



Working together to plan for the future

COMPASS BOARD OF DIRECTORS' MEETING PACKET

October 16, 2023



Working together to plan for the future

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

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

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MAKING A MOTION:

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

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

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

TABLE OF RULES RELATING TO MOTIONS:

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



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2023 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
<p>December 18, 2023 Holiday Luncheon 12:00 pm</p> <p>Annual Meeting 1:30 pm – 3:30 pm</p>	<p>Nampa Civic Center 311 3rd Street South Nampa, Idaho</p>	<ul style="list-style-type: none"> • Confirm 2024 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer • Confirm Regional Transportation Advisory Committee Membership • Approve Changes to the Transportation Improvement Program (TIP) Amendment Policy • Approve Metropolitan Transportation Planning Memorandum of Understanding with the Idaho Transportation Department • Adopt Resolution Approving Revision 1 of the FY2024 Unified Planning Work Program and Budget (UPWP) • Approve <i>Communities in Motion 2055</i> goals and objectives • Accept <i>Communities in Motion 2055</i> population forecast control total



Working together to plan for the future

COMPASS BOARD OF DIRECTORS' MEETING
OCTOBER 16, 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 August 21, 2023, COMPASS Board of Directors Meeting Minutes
B.* Receive Approved August 8, 2023, Executive Committee Meeting Minutes
C.* Receive Approved July 13, 2023, Finance Committee Meeting Minutes
D.* Establish 2024 COMPASS Board and Executive Committee Dates and Location. Provide 30 Day Notice of Annual Meeting
E.* Ratify Resolution 19-2023, Revision 4 of the FY2023 Unified Planning Work Program and Budget
F.* Adopt Resolution 01-2024, Priorities for Rural Projects
G.* Adopt Resolution 02-2024 Amending Communities in Motion 2050 (CIM 2050) and Resolution 03-2024 Amending the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs (TIPs)
H.* Approve List of Records for Destruction

IV. SPECIAL ITEMS

- A. Member Agency Presentation - Projects of Regional Importance
Mayor Trevor Chadwick from the City of Star will present on projects of regional importance in the cities of Star and Middleton.

Trevor Chadwick

1:50
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B. * Status Report - Findings of the Regional Housing Coordination Plan

**Austin Miller/
Madeline
Baron**

Austin Miller and Madeline Baron will review the Regional Housing Coordination Plan.

V. ACTION ITEMS

2:10
Page 76

A. * Adopt Resolution 04-2024 Approving the Adjusted Urban Area Boundaries

**Mary Ann
Waldinger**

Mary Ann Waldinger will seek COMPASS Board of Directors' adoption of a resolution approving the adjusted urban area boundaries.

2:25
Page 87

B. * Approve FY2024 COMPASS Resource Development Plan

Matt Carlson

Matt Carlson will seek COMPASS Board of Directors' approval of the FY2024 Resource Development Plan.

2:40
Page 89

C. * Approve 2024 COMPASS State Legislative Session Positions

Jacob Miller

Jacob Miller will seek COMPASS Board of Directors' approval of 2024 COMPASS state legislative session positions.

2:55
Page 92

D. * Approve 2024 COMPASS Federal Transportation Positions

Jacob Miller

Jacob Miller will seek COMPASS Board of Directors' approval of 2024 COMPASS federal transportation positions.

VI. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY)

Page 95

A. * Staff Activity Reports

Page 99

B. * Status Report – Current Air Quality Data

Page 104

C. * Status Report – Regional Transportation Advisory Committee Attendance

Page 105

D. * Administrative Modifications

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E. * Correspondence

VII. OTHER

Next Meeting: December 18, 2023 (Nampa Civic Center)

VIII. ADJOURNMENT (3:15)

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

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

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**COMPASS BOARD OF DIRECTORS' MEETING
AUGUST 21, 2023
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, ID
ZOOM CONFERENCE CALL**

**** DRAFT MINUTES ****

ATTENDEES:

Rod Beck, Commissioner, Ada County, **Secretary-Treasurer**, in person
Zach Brooks, Commissioner, Canyon County, via ZOOM
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, in person
Miranda Gold, Commissioner, Ada County Highway District, in person
Jim Hansen, Commissioner, Ada County Highway District, via ZOOM
Brad Holton, Commissioner, Canyon County, via ZOOM
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Caleb Lakey, Idaho Transportation Department – District 3, via ZOOM
John Laraway, Councilmember, City of Kuna, in person
Robb McDonald, City of Caldwell, via ZOOM
Dave McKinney, Commissioner, Ada County Highway District, in person
Lauren McLean, Mayor, City of Boise, in person
John Overton, Councilmember, City of Meridian, in person
Jason Pierce, Mayor, City of Eagle, via ZOOM
Tom Points, City of Nampa, via ZOOM
Victor Rodriguez, Councilmember, City of Nampa, via ZOOM
Bill Nary for Charlie Rountree, City of Meridian, via ZOOM
Steve Rule, Mayor, City of Middleton, in person
Dave Luft for Aaron Scheff, Idaho Department of Environmental Quality, via ZOOM
Caleb Hood 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
Jarom Wagoner, Mayor, City of Caldwell, via ZOOM
Nikole Zogg, Southwest District Health, Ex officio, via ZOOM

MEMBERS ABSENT:

Drew Alexander, Boise State University
Nichoel Baird Spencer, City of Eagle
Cory Dickard, Mayor, City of Melba
John Evans, Mayor, City of Garden City
Jay Gibbons, Commissioner, Canyon Highway District No. 4, **Vice Chair**
Dan Hyer, Councilmember, City of Greenleaf
Chelsie Johnson, City of Wilder
Angie Lee, Mayor, City of Parma
Colin Nash, Councilmember, City of Boise
David Porterfield, Mayor, City of Notus
Pat Rice, Greater Boise Auditorium District, Ex officio
Hayden Rogers, Governor's Office, Ex officio
Leslie Van Beek, Commissioner, Canyon County

OTHERS PRESENT:

Richard Beck, Ada County Development Services, in person
Ashley Cannon, Community Planning Association, in person
Matt Carlson, Community Planning Association, in person
Meg Larsen, Community Planning Association, in person
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
Alexa Roitman, Community Planning Association, in person
Mark Steuer, City of Nampa, via ZOOM
Toni Tisdale, Community Planning Association, in person
Mary Ann Waldinger, Community Planning Association, in person

CALL TO ORDER

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

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll introduced COMPASS' new staff accountant, Ashley Cannon.

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**

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

SPECIAL ITEMS

A. Member Agency Presentation – Projects of Regional Importance

Richard Beck, Ada County Development Services, presented projects of regional importance to the county.

B. Status Report – Finance Committee

Rod Beck, Finance Committee Chair, provided a brief status report on the July 13 and August 17, 2023, Finance Committee meetings.

ACTION ITEMS

A. Adopt Resolution 16-2023 Approving the FY2024 Unified Planning Work Program and Budget (UPWP)

Megan Larsen presented Resolution 16-2023 approving the FY2024 UPWP and budget and requested COMPASS Board of Directors' approval.

After discussion, **Victor Rodriguez moved and Rod Beck seconded to adopt Resolution 16-2023 approving the FY2024 Unified Planning Work Program and budget. Motion passed unanimously.**

B. Executive Session – Personnel Matter, Idaho Code [74-206 (b)]

Trevor Chadwick moved and it was seconded to move the COMPASS Board of Directors into Executive Session pursuant to Idaho Code [74-206 (b)] at 2:10 pm.

Matt Stoll called roll. The following COMPASS Board members were present and voted in the affirmative: Rod Beck, Zach Brooks, Zach Piepmeyer for John Brunelle, Trevor Chadwick, Elaine Clegg, Ryan Davidson, Tom Dayley, Miranda Gold, Jim Hansen, Brad Holton, Debbie Kling, Caleb Lakey, John Laraway, Robb McDonald, Dave McKinney, Lauren McLean, John Overton, Jason Pierce, Tom Points, Victor Rodriguez, Bill Nary for Charlie Rountree, Steve Rule, Dave Luft for Aaron Scheff, Caleb Hood for Robert Simison, Joe Stear, and Jarom Wagoner. Motion passed unanimously.

Convened back into regular session at 2:43 pm.

C. Consider Executive Committee’s Recommendation Regarding Executive Director

After discussion, Trevor Chadwick moved and Miranda Gold seconded to accept the Executive Committee’s recommendation to retain Matt Stoll as the Executive Director and provide a 5% salary increase effective October 1, 2023. Motion passed unanimously.

D. Approve FY2024 *Communities in Motion* Implementation Grants and Project Development Program Projects

Matt Carlson presented the proposed FY2024 *Communities in Motion* Implementation Grants and Project Development Program projects and requested COMPASS Board of Directors’ approval.

After discussion, Joe Stear moved and Lauren McLean seconded to approve the FY2024 *Communities in Motion* Implementation Grants and Project Development Program projects. Motion passed unanimously.

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 and Toni Tisdale presented an amendment to *Communities in Motion 2050*, the draft FY2024-2030 Regional Transportation Improvement Program (TIP), and associated air quality conformity demonstration.

Joe Stear moved and Rod Beck seconded to approve Resolution 17-2023, amending *Communities in Motion 2050*, and Resolution 18-2023 approving the FY2024-2030 TIP and associated air quality conformity demonstration. Motion passed unanimously.

ADJOURNMENT

Chair Debbie Kling adjourned the meeting at 3:03 p.m.

Approved this 16th day of October 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
AUGUST 8, 2023
COMPASS SECOND FLOOR LARGE CONFERENCE ROOM AND ZOOM
700 NE 2ND STREET
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rod Beck, Commissioner, **Secretary-Treasurer**, Ada County, in person
Trevor Chadwick, Mayor, **Chair Elect**, City of Star, in person
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, via ZOOM
Debbie Kling, Mayor, City of Nampa, **Chair**, in person
Lauren McLean, Mayor, City of Boise, via ZOOM
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, in person

MEMBERS ABSENT: None

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

CALL TO ORDER

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

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll announced that the 2023 Leadership in Motion nominations are open until September 29, 2023.

CONSENT AGENDA

A. Approve July 11, 2023, Executive Committee Meeting Minutes

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

ACTION ITEMS

A. Adopt Resolution 15-2023 Amending the FY2023-2029 Regional Transportation Improvement Program (TIP)

Toni Tisdale presented Resolution 15-2023 modifying the FY2023-2029 TIP at the request of Golden Gate Highway District to adjust two projects.

After discussion, **Joe Stear moved and Rob Beck seconded Executive Committee adoption of Resolution 15-2023 modifying the FY2023-2029 TIP.** Motion passed unanimously.

B. Approve Amended End-of-Year and Redistribution Program Priorities

Toni Tisdale presented the amended End-of-Year and Redistribution Program priorities.

Joe Stear moved and Jim Hansen seconded Executive Committee approval of the amendments to the End-of-Year and Redistribution Program priorities. Motion passed unanimously.

C. Recommend 2024 State Legislative Policy Positions for COMPASS Board Approval

Jacob Miller presented draft 2024 state legislative policy positions.

After discussion, **Robert Simison moved and Trevor Chadwick seconded to direct staff to revise the 2024 state legislative policy positions as discussed in the meeting and bring revised position statements back to the Executive Committee in September.** Motion passed unanimously.

D. Recommend 2024 Federal Transportation Policy Positions for COMPASS Board Approval

Due to losing quorum, this agenda item was tabled until the September 12, 2023, Executive Committee meeting.

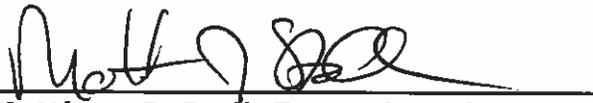
ADJOURNMENT

Chair Debbie Kling adjourned the meeting at 2:31 p.m.

Approved this 12th day of September 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
JULY 13, 2023
COMPASS 2ND FLOOR LARGE CONFERENCE ROOM AND ZOOM**

****MINUTES****

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

MEMBERS ABSENT: 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:

Chair Rod Beck called the meeting to order at 12:00 p.m.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll announced this would be Vice Chair Holli Woodings last meeting. The committee should be prepared to elect a new Vice Chair at the next meeting.

CONSENT AGENDA

A. Approve the June 15, 2023, Finance Committee Meeting Minutes

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

INFORMATION/DISCUSSION ITEM

A. Review Report of Disbursements Made in the Reporting Period

Megan Larsen presented the disbursements made in the reporting period, May 20, 2023, through July 5, 2023, which was provided in the packet for information. There was no discussion regarding these disbursements.

ACTION ITEM

A. Recommend Approval of FY2024 Unified Planning Work Program and Budget (UPWP)

Megan Larsen presented the FY2024 UPWP.

After discussion, **Miranda Gold moved and Holli Woodings seconded recommending COMPASS Board of Directors' approval of the FY2024 UPWP as presented. Motion passed unanimously.**

ADJOURNMENT

Chair Rod Beck adjourned the meeting at 12:40 p.m.

Approved this 17th day of August 2023.

By: 
Rod Beck, Chair

Attest: 
By: _____
Vice Chair



2023 COMPASS Board of Directors Annual Meeting
Nampa Civic Center
In person only, no remote option
December 18, 2023
1:30 – 3:30 p.m.

2024 COMPASS Board of Directors' Meeting Dates
COMPASS, 1st Floor Board Room
1:30-3:30 p.m.

February 26, 2024
April 15, 2024
June 17, 2024
August 19, 2024
October 21, 2024
December 16, 2024 (Nampa Civic Center)

2024 COMPASS Executive Committee Meeting Dates
COMPASS, 2nd Floor Large Conference Room
1:30-2:30 p.m.

January 9, 2024
February 6, 2024
March 12, 2024
April 9, 2024
May 7, 2024
June 11, 2024
July 9, 2024
August 13, 2024
September 10, 2024
October 8, 2024
November 12, 2024
December 10, 2024

COMPASS BOARD AGENDA ITEM III-E

Date: October 16, 2023

Topic: Revision 4 of the FY2023 Unified Planning Work Program and Budget

Request/Recommendation:

Ratify Resolution 19-2023, approving Revision 4 of the FY2023 Unified Planning Work Program and Budget (UPWP).

Background/Summary:

The COMPASS Executive Committee adopted Resolution 19-2023, approving Revision 4 of the FY2023 UPWP at its September 12, 2023, meeting.

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

The total FY2023 Consolidated Planning Grant (CPG) funding available for obligation exceeded the amount in Revision 3 of the FY2023 UPWP by approximately \$40,000. The Federal Transit Administration (FTA) transferred its share of the total FY2023 CPG funding, which was about \$424,000, including local match. FHWA was unable to obligate this funding due to the discrepancy between the amount pending obligation and the amount shown in the UPWP. Revision 4 of the FY2023 UPWP corrected this discrepancy and captured all available funding.

FHWA required that the remaining FY2023 CPG funding be obligated before the fiscal year ended on September 30, 2023. Due to this tight time constraint, staff bypassed the typical process of asking the Finance Committee to review and recommend revisions to the UPWP. Instead, the Executive Committee approved the revision to the UPWP at its September 12, 2023, meeting.

The following revisions to revenues were approved in Revision 4 of the FY2023 UPWP:

- Increase FY2023 CPG revenue by \$40,843 to correspond to the total amount pending obligation.
- Decrease the draw from fund balance by \$1,139. This use of local funds was replaced by the available FY2023 CPG funds.

The following revision to expenses was approved in Revision 4 of the FY2023 UPWP:

- Increase professional services expense for consultant support to develop the transportation funding study by \$39,704.

Implication (policy and/or financial):

Ratification by the COMPASS Board is needed to confirm the action of the Executive Committee and ensure there are no issues with the obligation of the FY2023 CPG funding.

More Information:

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



RESOLUTION NO. 19-2023

**FOR THE PURPOSE OF APPROVING REVISION 4 OF THE
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET**

WHEREAS, Revision 3 of the FY2023 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 13-2023, dated June 26, 2023;

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

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

WHEREAS, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 4 of the FY2023 Unified Planning Work Program and Budget and is made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves by resolution, Revision 4 of the FY2023 Unified Planning Work Program and Budget; and

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

DATED this 12th day of September 2023.

APPROVED:

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

ATTEST:

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

ML:tg T:\FY23\900 Operations\Exec\2023 Packets\09-2023\IV-F 2 Resolution 19-2023

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Recommended Changes to FY2023 - Revision 4
Summary

Revision 3 FY2023 UPWP Revenues		4,823,879	Revision 3 FY2023 UPWP Expenses		4,823,879
1	Increase FY2023 Consolidated Planning Grant funds, KN22108 to correspond to the actual obligation amount	40,843	Increase budget for the Transportation Funding Study		39,704
2	Decrease fund balance draw required to cover budget shortfall; this use of local funds was replaced by CPG funds.	(1,139)			
Recommended Adjustments to Revenues		39,704	Recommended Adjustments to Expenses		39,704
Adjusted Revenues - Revision 4		4,863,583	Adjusted Expenses - Revision 4		4,863,583

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Recommended Changes to FY2023 - Revision 4

Summary

Revision 3 FY2023 UPWP Revenues		4,823,879	Revision 3 FY2023 UPWP Expenses		4,823,879
1	Increase FY2023 Consolidated Planning Grant funds, KN22108 to correspond to the actual obligation amount	40,843	Increase budget for the Transportation Funding Study		39,704
2	Decrease fund balance draw required to cover budget shortfall; this use of local funds was replaced by CPG funds.	(1,139)			
Recommended Adjustments to Revenues		39,704	Recommended Adjustments to Expenses		39,704
Adjusted Revenues - Revision 4		4,863,583	Adjusted Expenses - Revision 4		4,863,583

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2023 Rev 3	FY2023 Rev 4
GENERAL MEMBERSHIP		
Ada County	249,479	249,479
Ada County Highway District	249,479	249,479
Canyon County	122,508	122,508
Canyon Highway District No. 4	47,092	47,092
Golden Gate Highway District No.3	-	-
City of Boise	107,392	107,392
City of Caldwell	29,298	29,298
City of Eagle	14,973	14,973
City of Garden City	5,749	5,749
City of Greenleaf	370	370
City of Kuna	12,116	12,116
City of Meridian	58,848	58,848
City of Melba	256	256
City of Middleton	4,727	4,727
City of Nampa	48,112	48,112
City of Notus	273	273
City of Parma	935	935
City of Star	6,711	6,711
City of Wilder	714	714
Subtotal	959,032	959,032
SPECIAL MEMBERSHIP		
Boise State University	9,600	9,600
Capital City Development Corporation	9,600	9,600
Idaho Department of Environmental Quality	9,600	9,600
Idaho Transportation Department	9,600	9,600
Valley Regional Transit	9,600	9,600
Subtotal	48,000	48,000
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2022 K# 20640 Ada County (carryover from FY22 YE)	323,578	323,578
CPG - FY2022 K# 20640 Canyon County (carryover from FY22 YE)	113,690	113,690
CPG - FY2023 K# 22108; Ada County	1,280,846	1,311,070
CPG - FY2023 K# 22108; Canyon County	450,027	460,646
Sub Total CPG Grants	2,168,141	2,208,984
STBG-TMA & STBG-U - K# 20560; FY2023 off-the-top funds for Planning	306,705	306,705
STBG-U - K# 23026 Permanent Automated Counters	36,137	36,137
STBG-TMA - K# 22395 Fiscal Impact Analysis Phase 3	55,596	55,596
STP TMA - K# 19571, CIM 2050 (carryover of remaining obligated funds)	99,302	99,302
STBG TMA - K# 20271, CIM Minor Update	169,568	169,568
FHWA Safe Streets and Roads for All Action Plan	392,000	392,000
Subtotal	1,059,308	1,059,308
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	55,000	55,000
Ada County Air Quality Board	55,000	55,000
Air Quality Operations - Management Fee	70,000	70,000
Cities of Star and Nampa - Project Dev reimb; consultant refund	41,945	41,945
Orthophotography - Participant Contributions	125,000	125,000
Interest Income	38,953	38,954
Subtotal	385,898	385,899
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	4,620,379	4,661,223
Draw From Fund Balance (CIM Implementation Grants)	50,000	50,000
Draw From Fund Balance (funds set aside for orthophotography flight)	37,500	37,500
Draw From Fund Balance (20% match on Safe Streets for All Action Plan)	98,000	98,000
Draw From Fund Balance to cover shortfall	18,000	16,860
Subtotal	203,500	202,360
TOTAL REVENUE, ALL RESOURCES	4,823,879	4,863,583

EXPENSE	FY2023 Rev 3	FY2023 Rev 4
SALARY, FRINGE & CONTINGENCY		
Salary	1,767,151	1,767,151
Fringe	822,100	822,100
Contingency (Overtime, Bonus, and Sick Time Trade)	19,000	19,000
Subtotal	2,608,251	2,608,251
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	217,900	217,900
Subtotal	217,900	217,900
DIRECT OPERATIONS & MAINTENANCE		
620001, Demographics and Growth Monitoring	2,500	2,500
653001, Communication and Education	49,100	49,100
661001, Long-Range Planning	598,514	638,218
661005, Safe Streets and Roads for All	490,000	490,000
661008, Bike Counter Management	67,330	67,330
685001, Transportation Improvement Program	6,000	6,000
685002, Project Development Program	115,632	115,632
685004, CIM Implementation Grants	50,000	50,000
702001, Air Quality Outreach	100,000	100,000
760001, Government Affairs (was Legislative Services)	18,000	18,000
801001, Staff Development	60,000	60,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	37,200	37,200
838001, Travel Survey Data Collection	15,148	15,148
860001, Geographic Information System Maintenance	223,800	223,800
990001, Direct Operations and Maintenance	162,504	162,504
Subtotal	1,997,728	2,037,432
TOTAL EXPENSE	4,823,879	4,863,583

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	4,823,879	4,863,583
LESS: TOTAL EXPENSES	4,823,879	4,863,583
REVENUE EXCESS/(DEFICIT)	-	-

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4
 EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE

WORK PROGRAM NUMBER	EXPENSES				EXPENSES										MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES	
	Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY22 CPG Ada County K# 20640 (74%)	FY22 CPG Canyon County K# 20640 (26%)	FY23 CPG Ada County K# 22108 (74%)	FY23 CPG Canyon County K# 22108 (26%)	STP-TMA Off The Top K# 20560	STBG-U Bike Counters K# 20326	STBG-TMA Fiscal Impact Analysis K# 22395	STP-TMA CIM 2050 K# 19751	STBG-TMA CIM Minor Update K# 20271	FHWA Safe Streets and Roads for All	Federal Funds	Required Match	Local Funds/FB	Other Revenue		Total Local & Other
601001 UPWP/Budget Development and Federal Assurances	83	69,724	-	69,724	3,700	1,300	21,908	7,698	30,000						64,606	5,118			5,118	69,724
620001 Demographics and Growth Monitoring	46	33,680	2,500	36,180	2,220	780	4,088	1,436	25,000						33,524	2,656			2,656	36,180
620005 Safe and Accessible Transportation (development reviews)	35	17,105	-	17,105	1,480	520	1,246	438	10,000						13,684	3,421			3,421	17,105
653001 Communication and Education Long-Range Planning	193	122,936	49,100	172,036											-		172,036		172,036	172,036
661001 General Project Management	670	491,566	638,218	1,129,784	74,000	26,000	478,846	168,243			55,596	74,604	169,568		1,046,857	82,927			82,927	1,129,784
661005 Safe and Accessible Transportation	157	99,884	490,000	589,884	7,400	2,600	51,731	18,176						392,000	471,907	19,977	98,000		117,977	589,884
661008 Bike Counter Management Resource Development/Funding	304	146,204	67,330	213,534			100,250	35,223		36,137					171,610	13,594	28,330		41,924	213,534
685001 Transportation Improvement Program	418	277,605	6,000	283,605	1,480	520	100,483	35,305	125,000						262,788	20,817			20,817	283,605
685002 Project Development Program	36	26,420	115,632	142,052	740	260	13,302	4,674	75,000						93,976	7,444		40,632	48,076	142,052
685003 Grant Research and Development	188	144,158	-	144,158											-		144,158		144,158	144,158
685004 CIM Implementation Grants	25	17,621	50,000	67,621			12,082	4,245							16,327	1,294	50,000		51,294	67,621
685005 Safe and Accessible Transportation (safety grant application)	7	5,824	-	5,824	370	130	3,078	1,081							4,659	1,165			1,165	5,824
TOTAL PROJECTS	2,162	1,452,727	1,418,780	2,871,507	91,390	32,110	787,014	276,519	265,000	36,137	55,596	74,604	169,568	392,000	2,179,938	158,413	492,524	40,632	691,569	2,871,507
701001 Membership Services	50	39,495	-	39,495	7,400	2,600	19,681	6,915							36,596	2,899			2,899	39,495
702001 Air Quality Outreach	7	10,000	100,000	110,000											-			110,000	110,000	110,000
703001 Public Services	62	46,993	-	46,993											-		46,993		46,993	46,993
704001 Air Quality Operations	128	118,276	-	118,276											-		48,276	70,000	118,276	118,276
705001 Transportation Liaison Services	38	33,511	-	33,511	7,400	2,600	15,578	5,473							31,051	2,460			2,460	33,511
760001 Government Affairs	253	224,422	18,000	242,422											-		242,422		242,422	242,422
TOTAL SERVICES	538	472,697	118,000	590,697	14,800	5,200	35,259	12,388	-	-	-	-	-	-	67,647	5,359	337,691	180,000	523,050	590,697
801001 Staff Development	133	94,146	60,000	154,146	22,200	7,800	83,496	29,336							142,832	11,314			11,314	154,146
820001 Committee Support	254	168,665	2,000	170,665	29,600	10,400	87,422	30,716							158,138	12,527			12,527	170,665
836001 Regional Travel Demand Model	302	251,285	37,200	288,485	37,000	13,000	146,010	51,301	20,000						267,311	21,174			21,174	288,485
838001 Travel Survey Data Collection	-	-	15,148	15,148				10,387							14,036	1,112			1,112	15,148
842001 Congestion Management Process	137	113,994	-	113,994	51,800	18,200	26,364	9,263							105,627	8,367			8,367	113,994
842002 I-84 Corridor Operations Plan	10	8,321	-	8,321	2,960	1,040	2,745	965							7,710	611			611	8,321
860001 Geographic Information System Maintenance	374	253,580	223,800	477,380	70,300	24,700	129,546	45,516	21,705						291,767	23,113	37,500	125,000	185,613	477,380
860005 Safe and Accessible Transportation (mapping)	18	10,736	-	10,736	3,528	1,240	2,827	993							8,588	2,148			2,148	10,736
TOTAL SYSTEM MAINTENANCE	1,228	900,727	338,148	1,238,875	217,388	76,380	488,797	171,739	41,705	-	-	-	-	-	996,009	80,366	37,500	125,000	242,866	1,238,875
990001 Direct Operations / Maintenance	-	-	162,504	162,504											24,698	1,956	95,583	40,267	137,806	162,504
991001 Support Services Labor	1,012	-	-	-											-				-	-
999001 Indirect Operations/Maintenance	-	-	-	-											-				-	-
TOTAL INDIRECT/OVERHEAD	1,012	-	162,504	162,504	-	-	-	-	-	-	-	-	-	24,698	1,956	95,583	40,267	137,806	162,504	

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4
DIRECT EXPENSE SUMMARY**

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	CARRY-FORWARD
620001 Demographics and Growth Monitoring	2,500					2,500				
653001 Communication and Education	49,100	24,000			1,300		23,800			
661001 Long-Range Planning	638,218	617,218			2,000		19,000			
661005 Safe Streets and Roads for All	490,000	490,000								
661008 Bike Counter Management	67,330		67,330							
685001 Transportation Improvement Program	6,000						6,000			
685002 Project Development Program	115,632	115,632								
685004 CIM Implementation Grants	50,000	50,000								
702001 Air Quality Outreach	100,000	100,000								
760001 Government Affairs	18,000			18,000						
801001 Staff Development	60,000			60,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	37,200	37,200								
838001 Travel Survey Data Collection	15,148	15,148								
860001 Geographic Information System Maintenance	223,800	162,500	61,300							
990001 Direct Operations / Maintenance	26,654									26,654
Consultant support for salary/benefits survey	10,000	10,000								
Migrate website from Dreamweaver	8,000	8,000								
New/replacement hardware and software	10,000		10,000							
Phone System (carry over)	20,000		20,000							
Workspace buildout (carry over)	18,000		18,000							
Transit network planning software	19,250		19,250							
Cube renewal; Cube Land	15,000		15,000							
AICP and APBP Webinar series	1,600			1,600						
NARC Executive Directors' Conf Sponsorship	10,000			10,000						
Membership dues for COMPASS	17,000								17,000	
Other: board lunch, staff gifts, meeting refreshments, misc.	7,000							7,000		
GRAND TOTAL	2,037,432	1,629,698	210,880	89,600	3,300	2,500	48,800	9,000	17,000	26,654

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

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

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2023 UNIFIED PLANNING WORK PROGRAM AND BUDGET - REVISION 4
WORKDAY ALLOCATION SUMMARY**

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

PROGRAM NO.	601				CLASSIFICATION:	Project	
TITLE:	UPWP Budget Development and Monitoring						
TASK / PROJECT DESCRIPTION:	Monitor and amend, as necessary, the FY2023 Unified Planning Work Program and Budget (UPWP) and related transportation grants for the metropolitan planning organization (MPO). Develop and obtain COMPASS Board approval for the FY2024 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW	Federal Code 23 CFR § 450.308 (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
FY2023 UPWP							
Process and track revenues and expenditures for the FY2023 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants							Ongoing As Needed
Process and obtain Board approval of FY2023 UPWP revisions							
Distribute revisions of the FY2023 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2023 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval							As Needed
FY2024 UPWP Development							
Develop process and schedule for the FY2024 UPWP Solicit membership input on possible transportation planning projects and associated needs for FY2024 Submit initial revenue assessment for FY2024 to the Finance Committee for input Obtain Board approval on FY2024 General and Special membership dues							Nov Jan-Feb Mar Apr
Present FY2024 UPWP							
Present draft FY2024 UPWP to Finance Committee for input and feedback Present draft FY2024 UPWP to Finance Committee for recommendation Submit FY2024 UPWP to Board for adoption Submit and obtain approval from Federal Highway Administration of FY2024 UPWP Distribute FY2024 UPWP to the Idaho Transportation Department and Federal Transit Administration							Jun Jul Aug Aug Aug
Track Federal requirements as related to Self-Certification							
Compliance with federal requirements							Ongoing
Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan							
Monitor federal changes through the Federal Register							Ongoing
LEAD STAFF: Meg Larsen							
END PRODUCTS: FY2022 UPWP revisions; FY2023 UPWP; and maximize funding opportunities.							
Expense Summary							
							Total Workdays: 83
							Salary \$ 43,919
							Fringe 19,843
							Overhead 5,961
							Total Labor Cost: 69,724
ESTIMATED DATE OF COMPLETION: September-2023							
DIRECT EXPENDITURES:							
Professional Services \$ -							
Legal / Lobbying							
Equipment Purchases							
Travel / Education							
Printing							
Public Involvement							
Meeting Support							
Other							
							Total Direct Cost: \$ -
							Total Cost: \$ 69,724
Funding Sources							
Participating Agencies							
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K20640	\$ 3,700	\$ 1,300		\$ 5,000	Federal Highway Administration		
CPG, K22108	21,908	7,698		29,606	Federal Transit Administration		
STP-TMA, K20560			30,000	30,000			
Local / Fund Bal	3,787	1,331		5,118			
Total:	\$ 29,395	\$ 10,329	\$ 30,000	69,724			
601							Total Cost: \$ 69,724

PROGRAM NO.	620		CLASSIFICATION:		Project	
TITLE:	Demographics and Growth Monitoring					
TASK / PROJECT DESCRIPTION:	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan. This includes providing demographic data, such as population and employment estimates, providing relevant information for local decision-making, and updating demographic forecasts based on new entitlements and policies.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analyses depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands; 2) The travel demand model also requires current and accurate housing and employment data; 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, land use allocation demonstration modeling, and other analyses, and is an often requested member service; 4) Development review, including the fiscal impact analysis, enables local decision-makers to bridge regional and local planning efforts to provide growth supportive of <i>Communities in Motion</i> , and 5) developing a housing coordination plan to better integrate affordable housing, employment, and transportation planning.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.322 (b) -- Long-range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
Population and Employment Estimates						
Data collection and geocoding of building permits					Ongoing	
Complete 2022 employment data					Mar	
Complete 2022 Development Monitoring Report					Mar	
Complete 2023 population estimates and receive Board acceptance					Apr	
Development Forecasting, Tracking, and Reconciliation						
Update preliminary plat files and other entitled development					Ongoing	
Reconcile CIM 2050 preferred growth scenario with entitlements					Ongoing	
Develop population, housing, and employment forecasts for long-range transportation plan					Summer	
Demographics Support						
Respond to member requests for census data					Ongoing	
Provide development and policy reviews and checklists					Ongoing	
Include fiscal impact analysis with development checklist per policy					Ongoing	
Development checklist report					Spring	
LEAD STAFF: Austin Miller						
END PRODUCT: Demographic products: 1) 2023 population estimates; 2) 2022 employment estimates; 3) 2021 Development Monitoring Report updated; 4) annual demographic reconciliation; 5) population, housing, and employment forecast; 6) development checklist report; and 7) housing coordination plan.						
Expense Summary						
Total Workdays:					81	
Salary					\$ 31,990	
Fringe					14,453	
Overhead					4,342	
Total Labor Cost:					50,785	
ESTIMATED DATE OF COMPLETION: September-2023						
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, K20640	\$ 3,700	\$ 1,300		\$ 5,000	Housing authorities and other housing stakeholders	
CPG, K22108	5,334	1,874		7,208		
STP-TMA, K20560			35,000	35,000		
Local / Fund Bal	4,497	1,580		6,077		
Total:	\$ 13,531	\$ 4,754	\$ 35,000	53,285		
DIRECT EXPENDITURES:						
Professional Services						
Legal / Lobbying						
Equipment Purchases						
Travel / Education						
Printing						
Public Involvement						
Meeting Support						
Other 2,500						
Total Direct Cost:					\$ 2,500	
620	Total Cost:					\$ 53,285

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

PROGRAM NO.	661			CLASSIFICATION:	Project		
TITLE:	Long Range Planning						
TASK / PROJECT DESCRIPTION:	This project encompasses the activities to identify regional transportation needs and solutions, and prepare a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long-range planning activities.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance and outcome-based planning will help guide resources to infrastructure and service projects that collectively help achieve the regional (CIM) goals.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450 "Infrastructure Investment and Jobs Act" (IIJA) requires that the regional long-range transportation plan be updated every four years in air quality maintenance areas, otherwise every five years. 23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds.						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
General Project Management							
Work with the Regional Transportation Advisory Committee and the COMPASS Board of Directors to finalize and adopt CIM 2050					Oct-Dec		
Monitor legislative, funding, etc. changes and provide updates					Ongoing		
Draft work plan, schedule and budget for next plan update					June		
Integrate complete network policy to transportation planning and improvements					Oct-Sep		
Update environmental data for further analyses and mapping					Ongoing		
Integrate equitable and sustainable practices in transportation planning and to inform land use planning and decision-making					Oct-Sep		
Funding study re: mechanisms for local roadway and active transportation projects, public transportation projects, and mileage-based funding					Jul-Sep		
Housing Coordination Plan							
Select consultant for housing coordination plan					Oct		
Partnership outreach and kickoff meeting					Winter		
Roadways							
Integrate results of congestion management process					Feb		
Identify barriers to and opportunities for increasing transportation resiliency					Oct-Sep		
Research needs and opportunities to deploy/expand electric vehicle charging infrastructure					Oct-Sep		
Develop Safe Streets and Roads for All Action Plan					Apr-Sep		
Freight							
Investigate freight first/last mile needs and impacts					Mar		
Identify needs and goals for rail freight in the region					Apr		
Assist member agencies in freight funding applications					Dec		
Follow up on past freight project implementation					Spring		
Integrate freight needs into Complete Network Policy implementation					Ongoing		
Active Transportation (bicycle and pedestrian)							
Integrate active transportation needs into Complete Network Policy implementation					Ongoing		
Develop regional pathway implementation/funding plan/strategy (including rails with trails)					Feb		
Investigate active transportation first/last mile needs					Mar		
Research regional safe-route needs and explore development of metrics					Apr		
Public Transportation							
Update High Capacity Transit Study for 2020/2050 data					Dec		
Continue high-capacity transit planning per COMPASS Board's direction					Oct-Sep		
Develop Park and Ride implementation plan					May		
Investigate transit-supportive infrastructure and transportation-land use nexus (includes first/last mile considerations)					Oct-Sep		
Performance Management							
Update asset management information as needed					Oct-Sep		
Update federally required performance targets as needed					Ongoing		
Complete TIP Achievement reporting process					Aug		
Document criteria for analyzing impact of long-term unfunded transportation needs on various travel modes and users					Oct-Sep		
Update Fiscal Impact Tool (FIT)					Summer		
Public Involvement							
Conduct public involvement according to the work plan					Ongoing		
Bike Counter Management							
Manage portable counter requests					Ongoing		
Manage permanent counter program and COMPASS Data Bike					Ongoing		
Manage and report data					Ongoing		
LEAD STAFF: Austin Miller							
END PRODUCT: Final and adopted <i>Communities in Motion 2050</i> plan, including financial forecast; workplan for next plan update; bicycle and pedestrian data; projects to address new planning emphasis areas and prepare for federal grant opportunities.					Expense Summary		
					Total Workdays: 1,131		
					Salary \$ 464,648		
					Fringe 209,936		
					Overhead 63,069		
					Total Labor Cost: 737,654		
ESTIMATED DATE OF COMPLETION: September-2023							
Funding Sources				Participating Agencies		DIRECT EXPENDITURES:	
	Ada	Canyon	Special	Total	Member Agencies	Professional Services	\$ 1,107,218
CPG, K20040	81,400	28,600		110,000	ITD	Legal / Lobbying	
CPG, K22108	630,827	221,642		852,469	FHWA	Equipment Purchases	67,330
STBG-U, K20326			36,137	36,137	FTA	Travel / Education	
STP-TMA, K19751			74,604	74,604		Printing	2,000
STBG-TMA, K20271			169,568	169,568		Public Involvement	19,000
STBG-TMA, K22395			55,596	55,596		Meeting Support	
FHWA SS4A			392,000	392,000		Carry-Forward	
Local / Fund Bal	86,209	30,289	126,330	242,828			
Total:	798,436	280,531	854,235	1,933,202			
						Total Direct Cost: \$ 1,195,548	
						661	Total Cost: 1,933,202

PROGRAM NO.	685			CLASSIFICATION:	Project		
TITLE:	Resource Development/Funding						
TASK / PROJECT DESCRIPTION:	Develop a FY2024-2030 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2023-2029 TIP. COMPASS staff, with consultant assistance, will assist member agencies in taking project ideas and transforming them into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development and grant administration is expected to secure additional funding into the region. COMPASS will award <i>Communities in Motion</i> (CIM) Implementation Grants to member agencies after appropriate outreach, prioritization, and contract due diligence.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow strong grant applications, linked closely with CIM 2040 goals and performance measures, increase the delivery of funded projects on time and on budget. These efforts provide the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects meet deadlines and do not lose federal funding through project monitoring and committee participation.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan and the annual TIP. Under 23 CFR § 450, COMPASS is required to develop a TIP in cooperation with ITD and public transportation operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered a Transportation Management Area (TMA). The TIP is required to be updated every four years; however, COMPASS follows the update cycle of ITD's Statewide Transportation Improvement Program (STIP), which is updated annually. All projects receiving federal funding or considered regionally significant must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (air quality budgets for the State of Idaho). The TIP is also scrutinized in the federal Certification Review.						
FY2023 BENCHMARKS							
MILESTONES / PRODUCTS							
685001 Transportation Improvement Program Update funding application process Conduct member outreach Solicit project applications Assist members with developing complete applications Facilitate ranking of project applications Assign projects to funding programs through prioritization process Develop the final FY2024-2030 Regional Transportation Improvement Program Incorporate reporting methods for federal performance targets, prior to deadlines Monitor and track FY2023-2029 Regional Transportation Improvement Program Balance federal-aid programs managed by COMPASS, as changes occur Provide assistance to member agencies with federal-aid funding concerns Provide funding and programming assistance to Valley Regional Transit (VRT) Update the Resource Development Plan					Oct-Sept		
685002 Project Development Program Select, contract with, and manage consultants Manage project development teams Review/revise, approve, and disseminate reports					Oct-Sept		
685003 Grant Research and Development Seek funding for project needs listed in the Resource Development Plan Monitor grant sources; share grant information Match grant sources with unfunded members needs Write/assist member agencies with grant applications - INFRA, RAISE, CDBG, etc.					Oct-Sept		
685004 CIM Implementation Grants Administer contracting/reporting/billing processes Manage projects to ensure completion on time and on budget					Oct-Sept		
LEAD STAFF: Toni Tisdale				Expense Summary			
END PRODUCTS: Current-year TIP amendments and TIP update. Annual Resource Development Plan. Project Development Program pre-concept reports. Application assistance. CIM Implementation Grants.							
				Total Workdays: 674			
				Salary \$ 297,078			
				Fringe 134,225			
				Overhead 40,324			
				Total Labor Cost: 471,628			
ESTIMATED DATE OF COMPLETION: September-2023				DIRECT EXPENDITURES:			
Funding Sources						Participating Agencies	
	Ada	Canyon	Special			Total	Member Agencies
CPG, K20640	\$ 2,590	910				\$ 3,500	
CPG, K22108	128,945	45,305				174,250	
STP-TMA, K20560			200,000			200,000	
						-	
						-	
Local / Fund Bal	22,733	7,987	234,790			265,510	
						-	
Total:	\$ 154,268	\$ 54,202	\$ 434,790	\$ 643,260			
				Total Direct Cost: \$ 171,632			
				685 Total Cost: \$ 643,260			

PROGRAM NO.	702			CLASSIFICATION:	Service
TITLE:	Air Quality Outreach				
TASK / PROJECT DESCRIPTION:	The Air Quality Outreach program supports the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through coordinating a multi-agency outreach and education program.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	COMPASS will assist DEQ and the Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code (effective until July 1, 2023), which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ... (g) A fee, bond or insurance which is necessary to carry out the provisions of this section and <u>to fund an air quality public awareness and outreach program.</u>				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
Outreach Coordinate a multi-agency air quality outreach and education program, focusing on how individuals can help curb air pollution					Ongoing
LEAD STAFF: Amy Luft					Expense Summary
END PRODUCT: Increased public understanding of air quality issues and an individual's role in curbing air pollution through assisting DEQ and the Air Quality Board in outreach and communication efforts.					Total Workdays: 7
					Salary \$ 6,299
					Fringe 2,846
					Overhead 855
					Total Labor Cost: \$ 10,000
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Department of Environmental Quality
				\$ -	Ada County Air Quality Board
DEQ/AQB			110,000	110,000	
				-	
Total:	\$ -	\$ -	\$ 110,000	\$ 110,000	
					Total Direct Cost: \$ 100,000
					702 Total Cost: \$ 110,000

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

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

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

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

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

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

PROGRAM NO.	836			CLASSIFICATION:	System Maintenance	
TITLE:	Technical Support: Regional Travel Demand Model					
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects, support capital improvement plans and impact fee and/or proportionate share programs for member agencies, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, provide area of influence model runs to inform the traffic impact study process, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.324 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, (e) "the MPO shall base the update on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity" (f) "The metropolitan transportation plan shall, at a minimum, include (1) The current and projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan;..."					
FY2023 BENCHMARKS						
MILESTONES / PRODUCTS						
Key Elements						
Maintain and update traffic count database 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 Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long-range transportation plan 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 Apr - Jul Oct - Aug Oct - Dec Oct - Sept Jan - Apr Ongoing Oct-Aug	
Special Tasks and Model Improvements						
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	
LEAD STAFF: Mary Ann Waldinger					Expense Summary	
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					Total Workdays: 302	
					Salary \$ 158,284	
					Fringe 71,516	
					Overhead 21,485	
					Total Labor Cost: 251,285	
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	Professional Services \$ 37,200
CPG, K20640	\$ 37,000	\$ 13,000		\$ 50,000	Member Agencies	Legal / Lobbying
CPG, K22108	146,010	51,301		197,311	Federal Highways Administration	Equipment Purchases
STP-TMA, K20560			20,000	20,000	Idaho Transportation Department	Travel / Education
				-	Valley Regional Transit	Printing
				-	Department of Environmental Quality	Public Involvement
Local / Fund Bal	15,669	5,505		21,174		Meeting Support
				-		Other
Total:	\$ 198,679	\$ 69,806	\$ 20,000	\$ 288,485		Total Direct Cost: \$ 37,200
					836	Total Cost: \$ 288,485

PROGRAM NO.		838			CLASSIFICATION:		System Maintenance	
TITLE:		Travel Data Survey						
TASK / PROJECT DESCRIPTION:		Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. Travel survey data are used to update various inputs and parameters necessary to facilitate the calibration and validation of the regional travel demand model. The data are also used to support other planning activities that benefit from high quality local data not available from any other source.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:		Federal Code 23 CFR § 450.322 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."						
FY2022 BENCHMARKS								
MILESTONES / PRODUCTS								
Key Elements								
Process final payment on Travel Data Survey Collection completed in fiscal year 2022								April
LEAD STAFF:		Mary Ann Waldinger			Expense Summary			
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.								
ESTIMATED DATE OF COMPLETION:					September-2022			
Funding Sources					Participating Agencies			
	Ada	Canyon	Special	Total	Highway Districts Member Agencies Federal Highways Administration Idaho Transportation Department Valley Regional Transit Department of Environmental Quality			
CPG, K22108	\$ 10,387	\$ 3,649		\$ 14,036				
CPG, K20640				-				
Local / Fund Bal	824	288		1,112				
Total:	\$ 11,211	\$ 3,937	\$ -	\$ 15,148	DIRECT EXPENDITURES:			
					Professional Services \$ 15,148			
					Legal / Lobbying			
					Equipment Purchases			
					Travel / Education			
					Printing			
					Public Involvement			
					Meeting Support			
					Other			
					Total Direct Cost: \$ 15,148			
					838 Total Cost: \$ 15,148			

PROGRAM NO.	842			CLASSIFICATION:	System Maintenance																																																							
TITLE:	Congestion Management Process																																																											
TASK / PROJECT DESCRIPTION:	Maintain a functional congestion management process (CMP) for the Treasure Valley. Conduct data collection, update the congestion management process as needed, produce the Annual Congestion Management Report, maintain regional intelligent transportation system (ITS) architecture and inventory. Research, provide, and monitor transportation demand management (TDM) strategies. Work with member agencies to identify regional congestion issues, identify congestion management needs, and recommend congestion management strategies.																																																											
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Congestion Management Process (CMP) is a systematic, cyclical, and regionally accepted approach for managing congestion that generates current information regarding regional congestion, outlines methods for identifying congestion management needs, identifies strategies to mitigate congestion, defines performance measures and targets related to congestion, and defines the path for implementing strategies through COMPASS' transportation improvement program (TIP) and regional long-range transportation plan.																																																											
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.322 -- A congestion management process is federally required for areas with populations exceeding 200,000, known as Transportation Management Areas. While only a portion of COMPASS' planning area is subject to this requirement (the Boise Urbanized Area), COMPASS' CMP covers its entire planning area. (a) "The transportation planning process in a TMA shall address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy, of new and existing transportation facilities eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53 through the use of travel demand reduction (including intercity bus operators, employer-based commuting programs such as a carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), job access projects, and operational management strategies..."																																																											
FY2023 BENCHMARKS																																																												
MILESTONES / PRODUCTS																																																												
Congestion Management and Travel Time Data Complete the Congestion Management Annual Report using the National Performance Measure Research Data Set (NPMRDS) for 2022 Complete Tier 2 analysis for the 2022 Congestion Management Annual Report using INRIX travel time data Maintain the Congestion Management Process Technical Document Publish congestion management annual report to digital format (web map/story map) Work with Regional Operations Workgroup and other COMPASS workgroups to identify congestion issues, congestion management needs, and congestion management strategies						June-Sept June-Sept Ongoing June-Sept Ongoing																																																						
NPMRDS Travel Time Data and Process Develop process for evaluating effectiveness of congestion mitigation projects using the NPMRDS and INRIX travel time data sets						Ongoing																																																						
Transportation System Management and Ops (TSMO) and ITS Plan Update Maintain the regional ITS inventory and TSMO/ITS projects list Refine the integration of management and operation strategies and TSMO projects into the long range plan						Ongoing Ongoing																																																						
I-84 Corridor Operations Plan Complete I-84 Corridor Operations Plan HOV Analysis						Oct-Dec																																																						
LEAD STAFF: Mary Ann Waldinger						Expense Summary																																																						
END PRODUCT: Maintenance of the congestion management process, congestion management annual report (congestion issues, needs, strategies), 2022 travel time data collection and analysis, Updated TSMO/ITS projects list and inventory, I-84 corridor operations plan including the managed-lane analysis.																																																												
ESTIMATED DATE OF COMPLETION: September-2023						Total Workdays: 147																																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Funding Sources</th> <th colspan="2">Participating Agencies</th> </tr> <tr> <th></th> <th>Ada</th> <th>Canyon</th> <th>Special</th> <th>Total</th> <th></th> </tr> </thead> <tbody> <tr> <td>CPG, K20640</td> <td>\$ 54,760</td> <td>\$ 19,240</td> <td></td> <td>\$ 74,000</td> <td>Highway Districts</td> </tr> <tr> <td>CPG, K22108</td> <td>29,109</td> <td>10,228</td> <td></td> <td>39,337</td> <td>Member Agencies</td> </tr> <tr> <td>STP-TMA, K20560</td> <td></td> <td></td> <td></td> <td>-</td> <td>Federal Highways Administration</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td>Local / Fund Bal</td> <td>6,644</td> <td>2,334</td> <td></td> <td>8,978</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>-</td> <td></td> </tr> <tr> <td>Total:</td> <td>\$ 90,513</td> <td>\$ 31,802</td> <td>\$ -</td> <td>\$ 122,315</td> <td></td> </tr> </tbody> </table>						Funding Sources				Participating Agencies			Ada	Canyon	Special	Total		CPG, K20640	\$ 54,760	\$ 19,240		\$ 74,000	Highway Districts	CPG, K22108	29,109	10,228		39,337	Member Agencies	STP-TMA, K20560				-	Federal Highways Administration					-		Local / Fund Bal	6,644	2,334		8,978						-		Total:	\$ 90,513	\$ 31,802	\$ -	\$ 122,315		Total Labor Cost: 122,315
						Funding Sources				Participating Agencies																																																		
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CPG, K20640	\$ 54,760	\$ 19,240		\$ 74,000	Highway Districts																																																							
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				-																																																								
Total:	\$ 90,513	\$ 31,802	\$ -	\$ 122,315																																																								
						DIRECT EXPENDITURES:																																																						
						Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other																																																						
						Total Direct Cost: \$ -																																																						
						842 Total Cost: \$ 122,315																																																						

PROGRAM NO.	990			CLASSIFICATION:	Indirect / Overhead
TITLE:	Direct Operations & Maintenance				
TASK / PROJECT DESCRIPTION:	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for COMPASS Board related events, meeting expenses, and equipment/software needs.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.				
FY2023 BENCHMARKS					
				MILESTONES / PRODUCTS	
Provide local dollars for expenditures not federally funded.					Ongoing
LEAD STAFF: Meq Larsen					
END PRODUCT: Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.					Expense Summary
					Total Workdays: 0
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
ESTIMATED DATE OF COMPLETION:				September-2023	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K20640				\$ -	
CPG, K22108					
STP-TMA, K19571			24,698	24,698	
Other			1,956	1,956	
Local / Fund Bal			135,850	135,850	
				-	
Total:	\$ -	\$ -	\$ 162,504	\$ 162,504	
					DIRECT EXPENDITURES:
					Professional Services 18,000
					Legal / Lobbying \$ 17,000
					Equipment Purchases 82,250
					Travel / Education 11,600
					Printing
					Public Involvement
					Meeting Support 7,000
					Carryforward 26,654
					Total Direct Cost: \$ 162,504
					990 Total Cost: \$ 162,504

PROGRAM NO.	991			CLASSIFICATION:	Indirect / Overhead
TITLE:	Support Services Labor				
TASK / PROJECT DESCRIPTION:	To provide labor to support the ongoing administrative functions of COMPASS. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	<p>The Office of Management and Budget (OMB) requires that a single audit be performed to ensure federal funds are being expended properly. The most recent OMB regulation issued for this purpose is Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). It includes uniform cost principles and audit requirements for federal awards to nonfederal entities and administrative requirements for all federal grants and cooperative agreements.</p> <p>Memorandum of Understanding 04-01, Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allow indirect costs as outlined in the agreement.</p>				
FY2023 BENCHMARKS					
MILESTONES / PRODUCTS					
<p>General Administration 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>Personnel Management Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2023 benefit options</p> <p>Financial Management Close FY2022 financial records and begin FY2023 Provide annual audit support and complete financial reports Complete COMPASS annual Audit Report Prepare and distribute year-end payroll reports Complete budget variance information and report to the Finance Committee quarterly Maintain inventory of furniture, equipment, hardware and software</p> <p>Information Technology Manage Information Technology consultant and coordinate work efforts Prioritize needs, analyze costs, make recommendations and implement system improvements Coordinate with staff to configure equipment and software to meet the needs of each position Maintain security and integrity of IT systems, and perform appropriate back ups Coordinate systems with member agencies Migrate COMPASS website from Dreamweaver to a new platform</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>
LEAD STAFF: Meg Larsen					Expense Summary
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 1,012
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
ESTIMATED DATE OF COMPLETION: September-2023					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Professional Services \$ -
				\$ -	Legal / Lobbying
				-	Equipment Purchases
				-	Travel / Education
				-	Printing
				-	Public Involvement
				-	Meeting Support
				-	Other
Total:	\$ -	\$ -		\$ -	Total Direct Cost: \$ -
					991 Total Cost: \$ -

COMPASS BOARD AGENDA ITEM III-F

Date: October 16, 2023

Topic: Priorities for Rural Projects

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 01-2024 (attached) supporting priorities for applications in rural areas through the Local Highway Technical Assistance Council (LHTAC), as recommended by the Rural Prioritization Workgroup on August 3, 2023, and the Regional Transportation Advisory Committee on September 27, 2023.

Background/Summary:

On August 20, 2012, the COMPASS Board of Directors approved a process for rural project prioritization. The process states that all rural roadway jurisdictions in Ada and Canyon Counties shall meet annually on a voluntary basis to recommend regional rural project priorities. Starting in 2015, the Rural Prioritization Workgroup was tasked to perform these duties.

The Rural Prioritization Workgroup met on August 3, 2023, and recommended the following rural regional priorities for projects managed by LHTAC:

Local Rural Highway Improvement Program (LRHIP) – Construction

1. City of Notus
Chip Seal: 1st Street (north and south), Denver Avenue (eastern portion), Fargo Avenue, Gary Avenue, 2nd Street, Tower Drive, Idaho Avenue, View Drive, Jasper Avenue, Hailey Avenue, 3rd Street, and Notus Road.
2. Golden Gate Highway District No. 3
Pavement Rehabilitation: Rudd Lane, Boise River Road to Bluff Lane.
3. Notus Parma Highway District No. 2
Pavement Rehabilitation: Galloway Road, Stafford Road to Interstate 84.

LRHIP – Planning

City of Greenleaf – Planning Update.

LRHIP – Federal-Aid Match

Canyon Highway District No. 4 – Homedale Road, Curve Improvements (Key Number 22878).

Implication (policy and/or financial):

The adoption of Resolution 01-2024 by the COMPASS Board of Directors will help these applications succeed by providing the regional support needed to secure additional points through LHTAC's scoring process.

More Information:

- 1) Attachment – Resolution 01-2024
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at ttisdale@compassidaho.org.

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RESOLUTION NO. 01-2024

**FOR THE PURPOSE OF SUPPORTING RURAL PROJECT PRIORITIES
IN ADA AND CANYON COUNTIES**

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

WHEREAS, the COMPASS Board of Directors recognizes the need to prioritize rural project applications in Ada and Canyon Counties;

WHEREAS, the Local Highway Technical Assistance Council desires regional coordination prior to agencies submitting rural transportation applications;

WHEREAS, representatives of rural transportation jurisdictions in Ada and Canyon Counties met on August 3, 2023, to determine the highest-priority rural projects in the region; and

WHEREAS, representatives of each rural transportation jurisdiction in Ada and Canyon Counties signed the attached rural prioritization recommendations, dated August 3, 2023, as support for these projects and the priorities.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors supports the rural priorities for Ada and Canyon Counties.

DATED this 16th day of October 2023.

APPROVED:

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

ATTEST:

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

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Recommendations from the
Twelfth Annual Rural Prioritization Work Group
August 3, 2023

A rural project prioritization process was agreed to by all rural roadway jurisdictions in Ada and Canyon Counties for approval by the COMPASS Board on October 16, 2023. The process provides regional priorities for the Local Highway Technical Assistance Council's (LHTAC) rural project application process. Regional priorities allow additional points through LHTAC's scoring process. Participation in the rural prioritization process is voluntary.

The 12th Annual Rural Prioritization Work Group meeting was held as a hybrid meeting (in-person and virtual) on August 3, 2023. After negotiations, the following priorities are recommended for consideration in the LHTAC application process:

Local Rural Highway Improvement Program (LRHIP) – Construction

1. City of Notus

Chip Seal 1st Street, both North and South, Denver Avenue (east portion), Fargo Avenue, Gary Avenue, 2nd Street, Tower Drive, Idaho Avenue, View Drive, Jasper Avenue, Hailey Avenue, 3rd Street, and Notus Road.

2. Golden Gate Highway District No. 3

Rudd Lane, Pavement Rehabilitation. Boise River Road to Bluff Lane.

3. Notus Parma Highway District No. 2

Galloway Road, Pavement Rehabilitation, Stafford Road to I-84.

LRHIP – Planning

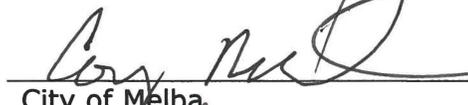
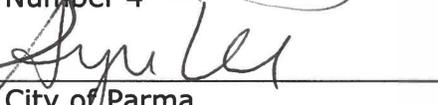
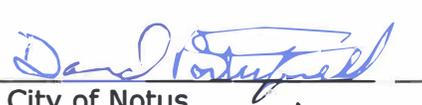
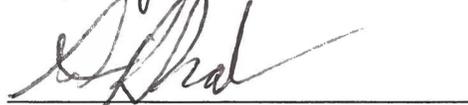
City of Greenleaf - Planning Update

LHRIP – Federal-Aid Match

Canyon Highway District No. 4

KN 22878 Homedale Road/Malt Road Bridge

The following agencies support and recommend the priorities and projects, as presented, for approval by the COMPASS Board.

 _____ Ada County Highway District	 _____ Canyon Highway District Number 4	 _____ City of Greenleaf
 _____ City of Melba	 _____ City of Parma	 _____ City of Notus
 _____ City of Wilder	 _____ Golden Gate Highway District Number 3	 _____ Nampa Highway District Number 1
 _____ Notus-Parma Highway District Number 2		

COMPASS BOARD AGENDA ITEM III-G

October 16, 2023

Topic: *Communities in Motion 2050* (CIM 2050) and FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs (TIPs)

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' adoption of Resolution 02-2024 (Attachment 1) amending CIM 2050 and Resolution 03-2024 (Attachment 2) amending the FY2023-2029 and FY2024-2030 TIPs. The Regional Transportation Advisory Committee recommended approval on September 27, 2023.

Background:

The City of Middleton requests to add one project to CIM 2050 and the TIPs and the Ada County Highway District (ACHD) requests to add two projects to the TIPs. The agency request letters are provided in Attachment 3.

Amendment to CIM 2050:

The proposed CIM 2050 amendment would add a project to **realign South Middleton Road** in the City of Middleton north of the Sawtooth Lake Drive intersection to create a direct north/south connection to State Highway 44. The City of Middleton completed the first phase of the project using local funds to construct a roundabout at Sawtooth Lake Drive and Middleton Road. The city is partnering with a developer to complete the second phase of the realignment project which will extend two lanes of the realigned Middleton Road north from the Sawtooth Drive roundabout, including bicycle and pedestrian facilities, to Boise Street. Proposed future projects include the reconstruction of South Middleton Road (currently Murphy Street) in the new alignment between Boise Street and State Highway 44, the construction of a signalized intersection at the State Highway 44 intersection between North and South Middleton Roads, and the widening of the realigned segment of Middleton Road to five lanes.

Amendments to the FY2023-2029 and FY2024-2030 TIPs:

The proposed amendments to the TIPs would add the Middleton Road realignment project described above, as well as the following two projects proposed by ACHD:

- The **Fairview Avenue Bridge** project includes work from North Garden Street to Whitewater Park Boulevard and includes two bridge structures over the Boise River. The new facility would accommodate up to four travel lanes for vehicle traffic and bicycle facilities and Greenbelt connections that meet ACHD's livable street design for low levels of traffic stress. ACHD plans to use local funds for the concept study to prepare the project for possible federal funding for design and construction in the future.
- The **Emerald Street Bridge** project would alleviate safety concerns for bicyclists and pedestrians by replacing the existing overpass. The project includes a full rebuild of the Emerald Street Bridge over Interstate 184 to include two travel lanes and enhanced bicycle and pedestrian facilities on both sides of the roadway as per the adopted Boise West Bench Neighborhood Plan. This project is partially unfunded.

A public comment period on the proposed amendments to CIM 2050 and the TIPs was held September 1-17, 2023. Eight comments were received. Verbatim comments are provided in Attachment 4. Staff does not recommend any changes based on public comments received.

Implication (policy and/or financial):

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

The amendments to both TIPs ensure that the documents continue to meet federal fiscal constraint requirements and enable work to begin as soon as possible on these projects.

The FY2024-2030 TIP is not official until approved by the Federal Highway and Federal Transit Administrations. In the meantime, 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 occur via amendments to the FY2023-2029 TIP.

More Information:

- 1) Attachment 1 – Resolution 02-2024
- 2) Attachment 2 – Resolution 03-2024
- 3) Attachment 3 – Agency Request Letters
- 4) Attachment 4 – Verbatim Public Comments
- 3) For detailed information contact: Austin Miller, Principal Planner at amiller@compassidaho.org or Toni Tisdale, Principal Planner, at ttisdale@compassidaho.org

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RESOLUTION NO. 02-2024

FOR THE PURPOSE OF AMENDING *COMMUNITIES IN MOTION 2050*

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

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA), Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require metropolitan planning organizations to prepare regional long-range transportation plans covering a period of no less than 20 years;

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

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

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

WHEREAS, a public comment period was held from September 1 through September 17, 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 16th day of October 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 #2

The proposed amendment would add one new funded project:

South Middleton Road – Sawtooth Lake Drive to State Highway 44, City of Middleton

Realign South Middleton Road in the City of Middleton north of the Sawtooth Lake Drive intersection to create a direct north/south connection to State Highway 44.

Sponsoring Agency: City of Middleton

Year: 2023-2025

Cost: \$5,800,000

RESOLUTION NO. 03-2024

**FOR THE PURPOSE OF AMENDING THE FY2023-2029 AND FY2024-2030
REGIONAL TRANSPORTATION IMPROVEMENT PROGRAMS**

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 September 1 through September 17, 2023, and comments were shared with the COMPASS Board of Directors for consideration;

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

WHEREAS, the Community Planning Association of Southwest Idaho developed these amendments to the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table details the amendments to the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves these amendments to the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs.

ADOPTED this 16th day of October 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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Amendment #4 for the FY2023-2029 Regional Transportation Improvement Program (TIP)
and Amendment #1 for the FY2024-2030 TIP

City of Middleton and ACHD, August 2023

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PC	RW	UT	CE	CN	SUM
NEW04	Middleton Road Realignment, Sawtooth Drive to SH-44, Middleton	2023			ϕ <u>3184</u>				ϕ <u>3184</u>
	Funding Source: Private Developer and Local	2024		ϕ <u>104</u>			ϕ <u>104</u>	ϕ <u>832</u>	ϕ <u>1040</u>
	Construct a new two-lane roadway between Sawtooth Drive and the intersection of State Highway 44 creating a new alignment of Middleton Road in the City of Middleton. Work includes bicycle and pedestrian facilities between Sawtooth Drive and Boise Street, connecting to the existing trail system. (Federal: \$0).	2025		ϕ <u>156</u>			ϕ <u>156</u>	ϕ <u>1248</u>	ϕ <u>1560</u>
		2026							0
		2027							0
		PD							0
		SUM	0	ϕ <u>260</u>	ϕ <u>3184</u>	0	ϕ <u>260</u>	ϕ <u>2080</u>	ϕ <u>5784</u>
Add project. Total project cost: \$5,784,000									
NEW05	Fairview Avenue, North Garden Street to Whitewater Park Boulevard and Bridge Replacement, Boise	2023							0
	Funding Source: Local Participating	2024	ϕ <u>200</u>						ϕ <u>200</u>
	Remove and replace the existing Fairview Avenue bridges over the Boise River in the City of Boise. Work includes accommodation of up to four travel lanes for vehicle traffic and facilities for low-stress bicycle and pedestrian travel with connections to the Greenbelt. (Federal: \$0).	2025	ϕ <u>200</u>						ϕ <u>200</u>
		2026		ϕ <u>490</u>	ϕ <u>2</u>				ϕ <u>492</u>
		2027		ϕ <u>210</u>					ϕ <u>210</u>
		PD						ϕ <u>7500</u>	ϕ <u>7500</u>
		SUM	ϕ <u>400</u>	ϕ <u>700</u>	ϕ <u>2</u>	0	0	ϕ <u>7500</u>	ϕ <u>8602</u>
Add project. Total project cost: \$8,602,000									
NEW06	Emerald Street, Camelot Drive to Raymond Street and Bridge Replacement, Boise	2023							0
	Funding Source: Local Participating	2024		ϕ <u>300</u>					ϕ <u>300</u>
	Replace the Emerald Street bridge over Interstate 184 and construct enhanced pedestrian facilities on both sides of the roadway in the City of Boise. This project is partially unfunded. (Federal: \$0).	2025		ϕ <u>300</u>	ϕ <u>500</u>				ϕ <u>800</u>
		2026			ϕ <u>500</u>				ϕ <u>500</u>
		2027							0
		PD					ϕ <u>150</u>	ϕ <u>7300</u>	ϕ <u>7450</u>
		SUM	0	ϕ <u>600</u>	ϕ <u>1000</u>	0	ϕ <u>150</u>	ϕ <u>7300</u>	ϕ <u>9050</u>
Add project. Total project cost: \$16,450,000									

ACHD = Ada County Highway District
CE = Construction Engineering
CIM 2050 = *Communities in Motion 2050*
CN = Construction
FY = Fiscal Year

KN = Key Number
NEW = Temporary Key Number
PE = Preliminary Engineering
PC = Preliminary Engineering Consultant
RW = Right-of-Way

SH = State Highway
TIP = Transportation Improvement Program
TMA = Transportation Management Area
UT = Utilities



CITY OF MIDDLETON

1103 W. MAIN STREET, MIDDLETON, ID 83644

208-585-3133, 208-585-9601 FAX

WWW.MIDDLETONCITY.COM

July 19, 2023

Toni Tisdale
Principal Planner, Resource Development Team Lead
Community Planning Association (COMPASS)
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Sent via email to: ttisdale@compassidaho.org

RE: Draft FY2024-2030 Regional Transportation Improvement Program

Toni,

The City of Middleton requests that the Middleton Road Realignment Project be added to the FY2024-2030 Regional Transportation Improvement Program.

This project consists of the extension of Middleton Road from the roundabout currently being constructed at Sawtooth Drive and South Middleton Road, north to the intersection of SH44 and North Middleton Road.

The City of Middleton is presently completing the right-of-way acquisition associated with this project. The first phase of the project, construction of a north and south travel lane between Sawtooth Drive and the intersection of Boise Street and Murphy Street (Murphy Street being immediately south of SH44 in the alignment of North Middleton Road), is anticipated to be constructed in 2024 as frontage improvements for an adjacent development. The cost of the overall project has been estimated at \$6.7M (Nov 2022, ENR CCI = 13,175).

Please contact me at 208-585-3133 if you have any further questions.

Jason Van Gilder
Public Works Director



Alexis Pickering, President
Jim D. Hansen, Vice-President
David McKinney, Commissioner
Kent Goldthorpe, Commissioner
Miranda Gold, Commissioner

July 10, 2023

To: Matt Stoll, Executive Director
COMPASS
700 NE 2nd Street, Suite 200
Meridian, ID 83642

Dear Mr. Stoll:

ACHD would like to request the addition of the Fairview Avenue Bridge Replacement project to the Transportation Improvement Program. The project's extents are from N. Garden Street to Whitewater Park Boulevard and includes two bridge structures (2196 and 2197) over the Boise River. The new facility will accommodate up to four travel lanes for vehicle traffic, and bike facilities and greenbelt connections that meet ACHD's livable streets design metrics for a 1 or 2 level of traffic stress.

ACHD is preparing to start the initial scope phase of this project, which will include concept design and NEPA approval and may conclude with final design and PS&E.

If you have any questions, please feel free to contact Tom Ferch, Transportation Funding Coordinator, at tferch@achdidaho.org or 208-387-6157.

Sincerely,

Justin Lucas
Deputy Director, Planning and Projects
Ada County Highway District

connecting you to more



Matt Stoll
 Executive Director
 Community Planning Association of Southwest Idaho (COMPASS)
 700 NE 2nd Street
 Meridian Idaho 83642

Dear Director Stoll,

The Ada County Highway District (ACHD), the Idaho Transportation Department, District 3, and the City of Boise have growing concerns regarding the safety of the Emerald Bridge. In its current configuration, this critical bridge does not adequately provide a safe passage and commute to all users. Upcoming commercial and residential developments being considered in the area have a compounding effect, increasing the need for this structure to serve a variety of modes.

This concept has been shared with the elected leadership for ACHD, City of Boise, and the ITD Board Members. All agree that this issue needs to be fully addressed and have formed a partnership, with ACHD in the lead, to begin exploratory actions.

As such, we the undersigned are asking that COMPASS take steps to place an Emerald Bridge expansion project into the TIP at the earliest opportunity.

Sincerely,

Alexis Pickering
 President, Ada County Highway District
 Commission

Lauren McLean
 Mayor, City of Boise

J. Caleb Lakey

Digitally signed by J. Caleb Lakey
 DN: C=US, E="caleb.lakey@itd.idaho.gov",
 O=Idaho Transportation Department,
 OU=District 3, CN=J. Caleb Lakey
 Location: District 3, ITD
 Reason: I am approving this document
 Contact Info: District Administrator
 Date: 2023.07.14 15:50:16-06'00'

Caleb Lakey, P.E.
 District 3 Administrator
 Idaho Transportation Department

CC: Bruce Wong, Bre Bush

Public Comments Received (Verbatim)

Amendment #2 to *Communities in Motion 2050* (CIM 2050), Amendment #4 to the FY2023-2029 Regional Transportation Improvement Program (TIP), and Amendment #1 to the FY2024-2030 TIP

Public Comment Period: September 1 – September 17, 2023
Total number of comments received by COMPASS: 8

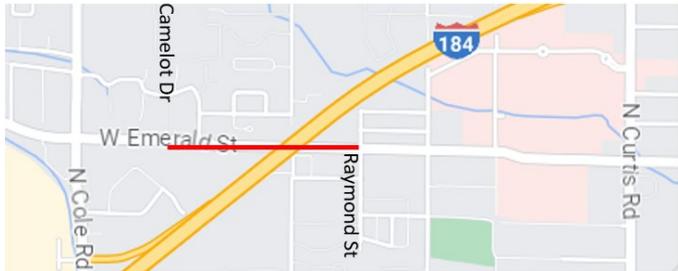
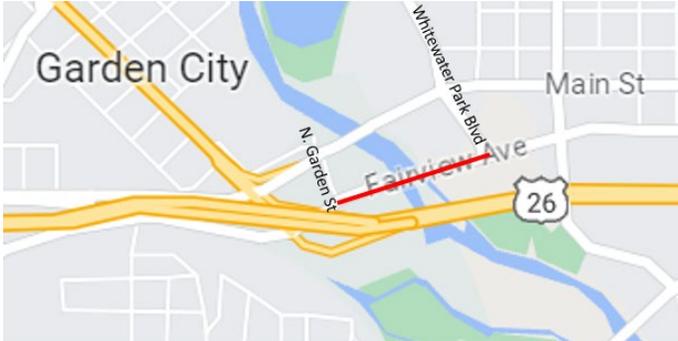
Topics:

The proposed amendment to CIM 2050 would add a project to realign Middleton Road in the City of Middleton north of the roundabout at Sawtooth Lake Drive to State Highway 44.

The proposed amendments to the TIPs would add the same Middleton Road project, as well as projects to replace the Fairview Avenue Bridge over the Boise River between North Garden Street and Whitewater Park Boulevard and the Emerald Street Bridge over Interstate 184.

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
I am all for your plans that includes bike and pedestrian lanes.	Thank you for your comments; they will be shared with the Ada County Highway District, the City of Middleton, and the COMPASS Board of Directors.	NA
I'm 100% in support of the Emerald Street Bridge pedestrian enhancements on both sides of the bridge replacement. A multi-use protected pathway on both sides would serve the most people.	Thank you for your comments; they will be shared with the Ada County Highway District and the COMPASS Board of Directors.	Debbie Bloom
Hi! This is transportation related, please forward to the department it belongs to.... Can we make it an idaho law that every school bus has seat belts for the kids? Especially after the recent Y bus rollover, I think we can all see our kids deserve to be safe when being transported anywhere. It's the law in any other moving automobile, school busses need to follow this law as well. Thank you,	Thank you for your comments; they will be shared with Valley Regional Transit and the COMPASS Board of Directors.	Courtney Anderson

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Name, Zip Code, Affiliation
The proposed Amendment sounds good	Thank you for your comments; they will be shared with the Ada County Highway District, the City of Middleton, and the COMPASS Board of Directors.	Mac McOmber
Can you submit a map of the proposed projects please? Thank you	Thank you for your comments; they will be shared with the Ada County Highway District, the City of Middleton, and the COMPASS Board of Directors. <i>Middleton Road Realignment</i> 	K. Young

<p>Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)</p>	<p>Staff Response</p>	<p>Name, Zip Code, Affiliation</p>
	<p><i>Emerald Street, Camelot Drive to Raymond Street</i></p>  <p><i>Fairview, North Garden Street to Whitewater Park Boulevard</i></p> 	
<p>Hi! Is there a place to ask that Amtrak be reinstated through boise? Making the depot a real depot again so commuters can connect to California or go the other way to Denver and beyond ? Thanks!</p>	<p>Thank you for your comments; they will be shared with Valley Regional Transit, the City of Boise, and the COMPASS Board of Directors.</p> <p>Submitting a comment is a great way to make your voice heard! The COMPASS Board of Directors consists of elected officials from across the Treasure Valley. We also forward on these comments to pertinent agencies.</p>	<p>NA</p>

<p style="text-align: center;">Comment</p> <p>(The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)</p>	<p style="text-align: center;">Staff Response</p>	<p style="text-align: center;">Name, Zip Code, Affiliation</p>
<p>Thank you for the opportunity to share my opinion. Yes, I would like to see this added to the plan. I was surprised that it was not part of the original proposal, given the extent of population growth in Middleton. I moved 40 miles west of downtown Boise in 1998 from the Hill Road-Collister neighborhood. I commuted into Boise for work, enduring attempts to make traffic routes more efficient. Improvements made 20 years ago are now completely inadequate. I was completely stunned by the lack of foresight in not adding already known "proposed (permits pending), subdivisions" in west Ada or Canyon Counties in the 2050 Plan. These areas will exceed the 2050 Plan in the next three years (2026). COVID-19 showed thousands of people that they could tele-commute to work, so they left expensive California for the Boise area. Add in that today's kids don't want to be farmers, so mom and pop are selling their farms to developers, taking advantage of the population growth. Our growth numbers far exceed this Plan's "steady growth" assumption. It is total chaos.</p>	<p>Thank you for your comments; they will be shared with the Ada County Highway District, the City of Middleton, and the COMPASS Board of Directors.</p>	<p style="text-align: center;">Keri Gibbs</p>
<p>With no new traffic light on Hwy. 44 at the Middleton Road (north & south) crossing, major traffic accidents will occur. Do not "align" the No. and So. Middleton Roads until IDT is ready to install a new traffic light at Hwy. 44. Last published date by IDT for this was out in Year 2028 or so.</p>	<p>Thank you for your comments; they will be shared with the Idaho Transportation Department, the City of Middleton, and the COMPASS Board of Directors.</p>	<p style="text-align: center;">NA</p>

COMPASS BOARD AGENDA ITEM III-H

Date: October 16, 2023

Topic: Records to be Destroyed

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Director's approval of destruction of the records listed in the attachment.

Background/Summary:

The COMPASS Board approved the updated Records Retention Policy at the September 21, 2015, meeting.

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

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

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

Implication (policy and/or financial):

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

More Information:

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

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

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2011 to FY2017 Orthophotography and mapping sales order forms	9/30/2017	n/a	9/30/2022	10/16/2023	
FY2010 to FY2017 financial statement audit workpapers	9/30/2017	5	9/30/2023	10/16/2023	
FY2016 Consolidated Planning Grant billings, KN13495	9/30/2017	5	9/30/2022	10/16/2023	
FY2015 On Board Transit Survey billings, KN13048	9/30/2015	5	9/30/2020	10/16/2023	
FY2017 General ledger journal entries	9/30/2017	5	9/30/2022	10/16/2023	
FY2015 SHRP2 Billings KN19175	9/30/2015	5	9/30/2020	10/16/2023	
FY2017 Bank account reconciliations	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Consolidated Planning Grant billings, KN13496	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Freight Study billings, KN18948	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 UPWP workpapers	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 <i>Communities in Motion</i> billings KN13047	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Grant Billings	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Training and travel authorizations	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Accounts Receivable reports	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Payroll check register and timecard reports	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Taxes and benefits payable reports	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Accounts Payable reports	9/30/2017	5	9/30/2022	10/16/2023	

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

Description of record	When created	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2017 Overhead allocation reports	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Payroll time tickets	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Payroll audit reports	9/30/2017	5	9/30/2022	10/16/2023	
FY2017 Leave summary reports	9/30/2017	5	9/30/2022	10/16/2023	

COMPASS BOARD AGENDA ITEM IV-B

DATE: October 16, 2023

Topic: Regional Housing Coordination Plan

Request/Recommendation:

Information/discussion.

Background/Summary:

The Infrastructure Investment and Jobs Act (IIJA), commonly referred to as the Bipartisan Infrastructure Law (BIL), was signed into law on November 15, 2021. Per this new law, metropolitan planning organizations that serve Transportation Management Areas (population over 200,000, including the Boise Urbanized Area) should develop "housing coordination plans." This process is meant to address the integration of housing, transportation, and economic development strategies and may include projects and strategies that could be considered in the long-range transportation plan. In summer 2022, a subcommittee of the Regional Transportation Advisory Committee (RTAC) developed a request for proposals and established selection criteria for a consultant to develop a regional housing coordination plan, in accordance with IIJA.

In October 2022, COMPASS reviewed proposals and selected ECONorthwest and Agnew::Beck to produce a regional housing coordination plan. The development of the plan kicked off in December 2022 and created a Regional Housing Coordination Workgroup comprised of:

- Cities and other local governments
- Housing organizations and partners
- Developers and real estate professionals
- Transportation agencies and partners
- Schools and educational partners
- Other (ex: healthcare partners)

The workgroup met on three occasions. In the first meeting, the group discussed how housing markets work, reviewed a local housing market analysis (see Web App, below), identified local housing needs and impediments, and established a shared vision and goals. In the second meeting, the workgroup reviewed best practices and discussed what efforts are being done in the Treasure Valley to help frame key findings and guide recommended actions. In the third meeting, the workgroup reviewed draft "Action Sheets," provided feedback on near-term implementation, and prioritized long-term strategies.

At the August 9, 2023, RTAC meeting COMPASS staff and ECONorthwest presented findings of the regional housing coordination plan, discussed next steps, and received RTAC feedback. In the Board meeting, COMPASS staff and ECONorthwest will present the draft plan for discussion (see link below and attached Executive Summary) prior to finalizing the document.

More Information:

- 1) Web App: https://econw.shinyapps.io/compass_regional_housing_app/
- 2) Draft Regional Housing Coordination Plan: https://compassidaho.org/wp-content/uploads/101623_Bd_Supp_RegionalHousingCoordinationPlan.pdf
- 3) Attachment: Executive Summary
- 4) For questions, contact Austin Miller at 208/475-2239 or amiller@compassidaho.org

AM:tg T:\FY23\600 Projects\661 CIM\Housing\Presentations\Board 10.25.23\Board 10.16.23 Memo.docx

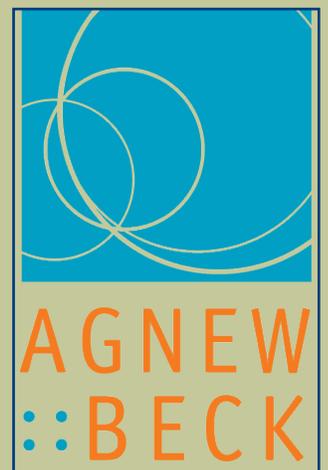
Regional Housing Coordination Plan

ADA AND CANYON COUNTIES, IDAHO

Prepared by:



Prepared for:



Acknowledgements

This Regional Housing Coordination Plan is the result of a nearly year-long effort from numerous stakeholders, staff, and experts. The Community Planning Association of Southwest Idaho (COMPASS) wishes to acknowledge and thank all those who participated and provided insight, data, and feedback during the process.

Workgroup Members

Ali Rabe, Jesse Tree
Andrew Rodriguez, Nampa Housing Authority
Brad Eig, Northwest Real Estate Capital Corp.
Brenda Jones, St. Luke's
Brent Moore, Ada County
Caleb Roope, The Pacific Companies
Casey Mattoon, Our Path Home
Chase Erkins, Erkin's Commercial Real Estate
Cory Phelps, Idaho Housing and Finance Association
Crystal Campbell, City of Meridian
Deanna Watson, Boise City/Ada County Housing Authority
Doug Hanson, City of Kuna
Heidi Rahn, Nampa School District
Jackie Dierdorff, Boise State University Blue Sky Institute

Jennifer Rogers, The Housing Company
Kamille Peck, West Ada School District
Kylee Bendorf, West Ada School District
Lee Belt, City of Greenleaf
Mike Dittenber, Caldwell Housing Authority
Morgan Bessaw, City of Caldwell
Nichoel Baird Spencer, City of Eagle
Nicki Hellenkamp, City of Boise
Odette Bolano, Saint Alphonsus
Ofelia Morales, City of Caldwell
Robyn Collins, City of Caldwell
Rodney Ashby, City of Nampa
Sabrina Minshall, Canyon County
Stephanie Day, CATCH Idaho
Theresa McLeod, St. Luke's
Vanessa Fry, Boise State Idaho Policy Research Institute

COMPASS Staff

Austin Miller
Alexa Roitmann
Dane Hoskins
Liisa Itkonen

Consultants

ECONorthwest
Lorelei Juntunen
Madeline Baron
Scott Goodman
Mike Wilkerson
Justin Sherrill

Agnew::Beck
Ellen Campfield-Nelson
Aaron Mondada
Abigail Morgan

Executive Summary

The increasing housing affordability challenges in Ada and Canyon Counties (herein referred to as the Treasure Valley) have brought partners together to seek solutions. Over the past 10 years, the region saw the median for-sale home price increase more than 150% while median homeowner incomes increased only 55%. Rent increases were not as severe as home prices, but still strain household budgets: as of 2019, 43% of renters were cost-burdened, spending more than 30% of their income on housing. COMPASS and its member agencies understand that these trends are not sustainable. In addition to forcing low-income households into impossible financial choices to maintain housing, increasingly unaffordable housing threatens the region’s economic competitiveness and vitality. This document is the first step toward an ongoing commitment to action.

The core of the region’s housing challenges is the underproduction of market-rate and regulated affordable housing units.¹ Regionally and in every Treasure Valley community, housing production has fallen behind demand from growing population, creating a housing shortage, especially at more affordable price ranges.

Unless the pace of market-rate production and investment in regulated affordable housing units increases to match demand, these trends will continue, and prices will continue to rise. **The research in this report found that the region will need to build about 10,100 units per year for the next eight years to meet total demand:**²

18,060	+ 62,730	= 80,790
Units needed now to meet current demand from households (underproduction)	Units needed to meet population growth by 2030	Total units needed by 2030, or about 10,100 units per year

The region’s recent pace of production has been rapid, but it will need to increase. On average, the region built about 8,400 units per year for the past eight years. **The region will need to increase its pace of production by 20% to meet forecasted need.**

Total supply will need to increase to meet projected population demands, but the region’s shortfalls have largely been concentrated in lower cost units. Market-rate production cannot

¹ Here and throughout the document, we use the term “regulated affordable housing” to mean units that are price or income restricted to ensure that they are affordable to households at the lowest end of the income spectrum. The term “market-rate units” refers units built by private developers that sell or rent at market prices without price regulation. The vast majority of housing in all cities are market-rate units. See Appendix G. Common Affordable Housing & Planning Definitions for more information.

² Methodology described in report, based on census data and COMPASS population projections. Note that the number of units needed is greater than the number of households COMPASS projects, to allow for vacancy, second homes, and demolitions.

meet the needs of the region’s lowest income residents, because the rents or sales prices in those units must be high enough to cover the cost of construction and financing to feasibly build the units, and those rents or sale prices are not affordable to those with low incomes. The research in this report found that the region will need to build about 2,950 units per year for the next eight years to meet the needs of those earning below 50% of the Area Median Income (AMI) (\$44,550 for a family of four).³

13,420 + 10,190 = 23,610

Units needed now to meet current demand for households earning less than 50% of AMI [74% of the 18,060 units underproduced]

Units needed to meet population growth for households earning less than 50% of AMI [16% of the 62,700 units for total household growth]

Total regulated affordable housing units needed by 2030, or about 2,950 units per year

From 2017 to 2022, the Idaho Housing Finance Association (IHFA) has funded⁴ 874 units of regulated affordable housing in the Treasure Valley through the Low-Income Housing Tax Credit (LIHTC) program, which are typically affordable to households earning up to 60% of AMI. This equates to only 146 units per year – a fraction of the level of production that would be needed to meet future housing need at these income levels. The region will need to dramatically increase its pace of production and investment in affordable units to meet the need. Many local jurisdictions and housing agencies are working to close these gaps but given the magnitude and the low levels of affordable housing gap funding available to significantly boost production, the workgroup should consider setting an aspirational yet achievable target for affordable housing development around the region.

Regional growth means that every city has a part to play; every city in the region has unmet housing needs across the entire income spectrum. Meeting this challenge will require a shared vision and coordinated action. The workgroup that supported this research agreed on the following guiding themes, which serve as the foundation for the actions described in this plan.



Supply and demand are imbalanced. Treasure Valley communities are growing FAST and in uncoordinated ways. Housing supply has not kept pace with demand.



Affordability is at risk. Every community has housing needs at every income level. Safe, healthy, and affordable housing is essential to community and household stability.

³ The Area Median Income (AMI) is the annual income that a family of four in the middle of an area’s income distribution would earn. AMIs are expressed as a percentage of the median. See Appendix A. Treasure Valley Area Median Incomes.

⁴ Projects funded in 2021 and 2022 may still be under construction.



Every partner is needed. Every community has a role to play in meeting housing needs at every income level.



Regional coordination is a missing piece. There are many ways to meet housing needs and regional coordination is needed.

This last guiding theme – the need for regional coordination – is the key focus of this action plan. The recommended near-term actions that COMPASS could take to improve regional coordination are:



1) Continue convening the Workgroup

COMPASS convened representatives from regional jurisdictions and other stakeholders in housing production (including affordable housing developers) to develop this plan. Given that the Treasure Valley region is forecast to see continued strong population growth and demand for housing, the workgroup should continue to explore how different levels of government and housing actors can work together to achieve affordability in the market, and how COMPASS can best help to achieve that goal. The full plan contains a list of policies that can be implemented at the local level that the workgroup can discuss in future meetings.



2) Identify ways to redirect growth from unincorporated areas

Comments from stakeholders and workgroup members suggest that the region is generally supportive of market-rate development and, relative to some other markets, has fewer regulatory and cost barriers to development. However, the location and type of housing allowed could be better aligned with housing need and regional infrastructure and transportation plans. COMPASS and the cities and counties in the Treasure Valley should identify ways to redirect housing growth toward areas that are already developed and have suitable infrastructure, zoning, and access to transit and active transportation options.



3) Adjust COMPASS's population forecast methods

As the regional long-term transportation agency, COMPASS is responsible for forecasting population growth for the region and allocating those forecasts to jurisdictions. To better coordinate housing production efforts with population forecasts, COMPASS should continue to evaluate growth scenarios that direct more of the population to already developed areas that have suitable infrastructure, zoning, and access to transit. Within cities, it could also direct population growth to city centers and transportation corridors for the public to consider.



4) Continue offering housing education and training opportunities

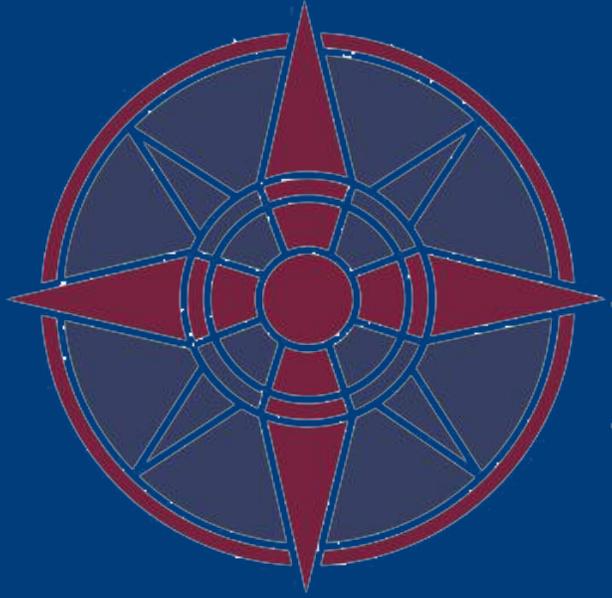
A key barrier identified in the outreach for this plan is that the general public and many leaders don't understand the need for affordable housing production or how governmental actions and new development can help to ease affordability challenges. COMPASS should continue offering and/or partnering to offer educational and training programs that expand and focus on housing production and affordability. These training opportunities should (a) be open to a cross-sectional audience, (b) be focused on housing production solutions across the region, and (c) include relevant and recent market data. These opportunities should aim to build a cohort of informed, aligned regional housing leadership in the Treasure Valley.



5) Advocate for state policy changes to increase affordable housing gap funding

Funding is the main missing ingredient to building more regulated affordable housing units. Without increasing funding, the need cannot be met. COMPASS and interested jurisdictions should advocate for state policy changes that can increase affordable gap funding for regulated affordable housing development, and for changes to local taxing authority to enable more local funding of affordable housing products.

This plan is a critically important first step in what will be an ongoing journey. Setting the foundation for regional coordination on housing development is an essential first step to ensure that communities across the region have a shared vision for growth and recognize the steps that must be taken to improve housing affordability. However, additional work will be needed by local governments and private developers to directly influence the types of housing built for Treasure Valley residents. More work is needed, but this plan creates a vision and a framework to guide these important conversations, and COMPASS is uniquely well-suited to convene these stakeholders and host these discussions on how the region should grow.



COMPASS BOARD AGENDA ITEM V-A

DATE: October 16, 2023

Topic: Adjusted Urban Area Boundaries

Request/Recommendation:

COMPASS staff request COMPASS Board of Directors' adoption of Resolution 04-2024 (Attachment 1) approving adjusted urban area boundaries. The Regional Transportation Advisory Committee recommended approval on September 27, 2023.

Background/Summary:

The U.S. Census Bureau reviews and updates urban area boundaries (UAB) every ten years following and using data from the decennial census. The intent is to distinguish geographies as urban or rural for statistical purposes – tabulating and presenting data for urban and rural population, housing, etc., within the United States, Puerto Rico, and island areas.

Most importantly, the urban and rural definitions provide a baseline to a variety of data users, researchers, and analysts in a consistent and objective manner. Many government agencies use the Census Bureau's urban and rural area definitions for a wide variety of purposes. Among other uses, state and federal agencies use the Census Bureau's urban-rural classification to define where federal highway funds can be spent, determine program eligibility, set funding formulas, and identify the need for new metropolitan planning organizations (MPOs).

The Census Bureau used the Urban Area Criteria from the 2020 Census (see link below) to delineate urban areas. In late December 2022, urban areas were released, and as a result, five urban areas were delineated in the COMPASS planning area. Mainly due to growth in the Middleton area between 2010 and 2020, Middleton is now designated as a small urban area. It was previously part of the Nampa Urban Area.

Attachment 2 shows the five urban areas in the region, as delineated by the Census Bureau. The census block geographies are what cause the "jagged" boundaries, which can complicate programming, funding, and other processes. For example, a road may be in and out of the urban area over a short distance, which therefore raises the question, "Is the road in a rural or urban area?" Additionally, the Cities of Middleton and Kuna have noncontiguous urban areas within them.

Developing adjusted urban area boundaries (AUABs) is an option to help remedy the "jagged" nature of boundaries and the noncontiguous urban areas as initially delineated by the Census Bureau. This process is prepared by an MPO within its planning area. AUABs within the COMPASS planning area must first be approved by the COMPASS Board of Directors, then by the Idaho Transportation Department (ITD) and Federal Highway Administration (FHWA)-Idaho Division. In August 2023, COMPASS notified ITD of its intent to adjust the UABs within the COMPASS planning area.

Attachments 3 through 7 provide detailed maps showing the Census Bureau's Urban Area Boundaries (UABs) and the recommended COMPASS AUABs.

AUABs can only be developed within specific guidelines, including:

- The adjusted urban area must include the entire original urban area.
- The adjust boundary must be close to the original urban area boundary.
- Urban areas cannot be merged.
- Physical features should be used when possible to develop the AUABs.
- An entire road segment must be included when dividing along a road (a road cannot be split down the centerline).
- Recent growth activity likely meeting the current “urban” criteria may be considered.

If the AUABs are approved by the COMPASS Board of Directors, the next steps for approval by ITD and FHWA include:

- October 2023: COMPASS staff will prepare and send a letter, maps, and files to the ITD-Planning Services Manager and request the item be placed on the Idaho Transportation Board agenda.
- October 25, 2023: COMPASS staff will review the COMPASS funding eligibility policy with the Regional Transportation Advisory Committee, proposing clarity and additional flexibility in how it relates to AUABs.
- November 15 or December 13, 2023: ITD staff will be requested to present the AUABs to the Idaho Transportation Board for approval. After Idaho Transportation Board approval, ITD staff will submit the materials to FHWA-Idaho Division.

Implication (policy and/or financial):

The UABs determine where, geographically, federal highway funds can be spent. Adjusting UABs will simplify federal funding eligibility, thereby allowing for more efficient and effective uses of these funds. However, AUABs will not change the overall amount of COMPASS’ federal funding allocation nor the apportionment of federal funds for the COMPASS planning area.

The AUABs will become official once approved by the COMPASS Board of Directors, the Idaho Transportation Board, and the FHWA-Idaho Division. Per FHWA guidelines, MPOs have one year from release of the Census Bureau’s UABs to submit and receive approval for AUABs. As UABs were released in December 2022, approval by FHWA-Idaho Division is needed by December 29, 2023.

More Information:

- 1) Attachment 1 – Resolution 04-2024
- 2) Attachment 2 – Map of the Five UABs and AUABs
- 3) Attachment 3 – Map of the Middleton Urban Area Boundary and Adjusted UAB
- 4) Attachment 4 – Map of the Kuna Urban Area Boundary and Adjusted UAB
- 5) Attachment 5 – Map of the Star Urban Area Boundary and Adjusted UAB
- 6) Attachment 6 – Map of the Nampa Urban Area Boundary and Adjusted UAB
- 7) Attachment 7 – Map of the Boise Urban Area Boundary and Adjusted UAB
- 8) Urban Area Criteria for the 2020 Census:
<https://www.federalregister.gov/documents/2022/03/24/2022-06180/urban-area-criteria-for-the-2020-census-final-criteria>
- 9) For additional information or larger, more detailed maps contact: Mary Ann Waldinger, Principal Planner, at 208/475-2242 or mwaldinger@compassidaho.org.

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RESOLUTION NO. 04-2024

FOR THE PURPOSE OF ADJUSTING URBAN AREA BOUNDARIES

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

WHEREAS, the United States Census Bureau designated the Boise Urban Area, Kuna Urban Area, and Star Urban Area in portions of Ada County the Nampa Urban Area and Middleton Urban Area in portions of Canyon County;

WHEREAS, the Infrastructure Investment and Jobs Act, also known as the "Bipartisan Infrastructure Law," allocates funding based on population in the urban areas as designated by the United States Census Bureau;

WHEREAS, the Federal Highway Administration establishes geographic definitions (urban-rural) per 23 United States Code Section 101, and subsequent guidance is provided in 23 Code of Federal Regulations, Title 470;

WHEREAS, the Federal Highway Administration uses urban-rural areas to determine federal highway funding levels;

WHEREAS, the Federal Highway Administration allows adjustments to the urban area boundaries;

WHEREAS, the Community Planning Association of Southwest Idaho prepared proposed adjusted urban area boundaries within the planning area to simplify federal highway funding eligibility; and

WHEREAS, the local jurisdictions within the Boise Urban Area, Kuna Urban Area, Star Urban Area, Nampa Urban Area, and Middleton Urban Area have agreed to the proposed adjustments to the United States Census Bureau designated urban area boundaries.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors does hereby approve the Boise, Kuna, Star, Nampa, and Middleton adjusted urban area boundaries to simplify federal highway funding eligibility.

DATED this 16th day of October 2023.

APPROVED:

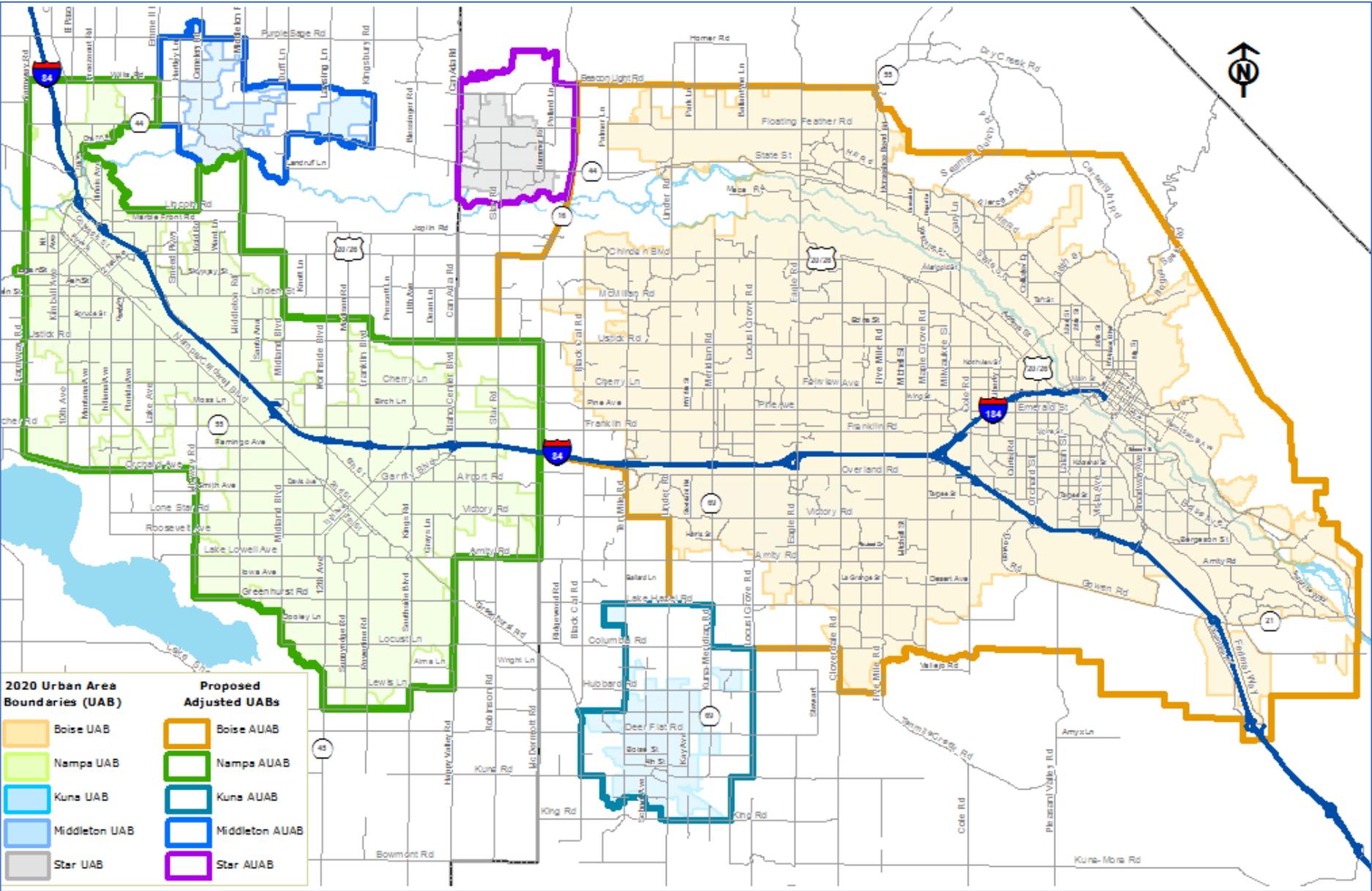
By: _____
Debbie Kling, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

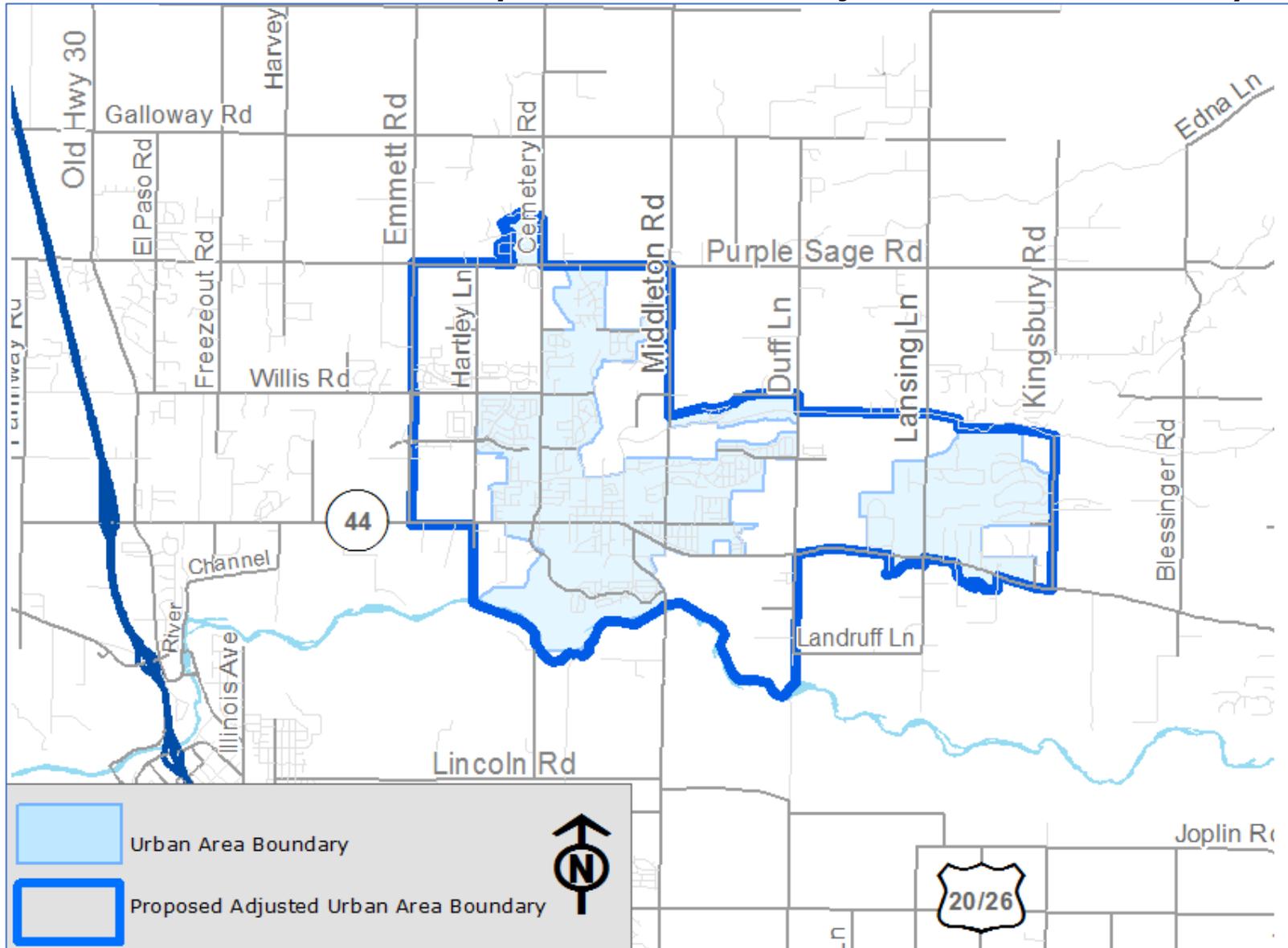
By: _____
Matthew J. Stoll, Executive Director
Community Planning Association
of Southwest Idaho

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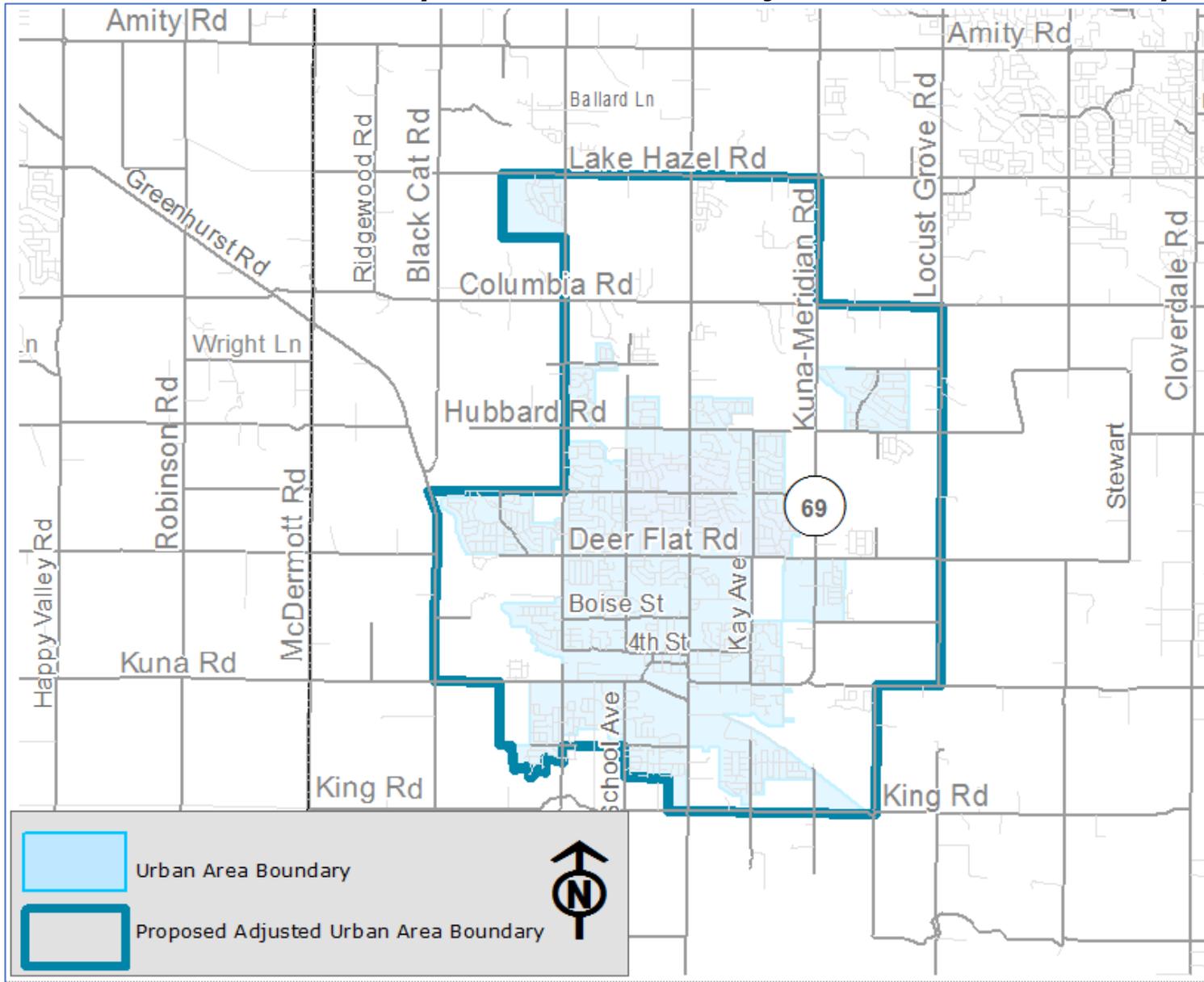
Five Urban Area Boundaries and Recommended Adjusted Urban Area Boundaries, within the COMPASS Planning Area



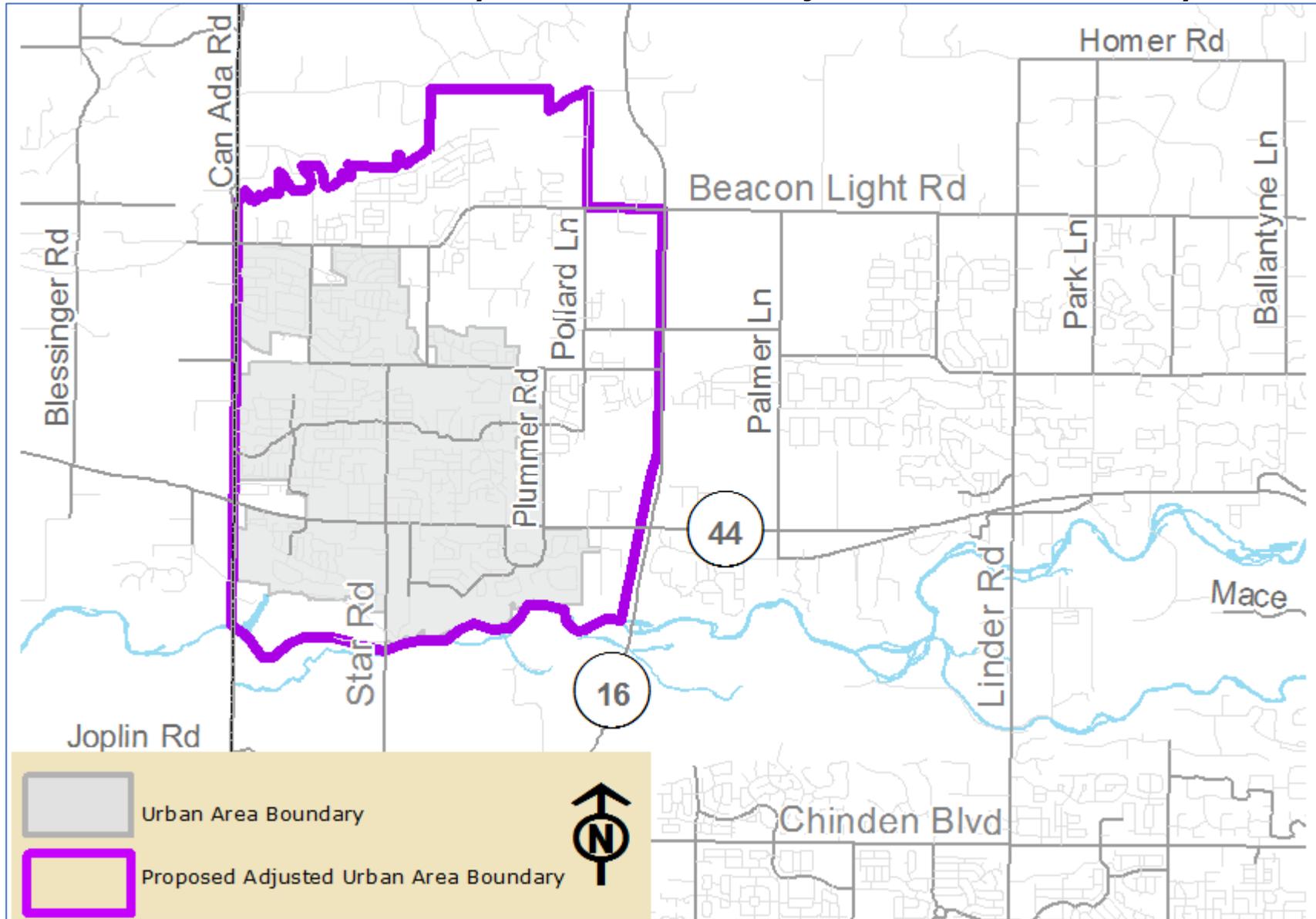
Middleton Urban Area Boundary and Recommended Adjusted Urban Area Boundary



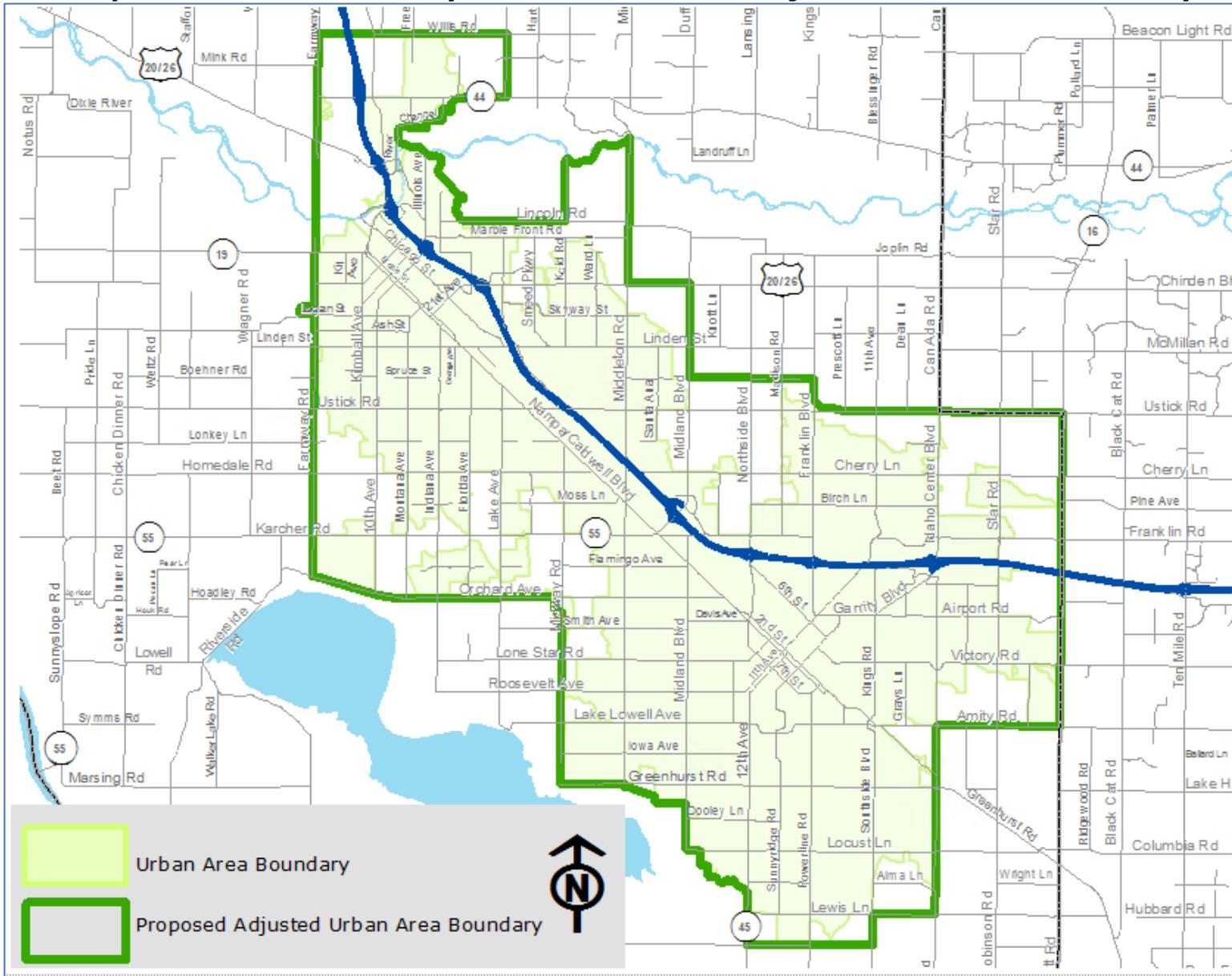
Kuna Urban Area Boundary and Recommended Adjusted Urban Area Boundary



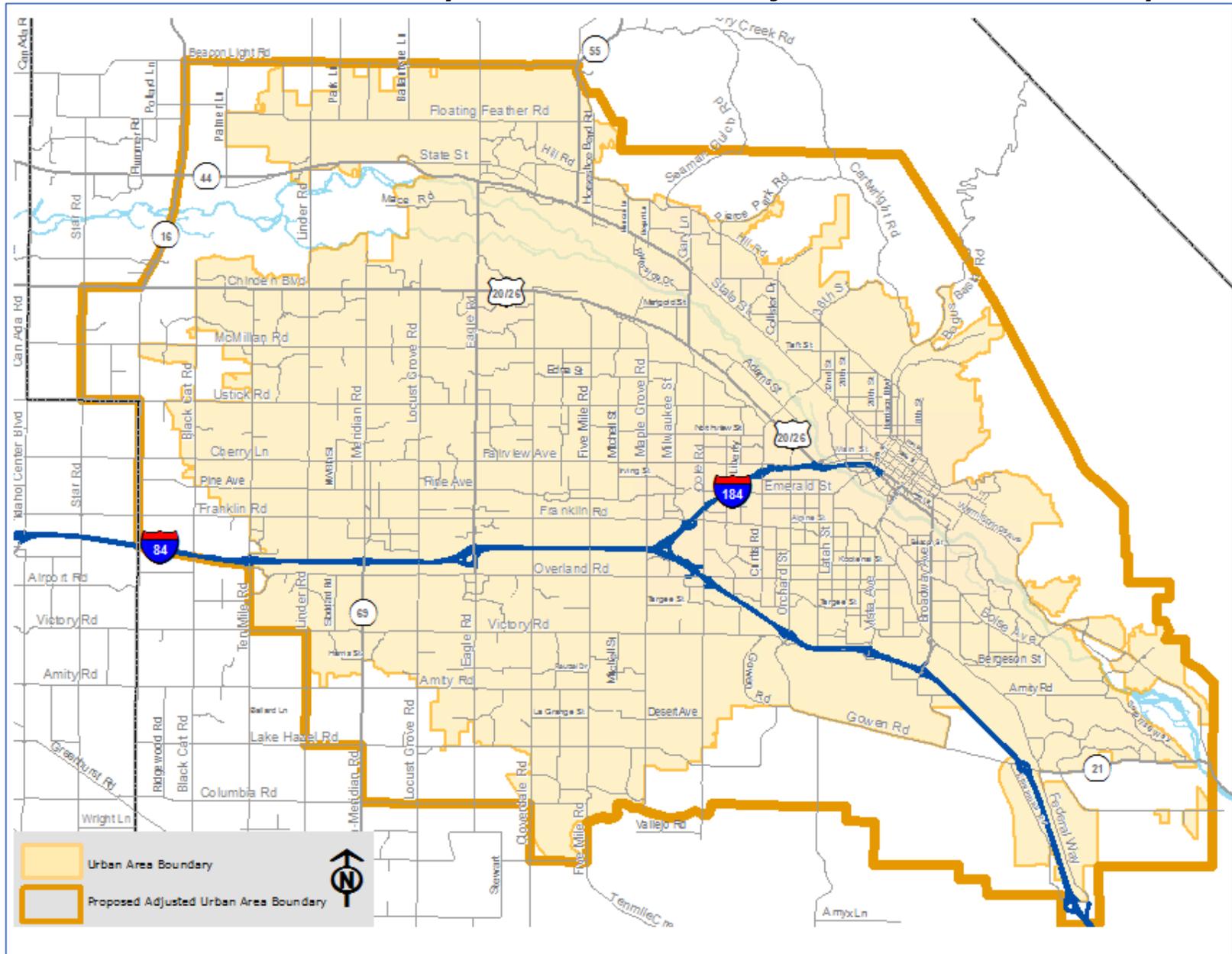
Star Urban Area Boundary and Recommended Adjusted Urban Area Boundary



Nampa Urban Area Boundary and Recommended Adjusted Urban Area Boundary



Boise Urban Area Boundary and Recommended Adjusted Urban Area Boundary



COMPASS BOARD AGENDA ITEM V-B

Date: October 16, 2023

Topic: FY2024 COMPASS Resource Development Plan

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the FY2024 Resource Development Plan, which is provided in "Supplemental Information" on the Board of Directors' meeting web page and linked below.

Background/Summary:

The COMPASS Bylaws (link provided below) specify that one of the primary responsibilities of the COMPASS Board of Directors is to "approve the annual development plan which identifies: a) grants and other funding sources for COMPASS; and b) resource development activities which will be pursued by COMPASS staff" (Article 3, Section 1.18). COMPASS staff began soliciting FY2024 funding applications through its annual call for projects in October of 2022. Phase I applications were due December 6, 2022. Phase II applications were due January 19, 2023. A second opportunity to submit Phase I applications for local funding programs was offered in the spring; those applications were due May 3, 2023.

Collectively, those applications form the basis for the Resource Development Plan, which describes member agency and COMPASS needs and guides COMPASS' resource development efforts to obtain additional funding throughout the year. Applications were ranked and scored by the Regional Transportation Advisory Committee (RTAC) based on funding source eligibility and were recommended for funding based on the ranked order. However, as needs far exceed resources, many projects remain unfunded or only partially funded. Resource Development staff will focus their efforts on seeking funding for those projects that were not fully programmed for funding.

Additionally, to help implement adopted COMPASS plans, the FY2024 Resource Development Plan includes priority projects identified in *Communities in Motion 2050*, the Treasure Valley Transportation Systems Management and Operations Plan, and the I-84 Corridor Operations Plan.

COMPASS staff efforts to develop resources to support unfunded needs include matching projects with funding sources, interpreting funding guidelines, determining funding eligibility, finding and sharing grant opportunities, reviewing grants prepared by members prior to submittal, providing letters of support, writing grant applications, and managing grants.

Implications (policy and/or financial):

The FY2024 Resource Development Plan guides the resource development activities that will be pursued by COMPASS staff throughout the year to pursue funding opportunities for member agency projects.

More Information:

- 1) Draft FY2024 Resource Development Plan: https://compassidaho.org/wp-content/uploads/101623_Bd_Supp_DraftFY2024_ResourceDevelopmentPlan.pdf
- 2) COMPASS Bylaws: <https://compassidaho.org/wp-content/uploads/BoardBylawsAdopted9212015.pdf>
- 3) For detailed information contact: Matt Carlson, Principal Planner, at mcarlson@compassidaho.org.

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COMPASS BOARD AGENDA ITEM V-C

DATE: October 16, 2023

Topic: Draft 2024 COMPASS State Legislative Session Positions

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the 2024 COMPASS state legislative positions (attached), as recommended by the COMPASS Executive Committee.

Background/Summary:

Before each legislative session, the COMPASS Executive Committee reviews, revises, and recommends a set of state legislative positions. The state legislative positions provide direction and guidance to COMPASS' government affairs staff regarding the policy preferences and priorities of the COMPASS Board.

Historically, legislative position statements have been approved during the December Board meeting. This schedule left very little time prior to the start of the legislative session for strategic planning, stakeholder engagement, or bill drafting. In order to provide more time for pre-session legislative engagement, the timeline for approving the 2024 COMPASS legislative position statements has been accelerated.

Following the adjournment of the 2023 Idaho legislative session, COMPASS' government affairs staff reviewed the 2023 legislative position statements in light of newly enacted laws, changes in the makeup of the legislature, and input from individual member agencies, then developed draft position statements for review, discussion, and recommendation by the Executive Committee.

COMPASS staff presented an initial version of the draft 2024 state legislative positions at the August 8, 2023, meeting of the COMPASS Executive Committee. After deliberation, the Executive Committee directed COMPASS staff to revise the 2024 state legislative positions as discussed in the meeting and bring revised positions back to the Executive Committee in September.

COMPASS staff then presented a revised version of the draft 2024 state legislative positions at the September 12, 2023, meeting of the COMPASS Executive Committee. After deliberation, the COMPASS Executive Committee unanimously recommended the draft 2024 state legislative positions as amended.

Notable differences between the 2023 and draft 2024 state legislative positions include:

Transportation Revenues:

- The individual "Transportation Revenue" position statements have been combined into a single statement. Whereas previous position statements identified specific revenue sources to be expanded, authorized, or dedicated for certain purposes, the revised draft 2024 state legislative position statements more broadly and simply express COMPASS' support for enhancing transportation revenues in a stable and predictable fashion.

- Correspondingly, the revenue-related position statements regarding gas taxes, alternative user-charge concepts, local option taxing authority, child pedestrian and bicycle safety, and dedicated funding for public transportation have all been removed. However, those types of policies and funding sources are still supported under the more general, umbrella statement.

Growth:

- A new subheading labeled “Growth” has been added to logically group and organize the property tax and impact fee position statements under a common category. Additionally, this framing more strategically conveys these position statements in terms of COMPASS’ support of policies that allow growth to pay for itself.
- The “Property Tax” position statement has been revised to more directly express COMPASS’ support for removing the cap on local taxing districts.
- The “Impact Fee Flexibility” position statement was revised to more concisely express COMPASS’ support for allowing transportation impact fees to be expended on pedestrian, bicycle, and public transportation facilities.

State Transportation Policy:

- The “State Transportation Policy” position statements regarding high-occupancy vehicle lanes, speed limits, and the restoration of interstate passenger rail service were revised to express COMPASS’s desired policy changes more plainly and succinctly.

Implication (policy and/or financial):

The 2024 state legislative positions will provide guidance and direction for COMPASS’ government affairs staff during the 2024 legislative session.

More Information:

- 1) Attachment – DRAFT 2024 State Legislative Positions
- 2) 2023 State Legislative Positions: https://compassidaho.org/wp-content/uploads/2023_State_Legislative_Positions.pdf
- 3) For detailed information, contact: Jacob Miller, Government Affairs Coordinator, at JMiller@COMPASSIdaho.org

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DRAFT 2024 COMPASS State Legislative Positions

Transportation Revenue

COMPASS supports continued investment in Idaho's state and local transportation systems. Idaho's current transportation investment level remains inadequate to address the state's growing infrastructure needs. State and local transportation entities face critical funding shortfalls for safety, maintenance, and expansion projects. An additional \$193 million investment per year in the transportation system is needed in the Treasure Valley alone to expand and maintain the system to meet the region's future safety and mobility needs.

- **Enhanced transportation revenues.** COMPASS supports enhancing state transportation revenues in a stable and predictable fashion to address Idaho's long-term infrastructure funding needs, including but not limited to local roadways, highways, public transportation, active transportation, and child pedestrian safety projects.

Growth

COMPASS supports policies that allow for growth to pay for growth. Ada and Canyon Counties' combined population is forecast to grow to nearly 1.1 million by 2050. An increase of over 300,000 people in 26 years will further strain a transportation system that is already congested and lacks mobility options for the region's residents. COMPASS supports policies that allow local jurisdictions to meet the increasing demands for infrastructure in Idaho.

- **Property tax cap.** COMPASS supports removing the property tax cap on local taxing districts to meet the increasing infrastructure needs associated with new development.
- **Transportation impact fee flexibility.** COMPASS supports expanding the statutorily allowable uses of transportation impact fees to include additional capital improvements such as sidewalks, bicycle lanes, and public transportation improvements.

State Transportation Policy

COMPASS supports policies to augment state and local transportation entities' abilities to meet the transportation needs of the state and region, including but not limited to:

- **High occupancy vehicle (HOV) lanes.** COMPASS supports changing existing statutory authority to allow HOV lanes to be considered by the Idaho Transportation Department (ITD) Director in any region in Idaho.
- **Speed limits on state highways.** COMPASS supports improved coordination and cooperation between ITD and local governments in establishing speed limits on state highways within local jurisdictional boundaries.
- **Interstate passenger rail service.** COMPASS supports the restoration of Amtrak passenger rail service in Idaho.

COMPASS BOARD AGENDA ITEM V-D

DATE: October 16, 2023

Topic: Draft 2024 COMPASS Federal Transportation Positions

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of the 2024 COMPASS federal transportation positions (attached), as recommended by the COMPASS Executive Committee.

Background/Summary:

Each year, the COMPASS Executive Committee reviews, revises, and recommends a set of federal transportation positions. The federal transportation positions provide direction and guidance to COMPASS' government affairs staff regarding the policy preferences and priorities of the COMPASS Board.

The draft 2024 federal transportation positions are almost identical to the 2023 positions, except for a few minor changes in wording. The vast majority of COMPASS' federal transportation positions depend upon a single piece of legislation, namely, the surface transportation reauthorization bill. Given the fact that the Infrastructure Investment and Jobs Act (IIJA) will not expire until 2026, there is no urgent need to make significant revisions to our federal transportation positions.

COMPASS staff presented the draft 2024 federal transportation positions at the September 12, 2023, meeting of the COMPASS Executive Committee. After deliberation, the COMPASS Executive Committee unanimously recommended the draft 2024 federal transportation positions.

Implication (policy and/or financial): The 2024 federal transportation positions will provide guidance and direction for COMPASS' government affairs staff regarding the federal policy preferences and priorities of the COMPASS Board.

More Information:

- 1) Attachment – DRAFT 2024 Federal Transportation Positions
- 2) 2023 Federal Legislative Position Statements: https://compassidaho.org/wp-content/uploads/2023_Federal_Legislative_Positions.pdf
- 3) For detailed information, contact: Jacob Miller, Government Affairs Coordinator, at JMiller@COMPASSIdaho.org

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DRAFT 2024 COMPASS Federal Transportation Positions

COMPASS encourages long-term reauthorization of the Infrastructure Investment and Jobs Act (IIJA). IIJA expires on September 30, 2026. Consistent, predictable federal investments through a new long-term surface transportation reauthorization bill will allow state and local governments to address much-needed infrastructure improvements. Starting discussions on the reauthorization of IIJA early will allow for the identification of the nation's most pressing issues and the vetting of possible and appropriate solutions.

Congress must solve the perennial Highway Trust Fund funding shortfall in a permanent, meaningful way, eliminating the need for short-term infusions of general fund dollars.

- **Support a federal fuel excise tax increase.** The federal fuel tax has not been increased since 1993 (31 years) and remains the most readily available user-pay solution to stabilizing the Highway Trust Fund.
- **Add additional road user charge concepts.** Improvements in fuel efficiency and the development of alternative fuel vehicles have had a negative effect on the Highway Trust Fund. Additional user fee concepts, such as mileage-based user fees, are necessary to capture evolving trends and changes in relation to transportation infrastructure funding.

Provide more direct funding to local governments and increase local decision-making authority. COMPASS encourages more flexibility in funding and direct allocation to regions, metropolitan planning organizations (MPOs), counties, cities, and public transportation authorities with transportation infrastructure responsibilities. The IIJA made some progress in this regard while placing greater responsibility on those entities to develop and meet system performance goals. MPOs should be direct recipients of federal transportation funding for all transportation planning and program efforts in metropolitan areas.

Provide local flexibility. COMPASS supports local flexibility to build, operate, and maintain local and regional transportation projects. Federal policy should allow MPOs and local governments to plan projects that use alternative design standards while meeting environmental objectives when the use of rigid federal design standards is inconsistent with local needs.

Increase federal funding for public transportation. Public transportation providers in both urban and rural areas of Idaho operate on very limited funding. Congress should provide more robust growth in federal public transportation programs to help these systems meet the needs of their communities. Local match requirements for Federal Transit Administration and Federal Highway Administration funding should be the same within each state.

Increase federal support for non-motorized transportation options. COMPASS supports increasing federal funding and incentives to provide safe bicycle and pedestrian mobility options designed to move toward zero deaths.

Increase set-aside for off-system bridges. Nearly 80% of the nation's bridges are the responsibility of local entities (not on the federal-aid highway system). Funding for off-system bridges is crucial for local entities to safely operate and maintain these bridge structures.

Oppose federal aid turnback proposals. COMPASS opposes any proposals to dismantle the federal transportation funding system by turning back all or a portion of the federal aid to the states.

Inter-City Passenger Rail Service. COMPASS encourages the Federal Rail Administration and Amtrak to study the feasibility of resuming Amtrak's "Pioneer Route" passenger rail service through the Treasure Valley. The Pioneer Route provided service from Seattle to Denver through Portland, Boise, and Salt Lake City for 20 years until it was discontinued in 1997. Given the recent economic and population growth in these areas of the Northwest, it is reasonable to study the feasibility of resuming Pioneer Route passenger rail service.

COMPASS Staff Activity Report: August 2023

Staff Updates:

- ✓ Ashley Cannon was hired as COMPASS' accountant. The agency is currently fully staffed.
- ✓ Tori Cale was named COMPASS August Employee of the Month.

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 three times.
- ✓ Reviewed and evaluated High-Capacity Transit Planning and Environmental Linkages consultant proposals.
- ✓ Presented to the Nampa Association of Realtors and Foundation for Ada and Canyon Trail Systems.
- ✓ Presented *Communities in Motion 2050* amendments to the COMPASS Board of Directors for adoption.
- ✓ Hosted Public Transportation Workgroup and Park and Ride Coordinating Team meetings.
- ✓ Completed four development review checklists.

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Provided four letters of support for competitive grants (Cities of Kuna, Greenleaf, Middleton, and Nampa) and wrote a competitive grant application (City of Greenleaf).
- ✓ Initiated agreement negotiations for FY2024 *Communities in Motion* Implementation Grants and Project Development Program projects.
- ✓ Met with the Rural Prioritization Workgroup for a recommendation of FY2025 rural priorities.
- ✓ Processed one Board administrative modification to adjust the funding of two projects and two staff administrative modifications to adjust the funding and/or timing of seven projects.
- ✓ Developed public involvement materials for an amendment to add three projects to the TIP.
- ✓ Closed out the City of Kuna's Nicholson Park ADA Pathway *Communities in Motion* Implementation Grant.

Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Completed the final scope of work for the Safe Streets and Roads for All Regional Safety Action Plan.
- ✓ Provided initial technical support to ITD's consultant working on the State Highway 16, State Highway 44 to State Highway 52 environmental reevaluation.

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Opened nominations for 2024 COMPASS Leadership in Motion awards. Nominations will be accepted through noon, Friday, September 29, 2023.
- ✓ Continued working with Idaho Transportation Department (ITD) staff to update a COMPASS/ITD memorandum of understanding.
- ✓ Hosted education series events on safety planning on August 15 and 16, 2023.
- ✓ Hosted a COMPASS booth at Goathead Fest on August 19, 2023.
- ✓ Facilitated a workshop on a potential Three Cities River Crossing study with affected agency staff on August 29, 2023.
- ✓ Submitted an article on growth for the Idaho Associated General Contractors' *buildingIdaho* magazine.
- ✓ Selected a consultant to conduct a transportation funding policy study.
- ✓ Met with members of the Idaho Legislature and staff from Senator Crapo's office to discuss COMPASS' legislative positions.

Operations Team

Director of Operations: Meg Larsen

Team Members: Ashley Cannon, Janet Russell

- ✓ Presented the FY2024 Unified Planning Work Program and budget to the COMPASS Board of Directors for adoption. The Board adopted as presented.
-

COMPASS Staff Activity Report: September 2023

Staff Updates:

- ✓ Lila Klopfenstein, Austin Miller, and Hunter Mulhall presented on COMPASS projects at the Association of Metropolitan Planning Organizations (AMPO) national conference in Cleveland, OH.
-

Planning Team

Team Lead: Austin Miller

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

- ✓ Installed one permanent and four portable bicycle/pedestrian counters.
 - ✓ Deployed the COMPASS Data Bike three times.
 - ✓ Hosted Active Transportation Workgroup and Regional Housing Coordination Workgroup meetings.
 - ✓ Completed seven development review checklists.
-

Resource Development Team

Team Lead: Toni Tisdale

Team Members: Matt Carlson, Sherone Sader

- ✓ Processed two staff administration modifications to adjust the cost, timing, or funding sources of 15 projects.
 - ✓ Prepared scoring and ranking for the Idaho Transportation Department (ITD) Strategic Initiatives grants for Category 1 projects.
 - ✓ Finalized the City of Boise's State Highway 55 Pathway Connection and the City of Nampa's Historic Downtown Master Plan Pre-Concept reports in the Project Development Program.
 - ✓ Developed the FY2024 Resource Development Plan for recommendation.
 - ✓ Kicked off member outreach meetings and met with four member agencies.
 - ✓ Negotiated one FY2024 *Communities in Motion* Implementation Grant agreement and one Project Development Program scope of work.
 - ✓ Obtained signatures from all rural agencies supporting rural priorities for future applications.
-

Technical Team

Team Lead: Mary Ann Waldinger

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

- ✓ Completed the contract for the Safe Streets and Roads for the Regional Safety Action Plan.
 - ✓ Developed proposed adjusted urban area boundaries.
 - ✓ Provided special model runs to ITD's consultant working on the State Highway 16, State Highway 44 to State Highway 52 in Gem County, environmental reevaluation.
 - ✓ Began review of the 2023 Orthophotography data.
-

Communication Team

Team Lead: Amy Luft

Team Members: Josie Gallup, Teri Gregory, Jacob Miller

- ✓ Facilitated a public comment period on amendments to *Communities in Motion 2050* and the FY2023-2029 and FY2024-2030 Regional Transportation Improvement Programs.
 - ✓ Worked with National Association of Regional Councils (NARC) staff to plan for NARC's Executive Director's conference and Board retreat, to be held in Boise in October.
 - ✓ Drafted and submitted a letter on behalf of COMPASS to the Administrator of the US Environmental Protection Agency regarding concerns over the impacts of background ozone on the ability to meet ozone air quality standards.
 - ✓ Hosted a kickoff meeting with the selected consultant for COMPASS' transportation funding study.
 - ✓ Closed nominations for COMPASS Leadership in Motion awards; winners will be announced at the December Board holiday luncheon.
-

Operations Team

Director of Operations: Meg Larsen

Team Members: Ashley Cannon, Janet Russell

- ✓ Began necessary accounting work to close out fiscal year 2023.
 - ✓ Completed interim field work for COMPASS' fiscal year 2023 financial statement audit.
 - ✓ Completed final entries necessary to close out Air Quality Board entirely and prepare to distribute remaining fund balance.
-

COMPASS BOARD AGENDA ITEM VI-B

Date: October 16, 2023

Topic: Status Report – August Air Quality Data

Background/Summary:

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

August 2023 Air Quality Data:

In August 2023, the Idaho Department of Environmental Quality reported 14 days in the “moderate” air quality category. The remaining 17 days were in the “healthy” category.

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

Moderate:

- 7 days were attributable to Ozone (O₃) recorded in Ada County.
- 2 days were attributable to fine particulate matter (PM_{2.5}) recorded in both counties and O₃ recorded in Ada County
- 1 day was attributable to PM_{2.5} recorded in both counties.
- 1 day was attributable to PM_{2.5} recorded in both counties and coarse particulate matter (PM₁₀) recorded in Ada County.
- 1 day was attributable to PM_{2.5} recorded in both counties and PM₁₀ recorded in Canyon County.
- 1 day was attributable to PM₁₀ recorded in Canyon County and O₃ recorded in Ada County.
- 1 day was attributable to PM_{2.5} recorded in Canyon County and O₃ recorded in Ada County.

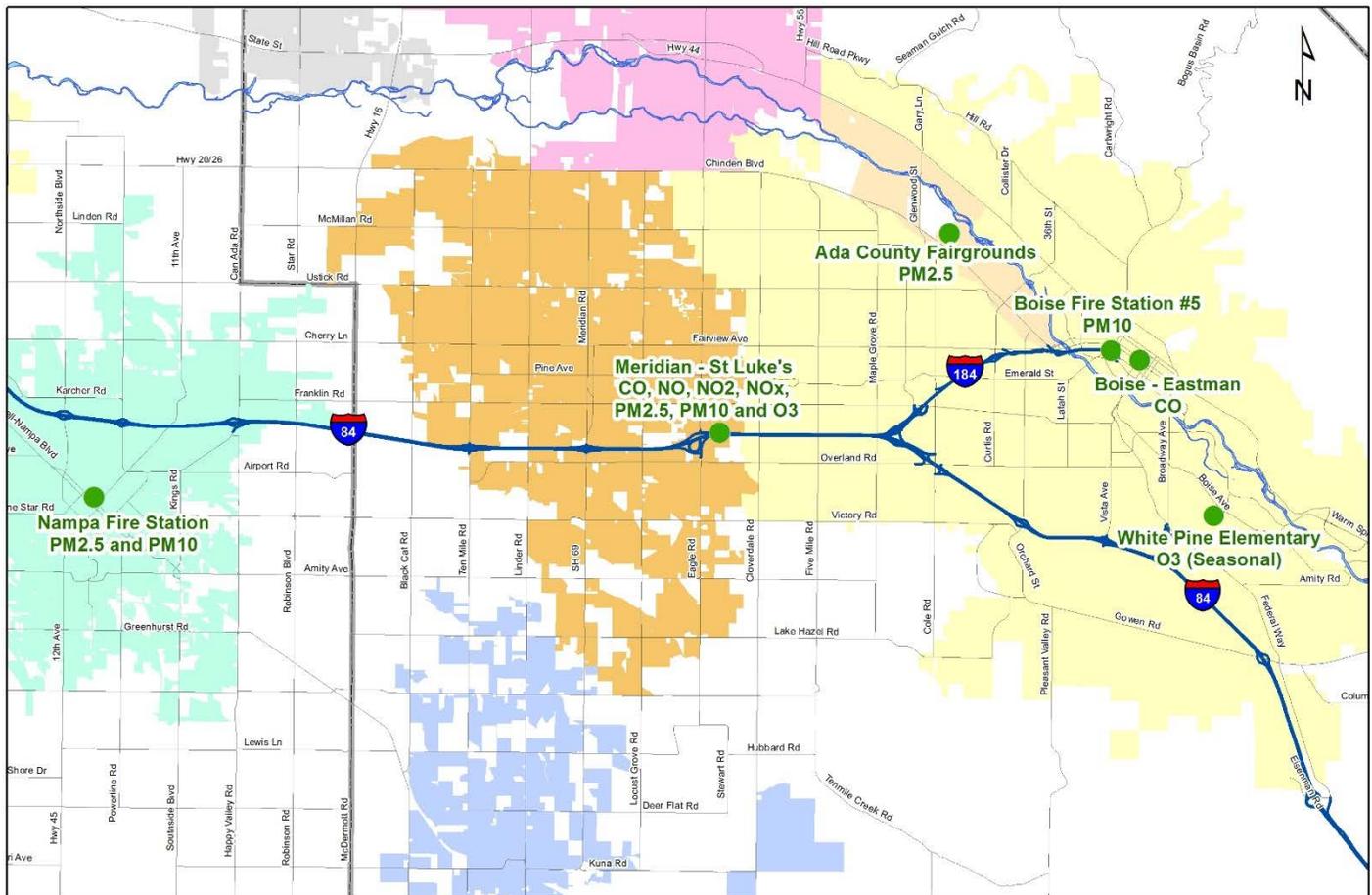
Yearly Summary

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

Year	Good	Moderate	Unhealthy for Sensitive Groups to Hazardous	Total
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	176	65	2	243

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



Air quality monitoring locations, Ada and Canyon Counties

Pollutant Descriptions

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

More Information:

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

MW: T:\FY23\900 Operations\Board\2023 AQ Updates\AQ Update08-2023.docx

COMPASS BOARD AGENDA ITEM VI-B

Date: October 16, 2023

Topic: Status Report – September Air Quality Data

Background/Summary:

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

September 2023 Air Quality Data:

In September 2023, the Idaho Department of Environmental Quality reported 2 days in the “moderate” air quality category. The remaining 28 days were in the “healthy” category.

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

Moderate:

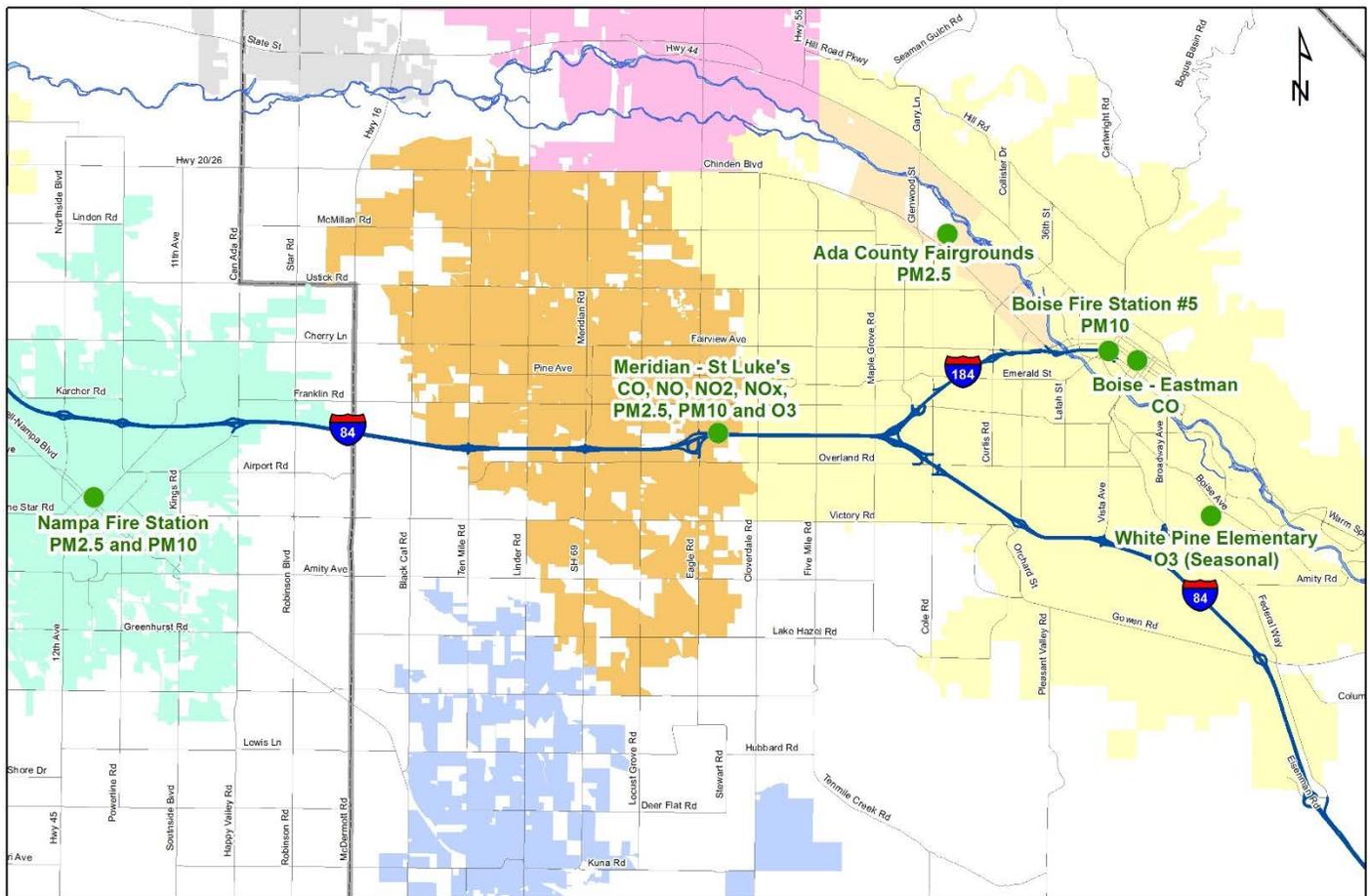
- 2 days were attributable to Ozone (O₃) recorded in Ada County.

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
2019	299	65	1	365
2020	248	97	21	366
2021	234	114	17	365
2022	208	147	10	365
2023	204	67	2	273

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



Air quality monitoring locations, Ada and Canyon Counties

Pollutant Descriptions

- Carbon Monoxide (CO)** A colorless, odorless, tasteless gas formed in large part by incomplete combustion of fuel. Human activities (i.e., transportation or industrial processes) are largely the source for CO contamination.
- Oxides of nitrogen (NO_x)** NO_x is a generic term for mono-nitrogen oxides NO and NO₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures. They are precursors (building blocks) of ozone.
- Ozone (O₃)** A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources, but is formed when volatile organic compounds, such as pesticides and solvents, and NO_x combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.
- PM_{2.5}** Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
- PM₁₀** Coarse particulate matter, particles smaller than 10 microns in diameter, which are more likely to lodge in human lungs than larger particles.

More Information:

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

REGIONAL TRANSPORTATION ADVISORY COMMITTEE

VI-C

Attendance List

Member Agency/Name	Jan '23	Feb '23	Mar '23	Apr '23	May '23	June '23	July '23	Aug '23	Sept '23	Oct '23	Nov '23	Dec '23	TOTAL
ACHD/ T. Ferch/T. Laws/D. Rader	3	3	2	3	3	3	3	3	3				26
Ada County/ L. Letson/B. Moore/S.Yarrington	3	2	2	2	1	0	2	2	2				16
Boise State/ G. Finkelstein	1	1	1	0	1	1	1	1	1				8
Canyon County/ M. Barron/D. Lister/D. Root	0	1	0	0	1	3	2	1	0				8
Canyon Highway District #4/ L. Riccio	1	1	1	1	1	1	1	1	1				9
Capital City Development Corporation/ Vacant	0	0	0	0	0	0	0	0	0				0
City of Boise/ B. Brush/T. Gregor/vacant (6/2023)	1	3	2	3	2	2	2	2	2	1			18
City of Caldwell/ W. Herbel/R. MacDonald	1	1	0	1	1	1	1	1	0				7
City of Eagle/ N. Baird Spencer/B. Vaughan	1	1	1	1	1	1	1	1	1				9
City of Garden City/ H.Veal	1	1	1	1	0	1	1	1	0				7
City of Greenleaf/ L. Belt	1	1	1	1	1	1	0	1	1				8
City of Kuna/ D. Hanson/Vacant	0	1	1	1	1	1	1	1	1				8
City of Melba/ D. Romine	1	1	1	1	1	1	1	1	1				9
City of Meridian/ M. Carson/C. Hood/B. McClure	2	3	3	3	2	3	3	3	3				25
City of Middleton/ J. VanGilder	1	1	1	1	1	1	1	1	1				9
City of Nampa/ R. Ashby/C. Craig/M. Steuer	3	3	3	3	3	3	2	2	3				25
City of Notus/ Vacant	0	0	0	0	0	0	0	0	0				0
City of Parma/ A. Lee	0	0	0	0	0	0	0	0	0				0
City of Star/ S. Nickel	1	1	1	1	1	1	1	0	1				8
City of Wilder/ C. Johnson	1	0	0	0	0	0	0	0	0				1
IDEQ/ M. Toole	1	1	1	1	1	1	1	1	1				9
ITD/ V. Trimboli	1	1	1	1	1	1	1	1	1				9
Public Participation Committee/ L. Disney	1	0	0	1	1	1	0	1	0				5
Valley Regional Transit/ S. Hunt	1	1	1	1	1	1	1	0	1				8
Central District Health/ S. Kenney	1	1	0	0	0	0	0	0	0				2
Governor's Office/ H. Rogers	0	0	0	0	0	0	0	0	0				0
Greater Boise Auditorium District/ P. Rice	0	0	0	0	0	0	0	0	0				0



Community Planning Association (COMPASS)

Staff Administrative Modification #14 for FY2023-2029 Transportation Improvement Program (TIP)												
Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation	
			*Current Total	**Revised Total								
20367	US 20/26 (Chinden), Phyllis Canal Bridge to SH-16, Ada County	ITD	\$17,178,000	\$17,446,189	1.56%	AC HB132 and HB312	2023	Right-of-Way	\$0	\$16,489	To cover negotiated land purchase costs and a supplemental. Funds from statewide balancing.	
							2023	Construction	\$0	\$250,000		
							2024	Right-of-Way	\$0	\$ (16,489)		
						HB132 and HB312	2024	Construction	\$0	\$ (250,000)		
							2023	Construction	\$10,042,000	\$10,043,354		
							2024	Right-of-Way	\$0	\$16,489		
20788	SH-16, I-84 to US 20/26 and SH-44, Ada and Canyon Counties	ITD	\$147,107,233	\$136,603,821	-7.14%	State	2023	Right-of-Way	\$1,084,000	\$1,084,239	Adjust amounts to match obligations.	
							AC GARVEE 2017	2023	Design	\$0		\$ (2,133,173)
						2023		Right-of-Way	\$0	\$ (862,767)		
						2024		Design	\$0	\$2,133,173		
						2024		Right-of-Way	\$0	\$ (862,767)		
						GARVEE 2017	2023	Design	\$92,000	\$93,115		
							2023	Right-of-Way	\$ (2,392,000)	\$ (8,915,126)		
							2023	Construction	\$1,904,000	\$1,450,293		
							2024	Design	\$0	\$ (2,133,173)		
						NHPP	2023	Design	\$0	\$2,102,533		
Previous	N/A	N/A	\$139,781,000	\$136,284,207								
23080	I-84, Franklin Road Interchange to Karcher Road Interchange - West, Nampa	ITD	\$71,764,000	\$65,938,897	-8.12%	GARVEE 2017	2023	Construction	\$ (29,000)	\$ (7,683,471)	Adjust amounts to match obligations and add advance construction to clarify state fiscal year 2024 funding.	
							AC TECM	2023	Construction	\$0		\$1,829,000
						2024		Construction	\$0	\$ (1,829,000)		
TECM	2024	Construction	\$0	\$1,829,000								
23081	I-84, Franklin Interchange to Karcher Interchange, Widen Eastbound, Nampa	ITD	\$44,803,000	\$46,246,404	3.22%	AC TECM	2023	Construction	\$0	\$2,140,000	Adjust amounts to match obligations. Also added advance construction to clarify state fiscal year 2024 funding.	
							2024	Construction	\$0	\$ (2,140,000)		
						TECM	2023	Construction	\$336,000	\$0		
							2024	Construction	\$0	\$2,140,000		
						State Capacity	2023	Construction	\$0	\$99,649		
Previous	N/A	N/A	\$47,826,000	\$47,365,986								
23324	Garden Street Multi-Use Pathway, Cassia Park to Albion Street, Boise	Boise	\$1,891,000	\$2,295,000	21.36%	TAP-TMA	2023	Design	\$0	\$184,000	Partially fund cost overrun. Funds available through End-of-Year funds.	
						Local Participating	2024	Design	\$0	\$220,000		
23336	I-84, Karcher Road Interchange, Nampa	ITD	\$28,880,000	\$28,879,139	0.00%	Local Participating	2023	Construction	\$28,000	\$29,799	Adjust amounts to match current estimates, funding sources, and timing.	
							AC TECM	2023	Right-of-Way	\$0		\$2,100,000
						2023		Construction	\$0	\$2,786,000		
						2024		Right-of-Way	\$0	\$ (2,100,000)		
						TECM	2024	Construction	\$0	\$ (2,786,000)		
TECM	2024	Construction	\$2,786,000	\$2,784,141								
23437	I-84, Centennial Interchange to Franklin Interchange, Caldwell	ITD	\$117,198,000	\$116,197,880	-0.85%	TECM	2023	Design	\$200,000	\$ (800,000)	Adjust amounts to match current estimates, funding sources, and timing. Also added advance construction to clarify state fiscal year 2024 funding.	
							AC Local	2023	Construction	\$0		\$358,000
						2024		Construction	\$0	\$ (358,000)		
						AC GARVEE 2017	2023	Construction	\$0	\$20,000,000		
2024	Construction	\$0	\$ (20,000,000)									

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	**Revised Total							

* Current Total - Previous TIP total.

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

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

Only information proposed to change is included in this action.

AC = Advanced Construction

CRP = Carbon Reduction Program

GARVEE = Grant Anticipation Revenue Vehicle

HB = House Bill

I = Interstate

IM = Inspection and Maintenance

NHS = National Highway System

PD = Preliminary Development

ROW = Right of Way

STBG = Surface Transportation Block Grant

TAP = Transportation Alternatives Program

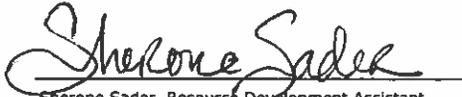
TECM = Transportation Expansion and Congestion Mitigation

TMA = Transportation Management Area

Staff Recommendation:

Approval:

Date:


 Sherone Sader, Resource Development Assistant
 COMPASS


 Stoll, Executive Director
 COMPASS





Community Planning Association (COMPASS)

Staff Administrative Modification #14 for FY2023-2029 Transportation Improvement Program (TIP) Correction

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal 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	\$116,197,880	\$125,707,350	8.18%	AC GARVEE 2017	2023	Construction	\$ 20,000,000	\$ 28,600,000	Correction to include bond debt service and include Advanced Construction for TECM.
							2024	Construction	\$ (20,000,000)	\$ (28,600,000)	
						GARVEE 2017	2024	Construction	\$ 20,000,000	\$ 28,600,000	
						AC TECM	2023	Construction	\$ -	\$ 64,700,000	
							2024	Construction	\$ -	\$ (64,700,000)	

* Current Total - Previous TIP total.

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

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

Only information proposed to change is included in this action.

AC = Advanced Construction

TECM = Transportation Expansion and Congestion Mitigation

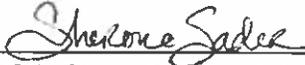
GARVEE = Grant Anticipation Revenue Vehicle

I = Interstate

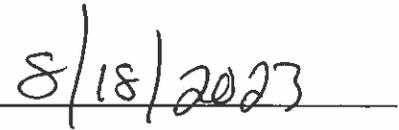
Staff Recommendation:

Approval:

Date:


 Sherone Sader, Resource Development Assistant
 COMPASS


 Matthew J. Stoll, Executive Director
 COMPASS





Community Planning Association (COMPASS)

**Staff Administrative Modification #15 for FY2023-2029 Transportation Improvement Program (TIP)
Staff Administrative Modification #1 for FY2024-2030 TIP**

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	** Revised Total							
13046	Planning Study (PEL), High-Capacity Transit Corridor, COMPASS	COMPASS	\$1,000,000	\$1,000,000	0.00%	STBG-TMA	2023	Design	\$0	\$1,000,000	End-of-Year Redistribution: advance funds from FY2024 and FY2025 to FY2023.
						STBG-TMA	2024	Design	\$829,000	\$0	
						STBG-TMA	2025	Design	\$171,000	\$0	
13479	Capital Maintenance, ACHD - FY2017	ACHD	\$7,274,895	\$7,267,895	-0.10%	STBG-TMA	2023	Construction	\$0	\$(7,000)	Reduce construction funds to prepare for closeout. Move funds to KN 21889.
13481	State Street and Collister Drive Intersection, ACHD	ACHD	\$13,073,000	\$13,106,507	0.26%	Local Non-Participating	2023	Construction	\$0	\$33,233	To cover correction during the closeout process.
20159	Capital Maintenance, Phase 3, Boise Area - FY2021	ACHD	\$787,570	\$704,719	-10.52%	STBG-TMA	2023	Construction	\$0	\$(85,000)	Previous release of funds to prepare project for closeout and increase in non-participating to cover correction during the closeout process.
						Local Non-Participating	2023	Construction	\$0	\$2,149	
20259	Roadway and ADA Improvements, Part 1, Boise Area - FY2023	ACHD	\$7,703,000	\$7,703,000	0.00%	AC Local	2023	Design	\$50,000	\$0	End-of-Year Redistribution: convert advanced construction funds to federal-aid funds.
						STBG-TMA	2023	Design	\$0	\$50,000	
20271	Planning, Communities in Motion Update, COMPASS	COMPASS	\$636,000	\$636,000	0.00%	STBG-TMA	2023	Design	\$183,000	\$636,000	End-of-Year Redistribution: advance funds from FY2024, FY2025, and FY2026 to FY2023.
						STBG-TMA	2024	Design	\$120,000	\$0	
						STBG-TMA	2025	Design	\$58,000	\$0	
						STBG-TMA	2026	Design	\$275,000	\$0	
21889	Planning, COMPASS - FY2024	COMPASS	\$331,000	\$331,000	0.00%	STBG-TMA	2023	Design	\$0	\$57,648	End-of-Year Redistribution: partially advance STBG-TMA funds from FY2024 to FY2023. An additional \$7,000 is available from the release of funds in KN 13479.
						STBG-TMA	2024	Design	\$232,000	\$174,352	
22018	Pedestrian Improvements and Widening, Montana Avenue, Caldwell	Caldwell	\$799,000	\$899,000	12.52%	STBG-U	2023	Right-of-Way	\$0	\$100,000	End-of-Year Redistribution: to cover a need for additional funding for current estimated costs for right-of-way and land purchase.
22619	I-84, Ustick Road Overpass, Canyon County	ITD	\$15,968,963	\$16,085,518	0.73%	INFRA	2023	Construction	\$0	\$69,935	To cover cost increase in construction oversight. Funds previously released in KN 22154.
						AC State (Mobility - Strategic Initiatives)	2023	Construction	\$0	\$18,460	
						AC State (Mobility - Strategic Initiatives)	2024	Construction	\$0	\$(18,460)	
						State (Mobility - Strategic Initiatives)	2024	Construction	\$0	\$18,460	
						AC State (Capacity)	2023	Construction	\$0	\$28,160	
						AC State (Capacity)	2024	Construction	\$0	\$(28,160)	
						State (Capacity)	2024	Construction	\$0	\$28,160	
23095	Five Mile Road Overpass and Widening, NEPA, Boise	ACHD/ITD	\$4,476,000	\$5,076,000	13.40%	AC Local	2023	Design	\$224,000	\$0	End-of-Year Redistribution: convert advanced construction funds to federal-aid funds. And add IM funds to FY2024 to match OTIS funding.
						STBG-TMA	2023	Design	\$0	\$224,000	
						IM	2024	Design	\$0	\$600,000	
23311	Study, Chinden Drainage and Design Plan, Garden City	Garden City	\$200,000	\$200,000	0.00%	STBG-TMA	2023	Design	\$0	\$200,000	End-of-Year Redistribution: advance funds from FY2025 to FY2023.
						STBG-TMA	2025	Design	\$200,000	\$0	
23314	Commuteride, Safety and Security Cameras, Ada County	ACHD	\$48,000	\$48,000	0.00%	STBG-TMA	2023	Construction	\$0	\$48,000	End-of-Year Redistribution: advance from FY2024 to FY2023.
						STBG-TMA	2024	Construction	\$48,000	\$0	

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		** Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			* Current Total	** Revised Total							
23324	Garden Street Multi-Use Pathway, Cassia Park to Albion Street, Boise	Boise	\$2,295,000	\$2,295,000	0.00%	Local Participating	2024	Design	\$220,000	\$0	End-of-Year Redistribution: advance funds from FY2024 to FY2023 and convert local participating funds to federal-aid funds.
						STBG-TMA	2023	Design	\$0	\$106,682	
						TAP-TMA	2023	Design	\$184,000	\$297,318	

* Current Total - Previous TIP total.

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

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

Only information proposed to change is included in this action.

AC = Advanced Construction

ACHD = Ada County Highway District

ADA = Americans with Disabilities Act

FY = Fiscal Year

I = Interstate

IM = Inspection and Maintenance

INFRA = Infrastructure for Rebuilding America

ITD = Idaho Transportation Department

KN = Key Number

NEPA = National Environmental Policy Act

PEL = Planning & Environmental Linkages

STBG = Surface Transportation Block Grant

TAP = Transportation Alternatives Program

Staff Recommendation:



Sherone Sader, Resource Development Assistant

COMPASS

Approval:



Matthew J. Stoll, Executive Director

COMPASS

Date:

9/6/2023



Community Planning Association (COMPASS)

Staff Administrative Modification #16 for FY2023-2029/#2 for FY2024-2030 Transportation Improvement Program (TIP)

Key Number	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Federal Funding Year	Funding Phase	Current Total	Total After Revision	Brief Explanation
			*Current Total	**Revised Total							
20536	US 20/26 and SH-44, Mill and Inlay, Ada County	ITD	\$10,929,000	\$11,428,798	4.57%	NHPP	2023	Construction	\$10,299,000	\$10,798,798	Increase construction funds with End-of-Year funds.
23983	Reconnecting, Accessibility, and Improving Safety and Equity, Nampa	City of Nampa	\$5,000,000	\$5,000,000	0.00%	RAISE	2023	Design	\$5,000,000	\$0	Delay funds from FY2023 to FY2024.
							2024	Design	\$0	\$5,000,000	

* 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.

FY = Fiscal Year

HB = House Bill

NHPP = National Highway Performance Program

RAISE = Rebuilding American Infrastructure with Sustainability and Equity Grant

SH = State Highway

Staff Recommendation:

Approval:

Date:

Sherone Sader, Resource Development Assistant

COMPASS

Stoll, Executive Director

COMPASS

9/21/2023

COMPASS Board Agenda Item VI-E

September 13, 2023

The Honorable Michael Regan
U.S. Environmental Protection Agency
Office of the Administrator
1200 Pennsylvania Avenue, N.W.
Washington, D.C. 20460

RE: Consideration of Background Ozone in National Ambient Air Quality Standards (NAAQS)

Dear Administrator Regan,

On behalf of the Community Planning Association of Southwest Idaho (COMPASS), the metropolitan planning organization for Ada and Canyon Counties, Idaho, I am writing to share our region's concerns about the ability to meet more stringent ground-level ozone standards, due to background ozone levels beyond our control.

Our planning area encompasses the state's most populated area, including Idaho's three largest cities. We are the fastest growing region in the second fastest growing state in the nation. Even with this tremendous growth, our region is in full compliance with the national ambient air quality standards.

However, using local control measures to address ozone poses a unique challenge. While we are currently attaining the ozone standard, a preponderance of background ozone indicates that local control measures would only have a minimal impact on overall ozone levels.

Data from south central Idaho indicate that a significant percentage of ozone in southwest Idaho is likely attributable to background sources. An ozone monitor located in a pristine area of Idaho at Craters of the Moon National Monument, in extremely rural Butte County, Idaho (2020 population 2,575 spread over 2,234 square miles), has a 2020 – 2022 design value of 65 ppb. This rural design value from south central Idaho is consistent with values noted for high-elevation locations in the western US presented in "Scientific assessment of background ozone over the U.S.: Implications for air quality management," by Jaffe et al.¹

In light of such high levels of background ozone, even the current standard of 70 ppb is difficult to attain. This is true not only in Idaho but throughout the Intermountain West. Regions face the risk of incurring economic costs without the ability to achieve the desired health benefits, thus unduly penalizing areas that are not able to attain the standard due to sources beyond their control.

¹ Scientific assessment of background ozone over the U.S.: Implications for air quality management Collections: Knowledge Domain: Atmospheric Science, Daniel A. Jaffe, Owen R. Cooper, Arlene M. Fiore, Barron H. Henderson, Gail S. Tonnesen, Armistead G. Russell, Daven K. Henze, Andrew O. Langford, Meiyun Lin, Tom Moore.
<https://online.ucpress.edu/elementa/article/doi/10.1525/elementa.309/112835/Scientific-assessment-of-background-ozone-over-the>

Exacerbating this issue is ever-increasing wildfire smoke and its effects on ozone production – something that will only get worse. Additional data on background ozone and its sources, including wildfire smoke, is needed to better understand, and by extension, better control ground-level ozone to protect human health.

Please consider these fundamental issues and challenges when contemplating changes to the ozone standard. Thank you.

Sincerely,



Matthew J. Stoll
Executive Director

c: The Honorable Senator Mike Crapo
The Honorable Representative Russ Fulcher
The Honorable Senator Jim Risch
The Honorable Representative Mike Simpson
COMPASS Board of Directors
Jess Byrne, Director, Idaho Department of Environmental Quality
Tiffany Floyd, Air Quality Administrator, Idaho Department of Environmental Quality