF COMPLETION: September-2026			DIRECT EXPENDITURES: \$ -			
Funding Sources		Participating Agencies	Professional Services			
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying
				\$ -		Equipment Purchases
						Travel / Education
						Printing
						Public Involvement
						Meeting Support
						Other
Fund Balance/Other	-	-	42,239	\$ 42,239		
				-		
Total:	\$ -	\$ -	\$ 42,239	\$ 42,239		
					Total Direct Cost: \$ -	
					703 Total Cost: \$ 42,239	

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.					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
Attend member agency meetings and coordinate transportation-related planning activities with member agencies							Ongoing
LEAD STAFF: Craig Raborn							
END PRODUCT: Ongoing staff liaison role to member agencies.							Expense Summary
							Total Workdays: 55
							Salary \$ 37,024
							Fringe 16,929
							Overhead 6,324
							Total Labor Cost: 60,277
ESTIMATED DATE OF COMPLETION:				September-2026		DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ -	
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying	
CPG, K23401	\$ 39,655	\$ 16,197		\$ 55,852		Equipment Purchases	
				-		Travel / Education	
				-		Printing	
				-		Public Involvement	
Local Match	3,141	1,283		4,424		Meeting Support	
	-			-		Other	
Total:	\$ 42,796	\$ 17,480		\$ 60,277		Total Direct Cost:	\$ -
						705	Total Cost: \$ 60,277

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.					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
Federal Legislative Priorities Obtain COMPASS Board approval of 2026 federal legislative priorities Educate and advocate on 2026 federal legislative priorities Work with COMPASS Executive Committee to identify 2027 federal priorities and positions Obtain COMPASS Board approval of 2027 federal legislative priorities							Oct Oct-Aug Apr-Jul Aug
State Legislative Priorities Educate and advocate on 2026 legislative priorities Work with Executive Committee to identify possible priorities and position statements for 2027 legislative session Obtain Board endorsement of 2027 legislative priorities							Ongoing Apr-Aug Aug
LEAD STAFF: Craig Raborn						Expense Summary	
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.							
ESTIMATED DATE OF COMPLETION: September-2026							
Funding Sources							
Participating Agencies						Total Workdays: 92	
Member Agencies						Salary \$ 77,502	
						Fringe 35,438	
						Overhead 13,237	
						Total Labor Cost: 126,177	
						DIRECT EXPENDITURES:	
Local Funds/FB						Professional Services 100,000	
						Legal / Lobbying \$ 1,250	
						Equipment Purchases	
						Travel / Education 18,000	
						Printing	
Total:						Public Involvement	
						Meeting Support	
						Other	
						Total Direct Cost: \$ 119,250	
						Total Cost: 245,427	
760						245,427	

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.					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
Staff training and development						Ongoing	
LEAD STAFF: Meg Sonnen						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: 126	
						Salary \$ 70,212	
						Fringe 32,105	
						Overhead 11,992	
						Total Labor Cost: 114,309	
ESTIMATED DATE OF COMPLETION: September-2026						DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ -	
CPG, K23401	Ada 75,202	Canyon 30,716	Special	Total \$ 105,918	Federal Highway Administration	Legal / Lobbying	
Local Match	5,957	2,433		8,390	Federal Transit Administration	Equipment Purchases 45,000	
Local Funds/FB			45,000	45,000		Travel / Education	
				-		Printing	
						Public Involvement	
						Meeting Support	
						Other	
Total:	\$ 81,159	\$ 33,149	\$ 45,000	\$ 159,309		Total Direct Cost: \$ 45,000	
					801	Total Cost: \$ 159,309	

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.					
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."					
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
Provide meeting coordination, materials, and follow-up to the Board, standing committees, and workgroups.							Ongoing
LEAD STAFF: Amy Luft						Expense Summary	
END PRODUCT: Ongoing support of committees to promote involvement and communication.							
ESTIMATED DATE OF COMPLETION:						September-2026	
Funding Sources					Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K23401	124,669	50,921		\$ 175,590			
Local Match	9,876	4,034		13,909			
Local Funds/FB			2,000	2,000			
				-			
Total:	\$ 134,545	\$ 54,955	\$ 2,000	\$ 191,499	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: 191,499	

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;..."			
FY2026 BENCHMARKS					
MILESTONES / PRODUCTS					
Key Elements		Ongoing Ongoing Ongoing Ongoing Oct-Dec			
Maintain and update traffic count database					
Maintain the structure and integrity of the regional travel demand model for use in the Transportation Economic Development Impact System (TREDIS)					
Provide travel demand modeling assistance to support member agency needs and special projects					
Provide technical and modeling support as needed for regional long range transportation plan					
Complete the process with ITD to update of the Statewide Functional Classification Systems for approval by the subcommittee, IT Board, and FHWA - Boise Division					
Special Tasks and Model Improvements		Ongoing Ongoing Ongoing Ongoing			
Provide technical analysis on member agency requests vetted through RTAC					
Provide modeling and technical assistance to ITD's corridor and environmental studies					
Provide technical analysis on unanticipated member agency requests					
Maintain the data foundation system and continue to incorporate into other data sources					
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: 100			
		Salary	\$ 62,925		
		Fringe	28,773		
		Overhead	10,748		
		Total Labor Cost: 102,446			
ESTIMATED DATE OF COMPLETION:		September-2026			
Funding Sources		Participating Agencies			
CPG, K23401	Ada	Canyon	Special	Total	Highway Districts
	80,153	32,739		\$ 112,892	Member Agencies
Local Match				-	Federal Highways Administration
				-	Idaho Transportation Department
Local Funds/FB	6,349	2,593		8,943	Valley Regional Transit
			40,612	40,612	Department of Environmental Quality
Total:	\$ 86,502	\$ 35,332	\$ 40,612	\$ 162,446	
					DIRECT EXPENDITURES:
					Professional Services \$ 60,000
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 60,000
					836 Total Cost: \$ 162,446

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..."					
FY2026 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 2025							
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							
June-Sept							
Ongoing							
June-Sept							
Ongoing							
NPMRDS Travel Time Data and Process							
Develop process for evaluating effectiveness of congestion mitigation projects using the NPMRDS and INRIX travel time data sets							
Ongoing							
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							
Ongoing							
Ongoing							
LEAD STAFF: Mary Ann Waldinger							
END PRODUCT: Maintenance of the congestion management process, congestion management annual report (congestion issues, needs, strategies), updated TSMO/ITS projects list and inventory.							
Expense Summary							
Total Workdays: 96							
Salary \$ 60,408							
Fringe 27,622							
Overhead 10,318							
Total Labor Cost: 98,348							
ESTIMATED DATE OF COMPLETION: September-2026							
DIRECT EXPENDITURES:							
Professional Services							
Legal / Lobbying							
Equipment Purchases							
Travel / Education							
Printing							
Public Involvement							
Meeting Support							
Other							
Total Direct Cost: \$ -							
842 Total Cost: \$ 98,348							

[illegible]

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.					
FY2026 BENCHMARKS							
				MILESTONES / PRODUCTS			
Provide local dollars for expenditures not federally funded. Planned FY2026 equipment and software expenditures Transit network planning software Transportation improvement program management software Benefit-cost analysis software Transportation modeling software				Ongoing			
LEAD STAFF:				Meg Sonnen			
END PRODUCT:				Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.		Expense Summary	
						Total Workdays: 0	
						Salary \$ -	
						Fringe -	
						Overhead -	
						Total Labor Cost: \$ -	
ESTIMATED DATE OF COMPLETION:				September-2026		DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K22108				\$ -		Professional Services 2,000	
CPG, K22494						Legal / Lobbying \$ 17,000	
						Equipment Purchases 108,286	
						Travel / Education 1,600	
						Printing	
						Public Involvement 3,450	
						Meeting Support 7,000	
Fund Balance/Other			139,336	139,336			
Total:	\$ -	\$ -	\$ 139,336	\$ 139,336	990	Total Direct Cost: \$ 139,336	
						Total Cost: \$ 139,336	

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>						
FY2026 BENCHMARKS							
MILESTONES / PRODUCTS							
General Administration 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 Personnel Management Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2026 benefit options Financial Management Close FY2025 financial records and begin FY2026 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 Information Technology 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							As needed As needed Ongoing Ongoing As needed Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing Ongoing Oct - Dec
LEAD STAFF: Meg Sonnen					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: 907		
					Salary \$ -		
					Fringe -		
					Overhead -		
ESTIMATED DATE OF COMPLETION: September-2026					Total Labor Cost: \$ -		
Funding Sources					DIRECT EXPENDITURES:		
	Ada	Canyon	Special	Total	Professional Services \$ -		
				\$ -	Legal / Lobbying		
				-	Equipment Purchases		
				-	Travel / Education		
				-	Printing		
				-	Public Involvement		
				-	Meeting Support		
				-	Other		
Total:	\$ -	\$ -		\$ -	Total Direct Cost: \$ -		
					991	Total Cost: \$ -	

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RTAC AGENDA ITEM V-C

DATE: August 18, 2025

Topic: FY2026 *Communities in Motion* (CIM) Implementation Grants and Project Development Program Projects

Request/Recommendation:

COMPASS staff seek COMPASS Board of Directors' approval of FY2026 CIM Implementation Grants and Project Development Program projects. The Regional Transportation Advisory Committee recommended approval on July 23, 2025.

Background/Summary:

Between June 5 and June 19, 2025, RTAC ranked ten CIM Implementation Grant applications and nine applications for the Project Development Program using a paired comparison process. The resulting rankings and brief project descriptions are shown in the attachment.

CIM Implementation Grants

The CIM Implementation Grant program was developed to support COMPASS member agencies in their efforts to implement *Communities in Motion*, the regional long-range transportation plan. These grant funds are for locally important projects in downtowns or major activity centers that also help achieve regional goals.

FY2026 CIM Implementation Grants

Six COMPASS member agencies submitted ten FY2026 requests: Ada County Highway District, City of Boise, City of Caldwell, City of Eagle, City of Nampa, and City of Wilder. In recent years, \$100,000 has been budgeted annually for this program; the maximum award per project is \$50,000. The proposed budget is sufficient to fund up to two projects as submitted.

Project Development Program

The Project Development Program transforms member agency needs into well-defined projects with cost estimates, purpose and need statements, a public involvement plan, and environmental scans to ensure readiness for future funding applications.

FY2026 Project Development Program Projects

Four COMPASS member agencies submitted nine FY2026 requests: Ada County Highway District, City of Caldwell, City of Eagle, and City of Nampa. In recent years, \$150,000 has been budgeted annually for this program. The proposed budget is sufficient to fund up to three projects as submitted.

COMPASS submitted a request for additional planning funds through the End-of-Year and Redistribution Program. If funded, RTAC recommended \$100,000 of these funds be awarded to the next two highest ranked eligible projects.

Next Steps:

After approval, COMPASS staff will develop agreements with the project sponsors to prepare for a start date of October 1, 2025.

Implication (policy and/or financial):

Funding these projects will help “move the needle” toward achieving *Communities in Motion* goals.

More Information:

- 1) Attachment: FY2026 Paired Comparison Selection Results for CIM Implementation Grants and the Project Development Program.
- 2) For detailed information, contact: Matt Carlson, Principal Planner, at (208) 475-2232 or mcarlson@compassidaho.org

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Final Ranking of Local-Aid-Eligible Applications

Preliminary Rank	Total Selections	Sponsor	Project ¹
Communities In Motion Implementation Grants			
1	153	City of Caldwell	20th Avenue/College Avenue Pedestrian Safety Project: Construct pedestrian safety improvements along 20th Avenue/College Avenue, along the west boundary of the College of Idaho campus, including filling a sidewalk gap from Dearborn Street to Cleveland Boulevard, sidewalk ramps, crosswalks, pedestrian signals, and enhanced lighting at five intersections.
2	142	City of Wilder	D Avenue Reconstruction Project: Reconstruct D Avenue between 5th Street (HWY 95) and 1st Street to more efficiently funnel traffic congestion from the two schools in Wilder.
3²	133	City of Boise	Alpine and Latah Safety Plan: Conduct a multimodal transportation safety and parking study. The goal is to increase the safety of kids crossing the roads to Jefferson school, both walking and biking has become a concern. Second, with the increase of traffic in the neighborhood gathering area, want to include a parking study for cars and bicycles.
4	125	City of Nampa	McDermott Road Corridor Study: Concept-level design for McDermott Rd, between Franklin Rd and Bowmont Rd/Kuna Mora Rd to identify appropriate typical sections and lane configurations, generating right-of-way requirements, providing concept-level opinions of probable cost, and a construction implementation plan.
5	122	City of Eagle	Idaho Street Extension Design: Create a preliminary design and engineering for the development of Idaho Street from Eagle Road to Stierman Ave.
6	112	Ada County Highway District	Permanent Bike/Ped Counters: The Ada County Highway District will purchase and install three permanent bicycle and pedestrian counters along multi-use pathways to collect data on the use of such facilities.
7³⁴	112	City of Nampa	Airport Specific Area Plan: This plan is necessary for the Nampa Municipal Airport to develop recommendations for the land surrounding it and to give additional detail for the community guidelines in respect to Nampa's Comprehensive Plan, ensuring the city code and ordinances are adhered to and the requirements meet the Nampa Municipal Airport Master Plan.
8	108	City of Eagle	1st Street Festival Street Design: Create a preliminary design and engineering for the development of a festival street in Downtown Eagle.
9	104	City of Eagle	Excess Right-of-Way Study: Evaluate the existing State St ROW for opportunities to right-size the ROW, decrease speeding in pedestrian-dominant areas, and provide parking opportunities adjacent to Downtown Eagle.
10	103	City of Eagle	Eagle Road Improvements: Survey and prepare engineering and design plans (including landscaping, irrigation & historic streetlights) to replace buckled and damage curb, gutter and sidewalk along Eagle Road between State Street and Ranch Drive.

¹ Projects in **bold** are recommended to be funded with the current funding.

² Project would be funded using redistribution funds, if awarded.

³ RTAC members broke the tie at the 7/23/25 RTAC meeting.

⁴ Project would be funded using redistribution funds, if awarded.

Preliminary Rank	Total Selections	Sponsor	Project
Project Development Program			
1	171	Ada County Highway District	Swan Falls Road Railroad Crossing Elimination: Develop a concept that eliminates an at-grade railroad crossing on Swan Falls Road, replaces a bridge and adds multi-use paths on both sides, widens Swan Falls Road, and adds a roundabout.
2	133	City of Nampa	McDermott Road Corridor Study: Concept-level design for McDermott Rd, between Franklin Rd and Bowmont Rd/Kuna Mora Rd to identify appropriate typical sections and lane configurations, generating right-of-way requirements, providing concept-level opinions of probable cost, and a construction implementation plan.
3	118	City of Eagle	Idaho Street Extension Design: Create a preliminary design and engineering for the development of Idaho Street from Eagle Road to Stierman Ave.
4	110	City of Eagle	1st Street Festival Street Design: Create a preliminary design and engineering for the development of a festival street in Downtown Eagle.
5	99	City of Eagle	Excess Right-of-Way Study: Evaluate the existing State St ROW for opportunities to right-size the ROW, decrease speeding in pedestrian-dominant areas, and provide parking opportunities adjacent to Downtown Eagle.
6 ⁵	99	City of Eagle	Eagle Road Improvements: Survey and prepare engineering and design plans (including landscaping, irrigation & historic streetlights) to replace buckled and damage curb, gutter and sidewalk along Eagle Road between State Street and Ranch Drive.
7	96	City of Nampa	Airport Specific Area Plan: This plan is necessary for the Nampa Municipal Airport to develop recommendations for the land surrounding it and to give additional detail for the community guidelines in respect to Nampa's Comprehensive Plan, ensuring the city code and ordinances are adhered to and the requirements meet the Nampa Municipal Airport Master Plan.
8	81	City of Caldwell	Fiber Optic Network Plan: Create a plan with a logical layout for a comprehensive fiber optic network for the City of Caldwell.
9	62	Ada County Highway District	Traffic Garden Concept Study: Develop feasibility study and concept level plan to build a Traffic Garden on the ACHD Meeker campus that educates children and young teens how to safely ride bikes and walk on public road networks.

Procedural Considerations:

- Region-wide Implementation: Every effort will be made to award at least one grant in each county during any fiscal year. If all the awarded grants in a fiscal year are in the same county, applications received from agencies in the other county will receive preference in the next grant cycle.
- Distribution of Funds: Only one project per agency per program should be awarded each year.
- Funding:
 - The total amount proposed for CIM Implementation Grants for FY2026 is \$100,000, making two projects eligible for award recommendation to the Board of Directors upon funding approval.
 - The total amount proposed for the Project Development Program in FY2026 is \$150,000, making three projects eligible for award recommendation to the Board of Directors upon funding approval.

⁵ RTAC members broke the tie at the 7/23/25 RTAC meeting.

COMPASS BOARD AGENDA ITEM V-D

DATE: August 18, 2025

Topic: *Communities in Motion 2050 (CIM 2050)* and the FY2026-2032 Regional Transportation Improvement Program (TIP)

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' adoption of Resolution 15-2025 (Attachment 1), amending CIM 2050, and Resolution 16-2025 (Attachment 2), approving the FY2026-2032 TIP, as recommended by RTAC in their August 6, 2025, meeting.

Background/Summary:

Long-range transportation plans, such as CIM 2050, must be fiscally constrained, meaning they can only include projects that have funding identified to pay for them. When funding is identified to pay for new projects, the long-range transportation plan must be amended to reflect these changes. To that end, COMPASS is proposing to amend CIM 2050 to add four new funded projects. The details of the proposed changes are included in Attachment 1.

The TIP is a short-term budget of federally funded and regionally significant transportation projects in Ada and Canyon Counties. It is updated annually, and COMPASS staff have been working with RTAC to develop the updated project list for the FY2026-2032 TIP (see link below) since fall 2024. This full project list includes all changes to existing projects approved during the development. To aid in understanding the differences between the current (FY2025-2031) TIP and the draft FY2026-2032 TIP, a "major changes list" is provided in Attachment 3. A new feature of the major changes list is a score for new projects, ensuring consistency with the goals and vision of CIM 2050.

The FY2026-2032 TIP is not official until adopted by the COMPASS Board of Directors and Idaho Transportation Board and approved by the Federal Highway Administration and the Federal Transit Administration. The current FY2025-2031 TIP will remain in effect, allowing work on projects to continue, until final approval of the FY2026-2032 TIP, anticipated by December 31, 2025. Changes to projects in early FY2026 will occur via amendments to both TIPs.

Staff are currently developing the full TIP report, which includes all federal requirements and describes the impact of projects on the TIP project list on the overall transportation system. This document will be posted on the COMPASS website when it is complete.

A public comment period was held in July to address the proposed amendment to CIM 2050 (July 15 – 31) and the FY2026-2032 TIP project list (July 1 – 31). A total of 33 individuals commented. Nineteen comments were related specifically to the CIM 2050 amendment and nineteen were related specifically to projects in the draft FY2026-2032 TIP (see link below). Staff do not recommend changes to the CIM 2050 amendment or the FY2026-2032 TIP project list based on public comments received.

The Idaho Transportation Department (ITD) solicited comments on the draft FY2026-2032 Idaho Transportation Investment Program (ITIP; the statewide equivalent of the regional TIP) during the same period. ITD is still in the process of reviewing the comments it received and is not ready to

distribute the comments. When available, comments received by ITD concerning projects in Ada, Boise, and Canyon Counties will be posted on the COMPASS website.

Boise County is a member of COMPASS but not part of COMPASS' official planning area. As such, projects in Boise County are not included in COMPASS' TIP or related comment period and actions. These projects are, however, included in ITD's ITIP and related comment period. As Boise County is a member of COMPASS, related public comments received by ITD will be provided on the COMPASS website for information. The detailed list of projects in Boise County is provided in Attachment 4, for information only.

Implication (policy and/or financial):

The amendment to CIM 2050 ensures the plan continues to meet federal fiscal constraint requirements and enables the projects to be added to the regional transportation improvement program so that work may begin on these projects in FY2026.

The annual update of the FY2026–2032 TIP allows for the addition of new projects and modifications to existing ones to address project needs as they advance through the design process, while maintaining compliance with federal requirements.

More Information:

- 1) Attachment 1 – Resolution 15–2025
- 2) Attachment 2 – Resolution 16–2025
- 3) Attachment 3 – Major Changes List
- 4) Attachment 4 – Boise County Projects
- 5) Link to draft FY2026–2032 TIP project list: https://compassidaho.org/wp-content/uploads/08182025_BoardSupp_DRAFTFY2026-2032_DetailedProjectList.pdf
- 6) Link to public comments received: https://compassidaho.org/wp-content/uploads/08182025_BoardSupp_DRAFTFY2026-2032TIP_VerbatimPublicComments.pdf

For detailed information contact: Austin Miller, Principal Planner, at 208/475-2239 or amiller@compassidaho.org, or Toni Tisdale, Principal Planner, at 208/475-2238 or ttisdale@compassidaho.org.

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RESOLUTION NO. 15-2025

FOR THE PURPOSE OF AMENDING *COMMUNITIES IN MOTION 2050*

WHEREAS, the Community Planning Association of Southwest Idaho 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 prepare regional long-range transportation plans covering a period of no less than 20 years;

WHEREAS, IIJA, Title 23 United States Code Section 134 and Title 49 United States Code Section 5303 require projects contained in regional long-range transportation plans to be financially constrained;

WHEREAS, the amendment to *Communities in Motion 2050* adds four new short-term funded project to the plan. Details are attached;

WHEREAS, IIJA, Title 23 United States Code Section 134 and Title 49 United States Code Section 5303 require the long-range transportation plan be developed and amended in consultation with all interested parties;

WHEREAS, a public comment period was held from July 15 through July 31, 2025. All comments were shared with the COMPASS Board of Directors for consideration;

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

WHEREAS, the Community Planning Association of Southwest Idaho has developed this amendment to *Communities in Motion 2050* in compliance with all applicable state and federal regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves this amendment to *Communities in Motion 2050*.

ADOPTED this 18th day of August 2025.

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

ATTEST:

By: _____
Craig Raborn, AICP, Executive Director
Community Planning Association
of Southwest Idaho

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Communities in Motion 2050

Proposed Amendment #7

The proposed amendment would add four new short-term funded projects:

Ustick Road – Franklin Boulevard to 11th Avenue, City of Nampa

Widen Ustick Road from Franklin Boulevard to 11th Avenue in the City of Nampa, and unincorporated Canyon County. The project includes two travel lanes in each direction, a center median barrier, and a multi-use pathway. Facilitated U-turns are anticipated at quarter miles.

This project is currently identified as a high priority, but unfunded, project in *Communities in Motion 2050*. This amendment, to fund this priority project, demonstrates progress toward implementing *Communities in Motion 2050*.

Sponsoring Agency: City of Nampa

Year: 2028-PD*

Cost: \$7,000,000

Middleton Road – Lincoln Road to Bass Lane, City of Middleton

Widen Middleton Road from Lincoln Road to Bass Lane in the City of Middleton. The project includes a 12-foot multi-use pathway along the western side of Middleton Road. Improvements to the eastern side may be constructed as the adjacent properties develop.

This project is currently identified as a high priority, but unfunded, project in *Communities in Motion 2050*. This amendment, to fund this priority project, demonstrates progress toward implementing *Communities in Motion 2050*.

Sponsoring Agency: City of Middleton

Year: 2027

Cost: \$5,700,000

Pathway – Ridenbaugh Canal, City of Boise

Construct a 12-foot-wide multi-use pathway along the south side of the Ridenbaugh Canal from Maple Grove Road to Milwaukee Street in the City of Boise.

This project is currently identified as a high priority, but unfunded, project in *Communities in Motion 2050*. This amendment, to fund this priority project, demonstrates progress toward implementing *Communities in Motion 2050*.

Sponsoring Agency: City of Boise

Year: 2029-PD*

Cost: \$1,780,000

Pathway – State Highway 44, Star Road to West State Street, Idaho Transportation Department

Construct a separated pathway on the south side of State Highway 44 from Star Road in the City of Eagle to West State Street in the City of Eagle.

Sponsoring Agency: Idaho Transportation Department

Year: 2026-2029

Cost: \$11,917,000

*PD= Preliminary Development (projects with development activity but no programmed year of construction)

RESOLUTION NO. 16-2025

**FOR THE PURPOSE OF APPROVING THE
FY2026-2032 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM**

WHEREAS, the Community Planning Association of Southwest Idaho 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, IIJA, Title 23 United States Code Section 134 and Title 49 United States Code Section 5303 require projects contained in the transportation improvement program to be financially constrained;

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

WHEREAS, a public comment period was held from July 1 through July 31, 2025, and comments were shared with the COMPASS Board of Directors for consideration;

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

WHEREAS, the Community Planning Association of Southwest Idaho has developed the FY2026-2032 Regional Transportation Improvement Program for Ada and Canyon Counties, in compliance with all applicable state and federal regulations.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves the FY2026-2032 Regional Transportation Improvement Program.

ADOPTED this 18th day of August 2025.

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

ATTEST:

By: _____
Craig Raborn, AICP, Executive Director
Community Planning Association
of Southwest Idaho

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Major Changes List

Draft FY2026-2032 Regional Transportation Improvement Program (TIP)

For this report, “major changes” are defined as new or removed projects, projects with advanced or delayed construction, and projects with major changes in scope, as compared to the FY2025-2031 TIP. Projects are listed in alphabetical order of project name by type of action.

Federal Highway Administration Funds

Key Number	Project	Year of Funding	Total Cost
New*			
ORN24969	I-184, Connector, Pavement Markings, Boise	FY2028	\$252,000
ORN25068	I-84, Mobility Improvements, District 3	FY2027-FY2028	\$100,000,000
ORN25095	I-84, Ten Mile Road to Garrity Boulevard, Sealcoat, Ada and Canyon	FY2032	\$1,777,000
NEW02	Middleton Road, Lincoln Road to Bass Lane, Canyon County	FY2027	\$5,700,000
ORN24984	Overland Road, Roosevelt Street to Orchard Street, Boise	FY2029	\$8,250,000
ORN24983	Pathway, Ridenbaugh Canal, Boise	PD	\$1,780,000
ORN25008	Pathway, SH-44, Star Road to Ballentyne Lane, Ada County	FY2029	\$11,917,000
ORN24985	Pedestrian Improvements, US 20/26 (Chinden) at 32nd Street, Garden City	FY2029	\$450,000
ORN24898	Planning, Consolidated Planning Funds, COMPASS – FY2030	FY2030	\$1,935,000
ORN24899	Planning, Consolidated Planning Funds, COMPASS – FY2031	FY2031	\$1,935,000
ORN24900	Planning, Consolidated Planning Funds, COMPASS – FY2032	FY2032	\$1,935,000
ORN25077	SH-16, SH-44 (State Street) to Beacon Light Road, Ada County	FY2027	\$56,672,000
ORN25089	SH-19, Simplot Boulevard to I-84, Sealcoat, Caldwell	FY2031	\$2,835,000
ORN24954	SH-44 (State Street), Roe Street to Saxton Drive, Pipe, Boise	FY2027	\$500,000
ORN25104	SH-45, Deer Flat Road and Lake Shore Drive, Intersection Improvements, Canyon (Design and right-of-way only)	FY2026	\$680,000
ORN25084	SH-55 (Karcher Road), Pear Lane to Farmway Road, Phase 1, Canyon County	FY2032	\$28,000,000
ORN25085	SH-55 (Karcher Road), Pear Lane to Farmway Road, Phase 2, Canyon County	PD	\$52,000,000
ORN24986	Study, High Injury Network, COMPASS	FY2030	\$165,000
ORN25045	Study, Marketplace Boulevard, Road Safety Audit, Nampa	FY2026	\$75,000
ORN24987	Study, Pavement Condition Analysis, COMPASS	FY2030	\$180,000
ORN24982	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2032	FY2032	\$1,511,000
ORN25020	US 20/26 (Chinden Boulevard), Black Cat Road, Right Turn Lane, Meridian	FY2028	\$550,000
ORN25093	US 20/26 (Chinden Boulevard), Joplin Road to I-184, Sealcoat, Ada County	FY2032	\$2,835,000
ORN25063	Ustick Road, Franklin Boulevard to 11th Avenue, Nampa	PD	\$7,000,000
Removed			
24383	Emerald Street, Camelot Drive to Raymond Street and Bridge Replacement, Boise	PD	\$23,219,000
20542	Pathway, SH-55 (Eagle Road), Franklin Road to Pine Avenue, Meridian	FY2030	\$645,000
19144**	Planning, FTA Metropolitan Planning Funds, COMPASS – FY2026-FY2029	FY2026-2029	\$1,672,000
Advanced Construction Year			
24229	Middleton Road, SH-55 (Karcher Road) to Flamingo Avenue, Nampa	(federal funds) PD to FY2030	\$2,425,000
24682	Pathway, I-84B (Garrity Boulevard), Stamm Lane to 39th Street, Nampa	FY2028 to FY2027	\$548,000
20542	Pathway, SH-55 (Eagle Road), Franklin Road to Pine Avenue, Meridian	PD to FY2030	\$645,000
24702	Pathway, West Glenwood, Glenwood Bridge to Riverside, Garden City	FY2029 to FY2027	\$1,243,000
24223	Planning, <i>Communities in Motion</i> Update, COMPASS	FY2028-FY2029 to FY2028	\$650,000

Key Number	Project	Year of Funding	Total Cost
23958	SH-16 and SH-44 Interchange, Star	FY2025-FY2027 to FY2025-FY2026	\$79,500,000
20574	SH-44 (State Street), SH-16 to Star Road, Ada County	FY2029 to FY2027	\$21,256,000
23561	SH-45, Deer Flat Road to I-84B, Canyon County	FY2030 to FY2027	\$14,434,000
300013	Swan Falls Road Bridge, Shortline Street to Avalon Street, Design Only, Kuna	PD to FY2028	\$500,000
24575	US 20/26 (Chinden Boulevard), Joplin Road to I-184, Ada County	FY2030 to FY2029	\$8,580,000
24310	US 20/26, Franklin Boulevard to Star Road, Ada and Canyon Counties	FY2029-FY2030 to FY2026	\$44,217,000
24309	US 20/26, Middleton Road to Franklin Boulevard, Canyon County	FY2029-FY2030 to FY2026	\$66,300,000
24580	US 95, SH-55 to SH-19, Sealcoat, Canyon and Owyhee Counties	FY2031 to FY2028	\$866,000
22390	Vista Avenue, Overland Road to Rose Hill Street, Boise	FY2027 to FY2026	\$13,883,000
Delayed Construction Year			
22816	Cole Road, Ustick Road to Kettering Avenue, Boise	FY2028 to FY2030	\$8,348,000
23323	Columbia Village Roadway and ADA Improvements, Boise	FY2029 to FY2031	\$8,683,000
24698	Discovery Way, US 20/26 (Chinden Boulevard) to Bridger Street, Boise	FY2026 to FY2027	\$1,340,000
300396	Fairview Avenue, Locust Grove Road to SH-55 (Eagle Road), Meridian	FY2028 to FY2029-FY2030	\$4,680,000
MP400109	Franklin Road, McDermott Road to Black Cat Road, Ada County	FY2028 to PD	\$11,142,000
19951	Highway 30, Sand Hollow Road to SH-44, Canyon County	FY2028 to FY2029	\$2,973,000
23188	I-84 and SH-44 Interchange Replacement, Canyon County	FY2030-FY2031 to FY2031-2032	\$83,477,000
20212	I-84, Garrity Interchange to Ten Mile Interchange, Ada and Canyon Counties	FY2026 to FY2026-FY2027	\$4,150,000
24511	I-84, Interchange Ramps, Sealcoat, Ada and Canyon Counties	FY2027 to FY2029	\$1,480,000
23456	I-84, Meridian Road Interchange to Eagle Road Interchange, Meridian	FY2025 to FY2032	\$16,443,000
300429	Lake Hazel Road, Cloverdale Road to Five Mile Road, Ada County	FY2026 to PD	\$7,323,000
300441	Linder Road, SH-44 (State Street) to Floating Feather Road, Eagle	FY2026 to FY2027	\$10,716,000
13494	Old Highway 30, Plymouth Street Bridge, Caldwell	FY2027 to FY2027-FY2030	\$11,107,000
24219	Orchard Street, Emerald Street to Fairview Avenue, Boise	FY2030 to FY2032	\$7,632,000
23307	Pathway, Federal Way and Broadway Avenue, Multi-Use Pathway, Boise	FY2027 to FY2029	\$3,828,000
20537	Railroad Crossing, Benjamin Lane, Boise	FY2026 to FY2030	\$445,000
20355	Railroad Crossing, Look Lane, near Caldwell	FY2026 to FY2028	\$964,000
23956	SH-16, I-84 System Interchange and Franklin Road Interchange, Nampa	FY2025-FY2026 to FY2025-FY2027	\$91,390,000
20612	SH-21, Boise River to Banks Lowman Highway, Sealcoat, Ada and Boise Counties	FY2027 to FY2030	\$5,880,000
24584	SH-21, Junction I-84 to Lucky Peak Bridge, Ada County	FY2031 to PD	\$12,590,000
24117	SH-44, I-84 to Star Road, Chipseal, Ada and Canyon Counties	FY2026 to FY2027	\$1,651,000
NEW1	SH-44, SH-55 (Eagle Road) to Glenwood Street, Ada County	FY2028 to FY2032	\$15,600,000
22715	SH-55 (Karcher Road), Farmway Road to Middleton Road, Canyon County	FY2024-FY2025 to FY2024 to FY2027	\$176,463,000
23638	SH-55, Beacon Light Road to Brookside Lane, Ada County	FY2029 to FY2032	\$15,024,000
24571	SH-55, Farmway Road to Middleton Road, Sealcoat, Canyon County	FY2029 to FY2031	\$467,000
24054	SH-55, SH-44 (State Street) to Payette River Bridge, Ada and Boise Counties	FY2030 to FY2031	\$3,774,000
20659	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2024 (Partial delay)	FY2025 to FY2026	\$1,757,000
21903	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2025	FY2025 to FY2026	\$1,832,000
24569	US 20/26 (Broadway Avenue), Sealcoat, Boise	FY2030 to FY2031	\$655,000
24570	US 20/26 (Chinden), Phyllis Canal to North Mountain View Road, Ada County	FY2029 to FY2031	\$3,173,000

Key Number	Project	Year of Funding	Total Cost
24769	US 20/26 and SH-44, Pedestrian Ramp Improvements, Ada County	FY2026 to FY2027	\$2,644,000
24062	US 20/26, Aviation Way to SH-16, Sealcoat, Ada and Canyon Counties	FY2027 to FY2029	\$3,338,000
24058	US 95, Parma North City Limit to Junction I-84, Sealcoat, Canyon and Payette	FY2029 to FY2030	\$2,729,000
23167	US 95, Parma North City Limit to Junction of I-84, Resurface, Canyon and Payette	FY2026 to FY2028	\$9,800,000
MP400181	Ustick Road, McDermott Road to Black Cat Road, Ada County	FY2027 to FY2027-FY2028	\$11,240,000
Scope Change			
13484	Centennial Way Roundabout, Caldwell to SH-19 and Centennial Way, Intersection Improvements, Caldwell (change from roundabout to a traditional intersection)	FY2026 to FY2028	\$4,391,000 to \$7,286,000
300437	Linder Road, Pine Avenue to Ustick Road, Meridian	PD	\$5,772,000 to \$25,600,000
21896	Overland Road, Orchard Street to Vista Avenue, Boise to Overland Road, Vista Avenue to Owyhee Street, Boise	FY2026 to FY2027	\$9,605,000
24640	Roadway and ADA Improvements, Boise Area – FY2031 to Overland Road, Owyhee Street to Roosevelt Street, Boise	FY2028 to FY2031	\$8,150,000
23175	SH-16, SH-44 to Junction SH-52, Ada and Gem Counties (construction moved to KN ORN25077)	FY2026	\$10,550,000
24772	SH-44 (State Street) and Palmer Lane, Eagle (add construction)	FY2025 to FY2027	\$3,200,000
NEW1 ORN24981	SH-44, SH-55 (Eagle Road) to Glenwood Street, Ada County to SH-44 (State Street), Linder Road to Glenwood Street, Ada County	FY2028 to FY2032	\$9,448,000 to \$15,918,000
Ongoing Projects (add future funding)			
22386	Commuteride, Ada and Canyon Counties, ACHD – FY2026-FY2032	FY2032	\$220,000
22800	Planning, COMPASS – FY2026-FY2032	FY2032	\$464,000
23943	SR2S, VRT, Ada and Canyon Counties – FY2026-2032	FY2032	\$280,000

*See scores of new projects attached.

**Project was incorporated into different key numbers: KN23401, KN23772, KN23773, and KN23774.

Federal Transit Administration Funds

Key Number	Project	Year of Funding	Total Programmed Cost
New FTA 5307			
18854	Planning and Mobility Implementation, Boise Area, VRT	Added FY2030	\$1,585,000
18842	Planning and Mobility Implementation, Nampa Area, VRT	Added FY2030	\$609,000
18786	Transit – Operations – Fixed Route and Mobility Management, Nampa Area, VRT	Added FY2030	\$1,508,000
19041	Transit – Operations – Mobility Management, Boise Area, VRT	Added FY2030	\$4,188,000
18914	Transit – Preventive Maintenance and Demand Response, Nampa Area, VRT	Added FY2030	\$819,000
19137	Transit – Preventive Maintenance and Paratransit, Boise Area, VRT	Added FY2030	\$2,029,000
18788	Transit – Rolling Stock, Infrastructure, and Technology, Boise Area, VRT	Added FY2029 and FY2030	\$268,000
18781	Transit – Rolling Stock, Infrastructure, and Technology, Nampa Area, VRT	Added FY2030	\$1,320,000
New FTA 5310			
19691	Transit – Acquisition of Service, Boise Area, VRT	Added FY2030	\$625,000
19464a	Transit – Acquisition of Service, Nampa Area, VRT	Added FY2030	\$504,000
New FTA 5339			
19122	Transit – Rolling Stock, Infrastructure, and Technology, Boise Area, VRT	Added FY2030	\$562,000
20136e	Transit – Rolling Stock, Infrastructure, and Technology, Nampa Area, VRT	Added FY2030	\$323,000
Delayed			
20043	Transit - Above and Beyond ADA Paratransit, Nampa Area	FY2025 to FY2026	\$504,000

Scoring for new proposed projects Draft FY2026-2032 TIP

Key Number	Project	Total Amount	Comment	Score
ORN24969	I-184, Connector, Pavement Markings, Boise	\$252,000	Operational Improvement	N/A
ORN25068	I-84, Mobility Improvements, District 3	\$100,000,000	Operational Improvements (no specific locations)	N/A
ORN25095	I-84, Ten Mile Road to Garrity Boulevard, Sealcoat, Ada and Canyon	\$1,777,000	Maintenance – High Priority Per CIM 2050	N/A
NEW02	Middleton Road, Lincoln Road to Bass Lane, Canyon County	\$5,700,000	TIP Scoring Method (modified)	56.1 (out of 131)
ORN24984	Overland Road, Roosevelt Street to Orchard Street, Boise	\$8,250,000	Maintenance – Per CIM 2050 Funding Policy	N/A
ORN24983	Pathway, Ridenbaugh Canal, Boise	\$1,780,000	TIP Scoring Method	134 (out of 156) Ranked #1 Active Transportation
ORN25008	Pathway, SH-44, Star Road to Ballentyne Lane, Ada County	\$11,817,000	TIP Scoring Method (modified)	59 (out of 131)
ORN24985	Pedestrian Improvements, US 20/26 (Chinden) at 32nd Street, Garden City	\$450,000	TIP Scoring Method	108 (out of 156) Ranked #2 Active Transportation
ORN24898	Planning, Consolidated Planning Funds, COMPASS – FY2030	\$1,935,000	Dedicated Planning Funding	N/A

Key Number	Project	Total Amount	Comment	Score
ORN24899	Planning, Consolidated Planning Funds, COMPASS – FY2031	\$1,935,000	Dedicated Planning Funding	N/A
ORN24900	Planning, Consolidated Planning Funds, COMPASS – FY2032	\$1,935,000	Dedicated Planning Funding	N/A
ORN25077	SH-16, SH-44 (State Street) to Beacon Light Road, Ada County	\$56,672,000	TIP Scoring Method (modified)	66.04 (out of 131)
ORN25089	SH-19, Simplot Boulevard to I-84, Sealcoat, Caldwell	\$2,835,000	Maintenance – High Priority Per CIM 2050	N/A
ORN24954	SH-44 (State Street), Roe Street to Saxton Drive, Pipe, Boise	\$500,000	Operational Improvement	N/A
ORN25104	SH-45, Deer Flat Road and Lake Shore Drive, Intersection Improvements, Canyon (Design and right-of-way only)	\$680,000	TIP Scoring Method (modified)	59 (out of 131)
ORN25084	SH-55 (Karcher Road), Pear Lane to Farmway Road, Phase 1, Canyon County	\$28,000,000	TIP Scoring Method (modified)	90 (out of 131)
ORN25085	SH-55 (Karcher Road), Pear Lane to Farmway Road, Phase 2, Canyon County	\$52,000,000	TIP Scoring Method (modified)	90 (out of 131)
ORN24986	Study, High Injury Network, COMPASS	\$165,000	TIP Scoring (Paired Comparison)	Ranked #1 Studies
ORN25045	Study, Marketplace Boulevard, Road Safety Audit, Nampa	\$75,000	Operational/Safety Study	N/A
ORN24987	Study, Pavement Condition Analysis, COMPASS	\$180,000	TIP Scoring (Paired Comparison)	Ranked #2 Studies
ORN24982	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2032	\$1,511,000	Public Transportation Maintenance – Per CIM 2050 Funding Policy	N/A
ORN25020	US 20, Black Cat Road, Right Turn Lane, Meridian	\$550,000	Operational Improvement	N/A
ORN25093	US 20 (Chinden Boulevard), Joplin Road to I-184, Sealcoat, Ada County	\$2,835,000	Maintenance – High Priority Per CIM 2050	N/A
ORN25063	Ustick Road, Franklin Boulevard to 11th Avenue, Nampa	\$7,000,000	TIP Scoring Method	75.28 (out of 156) Ranked #1 Roadway*

*Recommended #1 by RTAC per the need above the score.

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FY2026-2032 Boise County Detailed Project List

Attachment 4

All costs in current dollars

Gardena Bridge Replacement, Boise County

Key #: 24261

Requesting Agency: Boise County **Fund Source:** Bridge (Local)
Project Year: 2030 **Program:** Off-System Bridge
Total Previous Allocations: \$0 **Local Match:** 0%
Total Programmed Budget: \$3,339,000
Total Cost (Prev + Prog): \$3,339,000

Project Description

Construct a bridge 1,500 feet from the existing bridge at Gardena in Boise County. The bridge will be designed to current standards with an increased width, improved approaches, railing, transitions, and approach guardrail.

Year	Design	Construction	Total	Federal Share	Local Share
2027	\$1,300,000	\$0	\$1,300,000	\$1,300,000	\$0
2030	\$0	\$2,039,000	\$2,039,000	\$2,039,000	\$0
Fund Totals:	\$1,300,000	\$0	\$3,339,000	\$3,339,000	\$0

Grandjean Road, Pavement Improvements, Boise County

Key #: 24727

Requesting Agency: Boise County **Fund Source:** Bridge (Local)
 Western Federal Lands **Program:** Federal Lands Transportation Program
Project Year: 2027 **Local Match:** 7.34%
Total Previous Allocations: \$0
Total Programmed Budget: \$1,500,000
Total Cost (Prev + Prog): \$1,500,000

Project Description

Improve road and surfaces on Grandjean Road in Boise County to restore and rehabilitate the roadway.

Year	Design	Construction	Total	Federal Share	Local Share
2027	\$0	\$1,500,000	\$1,500,000	\$1,389,900	\$110,100
Fund Totals:	\$0	\$1,500,000	\$1,500,000	\$1,389,900	\$110,100

SH-21, Boise River to Banks Lowman Highway, Sealcoat, Ada and Boise Counties

Key #: 20612

Requesting Agency: ITD **Fund Source:** Pavement
Project Year: 2030 **Program:** National Highway Performance Program
Total Previous Allocations: \$50,000 **Local Match:** 7.34%
Total Programmed Budget: \$5,830,000
Total Cost (Prev + Prog): \$5,880,000

Project Description

Apply a warranty sealcoat treatment on State Highway 21 from the Boise River in the City of Boise in Ada County to the Banks Lowman Highway in Boise County. Work will improve the ride quality and extend the pavement lifespan. (15% Ada County and 85% Boise County)

Year	Design	Construction	Total	Federal Share	Local Share
2030	\$0	\$5,830,000	\$5,830,000	\$5,402,078	\$427,922
Fund Totals:	\$0	\$5,830,000	\$5,830,000	\$5,402,078	\$427,922

SH-21, Idaho City to Mores Creek Summit, Boise County**Key #: 24528****Requesting Agency:** ITD**Fund Source:** Pavement**Project Year:** 2029**Program:** National Highway Performance Program**Total Previous Allocations:** \$0**Local Match:** 7.34%**Total Programmed Budget:** \$10,831,000**Total Cost (Prev + Prog):** \$10,831,000**Project Description**

Restore the pavement surface on State Highway 21 from Idaho City's south city limits to Mores Creek Summit in Boise County. Work includes a mill and inlay treatment to rehabilitate the roadway pavement.

Year	Design	Construction	Total	Federal Share	Local Share
2026	\$443,000	\$0	\$443,000	\$442,999	\$32,516
2029	\$0	\$10,388,000	\$10,388,000	\$9,625,521	\$762,479
Fund Totals:	\$443,000	\$0	\$10,831,000	\$10,068,520	\$794,995

SH-21, Road Hazard Tree Removal, Idaho City**Key #: 24539****Requesting Agency:** ITD**Fund Source:** Supporting Infrastructure**Project Year:** 2027**Program:** State**Total Previous Allocations:** \$0**Local Match:** 7.34%**Total Programmed Budget:** \$300,000**Total Cost (Prev + Prog):** \$300,000**Project Description**

Remove trees on State Highway 21 from approximately King Road in Idaho City to just south of Road Fork Creek in Boise County, to prevent a hazard to motorist safety.

Year	Design	Construction	Total	Federal Share	Local Share
2027	\$5,000	\$295,000	\$300,000	\$277,980	\$22,020
Fund Totals:	\$5,000	\$295,000	\$300,000	\$277,980	\$22,020

SH-55, Banks Intersection Improvements, Boise County**Key #: 24378****Requesting Agency:** ITD**Fund Source:** N/A**Project Year:** PD**Program:** N/A**Total Previous Allocations:** \$4,050,000**Local Match:** N/A**Total Programmed Budget:** \$0**Total Cost (Prev + Prog):** \$4,050,000**Project Description**

Replace the Banks Grade Road bridge and the State Highway 55 Bridge near the City of Banks in Boise County. The project will extend the right-of-way easement area, widen the connecting roadway approximately a quarter mile in each direction, and install a traffic signal and advanced warning detectors to increase safety and capacity. (The project is in early development. Construction is expected to cost approximately \$50 million, but is currently unfunded.)

Year	Design	Construction	Total	Federal Share	Local Share
PD	\$0	\$0	\$0	\$0	\$0
Fund Totals:	\$0	\$0	\$0	\$0	\$0

Study, Travel Characteristics Study, COMPASS

Key #: 24224

Requesting Agency: COMPASS

Fund Source: Local Highway - TMA

Project Year: PD

Program: Surface Transportation Block Grant-TMA

Total Previous Allocations: \$0

Local Match: 7.34%

Total Programmed Budget: \$1,500,000

Total Cost (Prev + Prog): \$1,500,000

Project Description

Collect local travel data from households (household travel survey) and users of Valley Regional Transit's fixed route system (transit on-board survey) to update the regional travel demand model. The household travel survey will collect data within Ada and Canyon Counties and possibly the cities in surrounding counties such as Payette County, Gem County, Boise County, Elmore County, and Owyhee County. This project will also include additional data collection to supplement this effort.

Year	Design	Construction	Total	Federal Share	Local Share
PD	\$1,500,000		\$1,500,000	\$1,389,900	\$110,100
Fund Totals:	\$1,500,000	\$0	\$1,500,000	\$1,389,900	\$110,100

Acronyms:

ITD = Idaho Transportation Department

PD = Preliminary Development

TMA = Transportation Management Area (Boise Urban Area)

BOARD AGENDA ITEM V-E

Date: August 18, 2025

Topic: Approval of a Preliminary Locally Preferred Alternative for the High-Capacity Transit (Let's Ride Treasure Valley) Planning and Environmental Linkages (PEL) Study

Request/Recommendation:

COMPASS staff seek COMPASS Board of Directors approval of commuter rail along the Boise Cutoff corridor as the preliminary locally preferred alternative for the Let's Ride Treasure Valley PEL study, as recommended by RTAC at their August 6, 2025, meeting.

Background/Summary:

In January 2024, COMPASS began the Let's Ride Treasure Valley PEL study with consultant support from HDR/Jacobs. Consistent with the regional vision and goals outlined in *Communities in Motion 2050*, this study is examining a future high-capacity transit connection west to east across Canyon and Ada Counties south of the Boise River. This study builds from past high-capacity transit planning efforts.

In June 2024, the COMPASS Board of Directors approved the project purpose and need statements. This, in turn, guided the development of the project evaluation framework.

Over the course of the last year, COMPASS has completed a three-tiered screening process and held three rounds of public engagement to inform the alternatives analysis. A summary of the first two tiers and associated public comments were provided to you in your December 2024 and April 2025 meetings. In this meeting, COMPASS and HDR staff will outline the completed alternatives analysis and public comment results and seek a recommendation consistent with the findings.

Findings:

Through the technical evaluation, commuter rail along the Boise Cutoff corridor outperformed other options. Likewise, the grand majority of public comments (80%) supported commuter rail along the Boise Cutoff corridor as the best choice for the Treasure Valley.

Implication (policy and/or financial):

The approval of the preliminary locally preferred alternative will provide clear direction to the region in guiding further transportation planning efforts and will be submitted to the Federal Transit Administration (FTA) for formal concurrence, streamlining future environmental analyses.

Next Steps:

COMPASS staff will submit the alternatives analysis methodology, findings, and preliminary locally preferred alternative to FTA for formal concurrence.

The final PEL document will be presented to RTAC in January for recommendation of approval to the COMPASS Board of Directors in February 2026.

More Information:

- 1) For detailed information contact: Austin Miller, Planning Team Lead, at 208/475-2239 or amiller@compassidaho.org.
- 2) Let's Ride Treasure Valley Web Page: <https://compassidaho.org/public-transportation-high-capacity-transit/>
- 3) Tier 3 Evaluation Memorandum: https://compassidaho.org/wp-content/uploads/08182025_BoardSupp_LetsRideTV-Tier3EvaluationSummaryMemorandum.pdf

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COMPASS Staff Activity Report: June 2025

Staff Updates:

- ✓ Matt Carlson was named COMPASS June Employee of the Month.
-

Planning Team

Team Lead: Austin Miller

Team Members: Alexa Roitman, Olivia Vielstich McKinnon

- ✓ Hosted the Active Transportation Workgroup to discuss CIM 2055 project prioritization.
 - ✓ Hosted the Demographic Advisory Workgroup to discuss the CIM 2055 jobs forecast.
 - ✓ Launched the third public comment period for Let's Ride Treasure Valley (High-Capacity Transit Planning and Environmental Linkages Study).
 - ✓ Completed one development review checklist.
-

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Processed an administration modification modifying five projects.
 - ✓ Continued developing the draft FY2026-2032 Regional Transportation Improvement Program.
 - ✓ Continued the update process of the FY2027-2033 COMPASS Application Guide with the RTAC Subcommittee.
 - ✓ Wrote letters of support for a USDOT competitive grant program, Safe Streets and Roads for All (SS4A), for Boise State University, City of Boise, City of Caldwell, City of Middleton, and City of Nampa.
 - ✓ Secured letters of support for a USDOT competitive grant program, Safe Streets and Roads for All (SS4A), for the Ada County Highway District (ACHD) from the Idaho Congressional Delegation and Governor Brad Little.
 - ✓ Completed grant applications for a USDOT competitive grant program, Safe Streets and Roads for All (SS4A), for Boise State University, and the Cities of Middleton, Nampa, and Caldwell.
-

Technical Team

Team Lead: Mary Ann Waldinger

Team Members: Eric Adolfson, Brian Crowley, Hunter Mulhall

- ✓ Completed two special model runs for proposed developments this month, bringing the total for FY2025 to 14.
 - ✓ Completed model runs for the I-84 Mobility Study and State Highway 55, Pear Lane to Farmway Road and sent results to consultants.
 - ✓ Provided access to the preliminary 2025 Orthophotography imagery for use by project participants.
 - ✓ Briefed the ACHD commission on the final Regional Safety Action Plan.
 - ✓ Held Carbon Reduction Strategy Stakeholder meeting #2 to review the strategy scoring and prioritization processes.
-

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory

- ✓ Held a third and final public comment period on the Let's Ride Treasure Valley high-capacity transit Planning and Environmental Linkages study June 6 – 29, 2025; received over 500 comments.
 - ✓ Attended the National Association of Regional Councils' annual conference in Seattle, WA.
 - ✓ Completed and posted an episode of the In Motion podcast on high-capacity transit.
 - ✓ Hosted a booth at the Ada County Highway District's "Walk, Bike, and Roll" ice cream social.
 - ✓ Provided "Good Move" safety materials for Eagle Fun Days.
 - ✓ Prepared for a month-long public comment period on the FY2026-2032 Regional Transportation Improvement Program.
-

Operations Team

Director of Operations: Meg Sonnen

Team Members: Ashley Cannon, Janet Russell

- ✓ Presented the FY2026 Unified Planning Work Program and Budget to the Finance Committee for review.
 - ✓ Presented FY2026 Workgroup Charters to the Executive Committee for recommendation of COMPASS Board of Directors' approval. The committee recommended approval as presented.
 - ✓ Completed contract for Resiliency Improvement Plan.
 - ✓ Completed RFP process for the Coordinated Waterway Pathway project.
 - ✓ Continued recruiting for Bike Ped Counter Technician and Planner positions.
-

COMPASS Staff Activity Report: July 2025

Staff Updates:

- ✓ The COMPASS staff meeting was cancelled for July, no Employee of the Month was named.
-

Planning Team

Team Lead: Austin Miller

Team Members: Alexa Roitman, Olivia Vielstich McKinnon

- ✓ Hosted an Affordable Housing Advisory Workgroup.
 - ✓ Completed the draft Let's Ride Treasure Valley (High-Capacity Transit Planning and Environmental Linkages Study) Tier 3 Evaluation Summary for RTAC, Board, and Federal review.
 - ✓ Completed four development review checklists.
-

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Hosted the Urban Balancing Committee meeting on July 10, 2025.
 - ✓ Started analyzing the projects in the draft FY2026-2032 Regional Transportation Improvement Program for the report.
 - ✓ Received Regional Transportation Advisory Committee (RTAC) recommendation for COMPASS Board of Directors' approval of the FY2027-2033 COMPASS Application Guide.
 - ✓ Received RTAC recommendation for COMPASS Board of Directors' approval of the FY2026 Communities in Motion (CIM) Implementation Grants and Project Development Program projects.
 - ✓ Prepared summaries for RTAC on Transportation Reauthorization and FY2025 Better Utilizing Investments to Leverage Development (BUILD) grant awards.
-

Technical Team

Team Lead: Mary Ann Waldinger

Team Members: Eric Adolfson, Brian Crowley, Hunter Mulhall

- ✓ Completed four special model runs for proposed developments this month, bringing the total for FY2025 to 20.
 - ✓ Revised and improved the project application scoring web app.
 - ✓ Began the quality control and review process for the 2025 Orthophotography imagery.
 - ✓ Developed a process to streamline bike / ped counts taken by video.
 - ✓ Developed a process to help identify and prioritize bike / ped needs to assist the Active Transportation Workgroup.
 - ✓ Completed the Safe Systems Approach brochure and assessment tool whitepaper.
 - ✓ Closed out the Regional Safety Action Plan.
-

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory

- ✓ Held a public comment period on amendment #7 to *Communities in Motion 2050* (CIM 2050) and the draft FY2026-2032 Regional Transportation Improvement Program (TIP) project list, including an open house/ice cream social on July 15, 2025.
 - ✓ Completed and posted an episode of the In Motion podcast on the CIM 2050 amendment and draft TIP.
 - ✓ Hosted a booth at the Ada County Highway District's "Cone Zone" outreach event on July 1, 2025.
 - ✓ Hosted a Public Participation Workgroup meeting.
-

Operations Team

Director of Operations: Meg Sonnen

Team Members: Ashley Cannon, Janet Russell

- ✓ Presented the FY2026 Unified Planning Work Program and Budget to the Finance Committee for recommendation.
 - ✓ Continued recruiting for Bike Ped Counter Technician and Planner positions.
-

COMPASS BOARD AGENDA ITEM VII-B

Date: August 18, 2025

Topic: Status Report – June Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for June 2025 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.

June 2025 Air Quality Data:

In June 2025, the Idaho Department of Environmental Quality reported the following days per air quality category – 4 days as “moderate”. The remaining 26 days were in the “healthy” category.

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

Moderate:

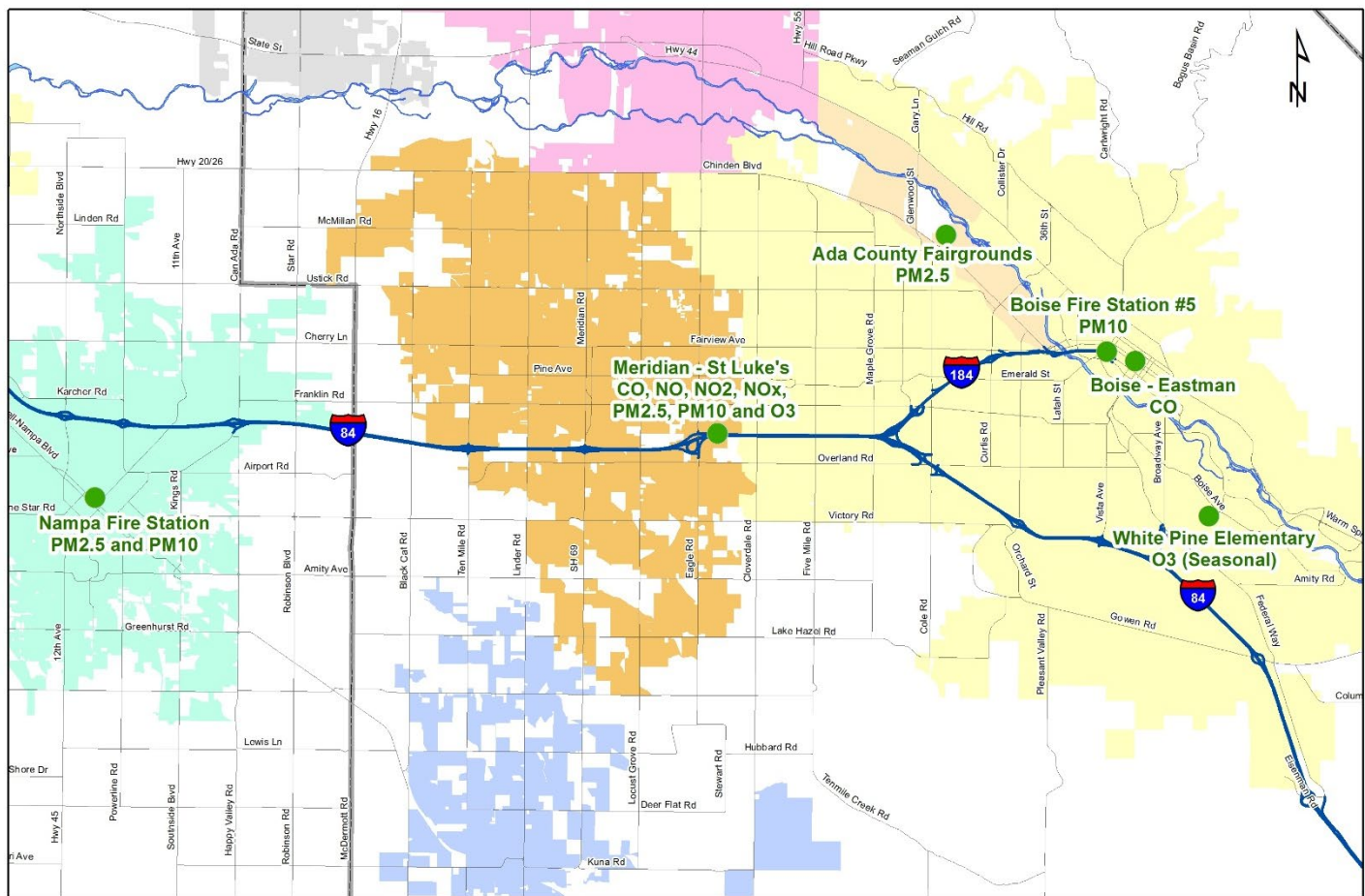
- 3 days were attributable to Ozone (O₃) recorded in Ada County.
- 1 day was attributable to Coarse Particulate Matter (PM₁₀) recorded in Ada County.

Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since January 2015.

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	260	97	8	365
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365
2022	208	147	10	365
2023	271	91	3	365
2024	227	104	35	366
2025	107	78	0	181

Note: 2016, 2020, and 2024 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 NO₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. They are precursors (building blocks) of ozone.

Ozone (O₃)

A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources, but is formed when volatile organic compounds, such as pesticides and solvents, and NO_x combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.

PM_{2.5}

Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.

PM₁₀

Coarse particulate matter, particles smaller than 10 microns in diameter, which are more likely to lodge in human lungs than larger particles.

More Information:

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

COMPASS BOARD AGENDA ITEM VII-B

Date: August 18, 2025

Topic: Status Report – July Air Quality Data

Background/Summary:

The information below provides an overview of Treasure Valley air quality conditions for July 2025 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.

July 2025 Air Quality Data:

In July 2025, the Idaho Department of Environmental Quality reported the following days per air quality category – 18 days as “moderate”. The remaining 13 days were in the “healthy” category.

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

Moderate:

- 9 days were attributable to Ozone (O₃) recorded in Ada County.
- 3 days were attributable to O₃ recorded in Ada County and Fine Particulate Matter (PM_{2.5}) recorded in both counties.
- 1 day was attributable to PM_{2.5} recorded in both counties.
- 1 day was attributable to PM_{2.5} recorded in Ada County.
- 1 day was attributable to PM_{2.5} recorded in Canyon County.
- 1 day was attributable to Coarse Particulate Matter (PM₁₀) recorded in both counties.
- 1 day was attributable to PM₁₀ recorded in Canyon County.
- 1 day was attributable to PM_{2.5} recorded in both counties and PM₁₀ recorded in Canyon County.

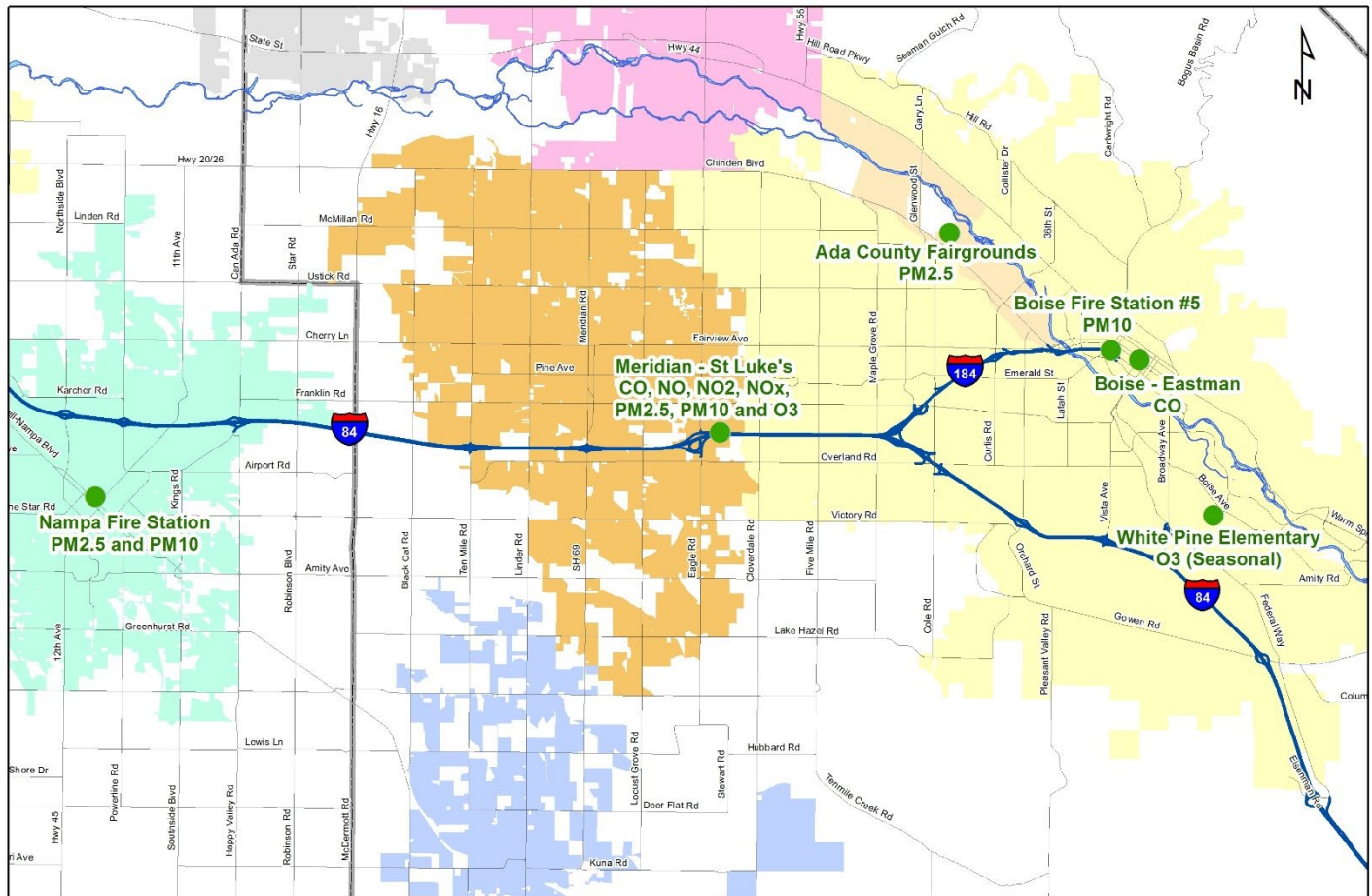
Yearly Summary

The table below summarizes the number of good, moderate, and unhealthy for sensitive groups to hazardous days recorded since January 2015.

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
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

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2021	234	114	17	365
2022	208	147	10	365
2023	271	91	3	365
2024	227	104	35	366
2025	142	70	0	212

Note: 2016, 2020, and 2024 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 NO₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. They are precursors (building blocks) of ozone.

Ozone (O₃)

A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources, but is formed when volatile organic compounds, such as pesticides and solvents, and NO_x combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.

PM_{2.5}

Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.

PM₁₀

Coarse particulate matter, particles smaller than 10 microns in diameter, which are more likely to lodge in human lungs than larger particles.

More Information:

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

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REGIONAL TRANSPORTATION ADVISORY COMMITTEE										VII-C			
Attendance List													
Member Agency/Name	Jan '25	Feb '25	Mar '25	Apr '25	May '25	June '25*	July '25	Aug '25	Sept '25	Oct '25	Nov '25	Dec '25	TOTAL
Ada County/ S. DuPuis/M. Owens/vacant	2	1	2	2	3		3	2					15
ACHD/ C. Homan (June)/T. Laws/A. Yann (Apr)	3	3	3	3	3		3	3					21
Boise County/B. Callahan/L. Lindstrom/C. Tucker	2	0	0	0	0		0	0					2
Boise State/ G. Finkelstein	1	1	1	1	1		1	0					6
Canyon County/ M. Barron/D. Lister/D. Root	1	2	0	1	2		1	3					10
Capital City Development Corporation/ Z. Piepmeyer	0	0	0	0	0		0	0					0
City of Boise/ B. Brush/D. Dupuy/Vacant (July)	1	2	2	2	2		0	2					11
City of Caldwell/ M. Beesaw (Apr)/H. Hart	2	1	1	2	2		1	1					10
City of Eagle/ N. Baird Spencer/A. Glaspell	2	2	2	2	2		2	1					13
City of Garden City/ H.Veal	1	0	1	1	1		1	1					6
City of Greenleaf/ L. Belt	1	1	0	1	1		1	1					6
City of Kuna/ T. Behunin/D. Hanson	2	2	2	2	2		2	2					14
City of Melba/ Brent Arte	0	0	0	1	1		1	1					4
City of Meridian/ C. Hood/B. McClure/vacant	2	3	3	3	3		3	2					19
City of Middleton/ J. VanGilder	1	1	1	1	1		1	1					7
City of Nampa/ C. Craig/C. Salinas/M. Steuer	3	3	3	2	3		3	2					19
City of Notus/ R. Hartsock	1	1	1	1	1		1	1					7
City of Parma/ B. Laird	0	0	0	0	0		0	0					0
City of Star/ S. Nickel	1	1	1	1	1		1	0					6
City of Wilder/ C. Johnson	0	0	0	0	0		0	0					0
Highway District #4/ J. McMullin	1	1	1	1	1		1	1					7
IDEQ/ M. Toole	1	1	1	1	1		0	1					6
ITD/ A. Bauges	1	1	1	1	1		1	0					6
Public Participation Committee/ J. Wilde	1	1	1	1	1		1	0					6
Valley Regional Transit/ S. Hunt	1	1	1	1	1		1	1					7
West Ada School District/ M. Carson	1	1	1	1	1		0	1					6
Central District Health/ C. Loveless (Ex-Officio)	1	1	1	1	0		1	1					6
Governor's Office/ J. Neill (Ex-Officio)	0	0	0	0	0		0	0					0
Greater Boise Auditorium District/ C. Lund (Ex-Officio)	1	0	0	0	0		0	0					

Administrative Modification #12 for FY2025-2031 Transportation Improvement Program												
Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		Amount Change	Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	Revised Total								
13494	Old Highway 30, Plymouth Street Bridge, Caldwell	Highway District No. 4	\$10,965,000	\$11,115,000	\$150,000	1.37%	Bridge (Local)	2025	Design	\$0	\$150,000	Increase design to complete environmental requirements for the noise report and additional potential endangered species study. Funds from KN 19030 and KN 22595 (both outside the COMPASS Planning Area.)
20674	Roadway and ADA Improvements, Boise Area - FY2024	ACHD	\$10,945,000	\$10,945,000	\$0	0.00%	STBG-TMA	2025	Construction	\$9,533,000	\$9,468,848	Convert \$64,152 in STBG-TMA funds to TAP-TMA funds to strategically use available funding. Per TMA balancing, recommended by RTAC on 5/28/2025.
							TAP-TMA	2025	Construction	\$0	\$64,152	
NEW07 25101	Pedestrian Improvements, 16th Avenue North, Nampa	City of Nampa Valley Regional Transit	\$701,000	\$701,000	\$0	0.00%	NA	NA	NA	NA	NA	To replace the temporary key number (NEW07) with the permanent key number (25101) and correct the sponsor from City of Nampa to Valley Regional Transit, who is the direct recipient of the funds.
NEW14 25102	Transit, Replacement Vehicle, Boise State University	Valley Regional Transit	\$172,000	\$172,000	\$0	0.00%	NA	NA	NA	NA	NA	To replace the temporary key number (NEW14) with the permanent key number (25102).
NEW16 25103	Transit, Replacement Vehicles, Serenity Transportation	Valley Regional Transit	\$300,000	\$300,000	\$0	0.00%	NA	NA	NA	NA	NA	To replace the temporary key number (NEW16) with the permanent key number (25103).

* Current Total is the total amount previously and currently programmed in the TIP, prior to this action.
 COMPASS TIP Amendment Policy: <https://www.compassidaho.org/documents/people/policies/TIPAmendPolicy081522.pdf>
 Only information proposed to change is included in this amendment detail.

Acronyms:

ACHD = Ada County Highway District
 ADA = Americans with Disabilities Act
 COMPASS = Community Planning Association of Southwest Idaho

FY = Fiscal Year
 KN = Key Number
 RTAC = Regional Transportation Advisory Committee

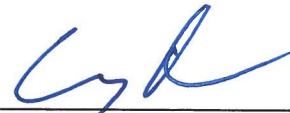
STBG = Surface Transportation Block Grant
 TAP = Transportation Alternatives Program
 TMA = Transportation Management Area

Staff Recommendation:



Toni Tisdale, Principal Planner, Transportation
 COMPASS

Approval:



Craig Raborn, AICP, Executive Director
 COMPASS

Date:

