



*Working together to plan for the future*

# **COMPASS BOARD OF DIRECTORS' MEETING PACKET**

**August 21, 2023**



*Working together to plan for the future*

**Community Planning Association of Southwest Idaho  
2023 COMPASS Board of Directors**

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
<b>Ada County:</b> Commissioner Rod Beck Commissioner Ryan Davidson Commissioner Tom Dayley	<b>Boise State University:</b> Drew Alexander, Associate Vice President for Campus Operations	<b>Governor's Office:</b> Hayden Rogers, Senior Political Advisor
<b>Ada County Highway District:</b> Commissioner Miranda Gold Commissioner Jim Hansen Commissioner Dave McKinney	<b>Capital City Development Corporation:</b> John Brunelle, Executive Director	<b>Greater Boise Auditorium District:</b> Pat Rice, Executive Director
<b>Canyon County:</b> Commissioner Zach Brooks Commissioner Brad Holton Commissioner Leslie Van Beek	<b>Idaho Department of Environmental Quality:</b> Aaron Scheff, Regional Administrator	<b>Southwest District Health Department:</b> Nikole Zogg, District Director
<b>Canyon Highway District No. 4:</b> Commissioner Jay Gibbons	<b>Idaho Transportation Department:</b> Caleb Lakey, District 3 Engineer	
<b>City of Boise:</b> Mayor Lauren McLean Councilmember Colin Nash Vacant	<b>Valley Regional Transit:</b> Elaine Clegg, Chief Executive Officer	
<b>City of Caldwell:</b> Mayor Jarom Wagoner Robb MacDonald		
<b>City of Eagle:</b> Mayor Jason Pierce Nichoel Baird Spencer, Director of Long-Range Planning & Projects		
<b>City of Garden City:</b> Mayor John Evans		
<b>City of Greenleaf:</b> Councilmember Dan Hyer		
<b>City of Kuna:</b> Mayor Joe Stear Councilmember John Laraway		
<b>City of Melba:</b> Mayor Cory Dickard		
<b>City of Meridian:</b> Mayor Robert Simison Councilmember John Overton Charlie Rountree		
<b>City of Middleton:</b> Mayor Steve Rule		
<b>City of Nampa:</b> Mayor Debbie Kling Councilmember Victor Rodriguez Tom Points, Public Works Director		
<b>City of Notus:</b> Mayor David Porterfield		
<b>City of Parma:</b> Mayor Angie Lee		
<b>City of Star:</b> Mayor Trevor Chadwick		
<b>City of Wilder:</b> 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.**

<b>Motions to Protect Rights:</b>
• Division of the Assembly
• Point of order
• Appeal chair's ruling
• Point of information
• Parliamentary inquiry
<b>Motions to Choose Voting Methods:</b>
• Vote by ballot, roll call, counted vote
• Choose method of nominations
• Open or close nominates or the polls
<b>Motions to Delay Action:</b>
• Refer to a committee
• Postpone to a definite time
• Recess
• Adjourn
• Postpone indefinitely
• Lay on the table
<b>Motions to Vary the Procedures:</b>
• Suspend the rules
• Divide the question
• Request to withdraw a motion
• Request relief from duty – or resign
<b>Motions to Re-examine:</b>
• Reconsider
• Rescind/Amend something previously adopted
• Take from the table
• Discharge a committee

<b>To Change a Proposed Motion:</b>
<b>Amend Motions to Raise Urgent Issues:</b>
• Question of privilege
• Orders of the day
• Object to consideration
<b>Motions to Control Debate:</b>
• Limit debate
• Previous question

**TABLE OF RULES RELATING TO MOTIONS:**

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



# Working together to plan for the future

## 2023 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
<p>October 16, 2023 1:30 pm – 3:30 pm</p>	<p>COMPASS 700 NE 2nd Street Meridian, Idaho</p>	<ul style="list-style-type: none"> <li>• Establish 2024 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting</li> <li>• Approve Metropolitan Transportation Planning Memorandum of Understanding with the Idaho Transportation Department</li> <li>• Adopt Resolution Approving Rural Application Prioritization</li> <li>• Approve FY2024 Resource Development Plan</li> <li>• Approve Communities in Motion 2055 goals and objectives</li> <li>• Approve 2024 Idaho Legislative Session Position Statements</li> <li>• Approve 2024 Federal Transportation Position Statements</li> </ul>
<p>December 18, 2023 Holiday Luncheon 12:00 pm</p> <p>Annual Meeting 1:30 pm – 3:30 pm</p>	<p>Nampa Civic Center 311 3rd Street South Nampa, Idaho</p>	<ul style="list-style-type: none"> <li>• Confirm 2024 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer</li> <li>• Confirm Regional Transportation Advisory Committee Membership</li> <li>• Adopt Resolution Approving Revision 1 of the FY2024 Unified Planning Work Program and Budget (UPWP)</li> <li>• Accept Communities in Motion 2055 population forecast control total</li> </ul>



Working together to plan for the future

COMPASS BOARD OF DIRECTORS' MEETING
AUGUST 21, 2023 – 1:30 PM
COMPASS – 1ST FLOOR BOARD ROOM
700 NE 2ND STREET
MERIDIAN, IDAHO

ZOOM CONFERENCE CALL

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

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

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

- A.\* Approve June 26,2023, COMPASS Board of Directors Meeting Minutes
B.\* Receive Approved June 13, 2023, and July 11, 2023, Executive Committee Meeting Minutes
C.\* Receive Approved June 15, 2023, Finance Committee Meeting Minutes
D.\* Confirm Mayor Simison to the 2023 Finance Committee
E.\* Ratify Resolution 14-2023 Modifying the FY2023-2029 Regional Transportation Improvement Program (TIP)
F.\* Ratify Resolution 15-2023 Modifying the FY2023-2029 Regional TIP
G.\* Approve FY2024 COMPASS Workgroup Charters
H.\* Approve Updates to the FY2025-2031 COMPASS Application Guide
I.\* Ratify End-of-Year and Redistribution Program Priorities

IV. SPECIAL ITEM

- 1:35 A. Member Agency Presentation – Projects of Regional Importance Richard Beck
Ada County Staff will provide a presentation on issues and/or projects of importance to the county.
1:50 B. Status Report - Finance Committee Rod Beck
The Finance Committee Vice Chair will provide a status report on the July 13, 2023, Finance Committee meeting.

**V. ACTION ITEMS**

- 1:55  
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- A. \* Adopt Resolution 16-2023 Approving the FY2024 Unified Planning Work Program and Budget (UPWP)** **Meg Larsen**  
*Meg Larsen will seek COMPASS Board of Directors' approval of the FY2024 UPWP.*
- 2:10
- B. Executive Session – Personnel Matter, Idaho Code [74-206 (b)]**  
*The Board of Directors will go into executive session to receive the Executive Committee's performance evaluation and recommendation regarding the Executive Director. No action will be taken in the session.*
- 2:40
- C. Consider Executive Committee's Recommendation Regarding Executive Director**  
*The Board will consider the Executive Committee's recommendation resulting from the Executive Director's performance review.*
- 2:45  
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- D. \* Approve FY2024 Communities in Motion Implementation Grants and Project Development Program Projects** **Matt Carlson**  
*Matt Carlson will seek COMPASS Board of Directors' approval of FY2024 Communities in Motion Implementation grants and Project Development Program projects.*
- 3:00  
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- E. \* Approve an Amendment to *Communities in Motion* 2050, the Draft FY2024-2030 Regional Transportation Improvement Program (TIP), and Associated Air Quality Conformity Demonstration** **Austin Miller/Toni Tisdale**  
*Austin Miller and Toni Tisdale will seek COMPASS Board of Directors' approval of an amendment to *Communities in Motion* 2050, the FY2024-2030 TIP, and associated air quality conformity demonstration.*

**VI. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY)**

- Page 90
- A. \* Staff Activity Reports**
- Page 94
- B. \* Status Report – Current Air Quality Data**
- Page 100
- C. \* Status Report – Regional Transportation Advisory Committee Attendance**
- Page 101
- D. \* Administrative Modifications**

**VII. OTHER**

**Next Meeting: October 16, 2023**

**VIII. ADJOURNMENT (3:30)**

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

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

**COMPASS BOARD OF DIRECTORS' MEETING  
JUNE 26, 2023  
COMPASS, 1<sup>ST</sup> FLOOR BOARD ROOM  
700 NE 2<sup>ND</sup> STREET, MERIDIAN, ID  
ZOOM CONFERENCE CALL**

**\*\* DRAFT MINUTES \*\***

**ATTENDEES:**

Drew Alexander, Boise State University, via ZOOM  
Rod Beck, Commissioner, Ada County, **Secretary-Treasurer**, in person  
Zach Brooks, Commissioner, Canyon County, in person  
Zach Piepmeyer for John Brunelle, Capital City Development Corporation, via ZOOM  
Trevor Chadwick, Mayor, City of Star, **Chair Elect**, in person  
Elaine Clegg, Valley Regional Transit, in person  
Ryan Davidson, Commissioner, Ada County, via ZOOM  
Tom Dayley, Commissioner, Ada County, via ZOOM  
John Evans, Mayor, City of Garden City, in person  
Jay Gibbons, Commissioner, Canyon Highway District No. 4, **Vice Chair**, via ZOOM  
Miranda Gold, Commissioner, Ada County Highway District, via ZOOM  
Jim Hansen, Commissioner, Ada County Highway District, in person  
Brad Holton, Commissioner, Canyon County, in person  
Debbie Kling, Mayor, City of Nampa, **Chair**, in person  
Caleb Lakey, Idaho Transportation Department – District 3, via ZOOM  
Lauren McLean, Mayor, City of Boise, via ZOOM  
Brent Orton, City of Caldwell, in person  
John Overton, Councilmember, City of Meridian, in person  
Bill Vaughn for Jason Pierce, Mayor, City of Eagle, via ZOOM  
Mark Steuer for Tom Points, City of Nampa, via ZOOM  
David Porterfield, Mayor, City of Notus, via ZOOM  
Victor Rodriguez, Councilmember, City of Nampa, via ZOOM  
Hayden Rogers, Governor's Office, Ex officio, via ZOOM  
Steve Rule, Mayor, City of Middleton, via ZOOM  
Bruce Freckleton for Robert Simison, Mayor, City of Meridian, via ZOOM  
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, in person  
Matt Stoll, Executive Director, Community Planning Association, Ex officio, in person  
Holli Woodings, Councilmember, City of Boise, in person  
Nikole Zogg, Southwest District Health, Ex officio, via ZOOM

**MEMBERS ABSENT:**

Nichoel Baird Spencer, City of Eagle  
Cory Dickard, Mayor, City of Melba  
Dan Hyer, Councilmember, City of Greenleaf  
Chelsie Johnson, City of Wilder  
John Laraway, Councilmember, City of Kuna  
Angie Lee, Mayor, City of Parma  
Dave McKinney, Commissioner, Ada County Highway District  
Colin Nash, Councilmember, City of Boise  
Pat Rice, Greater Boise Auditorium District, Ex officio  
Charlie Rountree, City of Meridian  
Aaron Scheff, Idaho Department of Environmental Quality  
Leslie Van Beek, Commissioner, Canyon County  
Jarom Wagoner, Mayor, City of Caldwell

**OTHERS PRESENT:**

Matt Carlson, Community Planning Association, in person  
Teri Gregory, Community Planning Association, in person  
Stephen Hunt, Valley Regional Transit, via ZOOM  
Jason Jedry, Valley Regional Transit, via ZOOM  
Meg Larsen, Community Planning Association, in person  
Dan Lister, Canyon County Development Services, via ZOOM  
Justin Lucas, Ada County Highway District, via ZOOM  
Amy Luft, Community Planning Association, in person  
Austin Miller, Community Planning Association, in person  
Jacob Miller, Community Planning Association, in person  
Tom Points, City of Nampa, via ZOOM  
Alexa Roitman, Community Planning Association, in person  
Olivia Vielstich McKinnon, Community Planning Association, in person

**CALL TO ORDER**

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

**OPEN DISCUSSION/ANNOUNCEMENTS**

Matt Stoll introduced COMPASS' new Assistant Planner Olivia Vielstich McKinnon.

Matt Stoll announced emission testing in Ada and Canyon Counties will end on June 30, 2023.

Victor Rodriguez discussed the need for the Board to remain efficient, review packet information ahead of time, and be prepared to discuss and vote as needed during the meetings.

Debbie Kling reminded the Board of the upcoming Snake River Stampede, July 18-22, 2023.



## CONSENT AGENDA

- A. Approve April 17, 2023, COMPASS Board of Directors Meeting Minutes
- B. Receive Approved March 14, 2023, and May 9, 2023, Executive Committee Meeting Minutes
- C. Receive Approved April 5, 2023, Finance Committee Meeting Minutes
- D. Approve Priorities for the End-of-Year and Redistribution Program
- E. Approve COMPASS Employment Policies and Procedures Revision
- F. Ratify Resolution 12-2023 Modifying the FY2023-2029 Regional Transportation Improvement Program (TIP)

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

## SPECIAL ITEMS

### A. Member Agency Presentation – Projects of Regional Importance

Staff from the Cities of Nampa and Caldwell presented potential projects of regional importance in their communities.

### B. Status Report – Finance Committee

Holli Woodings, Finance Committee Vice Chair, provided a brief status report on the June 15, 2023, Finance Committee meeting.

## ACTION ITEMS

### A. Adopt Resolution 13-2023 Approving Revision 3 of the FY2023 Unified Planning Work Program and Budget (UPWP)

Megan Larsen presented Resolution 13-2023 approving Revision 3 of the FY2023 UPWP and requested COMPASS Board of Directors' approval.

After discussion, **John Evans moved and Trevor Chadwick seconded to adopt Resolution 13-2023 approving Revision 3 of the FY2023 UPWP. Motion passed unanimously.**

### B. Approve Draft *Communities in Motion 2055* (CIM 2055) Workplan

Austin Miller presented the draft CIM 2055 workplan and requested COMPASS Board of Directors' approval.

After discussion, **Holli Woodings moved and Trevor Chadwick seconded to approve the CIM 2055 workplan. Motion passed unanimously.**

**INFORMATION/DISCUSSION ITEMS**

**A. Review Draft FY2024-2030 Regional Transportation Improvement Program (TIP)**

Matt Carlson presented the draft FY2024-2030 TIP project list, which will go out for public comment June 30 – July 31, 2023.

**ADJOURNMENT**

**Chair Debbie Kling adjourned the meeting at 2:42 p.m.**

**Approved this 21<sup>th</sup> day of August 2023.**

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

**Attest:**

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

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**EXECUTIVE COMMITTEE MEETING  
JUNE 13, 2023  
COMPASS SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM  
700 NE 2<sup>ND</sup> STREET  
MERIDIAN, IDAHO**

**\*\*MINUTES\*\***

- ATTENDEES:** Jay Gibbons, Commissioner, Canyon Highway District #4, **Vice Chair**, via ZOOM  
Jim Hansen, Commissioner, Ada County Highway District, in person  
Brad Holton, Commissioner, Canyon County, in person  
Debbie Kling, Mayor, City of Nampa, **Chair**, in person  
Jason Pierce, Mayor, City of Eagle, via ZOOM  
Steve Rule, Mayor, City of Middleton, via ZOOM  
Robert Simison, Mayor, City of Meridian, via ZOOM  
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, in person  
Jarom Wagoner, Mayor, City of Caldwell, in person
- MEMBERS ABSENT:** Rod Beck, Commissioner, **Secretary-Treasurer**, Ada County  
Trevor Chadwick, Mayor, **Chair Elect**, City of Star  
Lauren McLean, Mayor, City of Boise
- OTHERS PRESENT:** Teri Gregory, COMPASS, in person  
Megan Larsen, COMPASS, in person  
Justin Lucas, Ada County Highway District, via ZOOM  
Amy Luft, COMPASS, in person  
Matt Stoll, Executive Director, COMPASS, in person  
Toni Tisdale, COMPASS, in person

**CALL TO ORDER**

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

**OPEN DISCUSSION/ANNOUNCEMENTS**

Matt Stoll reminded Executive Committee members to have their web cameras on if attending remotely and that the chat function in Zoom has been turned off.

Mayor Kling and Mayor Wagoner announced the upcoming rodeos in Nampa and Caldwell in July and August.

Matt Stoll announced approval by the U.S. Environmental Protection Agency Region 10 Administrator to end the emission testing program in Ada County. The program is set to end on July 1, 2023, pending publication in the Federal Register.

Mayor Rule requested information on the recent Supreme Court ruling regarding waterways (the "Sackett case"). COMPASS will find the report and provide it to the Executive Committee after which a decision can be made regarding a presentation to either the Executive Committee or the full Board of Directors regarding the ruling.

## **CONSENT AGENDA**

### **A. Approve May 9, 2023, Executive Committee Meeting Minutes**

**Jarom Wagoner moved and Jim Hansen seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Adopt Resolution Modifying the FY2023-2029 Regional Transportation Improvement Program (TIP)**

Toni Tisdale presented Resolution 12-2023 modifying the FY2023-2029 TIP to increase the cost of two projects.

**Joe Stear moved and Jarom Wagoner seconded Executive Committee adoption of Resolution 12-2023 modifying the FY2023-2029 TIP. Motion passed unanimously.**

### **B. Recommend FY2024 COMPASS Workgroup Charters for COMPASS Board Approval**

Meg Larsen presented the FY2024 COMPASS Workgroup Charters.

After discussion, **Jarom Wagoner moved and Joe Stear seconded to recommend COMPASS Board of Directors' approval of the FY2024 COMPASS Workgroup Charters. Motion passed unanimously.**

### **C. Discuss Changes to the Executive Director Review Process**

Matt Stoll reviewed proposed changes to the Executive Director review process.

**Jim Hansen moved and Joe Stear seconded to recommend COMPASS Board of Directors' approval of the proposed changes to the Executive Director review process. Motion passed unanimously.**

## **INFORMATION/DISCUSSION ITEM**

### **A. Review Draft FY2024-2030 Regional Transportation Improvement Program (TIP)**

Toni Tisdale reviewed the draft FY2024-2030 TIP project list prior to public comment.

**ADJOURNMENT**

**Brad Holton moved and Jarom Wagoner seconded to adjourn the meeting.**

Chair Debbie Kling adjourned the meeting at 2:05 p.m.

**Approved this 11 day of July 2023.**

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

**Attest:**

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

**EXECUTIVE COMMITTEE MEETING  
JULY 11, 2023  
COMPASS SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM  
700 NE 2<sup>ND</sup> STREET  
MERIDIAN, IDAHO**

**\*\*MINUTES\*\***

- ATTENDEES:** Rod Beck, Commissioner, **Secretary-Treasurer**, Ada County, in person  
Jay Gibbons, Commissioner, Canyon Highway District #4, **Vice Chair**, via ZOOM  
Jim Hansen, Commissioner, Ada County Highway District, in person  
Debbie Kling, Mayor, City of Nampa, **Chair**, in person  
Jason Pierce, Mayor, City of Eagle, via ZOOM  
Steve Rule, Mayor, City of Middleton, via ZOOM  
Robert Simison, Mayor, City of Meridian, in person  
Joe Stear, Mayor, City of Kuna, **Immediate Past Chair**, in person  
Jarom Wagoner, Mayor, City of Caldwell, via ZOOM
- MEMBERS ABSENT:** Trevor Chadwick, Mayor, **Chair Elect**, City of Star  
Brad Holton, Commissioner, Canyon County  
Lauren McLean, Mayor, City of Boise
- OTHERS PRESENT:** Teri Gregory, COMPASS, in person  
Megan Larsen, COMPASS, in person  
Justin Lucas, Ada County Highway District, via ZOOM  
Amy Luft, COMPASS, in person  
Jacob Miller, COMPASS, in person  
Matt Stoll, Executive Director, COMPASS, in person  
Toni Tisdale, COMPASS, in person

**CALL TO ORDER**

Chair Debbie Kling called the meeting to order at 1:30 p.m.

**OPEN DISCUSSION/ANNOUNCEMENTS**

**Rod Beck moved and Joe Stear seconded to move agenda items B, Executive Session – Personnel Matter Idaho Code [74-206 (b)], and C, Consider Recommendation to COMPASS Board of Directors Regarding Executive Director’s Employment Status, to agenda items A and B, respectively. Agenda item A, Establish August 21, 2023, COMPASS Board Meeting Agenda will then become agenda item C and the rest of the agenda will be completed as presented. Motion passed unanimously.**

## **CONSENT AGENDA**

### **A. Approve June 13, 2023, Executive Committee Meeting Minutes**

**Joe Stear moved and Rod Beck seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEMS**

### **A. Executive Session - Personnel Matter Idaho Code [74-206 (b)]**

**Joe Stear moved and Robert Simison seconded to move into Executive Session pursuant to Idaho Code [74-206 (b)] at 1:33 p.m.**

**Matt Stoll called roll. The following Executive Committee members were present and voted in the affirmative: Rod Beck, Jay Gibbons, Jim Hansen, Debbie Kling, Jason Pierce, Steve Rule, Robert Simison, Joe Stear, and Jarom Wagoner.**

The committee convened back into session at 2:20 p.m. No action was taken in the Executive Session.

### **B. Consider Recommendation to COMPASS Board of Directors Regarding Executive Director's Employment Status**

After discussion, **Jim Hansen moved and Robert Simison seconded to recommend the COMPASS Board of Directors retain the employment of the COMPASS Executive Director, Matt Stoll, with a 5% salary increase in FY2024 following discussion in Executive Session at the August 21, 2023, COMPASS Board of Directors' meeting. Motion passed unanimously.**

### **C. Establish August 21, 2023, COMPASS Board Meeting Agenda**

Matt Stoll presented agenda items 1-20 for the upcoming August 21, 2023, COMPASS Board of Directors' meeting.

**Rod Beck moved and Jim Hansen seconded approval of items 1 – 20 for the August 21, 2023, COMPASS Board of Directors' meeting. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.**

### **D. Adopt Resolution 14-2023 Amending the FY2023-2029 Regional Transportation Improvement Program (TIP)**

Toni Tisdale presented Resolution 14-2023 amending the FY2023-2029 TIP at the request of the Idaho Transportation Department to remove a railroad crossing project on Old Fort Boise Road in Canyon County and use the funding released to cover cost increases on three other rail crossing projects — two in the City of Nampa and one in Ada County.

**Jim Hansen moved and Joe Stear seconded Executive Committee adoption of Resolution 14-2023 amending the FY2023-2029 TIP. Motion passed unanimously.**

After discussion, **Jim Hansen moved and Rod Beck seconded to move agenda items E, Recommend 2024 State Legislative Policy Positions for COMPASS Board Approval and F, Recommend 2024 Federal Transportation Policy Positions for COMPASS Board Approval, to the August 8, 2023, Executive Committee meeting. Motion passed unanimously.**

**ADJOURNMENT**


**Jim Hansen moved and Rod Beck seconded to adjourn the meeting.**

Chair Debbie Kling adjourned the meeting at 2:30 p.m.

**Approved this 8th day of August 2023.**

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

**Attest:**

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



**FINANCE COMMITTEE MEETING  
JUNE 15, 2023  
COMPASS 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM AND ZOOM**

**\*\*MINUTES\*\***

**ATTENDEES:** Zach Brooks, Commissioner, Canyon County, in person  
Trevor Chadwick, Mayor, City of Star, in person  
Miranda Gold, Commissioner, Ada County Highway District, in person  
Holli Woodings, Councilmember, City of Boise, **Vice Chair**, in person

**MEMBERS ABSENT:** Rod Beck, Commissioner, Ada County, **Chair**  
Victor Rodriguez, Councilmember, City of Nampa  
Steve Rule, Mayor, City of Middleton

**OTHERS PRESENT:** Teri Gregory, COMPASS, in person  
Megan Larsen, COMPASS, in person  
Amy Luft, COMPASS, in person  
Matt Stoll, COMPASS, in person

**CALL TO ORDER:**

Vice Chair Holli Woodings called the meeting to order at 12:08 p.m.

**OPEN DISCUSSION/ANNOUNCEMENTS**

There were no announcements.

**CONSENT AGENDA**

**A. Approve the April 5, 2023, Finance Committee Special Meeting Minutes**

**Trevor Chadwick moved and Miranda Gold seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

**INFORMATION/DISCUSSION ITEMS**

**A. Review Report of Disbursements Made in the Reporting Period**

Megan Larsen presented the disbursements made in the reporting period, March 4, 2023, through May 19, 2023, which was provided in the packet for information. There was no discussion regarding these disbursements.

**B. Review Draft FY2024 Unified Planning Work Program and Budget (UPWP)**

Megan Larsen presented the Draft FY2024 UPWP, which was provided in the packet for information. There was minimal discussion regarding the Draft FY2024 UPWP.

**ACTION ITEMS**

**A. Approve Variance Report for October 1, 2022 – March 31, 2023**

Megan Larsen presented the Variance Report for October 1, 2022 – March 31, 2023, for approval.

**Trevor Chadwick moved and Miranda Gold seconded approval of the variance report for October 1, 2022 – March 31, 2023, as presented. Motion passed unanimously.**

**B. Recommend Approval of Revision 3 of the FY2023 Unified Planning Work Program and Budget (UPWP)**

Megan Larsen presented Revision 3 of the FY2023 UPWP.

**Miranda Gold moved and Trevor Chadwick seconded recommending COMPASS Board of Directors' approval of Revision 3 of the FY2023 UPWP as presented. Motion passed unanimously.**

**ADJOURNMENT**

Vice Chair Holli Woodings adjourned the meeting at 12:43 p.m.

**Approved this 13<sup>th</sup> day of July 2023.**

By:   
\_\_\_\_\_  
**Rod Beck, Chair**

**Attest:**

By:   
\_\_\_\_\_  
**Holli Woodings, Vice Chair**



**BOARD OF DIRECTORS AGENDA ITEM III-D**  
August 21, 2023

**Finance Committee**

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

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

Vacancies on the committee are filled by the Board Chair. With the recent resignation of Councilmember Holli Woodings, Mayor Robert Simison is being presented for confirmation for the remainder of the term. In the event that a duly appointed committee member is unable to attend a meeting of the committee, that member may arrange for an alternate to participate in committee deliberations on his/her behalf.

<b>Name</b>	<b>Member Agency</b>	<b>Term</b>
	<b>Ada County</b>	
Robert Simison	City of Meridian	Odd (expires 1/2025)

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## COMPASS BOARD OF DIRECTORS AGENDA ITEM III-E

August 21, 2023

### Topic: FY2023-2029 Regional Transportation Improvement Program (TIP)

#### Request/Recommendation:

COMPASS staff requests the COMPASS Board of Directors' ratification of Resolution 14-2023 (attached) amending the FY2023-2029 TIP. The Regional Transportation Advisory Committee recommended adoption on June 28, 2023. The COMPASS Executive Committee adopted the resolution on July 11, 2023.

#### Background/Summary:

The Idaho Transportation Department (ITD) proposes to remove the **Railroad Crossing, Old Fort Boise Road, Canyon County** project from the regional transportation improvement program and use the funding released to cover cost increases on three other rail crossing projects in the region.

A public comment period on the proposed amendment was held June 6 - 14, 2023, through ITD's public comment process. No public comments were received by ITD.

Funds from the Old Fort Boise Road project are proposed to transfer to a railroad crossing project on Cherry Lane in the City of Nampa, which, in turn, would transfer state funds to two other projects (described below). Since all three projects are connected to the transfer of funds from the Old Fort Boise project, all affected projects are included in the amendment, although public comment is not necessary for the three other projects.

- **Railroad Crossing, Cherry Lane, Nampa** – Adjust phasing and convert construction costs from state funds to federal funds. During the design phase, it was determined that irrigation work is needed, as the structures are close to the irrigation system, which increased the cost by 60%.
- **Railroad Crossing, Karcher Road, Nampa** – Increase costs to match the current engineer's cost estimate, which increased by almost 42%.
- **Railroad Crossing, South Cole Road, Ada County** – Increase costs to match the current engineer's cost estimate, which increased by almost 41%.

#### Implication (policy and/or financial):

The amendment to the TIP ensures that the document continues to meet federal fiscal constraint requirements and enables one project to be removed and work to begin on the other three projects as soon as possible.

#### More Information:

- 1) Attachment – Resolution 14-2023
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org)

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*Working together to plan for the future*

**RESOLUTION NO. 14-2023**

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

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

**WHEREAS**, the Infrastructure Investment and Jobs Act (IIJA), Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require metropolitan planning organizations to develop and approve transportation improvement programs;

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

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

**WHEREAS**, a public comment period was held June 6 through June 14, 2023, by the Idaho Transportation Department for items requiring public involvement, and no comments were received;

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

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

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

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

**ADOPTED** this 11<sup>th</sup> day of July 2023.

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

**ATTEST:**

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

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COMPASS Amendment #3 for the FY2023-2029 Regional Transportation Improvement Program (TIP)

Idaho Transportation Department, June 7, 2023

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
20606	Railroad Crossing, Old Fort Boise Road, Canyon County	2023	0 -10	0 -10				230 0	230 -20
	Funding Source: Fed RRX	2024							0
		2025							0
	Install signals and gates at the Union Pacific railroad crossing at Old Fort Boise Road in Canyon County, west of the City of Parma. Local match from State Rail Protection Account. (Federal: -\$20,000).	2026							0
		2027							0
		PD							0
		SUM	0 -10	0 -10	0	0	0	230 0	230 -20
	Remove project and deobligate unspent funds from previous years. Move funds to KN 23378 (\$250,000).  Previous obligations: \$20,000 Previous overall total: \$250,000 Adjusted overall total: \$0								
23378	Railroad Crossing, Cherry Lane, Nampa	2023	0 5	0 25				550 0	550 30
	Funding Source: Leading Idaho	2024							0
		2025							0
	Install signals and gates and resurface the Union Pacific railroad crossing at Cherry Lane in the City of Nampa. (Federal: \$0).	2026							0
		2027							0
		PD							0
		SUM	0 5	0 25	0	0	0	550 0	550 30
	Adjust phasing and increase costs to match the engineer's estimate. Irrigation work is needed to place the structures. Convert construction from state funds to federal aid funds. Move funds from construction to design plus \$5,000 from balancing. Move the remaining funds to KN 23379 (\$225,000) and 23971 (\$300,000).  Original overall total: \$550,000 Adjusted overall total: \$880,000 Percent change: 60%								
22378	Railroad Crossing, Cherry Lane, Nampa	2023					0 10	0 840	0 850
	Funding Source: Fed RRX	2024							0
		2025							0
	Same as above. (Federal: \$850,000).	2026							0
		2027							0
		PD							0
		SUM	0	0	0	0	0 10	0 840	0 850
	Funds from KN 20606 (\$250,000), KN 23971 (\$75,000), KN 20638 (outside COMPASS area) (\$325,000) and KN 20128 (outside COMPASS area) (\$200,000).								

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
23379	Railroad Crossing, Karcher Road, Nampa	2023	0 5	0 25				550 750	550 780
	Funding Source: Leading Idaho  Install signals and gates and resurface the Union Pacific railroad crossing at Karcher Road in the City of Nampa. (Federal: \$0).	2024							0
		2025							0
		2026							0
		2027							0
		PD							0
	SUM	0 5	0 25	0	0	0	550 750	550 780	
Increase costs to match the engineer's estimate. Move funds from construction to design plus \$5,000 from balancing. Funds from KN 23378 (\$225,000).  Percent change: 41.82%									
23971	Railroad Crossing, South Cole Road, Ada County	2023	75	25		225		0 300	325 625
	Funding Source: Leading Idaho  Install safety features and improve the southerly roadway approach on a railroad crossing on South Cole Road in Ada County. (Federal: \$0).	2024							0
		2025							0
		2026							0
		2027							0
		PD							0
	SUM	75	25	0	225	0	0 300	325 625	
Increase to match costs in the engineer's estimate. Funds from KN 23378 (\$300,000).  Original overall total: \$552,000 Adjusted overall total: \$777,000 Percent change: 40.76%									
23971	Railroad Crossing, South Cole Road, Ada County	2023	75 0						75 0
	Funding Source: Fed RRX  Same as above. (Federal: \$X).  Move funds to KN 23378 (\$75,000).	2024							0
		2025							0
		2026							0
		2027							0
		PD							0
	SUM	75 0	0	0	0	0	0	75 0	
23971	Railroad Crossing, South Cole Road, Ada County	2023				152			152
	Funding Source: Strategic Initiatives (State)  Same as above. (Federal: \$0).  No change to this funding source.	2024							0
		2025							0
		2026							0
		2027							0
		PD							0
	SUM	0	0	0	152	0	0	152	

AC = Advanced Construction  
 ADA = Americans with Disabilities Act  
 CE = Construction Engineering  
 CN = Construction  
 Fed = Federal

FY = Fiscal Year  
 ITD = Idaho Transportation Department  
 KN = Key Number  
 PE = Preliminary Engineering  
 PC = Preliminary Engineering Consultant

RRX = Railroad Crossing  
 RW = Right-of-Way  
 TIP = Transportation Improvement Program  
 UT = Utilities



## COMPASS BOARD OF DIRECTORS AGENDA ITEM III-F

August 21, 2023

### **Topic: FY2023-2029 Regional Transportation Improvement Program (TIP)**

#### **Request/Recommendation:**

COMPASS staff requests COMPASS Board of Directors' ratification of Resolution 15-2023 (attached) modifying the FY2023-2029 TIP. The Regional Transportation Advisory Committee recommended adoption on July 26, 2023. The COMPASS Executive Committee adopted the resolution on August 8, 2023.

#### **Background/Summary**

Golden Gate Highway District, through the Local Highway Technical Assistance Council, proposes changes to the **Peckham Road, US-95 to Notus Road** (Key Number 13964) and the **Peckham Road Intersections** (Key Number 22101) projects to combine and increase construction costs using freight funds. The intersections project was awaiting approval of the Idaho Transportation Department's Freight Plan to be awarded full funding. The Freight Plan was recently approved, and funds are now available. Combining the two projects into one bid package is expected to result in a more favorable bid as well as minimize delays for the traveling public. The increase in the overall costs of the combined projects is 53.81%.

#### **Implication (policy and/or financial):**

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

#### **More Information:**

- 1) Attachment: Resolution 15-2023
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at 208/475-2238 or [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

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**RESOLUTION NO. 15-2023**

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

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

**WHEREAS**, the Infrastructure Investment and Jobs Act (IIJA), Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require metropolitan planning organizations to develop and approve transportation improvement programs;

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

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

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

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

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

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

**ADOPTED** this 8<sup>th</sup> day of August 2023.

By: 

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

**ATTEST:**

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

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COMPASS Board Administrative Modification #3 for the FY2023-2029 Regional Transportation Improvement Program (TIP)

Golden Gate Highway District, July 2023

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
13964	Peckham Road, US-95 to Notus Road, Canyon County	2023			0 15		777 533	2,818 0	3,595 548
	Funding Source: STBG-Rural	2024							
		2025							0
	Provide improvements on Peckham Road from US-95 in the City of Wilder to Notus Road in the City of Greenleaf in Canyon County, including roadway rehabilitation, as well as curb, gutter, and sidewalk improvements within the city limits. (Federal: \$508,000).	2026							0
		2027							0
		PD							0
		SUM	0	0	0 15	0	777 533	2,818 0	3,595 548
<p>Increase right-of-way to cover estimated land purchase costs. Funds from KN 13874 (outside COMPASS area). Reduce/move construction funds to KN 22101, which will be bid as a companion project.</p> <p>See KN 22101 below for overall project costs combined.</p>									
22101	Peckham Road Intersections, Canyon County	2023				80		379	459
	Funding Source: STBG-Rural	2024							
		2025							0
	Reconstruct three intersections on Peckham Road at Travis Road, Allendale Road, and Van Slyke Road, between the Cities of Wilder and Greenleaf in Canyon County. Each intersection is substandard for truck turning movements. The reconstruction will provide larger turning radii to eliminate truck off-tracking and reduce edge breakup. The intersection improvements will also allow trucks to maintain their own travel lane while making turns. All construction will adhere to current Association of Canyon County Highway District (ACCHD) standards. (Federal: \$425,000).	2026							0
		2027							0
		PD							0
		SUM	0	0	0	80	0	379	459
<p>Increase construction to match the current construction estimate and replace STBG-Rural funds from KN 13964 with Freight funds (see next page). Construction costs are combined with KN 13964, which will be bid as a companion project.</p> <p>Costs below show the combined costs of KN 13964 and KN 22101:  <u>Overall previously obligated: \$844,269</u>  <u>Original overall total: \$4,898,269</u>  <u>Proposed overall total: \$7,533,818</u>  <u>Increase: 53.81%</u></p>									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PC	RW	UT	CE	CN	SUM	
22101	Peckham Road Intersections, Canyon County	2023					0	0	0	
	Funding Source: Freight	2024					486	5197	5683	
	Same as above. (Federal: \$5,266,000).  Increase costs using Freight funding. The project was awaiting approval of the Freight Plan for full funding. The Freight Plan is now approved.	2025							0	
		2026							0	
		2027							0	
		PD							0	
		SUM	0	0	0	0	0	486	5197	5683

ACCHD = Association of Canyon County Highway Districts  
 CE = Construction Engineering  
 CN = Construction  
 Fed = Federal  
 FY = Fiscal Year  
 KN = Key Number  
 PC = Preliminary Engineering Consultant  
 PD = Preliminary Development

PE = Preliminary Engineering  
 RW = Right-of-Way  
 STBG = Surface Transportation Block Grant  
 TIP = Transportation Improvement Program  
 US = United States (highway)  
 UT = Utilities

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## COMPASS BOARD AGENDA ITEM III-G

DATE: August 21, 2023

### **Topic: FY2024 COMPASS Workgroup Charters**

#### **Request/Recommendation:**

COMPASS staff seeks COMPASS Board of Directors' approval of the workgroup charters for FY2024 activities.

#### **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
- Rural Prioritization

**The Executive Committee recommended COMPASS Board approval of the workgroup charters at its June 13, 2023, meeting.**

#### **Implication (policy and/or financial):**

In the absence of COMPASS Board approval, the workgroup activities would be suspended until a revised charter could be approved by the Board.

#### **More Information:**

- 1) Attachments: Workgroup charters
- 2) For detailed information contact: Meg Larsen at 208-475-2228 or [mlarsen@compassidaho.org](mailto:mlarsen@compassidaho.org)

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Work Group: Active Transportation Workgroup (ATWG)  
Staff Liaison: Austin Miller

## Purpose:

The purpose of the Active Transportation Workgroup is to provide guidance in the development, integration, and implementation of regional active transportation (bicycle/pedestrian) 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 bicycle/pedestrian counter program and data analysis, including characteristics, seasonality/weather, new technology, etc.
2. Review and provide feedback on COMPASS Data Bike deployment and reporting.
3. Support development of pathway and rail with trail funding applications.
4. Review and provide ongoing feedback for Bike/Walk COMPASS Map.
5. Support development of the active transportation section of *Communities in Motion 2055*.

## Deliverables, Schedule:

1. Rails with Trails Progress Report (December 2023).
2. COMPASS Data Bike Report (January 2024).
3. Updated Bike/Walk COMPASS online map (ongoing).

## Membership:

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

Charter recommended by Executive Committee: June 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

Work Group: Affordable Housing Advisory Workgroup (AHAW)  
Staff Liaison: Austin Miller

**Purpose:**

The purpose of the Affordable Housing Advisory Workgroup is to provide guidance and feedback for the development of the COMPASS Housing Coordination Plan.

**Tasks:**

1. Develop a status update including desired scope, frequency, etc. of member agency actions related to affordable housing.
2. Support local efforts to advance affordable housing.

**Deliverables, Schedule:**

1. Outline of status report to be used in future years (September 2024).
2. Update on encouraging housing policies in the Treasure Valley (ongoing).
3. Update on affordable housing projects in the Treasure Valley (ongoing).

**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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*



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 2024 population estimates to the COMPASS Board of Directors.
2. Review and provide feedback on the 2023 Development Monitoring Report to COMPASS staff.
3. Review and provide feedback on Development Checklist Report.
4. Review methodology for the long-range plan population, housing, and employment forecast.

**Deliverables, Schedule:**

1. 2024 population estimates (March 2024).
2. 2024 Development Monitoring Report (March 2024).
3. Development Checklist report (March 2024).

**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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

Work Group: Environmental Review Workgroup (ERWG)  
Staff Liaison: Lila Klopfenstein

**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. Provide input on the High-Capacity Transit Planning and Environmental Linkages (PEL) Study.

**Deliverables, Schedule:**

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

**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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

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. Help identify and implement regional freight priorities.
2. Review freight improvement projects for the 2024 Resource Development Plan for submittal by December 2023.
3. Identify needs and goals for rail freight in the region.
4. Develop scope of work and workplan for Freight Rail Study.
5. Share information about regional freight and the long-range transportation plan with constituents; provide feedback to COMPASS.

## Deliverables, Schedule:

1. Review freight improvement projects included in the Resource Development Plan (December 2023).
2. Freight Rail Study workplan (August 2024).

## 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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

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 a quarterly 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 (November 2023)
2. Prioritized unfunded projects list (December 2023)
3. Annual grant writing calendar with timeline and agreed-to roles and responsibilities (January 2024)
4. Development of FY2025 grant writing calendar prior to next fiscal year (April 2024 and July 2024)
5. Quarterly review of grant writing calendar, considering current grant developments (October 2023, January 2024, April 2024, and July 2024)

## 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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee:

June 2024

*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.*

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 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. Assist in selecting 2023 Leadership in Motion award recipients (one workgroup representative).
2. Appoint a representative to serve on the Regional Transportation Advisory Committee (RTAC) for CY2024.
3. Provide input into the style and format of a pamphlet highlighting COMPASS' legislative positions.
4. Provide input into a proposal and story ideas for a COMPASS podcast.
5. Provide input into purchase of new COMPASS trinkets (swag).
6. Provide input into a brochure describing how to participate with COMPASS.
7. Appoint a representative to assist in selecting 2024 Leadership in Motion award recipients.
8. Review ease of public use and understanding of new transportation improvement program public-facing database and reports.
9. Review, provide input, and assist with COMPASS outreach, education, and public participation activities as requested.

## Deliverables, Schedule:

1. 2023 Leadership in Motion recipients selected (December 2023).
2. Representative to serve on RTAC for CY2024 appointed (December 2023).
3. Legislative position booklet printed (December 2023).
4. COMPASS podcast initiated, if proposal approved (December 2023).
5. New COMPASS trinkets purchased (March 2024).
6. Participation brochure completed and printed (March 2024).
7. Representative to assist in selecting 2024 Leadership in Motion recipients appointed (August 2024).
8. New transportation improvement program public-facing database and reports rolled out for public use (September 2024).
9. 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 member of the

press. Public/stakeholder and press 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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

Work Group: Public Transportation Workgroup (PTWG)  
Staff Liaison: Lila Klopfenstein

## 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, access, and maximize effectiveness of transportation investments.

## Tasks:

1. Provide input on the High-Capacity Transit Planning and Environmental Linkages (PEL) Study.
2. Estimate population density needed to support regional transit goals.
3. Assist with development of a Park and Ride management plan.

## Deliverables, Schedule:

1. High-Capacity Transit Planning and Environmental Linkages (PEL) Study (ongoing).
2. Slide deck detailing ideal population density to support regional transit goals (October 2024).
3. Park and Ride Management Plan (June 2024).

## 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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*



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.
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. Create workflows and protocols that facilitate building cooperatively-maintained regional datasets.
5. Provide feedback to COMPASS staff on regional GIS planning activities (ongoing).

**Deliverables, Schedule:**

1. Provide quality control and review of orthophotography project deliverables (Fall 2024).

**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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

Work Group: Regional Operations Workgroup (ROWG)  
Staff Liaison: 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 and implementation strategies.
2. Share successes and lessons learned from recent ITS/TSMO deployments.
3. Support Regional Safety Action Plan (request for proposal, developing scope, and project execution).
4. Review results of 2023 Congestion Management Annual Report.

## Deliverables, Schedule:

1. Regional Safety Action Plan (Late 2024).
2. TSMO/ITS Projects List and ITS Inventory (ongoing).
3. Congestion Management Annual Report (Fall 2024).

## 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 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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.*

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). Work will 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. Discuss and determine recommendations for the most beneficial rural projects for funding programs managed by LHTAC using the prioritization process approved by the COMPASS Board on August 20, 2012.

**Deliverables, Schedule:**

1. Meet to prioritize rural projects (August 2024).
2. Provide priority recommendations to RTAC for rural project priorities in each LHTAC rural program. The recommendation will include a signature from each participating agency (September 2024).
3. Provide RTAC's recommendation to the COMPASS Board of Directors for approval (October 2024).

**Membership:**

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

Charter recommended by Executive Committee: June 13, 2023

Charter approved by COMPASS Board:

Next planned review of charter by Executive Committee: June 2024

*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 OF DIRECTORS AGENDA ITEM III-H

Date: August 21, 2023

### Topic: FY2025-2031 COMPASS Funding Application Guide

#### Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the FY2025-2031 COMPASS Funding Application Guide (see link below), as recommended by the Regional Transportation Advisory Committee (RTAC) on July 26, 2023.

#### Background/Summary:

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

The draft FY2025-2031 application guide includes significant changes to the scoring process used to prioritize federal-aid projects to better evaluate each project's anticipated regional impacts and contributions to the goals of *Communities in Motion 2050*. The scoring criteria were derived from the *Communities in Motion 2050* goals and objectives, the Complete Network Policy, and other COMPASS planning products and were developed in consultation with an RTAC subcommittee that included representatives from the Ada County Highway District and the Cities of Boise, Eagle, and Middleton. Input on the public transportation scoring criteria was provided by Valley Regional Transit. The proposed scoring process is grounded in a performance-based planning approach, which is a high priority for federal programs.

The project application portal and project ranking process will function differently from previous years for member agencies. The online application vendor will not be retained. The application will be updated to a Word document to streamline the application process while ensuring all required information is captured. The ranking worksheet will function similarly to past years, with modifications to accommodate the updated scoring process.

#### Implication (policy and/or financial):

Approval of the FY2025-2031 COMPASS Funding Application Guide will allow COMPASS staff to assist member agency staff in applying for projects to further *Communities in Motion 2050* goals.

#### More Information:

- 1) Draft FY2025-2031 COMPASS Funding Application Guide: [https://compassidaho.org/wp-content/uploads/082123\\_Bd\\_DraftFY2025-2031\\_COMPASSFundingAppGuide.pdf](https://compassidaho.org/wp-content/uploads/082123_Bd_DraftFY2025-2031_COMPASSFundingAppGuide.pdf)
- 2) A redlined Draft FY2025-2031 COMPASS Funding Application Guide, showing changes as compared to the FY2024-2030 guide, is available upon request by contacting Matt Carlson, Principal Planner.
- 3) For detailed information contact: Matt Carlson, Principal Planner, at 208/475-2232 or [mcarlson@compassidaho.org](mailto:mcarlson@compassidaho.org).

## COMPASS BOARD OF DIRECTORS AGENDA ITEM III-I

Date: August 21, 2023

### **Topic: Amended End-of-Year and Redistribution Program Priorities**

#### **Request/Recommendation:**

COMPASS staff seeks COMPASS Board of Directors' ratification of amendments to the End-of-Year and Redistribution Program priorities list (attached). The COMPASS Executive Committee approved the amendments on August 8, 2023.

#### **Background/Summary:**

Federal highway funding allocated to states not obligated within its program year must be returned to the Federal Highway Administration at the end of the fiscal year. To ensure Idaho does not have to return funding, the Idaho Transportation Department (ITD) developed an End-of-Year Program to reprogram unobligated funds to other projects in the state. Unobligated funds from other states redistributed to Idaho also provide funding for this program.

Metropolitan planning organizations submit local prioritized needs to ITD for inclusion in the End-of-Year and Redistribution Program, as funding becomes available. COMPASS staff keeps an ongoing list of needs and budgets for additional funding as cost savings on other projects are realized. Any remaining needs, as well as opportunities to advance projects, are added to the End-of-Year and Redistribution Program priority list.

COMPASS expects ITD to distribute funds using the same method as in 2022, first bringing obligation authority to 100% of estimated amounts in each program, then distributing any additional funds following ITD's regular formula fund policy (Idaho Transportation Board Policy 4028).

Projects receiving funding through the End-of-Year and Redistribution Program must be in the transportation improvement program and ready to obligate funds immediately. There is not enough time to transfer funds from the Federal Highway Administration to the Federal Transit Administration in this process; therefore, some public transportation projects are ineligible for these funds.

On June 25, 2023, the COMPASS Board of Directors approved the End-of-Year and Redistribution Program priorities. At the time of approval, several projects were awaiting final cost estimates and the requested amounts were either not available or not final. Final numbers are now available. An additional request was also received after the priority list was approved. The amounts expected through Redistribution are still unknown.

On August 8, 2023, the Executive Committee approved changes to the priority list, summarized below, to add one additional project and adjust costs on other projects where previously unknown.

- Key Number 23324 – Garden Street Multi-Use Pathway, Cassia Park to Albion Street, Boise
  - The original amount was shown as “TBD,” as design negotiations were still underway. The amount needed is \$404,000.
- Key Number 22018 – Pedestrian Improvements and Widening, Montana Avenue, Caldwell
  - This is a new request for \$100,000 for right-of-way and land purchase needs based on current estimates.
- Key Number 22016 - Midway Road, SH-55 (Karcher Road) to I-84B, Rehabilitation, Canyon County
  - Based on final design estimates, the amount changed from \$3,013,000 to \$4,271,000.
- Key Number 22017 – Cherry Lane, Franklin Boulevard to 11<sup>th</sup> Avenue North, Nampa
  - Based on final design estimates, the amount changed from \$1,600,000 to \$2,470,000.

Next Steps:

- Mid-September 2023 – ITD staff will notify COMPASS of available funds and actions will be taken.

**Implication (policy and/or financial):**

Approval of End-of-Year and Redistribution Program priorities by the COMPASS Board of Directors makes project needs eligible for obligation if funding becomes available. COMPASS policy allows all actions related to approved priorities to occur via administrative modification if approved in advance. Ratification of the approved changes will allow the projects to be fully funded if funds are available.

**More Information:**

- 1) Attachment: Amended COMPASS FY2023 End-of-Year and Redistribution Program Priorities
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at 208/475-2238 or [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

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COMPASS FY2023 End-of-Year and Redistribution Program Priorities  
Regional Transportation Advisory Committee recommended May 24, 2023  
COMPASS Board of Directors approved June 26, 2023  
Amended by COMPASS Executive Committee August 8, 2023

Attachment

Priority	Key Number	Project	Sponsor	Current Program	Amount Needed	Comments
<b>Overall</b>						
1	Increase all program obligation authority to 100% of the allocation. (STBG-TMA \$2,162,000; STBG-LU ~\$390,794; TAP-TMA \$192,000)					
<b>Boise Urbanized Area (Transportation Management Area) (Surface Transportation Block Grant and Transportation Alternatives Program)</b>						
1	22931	Pathway Improvements, SH-55, McMillan to US 20/26, Boise	Boise	TAP-TMA	\$184,000	<b>Design</b> – Not obligated due to obligation authority limitation.
2	20259	Roadway and ADA Improvements, Part 1, Boise Area - FY2023	ACHD	STBG-TMA	\$50,000	<b>Design</b> – Convert advanced construction funds.
3	23095	Five Mile Road Overpass and Widening, NEPA, Boise	ACHD/ITD	STBG-TMA	\$224,198	<b>Design</b> – Negotiated contract requires additional funding.
4	23324	Garden Street Multi-Use Pathway, Cassia Park to Albion Street, Boise	Boise	TAP-TMA	\$404,000	<b>Design</b> – Cover the negotiated contract for design. Additional environmental work is expected, making the design more complex.
5	23314	Commuteride, Safety and Security Cameras, ACHD	ACHD	STBG-TMA	\$48,000	<b>Construction</b> – Advance from FY2024.
6	13046	Planning Study (PEL), High-Capacity Transit Corridor, COMPASS	COMPASS	STBG-TMA	\$1,000,000	<b>Planning</b> – Advance any amount from FY2024-2025.
7	20271	Planning, Communities in Motion Update, COMPASS	COMPASS	STBG-TMA	\$453,000	<b>Planning</b> – Advance any amount from FY2024-2026
8	23311	Study, Chinden Drainage and Design Plan, Garden City	Garden City	STBG-TMA	\$200,000	<b>Planning</b> – Advance from FY2025.
9	21889	Planning, COMPASS - FY2024	COMPASS	STBG-TMA	\$232,000	<b>Planning</b> – Advance from FY2024.
10	21910	SR2S, VRT Ada County - FY2024	VRT	TAP-TMA	\$206,000	<b>Planning</b> – Advance from FY2024.
11	22436	Commuteride, ACHD - FY2024	ACHD	STBG-TMA	\$220,000	<b>Planning</b> – Advance from FY2024.
<b>Nampa Urbanized Area (Large Urban) (STBG)</b>						
1	22018	Pedestrian Improvements and Widening, Montana Avenue, Caldwell	Caldwell	STBG-LU	\$100,000	<b>Right-of-Way</b> – Needs \$100,000 to cover current estimated costs for right-of-way and land purchase.
2	22016	Midway Road, SH-55 (Karcher Road) to I-84B, Rehabilitation, Canyon County	Canyon Highway District	STBG-LU	\$4,271,000	<b>Construction</b> - Advance from FY2027. Adjusted cost based on final design estimates.
3	22017	Cherry Lane, Franklin Boulevard to 11th Avenue North, Nampa	Nampa	STBG-LU	\$2,470,000	<b>Construction</b> - Advance from PD. Adjusted cost based on final design estimates.
4	21889	Planning, COMPASS - FY2024	COMPASS	STBG-LU	\$99,000	<b>Planning</b> - Advance from FY2024.
5	22436	Commuteride, ACHD - FY2024	ACHD	STBG-LU	\$55,000	<b>Planning</b> - Advance from FY2024.

Acronym Key:

ACHD = Ada County Highway District  
ADA = Americans with Disabilities Act  
EOY = End-of-Year  
FY = Fiscal Year  
NEPA = National Environmental Policy Act  
PD = Preliminary Development (construction beyond FY2027)  
PS&E – Plans, Specifications, and Engineer's Estimate  
SH = State Highway  
SR2S = Safe Routes to School  
STBG-TMA = Surface Transportation Block Grant – Transportation Management Area (Boise Urbanized Area)  
STBG-LU = Surface Transportation Block Grant –Large Urban (Nampa Urbanized Area)  
TAP-TMA = Transportation Alternatives Program – Transportation Management Area (Boise Urbanized Area)  
VRT = Valley Regional Transit

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## COMPASS BOARD AGENDA ITEM V-A

Date: August 21, 2023

### **Topic: FY2024 Unified Planning Work Program and Budget (UPWP)**

#### **Request/Recommendation:**

COMPASS staff seeks a COMPASS Board of Directors' adoption of Resolution 16-2023, approving the FY2024 Unified Planning Work Program and Budget (UPWP).

#### **Background/Summary:**

At its July 13, 2023, meeting, the COMPASS Finance Committee recommended approval of the draft FY2024 UPWP by the COMPASS Board of Directors as presented.

Following adoption by the COMPASS Board of Directors, the FY2024 UPWP will be forwarded to the Idaho Transportation Department (ITD), the Federal Highway Administration, and the Federal Transit Administration for approval.

The documents included in the FY2024 UPWP are:

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

**Funding Source Summary** – A one-page summary of the funding applied to all expenditures by program.

**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 FY2024 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 17, 2023, meeting. Although the per capita rate has remained the same since FY2015, total dues increased by \$25,544 compared to FY2023. The increase is entirely attributable to year-over-year population growth in the jurisdictions.

2. Consolidated Planning Grant (CPG) revenue of \$250,540 is carried forward from FY2023. At the June 26, 2023, meeting, the COMPASS Board approved Revision 3 of the FY2023 UPWP, authorizing the use of these CPG funds for the transportation funding study. This study is expected to get underway in FY2023 and be carried forward for completion in FY2024. There are corresponding direct expenses associated with this funding. The carry forward amount will be adjusted in Revision 1 of the FY2024 UPWP after the fiscal year is closed and the exact amount is determined.
3. The projected revenue of \$1,738,826 from the FY2024 CPG reflects the updated amount provided to COMPASS from ITD. The amount is about \$40,000 less than what was included in the draft FY2024-FY2030 Regional Transportation Improvement Program (TIP) and provided to the Finance Committee at the June 15 meeting. The update resulted from the inclusion of the new Twin Falls Metropolitan Planning Organization in the distribution of CPG funds.
4. Revenue of \$306,705 from off-the-top Surface Transportation Block Grant-Transportation Management Area (STBG-TMA) and STBG-Urban funds, as approved by the COMPASS Board of Directors on April 19, 2010, continues.
5. Revenues include \$230,260 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 carryover of funds to complete the Regional Housing Needs Assessment and carry forward of unprogrammed funds from FY2023. There is \$18,240 in local match associated with these federal funds.
6. Revenues include \$768,151 of STBG-TMA funds for the Planning and Environmental Linkages High-Capacity Transit Corridor Study (PEL). This project is expected to get underway in FY2024 and be completed in FY2025. There is \$60,849 in local match associated with these federal funds, and corresponding direct expenses of \$829,000.
7. Revenues include \$166,788 of Carbon Reduction Program – Transportation Management Area (CRP-TMA) funds for development of a regional carbon reduction strategy. There is \$13,212 in local match associated with these federal funds, and corresponding direct expenses of \$180,000.
8. Revenues include \$392,000 in funding from the Federal Highway Administration (FHWA) Safe Streets and Roads for All grant that was awarded to COMPASS to develop an action plan. This project is expected to get underway in FY2023. There is \$98,000 in local match associated with these federal funds, and corresponding direct expenses of \$490,000. The carry forward amount will be adjusted in Revision 1 of the FY2024 UPWP after the fiscal year is closed and the exact amount is determined.
9. Revenues include \$16,000 from the Idaho Transportation Department (ITD) as a contribution for the TREDIS cost-benefit analysis software.
10. Revenues include \$125,000 from participant contributions for the FY2024 orthophotography flight.
11. Interest income is estimated at \$25,000 in FY2024.
12. Revenues include \$100,000 from fund balance for the CIM Implementation Grant Program. This is an increase of \$50,000 over the FY2023 amount for new grants.

## Expenses

13. Salary costs cover 20 full-time and 1 part-time employee. As of the memo date, one of these positions is vacant, but staff are actively recruiting to fill this position.
14. Due to recruiting challenges, COMPASS was not able to replace departing senior- and mid-level staff with individuals with equivalent experience, but instead brought in early-career individuals, generating some salary savings. The total increase in the salary budget from FY2023 to FY2024 is just 3.2%, but it allows COMPASS to accomplish several important objectives in support of staff retention. First, salary costs include a 4.9% cost of living adjustment, effective October 1, 2023. This is the equivalent of the Consumer Price Index-Urban, West region (CPI-U, West) rate for the period April 2022 to April 2023, the most recent data available. The region has experienced the inflationary pressures reflected in the CPI-U, West data. COMPASS has faced significant recruiting and retention challenges as staff seek to maintain their standard of living in the current economic environment and are able to negotiate salaries accordingly, both at COMPASS and its member agencies. Retention of employees is of critical importance as a significant number of senior staff are expected to reach Rule of 90 over the course of the next nine years.
15. Staff commissioned a salary survey in May 2023. The consultant recommended a standardized salary range table, with salary ranges spaced at even intervals across grades. The consultant placed COMPASS positions in the appropriate grade as supported by the collected survey data. COMPASS intends to implement this salary range table effective October 1, 2023, with the target of having well-performing employees reach the midpoint of their respective ranges after five years in their position. With the implementation of the remaining expected, budgeted merit adjustments in FY2023 and the cost-of-living adjustment described above, most employees should be at an achievable but still competitive rate relative to market. The consultant recommended an additional adjustment for one position to bring it to the market rate, and resources for that adjustment are also covered by the overall 3.2% increase in salary budget.
16. COMPASS Team Leads receive an additional premium for taking on that leadership role and performing the supervisory and administrative functions associated with it. This premium has been at the same rate since the Team Lead structure was implemented in 2017. Consistent with the consultant's recommendations, the 3.2% overall increase in the salary budget from FY2023 to FY2024 covers a \$1,000 increase in the annual Team Lead premium.
17. The overall 3.2% increase in the salary budget from FY2023 to FY2024 provides for a 4.1% merit pool, in addition to the cost-of-living adjustment. This was the recommended merit pool from the salary survey, based on the data collected from member agencies for the merit pool they are proposing in their own budgets. While performance recognition is not the only factor in employee recruitment and retention, it is an important factor. Staff believes that a merit pool allowing for recognition of strong performance will help to alleviate the recruiting and retention challenges COMPASS has faced. The budgeted merit pool covers all employees, including the Executive Director. 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. The

Executive Committee recommends the Executive Director's salary adjustment to the COMPASS Board of Directors, following his performance review in August.

18. Fringe expenses include the cost of health insurance. The previous UPWP draft included an estimated 3.5% increase in health insurance costs. The Boise Municipal Health Care Trust met on July 6, 2023, and approved renewal of the health insurance at the same rates as 2023, with no increase. Estimated fringe expenses were updated accordingly. Additionally, coverage option estimates for new staff were updated to reflect their actual selections. This line item includes a 3% increase in the cost of disability benefits for FY2023. PERSI has proposed an adjustment to the contribution rate for general employees, effective July 1, 2024, and that adjustment is also reflected.
19. Indirect expenses are budgeted to increase by just over \$16,000 (about 6%) to a total of \$233,950. Most line items have proposed increases of less than 3%, but some categories reflect higher increases. Audit costs are expected to increase by about \$3,000 and insurance costs are expected to increase about \$1,250. Costs for general supplies have also increased by about \$1,000 as staff have returned to the office nearly full time. Staff continue to closely manage indirect expenses to control the organization's overall costs.
20. Total direct expenses increased significantly compared to FY2023. This increase is mostly attributable to costs for the PEL and the carbon reduction strategy described above. Direct expenses can vary substantially from year to year, depending on projects planned.
21. The Project Development Program is funded in FY2023, its tenth year, at \$150,000. This is double the amount budgeted in FY2023 for new projects.
22. Direct expenses include \$55,000 for enhancements to the travel demand model.
23. Direct expenses include \$125,000 for an orthophotography flight. With the support of participating member agencies, COMPASS entered into a contract for multi-year flights at a fixed annual cost. A full, two-county flight was completed in FY2022, an interim, urban-only flight was completed for FY2023. Another urban-only flight is planned for FY2024.
24. Direct expenses include \$58,000 for software to help manage the TIP more efficiently.
25. Direct expenses include funding of \$40,000 for upgrades to COMPASS servers, which are approaching the end-of-life.
26. Direct expenses for all other programs are stable and consistent with current year activities.

With the end of the emission testing program on June 30, 2023, the air quality outreach program, the support of the Air Quality Board, and the management fee paid for that support are not included in the FY2024 UPWP.

**Implication (policy and/or financial):**

Federal approval of the UPWP by October 1, 2023, is required to begin work in FY2024.

**More Information:**

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

**RESOLUTION NO. 16-2023**

**FOR THE PURPOSE OF APPROVING THE FY2024 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 FY2024 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 FY2024.

**NOW, THEREFORE, BE IT RESOLVED**, that the Community Planning Association of Southwest Idaho Board of Directors adopts the FY2024 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 FY2024 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 21st day of August 2023.

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

**ATTEST:**

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

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2024 UNIFIED PLANNING WORK PROGRAM AND BUDGET  
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2023 Rev 3	FY2024 UPWP
<b>GENERAL MEMBERSHIP</b>		
Ada County	249,479	254,115
Ada County Highway District	249,479	254,115
Canyon County	122,508	125,110
Canyon Highway District No. 4	47,092	48,483
City of Boise	107,392	108,922
City of Caldwell	29,298	30,824
City of Eagle	14,973	15,591
City of Garden City	5,749	5,727
City of Greenleaf	370	370
City of Kuna	12,116	13,174
City of Meridian	58,848	61,119
City of Melba	256	295
City of Middleton	4,727	5,282
City of Nampa	48,112	50,687
City of Notus	273	278
City of Parma	935	944
City of Star	6,711	7,799
City of Wilder	714	741
Subtotal	959,032	983,576
<b>SPECIAL MEMBERSHIP</b>		
Boise State University	9,600	9,800
Capital City Development Corporation	9,600	9,800
Idaho Department of Environmental Quality	9,600	9,800
Idaho Transportation Department	9,600	9,800
Valley Regional Transit	9,600	9,800
Subtotal	48,000	49,000
<b>GRANTS AND SPECIAL PROJECTS</b>		
<b>FHWA/FTA - Consolidated Planning Grants</b>		
CPG - FY2022 K# 20640 Ada County (carryover from FY22 YE)	323,578	
CPG - FY2022 K# 20640 Canyon County (carryover from FY22 YE)	113,690	
CPG - FY2023 K# 22108; Ada County	1,280,846	185,400
CPG - FY2023 K# 22108; Canyon County	450,027	65,140
CPG - FY2024 K# 22494 Ada County		1,286,731
CPG - FY2024 K# 22494 Canyon County		452,095
Sub Total CPG Grants	2,168,141	1,989,366
STBG-TMA & STBG-U - K# 21889; FY2024 off-the-top funds for Planning	306,705	306,705
STBG-U - K# 23026 Permanent Automated Counters	36,137	-
STBG-TMA - K# 22395 Fiscal Impact Analysis Phase 3	55,596	-
STP TMA - K# 19571, CIM 2050 (carryover from FY22 YE)	99,302	-
STBG TMA - K# 20271, CIM 2055	169,568	230,260
STBG-TMA K#13046 PEL, High-Capacity Transit Corridor		768,151
CRP-TMA K#23676 Carbon Reduction Strategy		166,788
FHWA Safe Streets and Roads for All Action Plan	392,000	392,000
Subtotal	1,059,308	1,863,904
<b>OTHER REVENUE SOURCES</b>		
Idaho Department of Environmental Quality	55,000	-
Ada County Air Quality Board	55,000	-
Air Quality Operations - Management Fee	70,000	-
Cities of Star and Nampa - Project Dev reimb; consultant refund	41,945	-
TREDIS Contribution		16,000
Orthophotography - Participant Contributions	125,000	125,000
Interest Income	38,954	25,000
Subtotal	385,899	166,000
<b>TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous</b>	<b>4,620,379</b>	<b>5,051,846</b>
Draw From Fund Balance (CIM Implementation Grants)	50,000	100,000
Draw From Fund Balance (funds set aside for orthophotography flight)	37,500	-
Draw From Fund Balance (match on PEL High Capacity Transit)		61,000
Draw From Fund Balance match on transportation funding study		24,460
Draw From Fund Balance (20% match Safe Streets for All Action Plan)	98,000	98,000
Draw From Fund Balance - match on Carbon Reduction Strategy		13,000
Draw From Fund Balance to cover shortfall	18,000	526,542
Subtotal	203,500	823,002
<b>TOTAL REVENUE, ALL RESOURCES</b>	<b>4,823,879</b>	<b>5,874,848</b>

EXPENSE	FY2023 Rev 3	FY2024 UPWP
<b>SALARY, FRINGE &amp; CONTINGENCY</b>		
Salary	1,767,151	1,824,108
Fringe	822,100	837,300
Contingency (Overtime, Bonus, and Sick Time Trade)	19,000	22,000
Subtotal	2,608,251	2,683,408
<b>INDIRECT OPERATIONS &amp; MAINTENANCE</b>		
Indirect Costs	217,900	233,950
Subtotal	217,900	233,950
<b>DIRECT OPERATIONS &amp; MAINTENANCE</b>		
620001, Demographics and Growth Monitoring	2,500	2,500
653001, Communication and Education	49,100	52,350
661001, Long-Range Planning	598,514	1,532,500
661005, Safe Streets and Roads for All	490,000	490,000
661008, Bike Counter Management	67,330	19,840
685001, Transportation Improvement Program	6,000	6,500
685002, Project Development Program	115,632	150,000
685003, Grant Research and Development		20,000
685004, CIM Implementation Grants	50,000	100,000
702001, Air Quality Outreach	100,000	-
760001, Government Affairs	18,000	19,750
801001, Staff Development	60,000	50,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	37,200	67,200
838001, Travel Survey Data Collection	15,148	-
860001, Geographic Information System Maintenance	223,800	199,500
990001, Direct Operations and Maintenance	162,504	245,350
Subtotal	1,997,728	2,957,490
<b>TOTAL EXPENSE</b>	<b>4,823,879</b>	<b>5,874,848</b>

<b>REVENUE AND EXPENSE SUMMARY</b>		
TOTAL REVENUE	4,823,879	5,874,848
LESS: TOTAL EXPENSES	4,823,879	5,874,848
REVENUE EXCESS/(DEFICIT)	(0)	-

**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	FY23 CPG Ada County K# 22108 (74%) 7.34% match	FY23 CPG Canyon County K# 22108 (26%); 7.34% match	FY24 CPG Ada County K# 22494 (74%) 20% match safety; 7.34% match other	FY24 CPG Canyon County K# 22494 (26%) 20% match safety; 7.34% match other	STP-TMA Off The Top K# 20560 7.34% match	STBG-TMA CIM 2055 K# 20271; 7.34% match	STBG-TMA PEL, High Capacity Transit KN13046	CRP-TMA Carbon Reduction Strategy KN ORN24233	FHWA Safe Streets and Roads for All 20% match	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue		Total Local & Other
601001 UPWP/Budget Development and Federal Assurances	108	106,074	-	106,074			54,550	19,166	24,572					98,288	7,786			7,786	106,074
620001 Demographics and Growth Monitoring	143	116,079	2,500	118,579			61,409	21,576	26,890					109,875	8,704			8,704	118,579
620005 Safe and Accessible Transportation (development reviews)	32	17,862	-	17,862			10,574	3,715						14,289	3,573			3,573	17,862
653001 Communication and Education Long-Range Planning	246	168,290	52,350	220,640										-		220,640		220,640	220,640
661001 General Project Management	642	425,895	703,500	1,129,395	185,400	65,140	219,022	76,954	98,659	230,260		166,788		1,042,223	82,559		4,613	87,172	1,129,395
661005 Safe and Accessible Transportation (SS4A Action Plan)	138	122,534	490,000	612,534			72,540	25,487					392,000	490,027	122,507			122,507	612,534
661006 High-Capacity Transit PEL	188	140,654	829,000	969,654			72,333	25,414	32,582					898,480	71,174			71,174	969,654
661008 Bike Counter Management Resource Development/Funding	208	106,574	19,840	126,414			54,807	19,257	24,688			768,151		98,752	7,822	19,840		27,662	126,414
685001 Transportation Improvement Program	398	290,882	6,500	297,382			154,046	54,124	67,383					275,553	21,829			21,829	297,382
685002 Project Development Program	29	25,309	150,000	175,309			115,868	40,710	5,863					162,441	12,868			12,868	175,309
685003 Grant Research and Development	204	174,923	20,000	194,923										-		194,923		194,923	194,923
685004 CIM Implementation Grants	16	13,399	100,000	113,399			6,890	2,421	3,104					12,415	984	100,000		100,984	113,399
685005 Safe and Accessible Transportation (CMF)	7	3,474	-	3,474			2,057	723						2,780	694			694	3,474
<b>TOTAL PROJECTS</b>	<b>2,359</b>	<b>1,711,949</b>	<b>2,373,690</b>	<b>4,085,639</b>	<b>185,400</b>	<b>65,140</b>	<b>824,096</b>	<b>289,547</b>	<b>283,741</b>	<b>230,260</b>	<b>768,151</b>	<b>166,788</b>	<b>392,000</b>	<b>3,205,123</b>	<b>340,500</b>	<b>535,403</b>	<b>4,613</b>	<b>880,516</b>	<b>4,085,639</b>
701001 Membership Services	80	70,488	-	70,488			36,249	12,736	16,329					65,314	5,174			5,174	70,488
703001 Public Services	25	22,064	-	22,064										-		22,064		22,064	22,064
705001 Transportation Liaison Services	48	43,306	-	43,306			24,785	8,708	6,635					40,128	3,178			3,178	43,306
760001 Government Affairs	270	273,225	19,750	292,975										-		292,975		292,975	292,975
<b>TOTAL SERVICES</b>	<b>423</b>	<b>409,083</b>	<b>19,750</b>	<b>428,833</b>	<b>-</b>	<b>-</b>	<b>61,034</b>	<b>21,444</b>	<b>22,964</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>105,442</b>	<b>8,352</b>	<b>315,039</b>	<b>-</b>	<b>323,391</b>	<b>428,833</b>
801001 Staff Development	153	114,384	50,000	164,384			112,715	39,603						152,318	12,066			12,066	164,384
820001 Committee Support	211	168,326	2,000	170,326			115,418	40,552						155,970	12,356	2,000		14,356	170,326
836001 Regional Travel Demand Model	202	185,064	67,200	252,264			172,973	60,775						233,748	18,516	-		18,516	252,264
842001 Congestion Management Process	75	68,712	-	68,712			495	174						669	53	67,990		68,043	68,712
860001 Geographic Information System Maintenance	337	259,840	199,500	459,340										-		334,340	125,000	459,340	459,340
<b>TOTAL SYSTEM MAINTENANCE</b>	<b>978</b>	<b>796,326</b>	<b>318,700</b>	<b>1,115,026</b>	<b>-</b>	<b>-</b>	<b>401,601</b>	<b>141,104</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>542,705</b>	<b>42,991</b>	<b>404,330</b>	<b>125,000</b>	<b>572,321</b>	<b>1,115,026</b>
990001 Direct Operations / Maintenance	-	-	245,350	245,350										-		208,963	36,387	245,350	245,350
991001 Support Services Labor	1,020	-	-	-										-				-	-
999001 Indirect Operations/Maintenance	-	-	-	-										-				-	-
<b>TOTAL INDIRECT/OVERHEAD</b>	<b>1,020</b>	<b>-</b>	<b>245,350</b>	<b>245,350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>208,963</b>	<b>36,387</b>	<b>245,350</b>	<b>245,350</b>
<b>GRAND TOTAL</b>	<b>4,780</b>	<b>2,917,358</b>	<b>2,957,490</b>	<b>5,874,848</b>	<b>185,400</b>	<b>65,140</b>	<b>1,286,731</b>	<b>452,095</b>	<b>306,705.00</b>	<b>230,260</b>	<b>768,151</b>	<b>166,788</b>	<b>392,000</b>	<b>3,853,270</b>	<b>391,843</b>	<b>1,463,735</b>	<b>166,000</b>	<b>2,021,578</b>	<b>5,874,848</b>

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
620001 Demographics and Growth Monitoring	2,500					2,500				
653001 Communication and Education	52,350	24,000			3,200		24,350	800		
661001 Long Range Planning: CIM 2055	248,500	248,500								
661001 Long Range Planning: Funding Study	275,000	275,000								
661001 Long Range Planning: Carbon Reduction Strategy	180,000	180,000								
661005 Safe Streets and Roads for All	490,000	490,000								
661006 Long Range Planning: PEL High Capacity Transit	829,000	829,000								
661008 Bike Counter Management	19,840		19,840							
685001 Transportation Improvement Program	6,500						6,500			
685002 Project Development Program	150,000	150,000								
685003 Grant Research and Development	20,000	20,000								
685004 CIM Implementation Grants	100,000	100,000								
760001 Government Affairs	19,750			18,000	500				1,250	
801001 Staff Development	50,000			50,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	67,200	67,200								
860001 Geographic Information System Maintenance	199,500	125,000	74,500							
990001 Direct Operations / Maintenance										
Annual salary survey update	6,500	6,500								
Replacement of servers/op system at end of life	40,000		40,000							
Transit network planning software	19,250		19,250							
TIP Software	58,000		58,000							
TREDIS Renewal	81,000		81,000							
Cube renewal; Cube Land	15,000		15,000							
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.	7,000							7,000		
<b>GRAND TOTAL</b>	<b>2,957,490</b>	<b>2,515,200</b>	<b>307,590</b>	<b>69,600</b>	<b>3,700</b>	<b>2,500</b>	<b>30,850</b>	<b>9,800</b>	<b>18,250</b>	<b>-</b>



**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
 FY2024 UNIFIED PLANNING WORK PROGRAM AND BUDGET  
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2023 Rev 3	FY2024 UPWP
Professional Services	930	30,000	30,000
Equipment Repair / Maintenance	936	500	500
Publications	943	2,000	3,000
Employee Professional Membership	945	4,500	3,500
Postage	950	600	900
Telephone	951	14,000	14,000
Building Maintenance and Reserve for Major Repairs	955	63,550	63,550
Printing	960	1,500	1,500
Advertising	962	1,500	3,000
Audit	970	17,000	20,000
Insurance	971	17,250	18,500
Legal Services	972	5,000	5,000
General Supplies	980	3,500	9,000
Computer Supplies	982	9,000	10,000
Computer Software / Maintenance	983	29,500	29,500
Vehicle Maintenance	991	3,000	2,500
Utilities	992	9,000	13,500
Local Travel	993	1,500	1,000
Other / Miscellaneous	995	5,000	5,000
<b>TOTAL</b>		<b>217,900</b>	<b>233,950</b>

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2024 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	20	2	49	108
620001	Demographics and Growth Monitoring	AM	-	135	8	-	143
620005	Safe and Accessible Transportation (development reviews)	AM	-	32	-	-	32
653001	Communication and Education	AL	8	22	216	-	246
	Long-Range Planning						
661001	General Project Management	AM	14	610	18	-	642
661005	Safe and Accessible Transportation (SS4A Action Plan)	HM	-	132	6	-	138
661006	High-Capacity Transit PEL	LK	8	150	30	-	188
661008	Bike Counter Management	AM	-	208	-	-	208
	Resource Development/Funding						
685001	Transportation Improvement Program	TT	11	347	40	-	398
685002	Project Development Program	MC	-	29	-	-	29
685003	Grant Research and Development	MC	8	175	21	-	204
685004	CIM Implementation Grants	MC	-	16	-	-	16
685005	Safe and Accessible Transportation (CMF)	TT	-	7	-	-	7
<b>TOTAL PROJECTS</b>			<b>86</b>	<b>1,883</b>	<b>341</b>	<b>49</b>	<b>2,359</b>
701001	Membership Services	MW	1	64	15	-	80
703001	Public Services	MW	-	20	5	-	25
705001	Transportation Liaison Services	MS	10	26	12	-	48
760001	Government Affairs	MS	50	-	220	-	270
<b>TOTAL SERVICES</b>			<b>61</b>	<b>110</b>	<b>252</b>	<b>-</b>	<b>423</b>
801001	Staff Development	ML	10	111	22	10	153
820001	Committee Support	AL	12	67	132	-	211
836001	Regional Travel Demand Model	MW	-	202	-	-	202
842001	Congestion Management Process	MW	-	75	-	-	75
860001	Geographic Information System Maintenance	EA	-	337	-	-	337
<b>TOTAL SYSTEM MAINTENANCE</b>			<b>22</b>	<b>792</b>	<b>154</b>	<b>10</b>	<b>978</b>
<b>TOTAL DIRECT</b>			<b>169</b>	<b>2,785</b>	<b>747</b>	<b>59</b>	<b>3,760</b>
991001	Support Services Labor	ML	291	155	173	401	1,020
<b>TOTAL INDIRECT/OVERHEAD</b>			<b>291</b>	<b>155</b>	<b>173</b>	<b>401</b>	<b>1,020</b>
<b>TOTAL LABOR</b>			<b>460</b>	<b>2,940</b>	<b>920</b>	<b>460</b>	<b>4,780</b>

<b>PROGRAM NO.</b>	601				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	UPWP Budget Development and Monitoring						
<b>TASK / PROJECT DESCRIPTION:</b>	Monitor and amend, as necessary, the FY2024 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 FY2025 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW</b>	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.						
<b>FY2024 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>FY2024 UPWP</b>							
Process and track revenues and expenditures for the FY2024 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants							Ongoing As Needed
<b>Process and obtain Board approval of FY2024 UPWP revisions</b>							
Distribute revisions of the FY2024 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2024 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval							As Needed
<b>FY2025 UPWP Development</b>							
Develop process and schedule for the FY2025 UPWP Solicit membership input on possible transportation planning projects and associated needs for FY2025 Submit initial revenue assessment for FY2025 to the Finance Committee for input Obtain Board approval on FY2025 General and Special membership dues							Nov Jan-Feb Mar Apr
<b>Present FY2025 UPWP</b>							
Present draft FY2025 UPWP to Finance Committee for input and feedback Present draft FY2025 UPWP to Finance Committee for recommendation Submit FY2025 UPWP to Board for adoption Submit and obtain approval from Federal Highway Administration of FY2025 UPWP Distribute FY2025 UPWP to the Idaho Transportation Department and Federal Transit Administration							Jun Jul Aug Aug Aug
<b>Track Federal requirements as related to Self-Certification</b>							
Compliance with federal requirements							Ongoing
<b>Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan</b>							
Monitor federal changes through the Federal Register							Ongoing
<b>LEAD STAFF:</b> Meg Larsen							
<b>END PRODUCTS:</b> FY2024 UPWP revisions; FY2025 UPWP; and maximize funding opportunities.							
<b>Expense Summary</b>							
Total Workdays:							108
Salary							\$ 67,124
Fringe							30,444
Overhead							8,506
Total Labor Cost:							106,074
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024							
<b>DIRECT EXPENDITURES:</b>							
Professional Services \$ -							
Legal / Lobbying							
Equipment Purchases							
Travel / Education							
Printing							
Public Involvement							
Meeting Support							
Other							
Total Direct Cost:							\$ -
Total:							\$ 106,074
601							Total Cost: \$ 106,074
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K22108				\$ -	Federal Highway Administration		
CPG, K22494	54,550	19,166		73,716	Federal Transit Administration		
STP-TMA, 20560			24,572	24,572			
Local / Fund Bal	4,322	1,518	1,946	7,786			
Total:	\$ 58,872	\$ 20,684	\$ 26,518	106,074			

<b>PROGRAM NO.</b>	620		<b>CLASSIFICATION:</b>		Project
<b>TITLE:</b>	Demographics and Growth Monitoring				
<b>TASK / PROJECT DESCRIPTION:</b>	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.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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> .				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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...."				
<b>FY2024 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Population and Employment Estimates</b>					
Data collection and geocoding of building permits					Ongoing
Complete 2023 employment data					Mar
Complete 2023 Development Monitoring Report					Mar
Complete 2024 population estimates and receive Board acceptance					Apr
<b>Development Forecasting, Tracking, and Reconciliation</b>					
Update preliminary plat files and other entitled development					Ongoing
Board approval of 2055 Growth Allocation					Aug
Develop population, housing, and employment forecasts for long-range transportation plan					Jan-Aug
Board approval of 2055 Control Forecast					Dec
Conduct build-out analysis					Jan-Aug
Board approval of buildout forecast					Aug
<b>Demographics Support</b>					
Respond to member requests for census data					Ongoing
Provide development and policy reviews and checklists					Ongoing
Include fiscal impact analysis with development checklist per policy					Ongoing
Development checklist report					Mar
<b>LEAD STAFF:</b> Austin Miller					
<b>END PRODUCT:</b> Demographic products: 1) 2024 population estimates; 2) 2023 employment estimates; 3) 2023 Development Monitoring Report updated; 4) annual demographic reconciliation; 5) population, housing, and employment forecast; and 6) development checklist report					
<b>Expense Summary</b>					
<b>Total Workdays:</b>					175
Salary					\$ 84,758
Fringe					38,442
Overhead					10,741
<b>Total Labor Cost:</b>					133,941
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					
<b>Funding Sources</b>					<b>Participating Agencies</b>
					Member Agencies
CPG, K22108	Ada	Canyon	Special	Total	Housing authorities and other housing stakeholders
CPG, K22494	71,983	25,291		\$ -	
STP-TMA, 20560			26,890	97,274	
				26,890	
Local / Fund Bal	7,508	2,638	2,131	12,277	
<b>Total:</b>	<b>\$ 79,491</b>	<b>\$ 27,929</b>	<b>\$ 29,021</b>	<b>136,441</b>	
<b>DIRECT EXPENDITURES:</b>					
Professional Services					
Legal / Lobbying					
Equipment Purchases					
Travel / Education					
Printing					
Public Involvement					
Meeting Support					
Other 2,500					
<b>Total Direct Cost:</b>					<b>\$ 2,500</b>
620	<b>Total Cost:</b>				<b>\$ 136,441</b>

<b>PROGRAM NO.</b>	653				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Communication and Education						
<b>TASK / PROJECT DESCRIPTION:</b>	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.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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.						
<b>FY2024 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>General</b>							
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases							Ongoing
Support work of Public Participation Workgroup							Ongoing
Implement the COMPASS participation plan; work toward goals established in the plan							
Provide outreach/public speaking support and training to staff							Ongoing
<b>Develop tools, such as electronic and print materials, designed for most effective means of communication</b>							
Maintain and enhance COMPASS social media channels							Ongoing
Continually update the COMPASS website to improve usability and keep content up to date							Ongoing
Develop the FY2024 annual report, annual budget summary, and annual communication summary							Oct - Dec
Write and distribute the monthly Keeping Up With COMPASS newsletter							Ongoing
Develop a public-focused summary brochure describing how to become involved with COMPASS							
Update/develop other print materials as appropriate							Ongoing
<b>Education and community outreach</b>							
Develop and implement the FY2024 public education series							Jan - Sep
Support and collaborate with other agencies' outreach and education efforts and programs							Ongoing
Participate in community events to share planning-related information							Ongoing
Attend/support member agencies at public meetings							Ongoing
Manage/support the Leadership in Motion awards program							Aug - Dec
Plan and host the annual "COMPASS 101" workshop							Jan - Feb
Sponsor the "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department)							Mar - Jun
Present information about COMPASS and our programs to stakeholders and community groups as requested							Ongoing
Develop a new COMPASS display for use at community meetings							Oct - Dec
Purchase new COMPASS swag to distribute at public events							Oct - Dec
<b>LEAD STAFF:</b> Amy Luft					<b>Expense Summary</b>		
<b>END PRODUCT:</b> Public involvement in, and understanding of, transportation planning and related issues.							
					Total Workdays: 246		
					Salary \$ 106,494		
					Fringe 48,301		
					Overhead 13,495		
					Total Labor Cost: 168,290		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>			
CPG, K22108 CPG, K22494	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
Local / Fund Bal			220,640	220,640	Professional Services	\$	24,000
				-	Legal / Lobbying		
					Equipment Purchases		
					Travel / Education		
					Printing	3,200	
					Public Involvement	24,350	
					Meeting Support	800	
					Other		
					Total Direct Cost: \$ 52,350		
					653	Total Cost: 220,640	

<b>PROGRAM NO.</b>	661			<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Long Range Planning					
<b>TASK / PROJECT DESCRIPTION:</b>	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.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	<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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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.					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>General Project Management</b> Monitor legislative, funding, etc. changes and provide updates Update financial analysis Transportation funding study					Ongoing Oct-Mar May-June	
<b>Land Use</b> Complete Regional Housing Plan and present to COMPASS Board Review comprehensive plans					Oct Ongoing	
<b>Active Transportation (bicycle and pedestrian)</b> Review micromobility Update regional pathway network Develop coordinated regional waterway-pathway plan Intergrate bicycle pedestrian count program into planning process					FY24-FY25	
<b>Freight</b> Update freight study Develop freight rail analysis					FY24-FY25	
<b>Public Transportation</b> 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	
<b>Roadways</b> 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	
<b>Safety</b> Develop regional safety action plan					FY24-FY25	
<b>Equity</b> Analysis of transportation underfunding Update disadvantaged groups needs analysis					FY24-FY25	
<b>Environment, Natural Resources, and Resiliency</b> Update environmental mitigation strategies Develop resiliency improvement plan					FY24-FY25	
<b>Economic Activity</b> Update travel and tourism					FY24-FY25	
<b>Emerging technology and security</b> Develop regional transportation security education and support Develop electric vehicles alternative fuels infrastructure deployment study Develop autonomous vehicles preparedness study					FY24-FY25	
<b>Performance Management</b> Update asset management information as needed Update federally required performance targets as needed					Mar Ongoing	
<b>Public Involvement</b> Conduct public involvement according to the work plan					Ongoing	
<b>Bike Counter Management</b> Manage portable counter requests Manage permanent counter program and COMPASS Data Bike Manage and report data					Ongoing Ongoing Ongoing	
<b>LEAD STAFF:</b> Austin Miller					<b>Expense Summary</b>	
<b>END PRODUCT:</b> 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.						
Total Workdays: 1,176						
Salary \$ 503,491 Fringe 228,361 Overhead 63,804 Total Labor Cost: 795,657						
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total		Member Agencies
CPG, K22108	185,400	65,140		250,540		ITD
CPG, K22494	418,702	147,112		565,814		FHWA
STP-TMA, 20560			155,929	155,929		FTA
STBG-TMA, K20271			230,260	230,260		Housing authorities and other housing stakeholders
STBG-TMA, K13046			768,151	768,151		
CRP-TMA			166,788	166,788		
FHWA SS4A			392,000	392,000		
Local / Fund Bal	60,243	21,167	227,105	308,515		
<b>Total:</b>	<b>664,345</b>	<b>233,419</b>	<b>1,940,233</b>	<b>2,837,997</b>		
Total Direct Cost: \$ 2,042,340						
661 Total Cost: 2,837,997						

<b>PROGRAM NO.</b>	685				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Resource Development/Funding						
<b>TASK / PROJECT DESCRIPTION:</b>	Develop a FY2025-2031 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2024-2030 TIP. With consultant assistance, COMPASS staff will assist member agencies in taking project ideas and transforming them into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development, and grant administration 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.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and ongoing maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan and the annual TIP. Under 23 CFR § 450, COMPASS is required to develop a TIP in cooperation with ITD and public transportation operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered a Transportation Management Area (TMA). The TIP is required to be updated every four years; however, COMPASS follows the update cycle of ITD's Statewide Transportation Improvement Program (STIP), which is updated annually. All projects receiving federal funding or considered regionally significant must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (air quality budgets for the State of Idaho). The TIP is also scrutinized in the federal Certification Review.						
<b>FY2024 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>685001 Transportation Improvement Program</b> Update funding application process Conduct member outreach Solicit project applications Assist members with developing complete applications Facilitate ranking of project applications Assign projects to funding programs through prioritization process Develop the final FY2025-2031 Regional Transportation Improvement Program Incorporate reporting methods for federal performance targets, prior to deadlines Monitor and track FY2024-2030 Regional Transportation Improvement Program Balance federal-aid programs managed by COMPASS, as changes occur Provide assistance to member agencies with federal-aid funding concerns Provide funding and programming assistance to Valley Regional Transit (VRT) Update the Resource Development Plan							Oct-Sept
<b>685002 Project Development Program</b> Select, contract with, and manage consultants Manage project development teams Review/revise, approve, and disseminate reports							Oct-Sept
<b>685003 Grant Research and Development</b> Seek funding for project needs listed in the Resource Development Plan Monitor grant sources; share grant information Match grant sources with unfunded members needs Write/assist member agencies with grant applications - INFRA, RAISE, CDBG, etc.							Oct-Sept
<b>685004 CIM Implementation Grants</b> Administer contracting/reporting/billing processes Manage projects to ensure completion on time and on budget							Oct-Sept
<b>LEAD STAFF:</b> Toni Tisdale					<b>Expense Summary</b>		
<b>END PRODUCTS:</b> Current-year TIP amendments and TIP update. Annual Resource Development Plan. Project Development Program pre-concept reports. Application assistance. CIM Implementation Grants.							
					Total Workdays: 654		
					Salary \$ 321,454		
					Fringe 145,797		
					Overhead 40,735		
					Total Labor Cost: 507,986		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Professional Services \$ 270,000 Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement 6,500 Meeting Support Other		
CPG, K22108				\$ -			
CPG, K22494	278,861	97,978		376,839			
STP-TMA, 20560			76,350	76,350			
				-			
				-			
Local / Fund Bal	22,441	7,885	300,971	331,297			
				-			
<b>Total:</b>	<b>\$ 301,302</b>	<b>\$ 105,863</b>	<b>\$ 377,321</b>	<b>\$ 784,486</b>	Total Direct Cost: \$ 276,500		
					685 Total Cost: \$ 784,486		

<b>PROGRAM NO.</b>	<b>701</b>	<b>CLASSIFICATION:</b>			<b>Service</b>
<b>TITLE:</b>	<b>General Membership Services</b>				
<b>TASK / PROJECT DESCRIPTION:</b>	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other project support.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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.				
<b>FY2024 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Provide general assistance to member agencies as requested in the areas of:</b> 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
<b>Specifically requested assistance:</b> <i>FY2023 Member Requests; as ranked by RTAC</i> <i>Boise Estimating Population Density to Support Regional Transit Goals (6 days)</i> <i>Meridian Corridor Preservation Analysis (10 days)</i> <i>Notus Collector Street Rebuilds (10 days)</i>					As Needed  As Needed
<b>LEAD STAFF:</b> Mary Ann Waldinger					<b>Expense Summary</b>
<b>END PRODUCT:</b> Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.					<b>Total Workdays:</b> 80
					Salary \$ 44,605
					Fringe 20,231
					Overhead 5,652
					<b>Total Labor Cost:</b> 70,488
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Member Agencies  Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
CPG, K22108					
CPG, K22494	36,249	12,736		48,985	
STP-TMA, 20560			16,329	16,329	
Local / Fund Bal	2,871	1,009	1,293	5,174	
<b>Total:</b>	<b>\$ 39,120</b>	<b>\$ 13,745</b>	<b>\$ 17,622</b>	<b>\$ 70,488</b>	<b>Total Direct Cost:</b> \$ -
					<b>701 Total Cost:</b> \$ 70,488



<b>PROGRAM NO.</b>	<b>703</b>				<b>CLASSIFICATION:</b>	<b>Service</b>
<b>TITLE:</b>	<b>Public Services</b>					
<b>TASK / PROJECT DESCRIPTION:</b>	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.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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).					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Provide assistance to public and non-member entities, as requested, in the areas of:</b> 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
<b>LEAD STAFF:</b> Mary Ann Waldinger					<b>Expense Summary</b>	
<b>END PRODUCT:</b> Information assistance to the general public.						
					Total Workdays: 25	
					Salary \$ 13,962	
					Fringe 6,333	
					Overhead 1,769	
					Total Labor Cost: 22,064	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b> \$ -	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies	
				\$ -		
Local / Fund Bal			22,064	\$ 22,064		
<b>Total:</b>	\$ -	\$ -	\$ 22,064	\$ 22,064	Total Direct Cost: \$ -	
					703	Total Cost: \$ 22,064

<b>PROGRAM NO.</b>	705			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Transportation Liaison Services				
<b>TASK / PROJECT DESCRIPTION:</b>	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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.				
<b>FY2024 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
Attend member agency meetings and coordinate transportation-related planning activities with member agencies					Ongoing
<b>LEAD STAFF:</b> Matt Stoll					<b>Expense Summary</b>
<b>END PRODUCT:</b> Ongoing staff liaison role to member agencies.					Total Workdays: 48
					Salary \$ 27,404
					Fringe 12,429
					Overhead 3,473
					Total Labor Cost: 43,306
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Professional Services \$ -
CPG, K22108				\$ -	Legal / Lobbying
CPG, K22494	24,785	8,708	6,635	33,493	Equipment Purchases
				6,635	Travel / Education
Local / Fund Bal	1,963	690	525	3,178	Printing
				-	Public Involvement
				-	Meeting Support
				-	Other
<b>Total:</b>	<b>\$ 26,748</b>	<b>\$ 9,398</b>		<b>\$ 43,306</b>	Total Direct Cost: \$ -
					705 Total Cost: \$ 43,306

<b>PROGRAM NO.</b>	760			<b>CLASSIFICATION:</b>	Service	
<b>TITLE:</b>	Government Affairs					
<b>TASK / PROJECT DESCRIPTION:</b>	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.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	To secure funding and influence policies on relevant transportation-related legislation at the federal and state levels.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There is no federal requirement for this process. The Board works together to identify and prioritize needs and projects.					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Federal Legislative Priorities</b> Work with COMPASS Executive Committee to identify priorities and position statements for federal legislation Obtain COMPASS Board approval of federal legislative priorities Educate and advocate on federal legislative priorities Evaluate possible legislative priorities for next federal legislative session					Oct-Nov Nov-Dec Dec-Sep May-Sep	
<b>State Legislative Priorities</b> Work with Executive Committee to identify possible priorities and position statements for FY2024 legislative session Obtain Board endorsement of FY2024 legislative priorities Educate and advocate on FY2024 legislative priorities Evaluate possible legislative priorities for FY2025 legislative session Develop a booklet highlighting COMPASS' 2024 state legislative priorities for distribution to Idaho legislators					Oct-Nov Nov-Dec Dec-Apr May-Sep Oct-Dec	
<b>LEAD STAFF:</b>	Matt Stoll				<b>Expense Summary</b>	
<b>END PRODUCT:</b>	An effective advocacy program for legislative issues and positions that have been approved by the Board.				Total Workdays: 270 Salary \$ 172,897 Fringe 78,418 Overhead 21,910 Total Labor Cost: 273,225	
<b>ESTIMATED DATE OF COMPLETION:</b>	September-2024				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies Professional Services Legal / Lobbying \$ 1,250 Equipment Purchases Travel / Education 18,000 Printing 500 Public Involvement Meeting Support Other	
				\$ -		
Local / Fund Bal			292,975	\$ 292,975		
<b>Total:</b>	\$ -	\$ -	\$ 292,975	\$ 292,975		
					Total Direct Cost: \$ 19,750 Total Cost: 292,975	

<b>PROGRAM NO.</b>	801			<b>CLASSIFICATION:</b>	System Maintenance
<b>TITLE:</b>	Staff Development				
<b>TASK / PROJECT DESCRIPTION:</b>	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.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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.				
<b>FY2024 BENCHMARKS</b>					
				<b>MILESTONES / PRODUCTS</b>	
Staff training and development				Ongoing	
<b>LEAD STAFF:</b> Meg Larsen				<b>Expense Summary</b>	
<b>END PRODUCT:</b> 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: 153	
				Salary \$ 72,382	
				Fringe 32,829	
				Overhead 9,172	
				Total Labor Cost: 114,384	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Professional Services \$ -
CPG, K22108				-	Legal / Lobbying
CPG, K22494	112,715	39,603		152,318	Equipment Purchases
					Travel / Education 50,000
					Printing
Local / Fund Bal	8,929	3,137		12,066	Public Involvement
				-	Meeting Support
				-	Other
<b>Total:</b>	<b>\$ 121,644</b>	<b>\$ 42,740</b>	<b>\$ -</b>	<b>\$ 164,384</b>	<b>Total Direct Cost: \$ 50,000</b>
					801 Total Cost: \$ 164,384

<b>PROGRAM NO.</b>	820			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Committee Support					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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."					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
Provide meeting coordination, materials, and follow-up to the Board, standing committees, and workgroups.					Ongoing	
<b>LEAD STAFF:</b>	Amy Luft				<b>Expense Summary</b>	
<b>END PRODUCT:</b> Ongoing support of committees to promote involvement and communication.					Total Workdays: 211	
					Salary \$ 106,517	
					Fringe 48,311	
					Overhead 13,498	
					Total Labor Cost: 168,326	
<b>ESTIMATED DATE OF COMPLETION:</b>				September-2024		<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services \$ -
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying
CPG, K22108				\$ -		Equipment Purchases
CPG, K22494	115,418	40,552		155,970		Travel / Education
						Printing
Local / Fund Bal	9,144	3,212	2,000	14,356		Public Involvement
				-		Meeting Support
				-		Other
<b>Total:</b>	<b>\$ 124,562</b>	<b>\$ 43,764</b>		<b>\$ 170,326</b>		<b>Total Direct Cost: \$ 2,000</b>
					820	<b>Total Cost: 170,326</b>

<b>PROGRAM NO.</b>	836			<b>CLASSIFICATION:</b>	System Maintenance
<b>TITLE:</b>	Technical Support: Regional Travel Demand Model				
<b>TASK / PROJECT DESCRIPTION:</b>	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.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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;..."				
<b>FY2024 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Key Elements</b>					
Maintain and update traffic count database Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in the Transportation Economic Development Impact System (TREDIS) Provide travel demand modeling assistance to support member agency needs and special projects Provide project and program evaluations using TREDIS for grant applications and ITD's Safety and Capacity Program Reconcile demographic data and integrate in the current and forecast years of the regional model Develop and update parameters for calibration of the regional model using data from the 2021 Household Travel Survey Support ACHD's Capital Improvement Plan update 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 and possibly the Planning Functional Classification Systems after urbanized boundaries are released					Ongoing Ongoing Ongoing Oct - Aug Oct - Dec Oct - Sept Jan - Apr Ongoing Oct-Aug
<b>Special Tasks and Model Improvements</b>					
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					Ongoing Ongoing Ongoing Ongoing
<b>LEAD STAFF:</b> Mary Ann Waldinger					
<b>END PRODUCT:</b> Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					
<b>Expense Summary</b>					
Total Workdays: 202					
Salary \$ 117,109					
Fringe 53,115					
Overhead 14,840					
Total Labor Cost: 185,064					
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					
<b>Funding Sources</b>					<b>Participating Agencies</b>
	Ada	Canyon	Special	Total	Highway Districts
CPG, K22108				\$ -	Member Agencies
CPG, K22494	172,973	60,775		233,748	Federal Highways Administration
				-	Idaho Transportation Department
				-	Valley Regional Transit
Local / Fund Bal	13,702	4,814		18,516	Department of Environmental Quality
<b>Total:</b>	<b>\$ 186,675</b>	<b>\$ 65,589</b>	<b>\$ -</b>	<b>\$ 252,264</b>	
					<b>DIRECT EXPENDITURES:</b>
					Professional Services \$ 67,200
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 67,200
					836 Total Cost: \$ 252,264

<b>PROGRAM NO.</b>	842			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Congestion Management Process					
<b>TASK / PROJECT DESCRIPTION:</b>	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.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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..."					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Congestion Management and Travel Time Data</b> Complete the Congestion Management Annual Report using the National Performance Measure Research Data Set (NPMRDS) for 2023 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  <b>NPMRDS Travel Time Data and Process</b> Develop process for evaluating effectiveness of congestion mitigation projects using the NPMRDS and INRIX travel time data sets  <b>Transportation System Management and Ops (TSMO) and ITS Plan Update</b> 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						June-Sept Ongoing June-Sept Ongoing  Ongoing  Ongoing Ongoing
<b>LEAD STAFF:</b> Mary Ann Waldinger						<b>Expense Summary</b>
END PRODUCT: Maintenance of the congestion management process, congestion management annual report (congestion issues, needs, strategies), 2022 travel time data collection and analysis, Updated TSMO/ITS projects list and inventory, I-84 corridor operations plan including the managed-lane analysis.						Total Workdays: 75 Salary \$ 43,481 Fringe 19,721 Overhead 5,510 Total Labor Cost: 68,712
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024						<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
CPG, K22108	Ada	Canyon	Special	Total	Highway Districts	
CPG, K22494	495	174		\$ -	Member Agencies	
				669	Federal Highways Administration	
				-		
				-		
Local / Fund Bal	39	14	67,990	68,043		
				-		
<b>Total:</b>	<b>\$ 534</b>	<b>\$ 188</b>	<b>\$ 67,990</b>	<b>\$ 68,712</b>		
					842	Total Direct Cost: \$ -
						Total Cost: \$ 68,712

<b>PROGRAM NO.</b>	<b>860</b>	<b>CLASSIFICATION:</b>				<b>System Maintenance</b>
<b>TITLE:</b>	<b>Geographical Information System Maintenance (GIS)</b>					
<b>TASK / PROJECT DESCRIPTION:</b>	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.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	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...."					
<b>FY2024 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Provide GIS Data Maintenance and Support for COMPASS Projects</b> Data analysis, and maintenance for performance reporting and other planning needs Enterprise database maintenance Data integration GIS Technology Census BAS					Ongoing	
<b>GIS Cooperation</b> Continue participation in the Treasure Valley GIS User Group and Canyon Spatial Data Cooperative (SDC) meetings					Quarterly/as needed	
<b>Regional Geographic Advisory Committee</b> Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data					Quarterly/as needed	
<b>Regional Data Center</b> Expand and maintain authoritative regional GIS data Conduct data accuracy checks and metadata on regional data sets					Ongoing	
<b>Transportation Improvement Program</b> Provide ongoing support					Ongoing	
<b>2023 Orthophotography Project</b> Finalize 2023 orthophotography acquisition Distribute final data products to participants					December	
<b>2024 Orthophotography Project</b> Conduct 2024 orthophotography flight Conduct QC on preliminary data Continue to plan for future orthophotography acquisition and funding					March - October	
<b>LEAD STAFF:</b> Eric Adolfson					<b>Expense Summary</b>	
<b>END PRODUCT:</b> 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: 337	
					Salary \$ 164,427 Fringe 74,577 Overhead 20,837 Total Labor Cost: 259,840	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	All Member Agencies	
CPG, K22108				\$ -		
CPG, K22494				-		
				-		
Local / Fund Bal			459,340	459,340		
<b>Total:</b>	\$ -	\$ -	\$ 459,340	\$ 459,340		
					Professional Services \$ 125,000 Legal / Lobbying Equipment Purchases 74,500 Travel / Education Printing Public Involvement Meeting Support Other Carry-Forward Total Direct Cost: \$ 199,500	
<b>860</b>					<b>Total Cost: 459,340</b>	



<b>PROGRAM NO.</b>	<b>990</b>	<b>CLASSIFICATION:</b>	<b>Indirect / Overhead</b>
<b>TITLE:</b>	<b>Direct Operations &amp; Maintenance</b>		
<b>TASK / PROJECT DESCRIPTION:</b>	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.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.		

<b>FY2024 BENCHMARKS</b>	<b>MILESTONES / PRODUCTS</b>
Provide local dollars for expenditures not federally funded. Planned FY2024 equipment and software expenditures Network server replacement Transit network planning software Transportation improvement program management software Benefit-cost analysis software Transportation modeling software	Ongoing

<b>LEAD STAFF:</b>	Meq Larsen	<b>Expense Summary</b>	
<b>END PRODUCT:</b>	Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.	Total Workdays:	0
		Salary \$	-
		Fringe	-
		Overhead	-
		Total Labor Cost: \$	-
<b>ESTIMATED DATE OF COMPLETION:</b>	September-2024	<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>		<b>Participating Agencies</b>	
	Ada	Canyon	Special
			Total
CPG, K22108			\$ -
CPG, K22494			-
Other		245,350	245,350
Local / Fund Bal			-
<b>Total:</b>	\$ -	\$ -	\$ 245,350
			\$ 245,350
			990
			Total Cost: \$ 245,350

<b>PROGRAM NO.</b>	991			<b>CLASSIFICATION:</b>	Indirect / Overhead
<b>TITLE:</b>	Support Services Labor				
<b>TASK / PROJECT DESCRIPTION:</b>	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.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	<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>				
<b>FY2024 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<p><b>General Administration</b>  Review standing agreements  Conduct appropriate procurement processes and prepare contracts, as needed  Update COMPASS operational policies as needed  Monitor general workplace and personnel needs  Provide administrative assistance for agency needs</p> <p><b>Personnel Management</b>  Prepare and complete recruitment processes  Conduct employee annual evaluations  Renew insurance policies  Pursue FY2024 benefit options</p> <p><b>Financial Management</b>  Close FY2023 financial records and begin FY2024  Provide annual audit support and complete financial reports  Complete COMPASS annual Audit Report  Prepare and distribute year-end payroll reports  Complete budget variance information and report to the Finance Committee quarterly  Maintain inventory of furniture, equipment, hardware and software</p> <p><b>Information Technology</b>  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</p>					<p>Aug As needed As needed Ongoing Ongoing</p> <p>As needed</p> <p>Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing</p> <p>Ongoing</p> <p>Oct - Dec</p>
<b>LEAD STAFF:</b> Meg Larsen					<b>Expense Summary</b>
<b>END PRODUCT:</b> An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 1,020
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
<b>ESTIMATED DATE OF COMPLETION:</b> September-2024					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Professional Services \$ -
				\$ -	Legal / Lobbying
				-	Equipment Purchases
				-	Travel / Education
				-	Printing
				-	Public Involvement
				-	Meeting Support
				-	Other
<b>Total:</b>	\$ -	\$ -		\$ -	Total Direct Cost: \$ -
					991 Total Cost: \$ -

## COMPASS BOARD OF DIRECTORS AGENDA ITEM V-D

DATE: August 21, 2023

### **Topic: FY2024 *Communities in Motion* (CIM) Implementation Grants and Project Development Program Projects**

#### **Request/Recommendation:**

COMPASS staff seeks COMPASS Board of Directors' approval of FY2024 CIM Implementation Grants and Project Development Program projects (attached), as recommended by the Regional Transportation Advisory Committee (RTAC) on July 26, 2023.

#### **Background/Summary:**

Between June 8 and June 22, 2023, RTAC ranked two CIM Implementation Grant applications and three applications for the Project Development Program using a paired comparison process. The resulting rankings and brief project descriptions are shown in the attachment. While projects were ranked, the current budget is sufficient to fund all five projects as submitted.

#### 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.

#### *FY2024 CIM Implementation Grants*

Two COMPASS member agencies submitted FY2024 requests of \$25,000 each (the maximum award) for two new projects, for a total of \$50,000 for FY2024. This is the dollar amount that has been budgeted each year for this program.

#### 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.

#### *FY2024 Project Development Program Projects*

Two COMPASS member agencies submitted FY2024 requests for three projects (\$25,000 each), totaling \$75,000. In recent years, \$75,000 has been budgeted annually for this program.

#### CIM Implementation Grants and Project Development Program Funding

At the request of member agencies, COMPASS has proposed to double the budget for both programs beginning in FY2024. To that end, \$100,000 is included in the draft FY2024 Unified Planning Work Program and Budget (UPWP) for CIM Implementation Grants, and \$150,000 is included in the draft FY2024 UPWP for Project Development Program projects. The draft FY2024 UPWP will be presented for approval earlier in this same Board meeting.

As this change had not occurred when the call for projects took place, agencies were limited to \$25,000 per project when they submitted their applications. However, if these proposed amounts are approved in the FY2024 UPWP, each of the five projects could receive up to \$50,000, if needed.

**Next Steps:**

After approval, COMPASS staff will develop agreements with the project sponsors to prepare for a start date of October 1, 2023.

**Implication (policy and/or financial):**

Funding these projects will help “move the needle” toward achieving *Communities in Motion* goals and assist member agencies in advancing high-priority project concepts for funding.

**More Information:**

- 1) Attachment: FY2024 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](mailto:mcarlson@compassidaho.org).

MC:tg <T:\FY23\600 Projects\685 Resource Development\D - Applications\FY2024-2030 PHASE I APPLICATION REVIEWS\Memo BOARD August 2023 FY2024 Rankings MC.docx>

## Ranking of Local-Aid Eligible Applications

Rank	Total Selections	Sponsor	Project
<b>Communities In Motion Implementation Grants</b>			
1	15	City of Kuna	<b>Avenue B Sidewalk Improvements:</b> Replace the Avenue B sidewalk from the alley to Main Street and align with the northern portion, including safe Senior Center parking and opening access to Kuna Park and the greenbelt.
2	9	City of Nampa	<b>Wayfinding Master Plan:</b> Evaluate where wayfinding signage is needed throughout Nampa, primarily at gateway locations, dense commercial and event areas, and the downtown area.
<b>Project Development Program</b>			
1	33	City of Nampa	<b>SH-16 Specific Plan Area:</b> Evaluate the area west of State Highway 16 for pathway connectivity along Ten Mile Creek located between I-84 and Ustick Road and McDermott Road and CanAda Road.
2	22	City of Nampa	<b>Garrity Boulevard Rail Overpass, Realignment, and Pedestrian Improvements:</b> Evaluate widening abutments of rail bridge and complete alternatives analysis, including side path extension from Carnation Drive south to 16th Avenue connecting to Maple Grove and Lakeview Parks.
3	17	City of Kuna	<b>Swan Falls Pedestrian Sky Bridge Project Development:</b> Evaluate constructing a pedestrian bridge from the north side of Indian Creek to the south side of the Union Pacific Railroad rail at Swan Falls Road and Shortline Street.

*In rank order by funding program, based on results from online paired comparison process and recommended by RTAC.*

### *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 should be awarded within each program each year.\*
- Funding:
  - When applications were accepted, the assumed budgets were \$50,000 for CIM Implementation Grants and \$75,000 for Project Development Program projects. The proposed budget for each program was later increased.
    - The total amount proposed for new CIM Implementation Grants for FY2024 is \$100,000.
    - The total amount proposed for the Project Development Program in FY2024 is \$150,000.
  - All five projects could be funded under either budget scenario.

\*Staff note: This procedure was not applicable as eligible applications were received from only two agencies.

## COMPASS BOARD OF DIRECTORS AGENDA ITEM V-E

DATE: August 21, 2023

**Topic: *Communities in Motion 2050* Amendment, FY2024-2030 Regional Transportation Improvement Program, and Associated Air Quality Conformity Demonstration**

**Request/Recommendation:**

COMPASS staff requests COMPASS Board of Directors' adoption of Resolution 17-2023 (Attachment 1) amending *Communities in Motion 2050* (CIM 2050) and Resolution 18-2023 (Attachment 2) approving the FY2024-2030 Regional Transportation Improvement Program (TIP) and associated air quality conformity demonstration for Northern Ada County. The Regional Transportation Advisory Committee recommended approval on August 9, 2023.

**Background/Summary:**

CIM 2050 Amendment

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 or when funding is removed from future projects that had been identified as "funded," the long-range transportation plan must be amended to reflect these changes. To that end, COMPASS is proposing to amend CIM 2050 to add five new funded projects. The details of the proposed changes are included in Attachment 1.

FY2024-2030 TIP

The TIP is updated annually; the draft FY2024-2030 TIP is this annual update. The full FY2024-2030 TIP project list is provided on the COMPASS website under "supplemental information" at the link below. The full project list includes all project changes approved through modifications that have occurred since development of the draft project list. An updated Major Changes List, which lists all major changes as compared to the FY2023-2029 TIP, is provided in Attachment 3.

Staff is working on the TIP document that includes a description of federal requirements and explains the effect of projects in the TIP project list on the overall transportation system. This document will be posted on the COMPASS website when complete.

Associated Air Quality Conformity Demonstration

The draft air quality conformity demonstration for Northern Ada County for the proposed amendment to CIM 2050 and draft FY2024-2030 TIP is also provided on the COMPASS website under "supplemental information" and linked below. The proposed CIM 2050 amendment and TIP project list conform to air quality budgets approved for Northern Ada County.

Public Comments

A public comment period was held June 30 through July 31, 2023, to address the proposed amendment, TIP project list, and air quality conformity demonstration.

A total of 29 individuals commented:

- 9 comments related to projects in the proposed CIM 2050 amendment
- 27 comments related to the draft FY2024-2030 TIP
- 6 comments related to the air quality conformity demonstration

Verbatim public comments from the public comment period are provided in “supplemental information” and linked below. Staff does not recommend changes based on public comments received.

ITD received comments during a July public comment period on the draft FY2024-2030 Idaho Transportation Investment Program (the statewide equivalent of the regional TIP). ITD is still in the process of reviewing the comments it received, so they are not yet ready for distribution. When available, these comments will be shared with the COMPASS Board of Directors and posted on the COMPASS website.

**Implication (policy and/or financial):**

The amendment to CIM 2050 and associated air quality conformity demonstration ensures that the plan continues to meet federal fiscal constraint requirements and enables work on new short-term funded projects to begin immediately.

The FY2024-2030 TIP and air quality conformity demonstration are not official until adopted by the COMPASS Board of Directors and Idaho Transportation Board and approved by the Federal Highway Administration, Federal Transit Administration, and the Environmental Protection Agency. The current FY2023-2029 TIP will remain in effect, allowing work on projects to continue, until final approval of the FY2024-2030 TIP, anticipated by December 31, 2023. Changes to projects in early FY2024 will occur via amendments to both TIPs.

**More Information:**

- 1) Attachment 1 – Resolution 17-2023 (CIM 2050 Amendment)
- 2) Attachment 2 – Resolution 18–2023 (FY2024-2030 TIP and Air Quality Conformity)
- 3) Attachment 3 – Major Changes List for the FY2024-2030 TIP
- 4) Link to draft FY2024-2030 TIP project list: [https://compassidaho.org/wp-content/uploads/082123\\_Bd\\_Draft\\_FY24-30TIPProjectList.pdf](https://compassidaho.org/wp-content/uploads/082123_Bd_Draft_FY24-30TIPProjectList.pdf)
- 5) Link to draft Air Quality Conformity Demonstration: [https://compassidaho.org/wp-content/uploads/082123\\_Bd\\_Draft\\_AQConformity\\_080923.pdf](https://compassidaho.org/wp-content/uploads/082123_Bd_Draft_AQConformity_080923.pdf)
- 6) Link to public comments received: [https://compassidaho.org/wp-content/uploads/082123\\_Bd\\_24-30\\_PublicCommentsVerbatim.pdf](https://compassidaho.org/wp-content/uploads/082123_Bd_24-30_PublicCommentsVerbatim.pdf)
- 7) For detailed information contact: Austin Miller, Principal Planner, at 208/475-2239 or [amiller@compassidaho.org](mailto:amiller@compassidaho.org); or Toni Tisdale, Principal Planner, at 208/475-2238 or [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

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**RESOLUTION NO. 17-2023**

**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 requires 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 five new funded projects to the plan. Details are attached;

**WHEREAS**, the 1990 Clean Air Act Amendment requires all transportation plans and programs in nonattainment or maintenance areas demonstrate conformity to applicable state implementation plans for air quality improvement;

**WHEREAS**, COMPASS has performed an air quality conformity demonstration and has concluded the proposed amendment complies with applicable state implementation plans;

**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 June 30 through July 31, 2023. 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 21<sup>st</sup> day of August 2023.

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

**ATTEST:**

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

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**Communities in Motion 2050  
Proposed Amendment #1**

***The proposed amendment would add five new funded projects:***

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

Conduct high-level environmental and technical analyses on identified public transportation alternatives for high-capacity transit service south of the Boise River to be carried forward to a future federal environmental process.

Sponsoring Agency: COMPASS

Year: 2024-2025

Cost: \$1,000,000

**Pathway – Greenbelt Connection near 52<sup>nd</sup> Street, City of Garden City**

Design and construct a pathway and bicycle/pedestrian bridge to alleviate the need for an existing ½-mile Boise River Greenbelt detour between 52nd Street and Remington Street in the City of Garden City. The pathway will connect the Greenbelt with existing pathways on Plantation Island approximately 230 feet upriver from the intersection of the Greenbelt and 52<sup>nd</sup> Street.

Sponsoring Agency: City of Garden City

Year: 2028

Cost: \$2,118,000

**State Highway 55 – Beacon Light Road to Brookside Lane, Ada County**

Widen State Highway 55 from Beacon Light Road just north of the City of Eagle to Brookside Lane in Ada County.

Sponsoring Agency: Idaho Transportation Department

Year: 2029

Cost: \$14,357,000

**Study – State Highway 55, State Highway 44 to Brookside Lane, City of Eagle**

Evaluate the environmental impacts and operational improvements of adding capacity to the State Highway 55 corridor from State Highway 44 to Brookside Lane in the City of Eagle.

Sponsoring Agency: Idaho Transportation Department

Year: Preliminary Development

Cost: \$3,000,000

**Study – I-84 and Ustick Road Interchange Justification Report, City of Caldwell**

Complete an Interchange Justification Report (IJR) for a possible future interchange at Interstate 84 and Ustick Road in the City of Caldwell.

Sponsoring Agency: City of Caldwell

Year: 2024

Cost: \$700,000

**RESOLUTION NO. 18-2023**

**FOR THE PURPOSE OF APPROVING THE  
FY2024-2030 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AND  
ASSOCIATED AIR QUALITY CONFORMITY DEMONSTRATION**

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

**WHEREAS**, the 1990 Clean Air Act Amendment requires all transportation plans and programs in nonattainment or maintenance areas demonstrate conformity to applicable state implementation plans for air quality improvement;

**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 June 30 through July 31, 2023. 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 the FY2024-2030 Regional Transportation Improvement Program for Ada and Canyon Counties, and associated air quality conformity demonstration for Northern Ada County, 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 FY2024-2030 Regional Transportation Improvement Program and the associated air quality conformity demonstration.

**ADOPTED** this 21<sup>st</sup> day of August 2023.

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

**ATTEST:**

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

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## Major Changes List

### Draft FY2024-2030 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 FY2023-2029 TIP. Projects are listed in alphabetical order of project name by funding program.

#### Bridge Preservation/Restoration

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24099	Linder Road Overpass, Overland Road to Franklin Road, Meridian^	PD	\$25,325,000
<b>Delayed</b>			
23188	I-84 and SH-44 Interchange Replacement, Canyon County	FY2028 to FY2029-2030	\$34,020,000
23879	SH-21, Mores Creek Bridge Repair, Ada County	FY2026 to FY2027	\$5,750,000

^Project is funded with multiple funding sources.

#### Competitive Grants (Federal Funds)

Key Number	Project	Year of Funding	Total Programmed Cost
<b>Delayed</b>			
23179	Transit - State Street Premium Corridor, Part 2, Boise Area, VRT	FY2023 to FY2024-2025	\$10,572,000
23970	Transit, Vehicle Replacements, VRT	FY2023 to FY2024-2025	\$20,000,000

#### Freight

Key Number	Project	Year of Funding	Total Programmed Cost
<b>Advanced</b>			
23731	Northside Boulevard and Karcher Road, Intersection Improvements, Nampa	PD to FY2026	\$5,370,000

#### Local Highway Local Partnerships (Local Funds)

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24237	I-84, Interchange Modification Report, Nampa^ (started as KN NEW13)	FY2023-2024	\$400,000
ORN24099	Linder Road Overpass, Overland Road to Franklin Road, Meridian^	PD	\$25,325,000
ORN24229	Middleton Road, SH-55 (Karcher) to Flamingo Avenue, Nampa^	PD	\$4,427,000
ORN24236	Pathway, Matthew Peltzer Trailhead at Wilson Park, Nampa^	PD	\$842,000
ORN24182	Pedestrian Underpass, SH-55, Caldwell	FY2030	\$2,500,000
23638	SH-55, Beacon Light Road to Brookside Lane, Ada County	FY2029	\$14,357,000
NEW2	Study, Interchange Justification Report, I-84 and Ustick Road, Caldwell	FY2024	\$700,000
ORN24237	Study, Interchange Modification Report, I-84 and SH-16, Nampa^ (started as KN NEW13)	FY2023-2024	\$400,000

Key Number	Project	Year of Funding	Total Programmed Cost
ORN24238	Study, SH-45 Realignment NEPA, Nampa^ (started as KN NEW12)	FY2023-PD	\$600,000
102502	Ustick Road, McDermott Road to Black Cat Road	FY2027	\$10,818,000
<b>Change in Scope</b>			
23095	Five Mile Road Overpass and Widening, Boise^*	FY2029	\$29,759,000
<b>Removed</b>			
RD203-04	Five Mile Road, Overland Road to Franklin Road Construction, Boise (merged with KN 23095 above)	FY2029	\$18,145,000
RC0207	Linder Road, Overland Road to Franklin Road, Widen and Overpass, Meridian (moved to KN ORN24099)	PD	\$21,221,000
NEW12	Study, SH-45 NEPA, Nampa^ (moved to KN ORN24238)	PD	\$200,000

^Project is funded with multiple funding sources.

\*Existing project was environmental only, added construction costs.

### Local Highway Transportation Management Area (TMA) (Federal Funds)

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24215	Commuteride, ACHD – FY2030	FY2030	\$220,000
ORN24222	Pathway, Greenbelt Connection near 52nd Street, Garden City	FY2028	\$2,118,000
ORN24227	Pathway, SH-55 (Eagle Road), Jasmine to McMillan, West Side, Boise	PD	\$1,258,000
ORN24234	Pathway, SH-55 (Eagle Road), McMillan to US 20/26 (Chinden) East Side, Boise	PD	\$1,108,000
ORN24228	Pedestrian Crossing Safety Access, ACHD	PD	\$2,357,000
ORN24223	Planning, Communities in Motion Update, COMPASS	PD	\$650,000
ORN24216	Planning, COMPASS – FY2030	FY2030	\$232,000
ORN24219	Roadway and ADA Improvements, Boise Area – FY2030	FY2030	\$7,581,000
ORN24217	SR2S, VRT, Ada County – FY2030	FY2030	\$280,000
ORN24233	Study, Carbon Reduction Strategy, COMPASS	FY2024	\$180,000
ORN24224	Study, Travel Characteristics Study, COMPASS	PD	\$1,500,000
ORN24221	Transit - Orchard Transit Facility Improvements, VRT, Boise	FY2024-2025	\$2,700,000
ORN24220	Transit - Rolling Stock, Infrastructure, and Technology, Boise Area, VRT – FY2030	FY2030	\$1,457,000
<b>Advanced</b>			
20542	Pathway, SH-55 (Eagle Road), Franklin Road to Pine Avenue, Meridian	PD to FY2028	\$627,000
23678	Study, Transportation System Management and Operations Plan, COMPASS	PD to FY2028	\$250,000
<b>Delayed</b>			
23324	Garden Street Multi-Use Pathway, Cassia Park to Albion Street, Boise	FY2024 to FY2025	\$1,712,000
13918	Pathway, Rail with Trail, Meridian	FY2024 to FY2025	\$540,000
22931	Pathway, SH-55 (Eagle Road), McMillan Road to US 20/26, Boise	FY2027 to PD	\$1,423,000
<b>Change in Scope</b>			
20259	Roadway and ADA Improvements, Part 1, Boise Area – FY2023 (Reduced number of segments to match budget. Remaining segments will be included in future projects.)	FY2024-2025	\$8,314,000

## Local Highway Large Urban (Federal Funds)

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24229	Middleton Road, SH-55 (Karcher) to Flamingo Avenue, Nampa ^	PD	\$4,427,000
23917	Pathway, Canyon Street Phase 2, Nampa (split into two projects KN 23915 and 23917 )	FY2026	\$345,000
ORN24236	Pathway, Matthew Peltzer Trailhead at Wilson Park, Nampa ^	FY2025	\$842,000
NEW1	Pathway, Orr Multi-Use Pathway, Nampa	FY2027-2028	\$2,416,000
ORN24230	Pedestrian Improvements, West Park, Nampa	FY2026	\$323,000
ORN24239	SR2S, VRT, Canyon County – FY2028	FY2028	\$50,000
ORN24237	Study, Interchange Modification Report, I-84 and SH-16, Nampa ^ (started as KN NEW13)	PD	\$400,000
ORN24238	Study, SH-45 Realignment NEPA, Nampa ^ (started as KN NEW12)	PD	\$600,000
<b>Advanced</b>			
22017	Cherry Lane, Franklin Boulevard to 11th Avenue North, Nampa	PD to FY2027	\$1,631,000
23025	Pathway, Grimes City Pathway Extension, Nampa	PD to FY2024	\$650,000
22018	Pedestrian Improvements and Widening, Montana Avenue, Caldwell	PD to FY2027	\$596,000
23320	Study, Smart Corridors, Nampa Area, COMPASS	PD to FY2027	\$140,000
<b>Change in Scope</b>			
22438	Cherry Lane, 11 <sup>th</sup> Avenue North to Idaho Center Boulevard, Nampa (corrected description to match intent of project)	PD	\$1,665,000
23915	Pathway, Canyon Street Phase 1, Nampa (split into two projects KN 23915 and 23917)	FY2026	\$536,000

^Project is funded with multiple funding sources.

## Pavement Preservation/Restoration

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24117	SH-44, I-84 to Star Road, Ada and Canyon Counties	FY2027	\$1,542,000
ORN24118	SH-44, SH-16 to SH-55 (Eagle Road), Canyon and Ada Counties	FY2030	\$2,054,000
ORN24054	SH-55, SH-44 (State Street) to Payette River Bridge, Ada and Boise Counties	FY2030	\$4,593,000
ORN24062	US 20, I-84 to SH-55 (Eagle Road), Canyon and Ada Counties	FY2027	\$4,609,000
ORN24058	US-95, Parma North City Limit to Junction I-84, Canyon and Payette Counties	FY2029	\$1,852,000
<b>Advanced</b>			
23626	SH-45, Junction SH-78 to Deer Flat Road, Sealcoat, Canyon County	FY2027 to FY2025	\$1,220,000
23542	SH-55 (Eagle Road), I-84 to SH-44, Sealcoat, Ada County	FY2027 to FY2025	\$2,945,000
23163	SH-55, Pavement Preservation, Sealcoat, Owyhee and Canyon Counties	FY2027 to FY2025	\$899,000
23167	US-95, Parma North City Limit to I-84, Canyon and Payette Counties	FY2027 to FY2026	\$9,039,000
23162	US-95, Pavement Preservation, Canyon County	FY2027 to FY2026	\$1,469,000
<b>Delayed</b>			
23544	I-84, Interchange Ramps, Ada and Canyon Counties	FY2027 to FY2030	\$5,800,000
20612	SH-21, Pavement Preservation, Ada and Boise Counties	FY2026 to FY2027	\$5,362,000
23561	SH-45, Deer Flat Road to I-84B, Canyon County	FY2029 to FY2030	\$10,489,000
22699	SH-69, Pavement Preservation, Sealcoat, Kuna to Meridian	FY2024 to FY2025	\$3,149,000

## Public Transportation

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New FTA 5303</b>			
19144	Planning, FTA Metropolitan Planning Funds, COMPASS	Added FY2028	\$458,000
<b>New FTA 5307</b>			
18854	Planning and Mobility Implementation, Boise Area, VRT	Added FY2028	\$1,585,000
18842	Planning and Mobility Implementation, Nampa Area, VRT	Added FY2028	\$609,000
20043	Transit – Above and Beyond ADA Paratransit, Nampa Area	Added FY2028	\$500,000
18786	Transit – Operations – Fixed Route and Mobility Management, Nampa Area, VRT	Added FY2028	\$1,508,000
19041	Transit – Operations – Mobility Management, Boise Area, VRT	Added FY2028	\$4,188,000
18914	Transit – Preventive Maintenance and Demand Response, Nampa Area, VRT	Added FY2028	\$819,000
19137	Transit – Preventive Maintenance and Paratransit, Boise Area, VRT	Added FY2028	\$2,029,000
18788	Transit – Rolling Stock, Infrastructure, and Technology, Boise Area, VRT	Added FY2028	\$268,000
18781	Transit – Rolling Stock, Infrastructure, and Technology, Nampa Area, VRT	Added FY2028	\$1,320,000
<b>Change FTA 5307</b>			
20043	Transit – Above and Beyond ADA Paratransit, Nampa Area*	Removed FY2025-2028	\$762,000
<b>New FTA 5310</b>			
19691	Transit – Acquisition of Service, Boise Area, VRT	Added FY2028	\$625,000
19464a	Transit – Acquisition of Service, Nampa Area, VRT	Added FY2028	\$504,000
<b>New FTA 5311</b>			
19380c	Transit – Marketing, Planning, and Preventive Maintenance, TVT	FY2024	\$663,000
<b>New FTA 5339</b>			
19122	Transit – Rolling Stock, Infrastructure, and Technology, Boise Area, VRT	Added FY2028	\$663,000
20136e	Transit – Rolling Stock, Infrastructure, and Technology, Nampa Area, VRT	Added FY2028	\$323,000

\*Increased FY2024 funding and removed FY2025-2028, as a study is in process to determine needs for future years.

## Safety

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24294	Railroad Crossing, North Black Cat Road, Meridian	FY2029	\$660,000
ORN24293	Railroad Crossing, South 4th Avenue Closure, Caldwell	FY2024	\$230,000
ORN24079	US-95, Sign Face Replacement – FY2024	FY2024	\$816,000
<b>Delayed</b>			
20537	Railroad Crossing, Benjamin Lane, Boise	FY2024 to FY2026	\$350,000
20358	Railroad Crossing, Lemp Lane, Canyon County	FY2024 to FY2027	\$280,000
<b>Removed</b>			
23806	I-84, Striping – FY2027	FY2027	\$740,000
23807	I-84, Striping – FY2028	FY2028	\$740,000
23808	I-84, Striping – FY2029	FY2029	\$740,000

## State Highway Capacity

Key Number	Project	Year of Funding	Total Programmed Cost
<b>New</b>			
ORN24099	Linder Road Overpass, Overland Road to Franklin Road, Meridian (construction overpass only)	PD	\$6,500,000
23566	Study, SH-55, Junction SH-44 to Brookside Lane, Eagle	PD	\$3,000,000



Key Number	Project	Year of Funding	Total Programmed Cost
ORN24310	US 20, Middleton Road to Star Road, Eastbound, Ada and Canyon Counties	FY2024	\$56,460,000
ORN24309	US 20, Middleton Road to Star Road, Westbound, Ada and Canyon Counties	FY2024	\$84,720,000
<b>Delayed</b>			
23437	I-84 Centennial Interchange to Franklin Interchange, Caldwell	FY2023 to FY2024-2025	\$34,020,000
23408	SH-16, Ustick Road to US 20/26, Ada County	FY2023 to FY2024-2026	\$126,604,000
20574	SH-44 (State Street), Star Road to SH-16, Ada County	FY2027 to FY2028	\$24,449,000
23335	SH-55 (Karcher Road), Pear Lane to Farmway Road, Design, Canyon County	FY2025 to FY2026	\$58,400,000
<b>Changed Scope</b>			
23095	Five Mile Road Overpass and Widening, Boise <sup>^*</sup>	FY2029	\$31,759,000
23337	US 20/26, Middleton Road to Star Road, Ada and Canyon Counties (moved construction to KN ORN24310 and ORN24309)	FY2024	\$174,100,000
<b>Removed</b>			
23591	Five Mile Road, I-84 Overpass Construction, Boise (merged with KN 23095 above)	FY2029	\$9,400,000

<sup>^</sup>Project is funded with multiple funding sources.

\*Existing project was environmental only, added construction costs.

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## COMPASS Staff Activity Report: June 2023

VI.A

### Staff Updates:

- ✓ Assistant Planner Olivia Vielstich McKinnon joined COMPASS' Planning Team on June 26, 2023.
  - ✓ Cathy Crandell, Denise Eikanger, and Mary Rodriguez were named COMPASS June Employees of the Month.
  - ✓ COMPASS received a platinum award for its level of participation in the 2023 May in Motion competition.
- 

### Planning Team

Team Lead: Austin Miller

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

- ✓ Installed ten portable bicycle/pedestrian counters.
  - ✓ Finalized one bike/pedestrian temporary counter report.
  - ✓ Presented the *Communities in Motion 2055* (CIM 2055) workplan to the COMPASS Board of Directors for approval.
  - ✓ Released a request for proposals for a high-capacity transit Planning and Environmental Linkages study.
  - ✓ Completed six development review checklists.
- 

### Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Completed draft priorities for *Communities in Motion* Implementation grants and Project Development Program project applications. Five applications were received.
  - ✓ Provided a letter of support for a competitive grant for the City of Boise.
  - ✓ Hosted a meeting with the Grant Resource Alignment Workgroup to determine and coordinate future grant opportunities.
  - ✓ Processed a board administrative modification to increase the cost of two projects and four staff administration modifications to adjust the cost, timing, or funding sources of ten projects.
  - ✓ Continued developing the FY2024-2030 Regional Transportation Improvement Program.
  - ✓ Worked with a subcommittee of RTAC to finalize the FY2025-2031 COMPASS Application Guide.
- 

### Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Completed two special model runs for proposed developments, bringing the total for FY2023 to 20.
  - ✓ Reconciled the 2050 demographic data sets.
  - ✓ Completed the regional transportation air quality conformity demonstration for northern Ada County for the draft FY2024-2030 TIP and a proposed amendment to CIM 2050.
-

- ✓ Reviewed and accepted the 2023 orthophotography pilot images.
  - ✓ Received two proposals in response to a request for proposals to develop a regional safety action plan.
- 

## **Communication Team**

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Worked with Idaho Transportation Department (ITD) staff to update a COMPASS/ITD memorandum of understanding.
  - ✓ Hosted a COMPASS booth at the City of Meridian's Public Works Week Expo on June 7, 2023.
  - ✓ Hosted education series events on "smart regions" on June 7 and 8 and on federal transportation financing tools on June 27, 2023.
  - ✓ Prepared outreach materials for a public comment period on the FY2024-2030 TIP.
  - ✓ Released a request for proposals for a transportation funding policy study.
  - ✓ Met with transportation partners in support of COMPASS' legislative positions.
  - ✓ Drafted proposed 2024 state and federal legislative positions.
- 

## **Operations Team**

Director of Operations: Meg Larsen

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

- ✓ Presented draft FY2024 Unified Planning Work Program and Budget to Finance Committee for review. No changes were proposed by the committee.
  - ✓ Presented Revision 3 of the FY2023 UPWP to the COMPASS Board of Directors for adoption.
  - ✓ Presented FY2024 Workgroup Charters to Executive Committee for recommendation of COMPASS Board of Directors' approval.
  - ✓ Developed plan for final wind down of Air Quality Board operations following notice of the Environmental Protection Agency's action to rescind the federal emission testing requirement for Ada County.
-

## COMPASS Staff Activity Report: July 2023

### Staff Updates:

- ✓ Brian Crowley was named COMPASS July Employee of the Month.

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### Planning Team

Team Lead: Austin Miller

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

- ✓ Installed four portable bicycle/pedestrian counters.
- ✓ Deployed the COMPASS Data Bike four times.
- ✓ Attended PNWER/Passenger Rail Summit.
- ✓ Hosted Public Transportation Workgroup, Active Transportation Workgroup, and Regional Housing Coordination Workgroup meetings.
- ✓ Completed four development review checklists.

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### Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Hosted an open house to discuss proposed projects in the draft FY2024-2030 Regional Transportation Improvement Program (TIP) with the public.
- ✓ Processed one amendment to remove one rail project and reallocate the funds to three other rail projects and one staff administration modification to adjust the cost, timing, or funding sources of 11 projects.
- ✓ Finalized the City of Star's greenbelt pre-concept report for the Project Development Program.
- ✓ Provided a letter of support for a competitive grant for the City of Nampa.
- ✓ Wrote an application for a competitive grant for the City of Notus.
- ✓ Updated the ongoing studies on the COMPASS Studies Coordination webpage.

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### Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Completed two special model runs for proposed developments, bringing the total for FY2023 to 22.
- ✓ Completed the update to the Long-Range Planning Functional Classification Map to be used for local planning purposes and presented it to the Regional Transportation Advisory Committee.
- ✓ Evaluated proposals received to develop a regional safety action plan and selected a consultant.

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## Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Hosted a COMPASS booth at the City of Boise’s “Neighborhood Interactive” on July 15, 2023.
- ✓ Managed a public comment period on the draft FY2024-2030 TIP.
- ✓ Evaluated proposals received to conduct a transportation funding policy study and selected a consultant.
- ✓ Attended the Pacific Northwest Economic Region Policy Summit and Greater Northwest Passenger Rail Summit July 17 – 20, 2023.

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## Operations Team

Director of Operations: Meg Larsen

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

- ✓ Presented the FY2024 Unified Planning Work Program and Budget to the Finance Committee for recommendation of COMPASS Board of Directors’ approval. The committee recommended approval as presented.
  - ✓ Ended Air Quality Board operations including facilitating analyzer recycling and archiving records.
-

## COMPASS BOARD OF DIRECTORS AGENDA ITEM VI-B

Date: August 21, 2023

### Topic: Status Report – June Air Quality Data

#### Background/Summary:

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

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

#### June 2023 Air Quality Data:

In June 2023, the Idaho Department of Environmental Quality reported 10 days in the “moderate” air quality category. The remaining 20 days were in the “healthy” category.

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

#### Moderate:

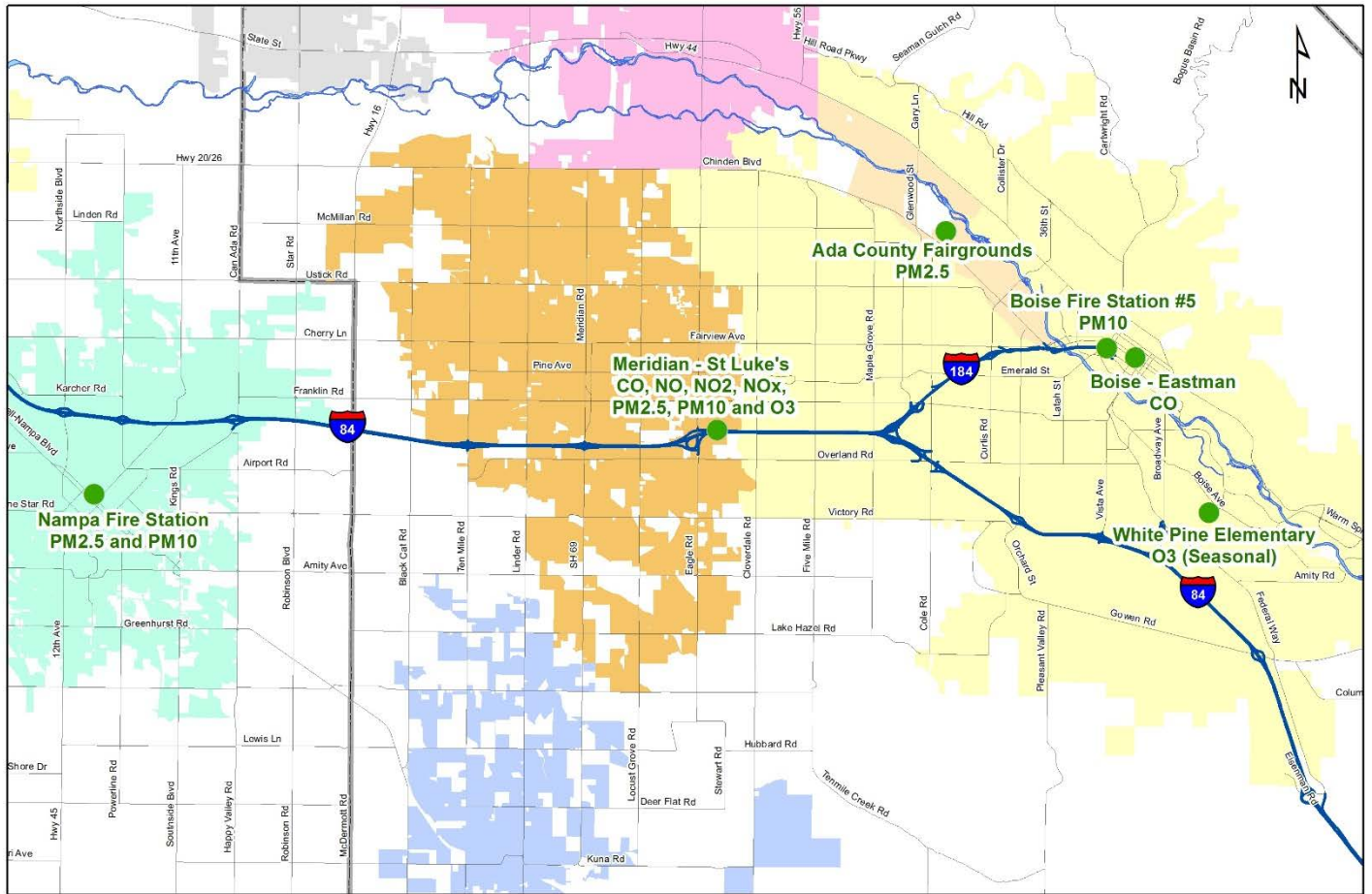
- 9 days were attributable to O<sub>3</sub> recorded in Ada County.
- 1 day was attributable to O<sub>3</sub> recorded in Ada County and fine particulate matter recorded in both counties.

#### Yearly Summary

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

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	260	97	8	365
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365
2022	208	147	10	365
2023	146	34	1	181

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



Air quality monitoring locations, Ada and Canyon Counties

## Pollutant Descriptions

<b>Carbon Monoxide (CO)</b>	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.
<b>Oxides of nitrogen (NO<sub>x</sub>)</b>	NO <sub>x</sub> is a generic term for mono-nitrogen oxides NO and NO <sub>2</sub> (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.
<b>Ozone (O<sub>3</sub>)</b>	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 <sub>x</sub> 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.
<b>PM<sub>2.5</sub></b>	Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
<b>PM<sub>10</sub></b>	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](mailto: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](mailto:Michael.Toole@deq.idaho.gov)

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## COMPASS BOARD OF DIRECTORS AGENDA ITEM VI-B

Date: August 21, 2023

### Topic: Status Report – July Air Quality Data

#### Background/Summary:

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

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

#### July 2023 Air Quality Data:

In July 2023, the Idaho Department of Environmental Quality reported 1 day in the “unhealthy for sensitive groups” and 17 days in the “moderate” air quality category. 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.

#### *Unhealthy for Sensitive Groups:*

- 1 day was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Ada County.

#### *Moderate:*

- 14 days were attributable to O<sub>3</sub> recorded in Ada County.
- 1 day was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both counties and coarse particulate matter (PM<sub>10</sub>) recorded in Ada County.
- 1 day was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both counties.
- 1 day was attributable to coarse particulate matter (PM<sub>10</sub>) recorded in Ada County.

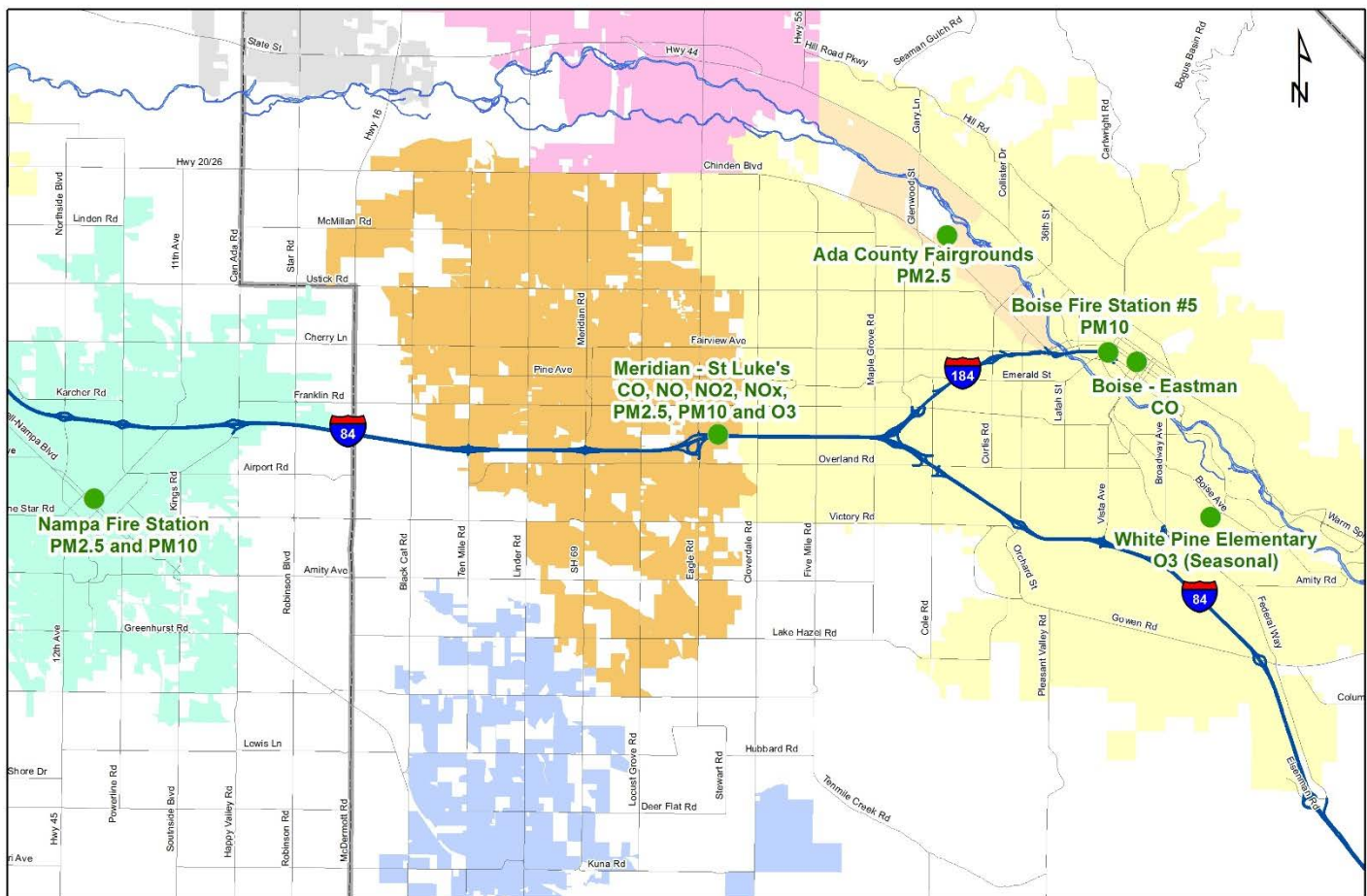
#### Yearly Summary

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

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	260	97	8	365

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365
2022	208	147	10	365
2023	159	51	2	212

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



Air quality monitoring locations, Ada and Canyon Counties

## Pollutant Descriptions

<b>Carbon Monoxide (CO)</b>	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.
<b>Oxides of nitrogen (NO<sub>x</sub>)</b>	NO <sub>x</sub> is a generic term for mono-nitrogen oxides NO and NO <sub>2</sub> (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.
<b>Ozone (O<sub>3</sub>)</b>	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 <sub>x</sub> 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.
<b>PM<sub>2.5</sub></b>	Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
<b>PM<sub>10</sub></b>	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](mailto: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](mailto:Michael.Toole@deq.idaho.gov)

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REGIONAL TRANSPORTATION ADVISORY COMMITTEE

VI-C

Attendance List

<u>Member Agency/Name</u>	Jan '23	Feb '23	Mar '23	Apr '23	May '23	June '23	July '23	Aug '23	Sept '23	Oct '23	Nov '23	Dec '23	TOTAL
<i>ACHD/ T. Ferch/T. Laws/D. Rader</i>	3	3	2	3	3	3	3						20
<i>Ada County/ L. Letson/B. Moore/S.Yarrington</i>	3	2	2	2	1	0	2						12
<i>Boise State/ G. Finkelstein</i>	1	1	1	0	1	1	1						6
<i>Canyon County/ M. Barron/D. Lister/D. Root</i>	0	1	0	0	1	3	2						7
<i>Canyon Highway District #4/ L. Riccio</i>	1	1	1	1	1	1	1						7
<i>Capital City Development Corporation/ Vacant</i>	0	0	0	0	0	0	0						0
<i>City of Boise/ B. Brush/T. Gregor/vacant (6/2023)</i>	1	3	2	3	2	2	2						15
<i>City of Caldwell/ W. Herbel/R. MacDonald</i>	1	1	0	1	1	1	1						6
<i>City of Eagle/ N. Baird Spencer/B. Vaughan</i>	1	1	1	1	1	1	1						7
<i>City of Garden City/ H.Veal</i>	1	1	1	1	0	1	1						6
<i>City of Greenleaf/ L. Belt</i>	1	1	1	1	1	1	0						6
<i>City of Kuna/ D. Hanson/Vacant</i>	0	1	1	1	1	1	1						6
<i>City of Melba/ D. Romine</i>	1	1	1	1	1	1	1						7
<i>City of Meridian/ M. Carson/C. Hood/B. McClure</i>	2	3	3	3	2	3	3						19
<i>City of Middleton/ J. VanGilder</i>	1	1	1	1	1	1	1						7
<i>City of Nampa/ R. Ashby/C. Craig/M. Steuer</i>	3	3	3	3	3	3	2						20
<i>City of Notus/ Vacant</i>	0	0	0	0	0	0	0						0
<i>City of Parma/ A. Lee</i>	0	0	0	0	0	0	0						0
<i>City of Star/ S. Nickel</i>	1	1	1	1	1	1	1						7
<i>City of Wilder/ C. Johnson</i>	1	0	0	0	0	0	0						1
<i>IDEQ/ M. Toole</i>	1	1	1	1	1	1	1						7
<i>ITD/ V. Trimboli</i>	1	1	1	1	1	1	1						7
<i>Public Participation Committee/ L. Disney</i>	1	0	0	1	1	1	0						4
<i>Valley Regional Transit/ S. Hunt</i>	1	1	1	1	1	1	1						7
<i>Central District Health/ S. Kenney</i>	1	1	0	0	0	0	0						2
<i>Governor's Office/ H. Rogers</i>	0	0	0	0	0	0	0						0
<i>Greater Boise Auditorium District/ P. Rice</i>	0	0	0	0	0	0	0						0



Community Planning Association (COMPASS)

Staff Administrative Modification #12 for FY2023-2029 Transportation Improvement Program (TIP)											
Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			* Current Total	** Revised Total							
20788	SH-16, I-84 to US 20/26 and SH-44, Ada and Canyon Counties	ITD	\$364,368,447	\$145,558,612	-60.05%	IM	2023	ROW	\$6,500,000	\$7,500,000	Adjust to match engineer's estimate. Includes correction to action processed in December 2022, which moved construction funds to separate key numbers; however, action was input incorrectly in the database.
						State Early Development	2024	Construction	\$165,300,000	\$0	
							2025		\$55,200,000	\$0	
						GARVEE	2023	Design	\$0	\$93,115	
								ROW	\$0	-\$2,392,601	
								Construction	\$0	\$1,904,413	
Local Participating	2023	ROW	\$0	\$500							
TECM Capacity	2023	ROW	\$0	\$1,084,238							
23080	I-84, Franklin Road Interchange to Karcher Road Interchange - West, Nampa	ITD	\$70,288,919	\$71,764,655	2.10%	State	2023	Construction	\$1,420,000	\$0	Adjust amounts to match current engineer's estimate.
						GARVEE 2017	2023	Construction	\$1,420,000	-\$28,714	
23081	I-84, Franklin Interchange to Karcher Interchange, Widen Eastbound, Nampa	ITD	\$47,365,986	\$44,106,404	-6.88%	GARVEE	2023	Construction	\$1,420,000	\$33,592,311	Adjust amounts to match current engineer's estimate.
						TECM	2023	Construction	\$1,420,000	\$99,649	
23336	I-84, Karcher Road Interchange, Nampa	ITD	\$26,046,000	\$27,677,800	6.27%	GARVEE	2023	Construction	\$3,725,000	\$3,744,619	Adjust amounts to match current engineer's estimate.
						TECM	2023	Construction	\$50,000	\$1,634,600	
						Local	2023	Construction	\$0	\$28,000	

\* Current Total - Previous TIP total.  
 \*\* Revised Total - The SUM of the Current Total including the proposed revisions.  
 \*\*\* It was determined that two projects needed to be removed and put on the next amendment for approval.

COMPASS TIP Amendment Policy:  
<https://www.compassidaho.org/documents/people/policies/TIPAmendPolicy081522.pdf>  
 Only information proposed to change is included in this action.

AC = Advanced Construction  
 GARVEE = Grand Anticipation Revenue Vehicle  
 IM = Interstate Maintenance  
 ITD = Idaho Transportation Department

NHPP = National Highway Performance Program  
 SH = State Highway  
 TECM = Transportation Expansion and Congestion Mitigation

Staff Recommendation:

Approval:

Date:

*Sherone Sader*  
 Sherone Sader, Resource Development Assistant

*Matthew J. Stoll*  
 Matthew J. Stoll, Executive Director

6/23/2023



**Community Planning Association (COMPASS)**

**Staff Administrative Modification #13 for FY2023-2029 Transportation Improvement Program (TIP)**

Key Number	Project	Sponsor	Scheduled Funding for Project		**Percent Change	Program/ Funding Source	Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	** Revised Total							
7827	Study, SH-44, Star Road to SH-55- (Eagle Road) <del>West State Street</del>	ITD	\$6,620,933	\$6,620,933	0.00%	STBG-State	2023	Design	\$1,065,000	\$1,065,000	Change project name to "Star Road to West State Street" and description to "Star Road to West State Street located in Ada County will study and environmentally clear this corridor which will allow future improvements, including bicycle and pedestrian facilities" to clarify extent of study area and expectations. No change to funding.
22102	Franklin Boulevard and Karcher Road, Intersection Improvements, Nampa	City of Nampa	\$3,556,000	\$3,904,908	9.81%	Local Non-Participating	2023	Construction	\$0	\$195,000	Add utility work using non-participating funds to relocate private utilities and correct previous obligations.
						Previous	2023	N/A	\$431,000	\$584,908	
22103	Franklin Boulevard, Freight Improvements near 3rd Avenue North, Nampa	City of Nampa	\$8,987,092	\$9,287,092	3.34%	Freight	2023	Design	\$0	\$900,000	To cover estimated design costs and remove right-of-way costs to match the Freight Plan.
							2023	ROW	\$600,000	\$0	
22922	SR25, VRT, Canyon County - FY2022	VRT	\$64,753	\$264,753	308.87%	TAP-State	2024	Construction	\$0	\$100,000	Merge with KN 22438, 23842 (and increase \$40,000), and 23843 (and increase \$40,000) to combine costs in one key number and work agreement. Overall cost increase of \$15,000, or 6%.
							2025	Construction	\$0	\$100,000	
22924	SR25, VRT, Canyon County - FY2023	VRT	\$65,000	\$0	-100.00%	TAP-State	2023	Construction	\$65,000	\$0	Carry-over funds used in FY2023 to cover costs in FY2023 and funds were not needed.
23179	Transit - State Street Premium Corridor, Part 2, Boise Area, VRT	VRT	\$10,571,000	\$10,571,000	0.00%	RAISE	2023		\$10,571,000	\$0	Delay RAISE funds to FY2024 and FY2025.
							2024	Construction	\$0	\$2,250,000	
							2025		\$0	\$8,321,000	
23336	I-84, Karcher Road Interchange, Nampa	ITD	\$23,777,000	\$25,979,140	9.26%	TECM	2023	Construction	\$1,634,000	\$50,000	To increase costs to match current estimates, and adjust funding sources and timing.
							2024	Construction	\$0	\$2,785,940	
						GARVEE	2023	Construction	\$3,744,000	\$0	
							2024	Construction	\$0	\$3,744,619	
						IM	2023	Construction	\$0	\$4,300,000	
							2024	Construction	\$0	\$3,928,581	
						Leading Idaho	2024	Construction	\$6,842,000	\$7,842,000	
						NHPP Capacity	2023	Construction	\$4,300,000	\$0	
2024	Construction	\$3,929,000	\$0								
23409	SH-16, Franklin Road to Ustick Road, Canyon County	ITD	\$85,910,000	\$85,910,000	0.00%	TECM	2023	Construction	\$76,600,000	\$0	Delay FY2023 TECM funds to FY2024.
							2024	Design	\$0	\$1,000	
								Construction	\$8,050,000	\$84,650,000	

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	**Revised Total							
23437	I-84, Centennial Interchange to Franklin Interchange, Caldwell	ITD	\$116,840,000	\$117,197,880	0.31%	GARVEE 2017	2023	Construction	\$20,000,000	\$0	Increase costs to match current estimates, and adjust funding sources and timing.
							2024		\$0	\$20,000,000	
						TECM	2023	Construction	\$64,750,000	\$50,000	
							2024		\$0	\$64,700,000	
Local Participating	2024	Construction	\$0	\$357,880							
23842	SR2S, VRT, Canyon County - FY2024	VRT	\$60,000	\$0	-100.00%	TAP-State	2024	Construction	\$60,000	\$0	Merge into KN 22922.
23843	SR2S, VRT, Canyon County - FY2025	VRT	\$60,000	\$0	-100.00%	TAP-State	2025	Construction	\$60,000	\$0	Merge into KN 22922.

\* Current Total - Previous TIP total.

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

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

Only information proposed to change is included in this action.

ACHD = Ada County Highway District

GARVEE = Grant Anticipation Revenue Vehicle

IM = Interstate Maintenance

ITD = Idaho Transportation Department

KN = Key Number

LHTAC = Local Highway Technical Assistance Council

NHPP = National Highway Performance Program

PD = Preliminary Development

RAISE = Rebuilding American Infrastructure with Sustainability and Equity Grant

ROW = Right-of-Way

SH = State Highway

SR2S = Safe Routes To School

STBG = Surface Transportation Block Grant

TAP = Transportation Alternatives Program

TECM = Transportation Expansion & Congestion Mitigation

TMA = Transportation Management Area

VRT = Valley Regional Transit

Staff Recommendation:

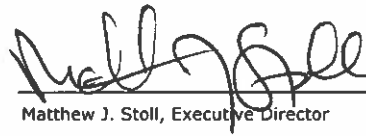
Approval:

Date:



Sherone Sader, Resource Development Assistant

COMPASS



Matthew J. Stoll, Executive Director

COMPASS

7/19/2023