



*Working together to plan for the future*

# **COMPASS BOARD MEETING PACKET**

**April 17, 2017**



# Working together to plan for the future

## Community Planning Association of Southwest Idaho 2017 Board of Directors

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
<b>Ada County:</b> Commissioner Dave Case Commissioner Jim Tibbs Commissioner Rick Visser	<b>Boise State University:</b> Corey Cook, Dean School of Public Service	<b>Governor's Office:</b> David Hensley, Chief of Staff
<b>Ada County Highway District:</b> Commissioner Sara Baker Commissioner Jim Hansen Commissioner Paul Woods	<b>Capital City Development Corporation:</b> John Brunelle, Executive Director	<b>Greater Boise Auditorium District:</b> Pat Rice, Executive Director
<b>Canyon County:</b> Commissioner Tom Dale Commissioner Steve Rule Commissioner Pam White	<b>Idaho Department of Environmental Quality:</b> Aaron Scheff, Regional Administrator	<b>Southwest District Health Department:</b> Nikole Zogg, Director
<b>Canyon Highway District No. 4:</b> Commissioner John McEvoy	<b>Idaho Transportation Department:</b> Amy Revis, District 3 Engineer	
<b>City of Boise:</b> Mayor Dave Bieter Councilmember Elaine Clegg Councilmember TJ Thomson	<b>Valley Regional Transit:</b> Kelli Badesheim, Executive Director	
<b>City of Caldwell:</b> Mayor Garret Nancolas Brent Orton, Public Works Director		
<b>City of Eagle:</b> Mayor Stan Ridgeway Nichoel Baird Spencer, Planner III		
<b>City of Garden City:</b> Mayor John Evans		
<b>City of Kuna:</b> Mayor Joe Stear		
<b>City of Melba:</b> Councilmember Parkie Stapleton		
<b>City of Meridian:</b> Mayor Tammy de Weerd Charlie Rountree		
<b>City of Middleton:</b> Mayor Darin Taylor		
<b>City of Nampa:</b> Mayor Bob Henry Councilmember Paul Raymond		
<b>City of Notus:</b> Mayor David Porterfield		
<b>City of Parma:</b> Mayor Nathan Leigh		
<b>City of Star:</b> Mayor Chad Bell		
<b>City of Wilder:</b> Scott Jacops, Public Works Superintendent		
<b>Golden Gate Highway District No. 3:</b> Commissioner David Lincoln		

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# Working together to plan for the future

## 2017 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
June 19, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 <sup>nd</sup> Street Meridian, Idaho	<p>Approve End-of-Year Priorities</p> <p>Approve COMPASS' Organizational Roles and Values</p> <p>Adopt Resolution Amending <i>Communities in Motion (CIM) 2040</i></p> <p>Adopt Resolution Amending the FY2017-2021 Regional Transportation Improvement Program</p>
August 21, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 <sup>nd</sup> Street Meridian, Idaho	<p>Approve COMPASS Workgroup Charters</p> <p>Adopt Resolution Approving the FY2018 Unified Planning Work Program and Budget</p>
October 16, 2017 1:30-3:30 p.m.	COMPASS 700 NE 2 <sup>nd</sup> Street Meridian, Idaho	<p>Adopt Resolution Approving Rural Project Priorities</p> <p>Adopt Resolution Approving the FY2018-2022 Regional Transportation Improvement Program and Associated Air Quality Conformity</p> <p>Approve <i>Communities in Motion (CIM) 2040 2.0 Transportation Investment Packages</i></p>
December 18, 2017 12:00 p.m. Holiday Luncheon 1:30 p.m. Board Meeting	Nampa Civic Center 311 3 <sup>rd</sup> Street South Nampa, Idaho	<p>Annual Meeting and Board Holiday Luncheon</p> <p>Confirm 2018 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer</p> <p>Confirm Regional Transportation Advisory Committee Membership</p> <p>Confirm 2018 Executive Committee Representatives for Cities under 25,000 in Population</p> <p>Confirm 2018 Executive Committee Representative from Highway Districts in Canyon County</p> <p>Approve 2018 Federal Transportation Policy Positions</p> <p>Approve 2018 Idaho Legislative Session Position Statements</p> <p>Adopt Resolution Approving Revision 1 of the FY2018 Unified Planning Work Program and Budget</p>

**MAKING A MOTION:**

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

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

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

**TABLE OF RULES RELATING TO MOTIONS:**

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



COMPASS BOARD OF DIRECTORS' MEETING
APRIL 17, 2017 - 1:30 PM
COMPASS - 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, IDAHO

NOTICE: The online document includes bookmarks at the left of the screen that are named to correspond to agenda items that have attachments. Clicking on a bookmark or agenda item will take you directly to the named document.

\*\* AGENDA \*\*

I. CALL TO ORDER (1:30)

II. PLEDGE OF ALLEGIANCE

III. AGENDA ADDITIONS/CHANGES

IV. OPEN DISCUSSION/ANNOUNCEMENTS

V. CONSENT AGENDA

- \* A. Approve February 27, 2017, COMPASS Board Meeting Minutes
\* B. Receive Approved February 7, 2017, Executive Committee Meeting Minutes
\* C. Receive Approved December 15, 2016, Finance Committee Meeting Minutes
\* D. Approve List of Records for Destruction

VI. INFORMATION/DISCUSSION ITEMS

- 1:35 A. Status Report - State and Federal Legislative Issues Ken Burgess
2:00 B. Status Report - Finance Committee John Evans

VII. ACTION ITEMS

- 2:05 \*A. Adopt Resolution 06-2017 Amending the FY2017-2021 Regional Transportation Improvement Program (TIP) Toni Tisdale
2:15 \*B. Adopt Resolution 07-2017 Approving Revision 2 of the FY2017 Unified Planning Work Program and Budget (UPWP) Megan Larsen
2:25 \*C. Accept 2017 Population Estimates Carl Miller

2:40 \*D. Approve FY2018 General and Special Membership Dues  
Page 57 Megan Larsen will seek approval of the proposed membership dues  
for FY2018.

Megan Larsen

**VIII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY) (2:55)**

Page 60 \*A. Staff Activity Reports

Page 73 \*B. Status Report – Current Air Quality Efforts

Page 77 \*C. Status Report – Regional Transportation Advisory Committee Attendance

Page 78 \*D. Administrative Modifications

**IX. ADJOURNMENT (3:00)**

\*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 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 475-2229 con 48 horas de anticipación.*

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**COMPASS BOARD OF DIRECTORS' MEETING  
FEBRUARY 27, 2017  
COMPASS, 1<sup>ST</sup> FLOOR BOARD ROOM  
700 NE 2<sup>ND</sup> STREET, MERIDIAN, IDAHO**

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

**ATTENDEES:** Kelli Badesheim, Valley Regional Transit  
Nichoel Baird Spencer, City of Eagle  
Sara Baker, Commissioner, Ada County Highway District, **Immediate Past Chair**  
John Brunelle, Capital City Development Corporation  
Dave Case, Commissioner, Ada County, **Chair Elect**  
Elaine Clegg, Councilmember, City of Boise, **Secretary-Treasurer**  
Corey Cook, Boise State University  
Tammy de Weerd, Mayor, City of Meridian  
Jim Hansen, Ada County Highway District  
Bob Henry, Mayor, City of Nampa, **Vice Chair**  
Nathan Leigh, Mayor, City of Parma  
David Lincoln, Commissioner, Golden Gate Highway District No. 3  
Dave Luft for Aaron Scheff, Department of Environmental Quality  
John McEvoy, Commissioner, Canyon Highway District No. 4  
Brent Orton, City of Caldwell  
Paul Raymond, Councilmember, City of Nampa  
Amy Revis, Idaho Transportation Department – District 3  
Charlie Rountree, City of Meridian  
Steven Rule, Commissioner, Canyon County, **Chair**  
Joe Stear, Mayor, City of Kuna  
Matt Stoll, Executive Director, Community Planning Association, Ex officio  
Darin Taylor, Mayor, City of Middleton  
TJ Thomson, Councilmember, City of Boise  
Jim Tibbs, Commissioner, Ada County  
Paul Woods, Commissioner, Ada County Highway District

**MEMBERS** Tom Dale, Commissioner, Canyon County  
**ABSENT:** Chad Bell, Mayor, City of Star  
Dave Bieter, Mayor, City of Boise  
John Evans, Mayor, Garden City  
David Hensley, Governor's Office, Ex officio  
Scott Jacops, City of Wilder  
Garret Nancolas, Mayor, City of Caldwell  
David Porterfield, Mayor, City of Notus  
Patrick Rice, Greater Boise Auditorium District, Ex officio  
Stan Ridgeway, Mayor, City of Eagle  
Parkie Stapleton, Councilmember, City of Melba  
Rick Visser, Commissioner, Ada County  
Pam White, Commissioner, Canyon County  
Nikole Zogg, Southwest District Health, Ex officio

**OTHERS:** Nancy Brecks, Community Planning Association  
Ken Burgess, Veritas Advisors  
Michael Fuss, City of Nampa  
Liisa Itkonen, Community Planning Association  
Megan Larsen, Community Planning Association  
Tom Laws, Community Planning Association  
Amy Luft, Community Planning Association  
Larry Maneely, Ada County  
Sabrina Minshall, Community Planning Association  
Amy Schroeder, Idaho Transportation Department – District 3  
Toni Tisdale, Community Planning Association  
Christina Torkelson, Community Planning Association  
Dave Wallace, Ada County Highway District

#### **CALL TO ORDER:**

Chair Steve Rule called the meeting to order at 1:30 p.m.

#### **AGENDA ADDITIONS/CHANGES**

Matt Stoll requested to amend the agenda to add an Information/Discussion Agenda Item as VI-B. Status Report - US 20/26 Environmental Assessment.

After discussion, **Dave Case moved and Sara Baker seconded to amend the agenda adding Information/Discussion Agenda Item VI-B. Status Report – US 20/20 Environmental Assessment as requested. Motion passed unanimously.**

#### **OPEN DISCUSSION/ANNOUNCEMENTS**

Chair Rule welcomed new COMPASS Board members: Boise City Councilmember TJ Thomson; ACHD Commissioner Paul Woods; Corey Cook, Dean of Public Service, Boise State; and Ada County Commissioner Rick Visser.

Matt Stoll announced COMPASS staff member Tom Laws, Associate Planner – Bicycle/Pedestrian, is the recipient of the American Trails 2017 Outstanding Trail Leader for Idaho award. The award will be presented at the National and International Trails Symposium in May in Dayton, Ohio.



## CONSENT AGENDA

- A. Approve December 19, 2016, COMPASS Board Meeting Minutes
- B. Receive Approved December 13, 2016, Executive Committee Meeting Minutes
- C. Receive Approved December 1, 2016, Finance Committee Meeting Minutes
- D. Confirm Finance Committee Membership
- E. Adopt Resolution 05-2017 Amending the FY2017-2021 Regional Transportation Improvement Program

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

## INFORMATION/DISCUSSION ITEMS

### A. Status Report - I-84 Pavement Rehabilitation, Franklin Road to Franklin Boulevard

Amy Schroeder, ITD staff, provided a status report on pavement rehabilitation scheduled on I-84 from Franklin Boulevard (Nampa) to Franklin Road (Caldwell) in Canyon County. The project will take place over four weekends in summer 2017.

### B. Status Report - US 20/26 Corridor Study and Environmental Assessment

Amy Schroeder, ITD staff, provided a status report on the US 20/26 (Chinden Boulevard) corridor study and environmental assessment. Public hearings will be held in March 2017.

### C. Status Report - I-11 and Intermountain West Corridor Study

Liisa Itkonen provided a status report on the I-11 and Intermountain West Corridor Study, which the Arizona Department of Transportation and the Nevada Department of Transportation began in 2012. While there are no current planning studies outside Arizona and Nevada, the alignment of any future corridor extending from northern Nevada would have implications for Idaho's economy and transportation system.

### D. Status Report - State and Federal Legislative Issues

Ken Burgess provided a status report on the 2017 Idaho State Legislative session to date.

Ken also recapped meetings that Matt Stoll, Garret Nancolas, and Ken had with the Idaho Congressional Delegation and staff in Washington D.C. on February 15, 2017, as part of the National Association of Regional Councils Annual meeting.

## ACTION ITEMS

### A. Consider Legislative Position Statement Supporting Safe Routes to School Programs throughout Idaho

Ken Burgess presented proposed language for a COMPASS Board legislative position statement for the Safe Routes to School Program requested by the COMPASS Executive Committee.

After discussion, **Elaine Clegg moved and Nichoel Baird Spencer seconded approval of the language of the legislative position statement as proposed, "The COMPASS Board of Directors' endorses state support for safe community-oriented non-motorized transportation. Safe community and neighborhood bicycle and pedestrian options and education programs such as Safe Routes to School should be a priority for the state."** Motion passed unanimously.

**B. Approve FY2017 COMPASS Resource Development Plan**

Sabrina Minshall presented the draft FY2017 COMPASS Resource Development Plan, which will direct staff efforts in seeking funding for member agency and COMPASS projects in FY2017 and FY2018.

After discussion, **Bob Henry moved and Dave Case seconded approval of the FY2017 COMPASS Resource Development Plan as presented. Motion passed unanimously.**

**C. Consider Requests of Extensions for Project Obligations**

Toni Tisdale presented requests from the Ada County Highway District (ACHD) and the City of Kuna to extend the March 1, 2017, obligation deadline for local federal aid programs for three projects.

After discussion, **Darin Taylor moved and Paul Raymond seconded approval of extending the March 1, 2017, obligation deadline as requested by ACHD and City of Kuna with specific trigger dates for submittal requirement as follows:**

- **ACHD capital maintenance project to June 30, 2017  
(Trigger date April 7, 2017)**
- **ACHD/ITD's SH-16 and Beacon Light Road project to June 30, 2017  
(Trigger date June 20, 2017)**
- **Kuna pedestrian improvements project to May 31, 2017  
(Trigger date April 28, 2017)**

Motion passed unanimously.

**ADJOURNMENT**

Chair Rule adjourned the meeting at 2:35 p.m.

**Dated this 17th day of April 2017.**

**Approved:**

**By: \_\_\_\_\_  
Steven Rule, Chair  
Community Planning Association of  
Southwest Idaho**

**Attest:**

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

**EXECUTIVE COMMITTEE MEETING  
FEBRUARY 7, 2017  
COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

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

**ATTENDEES:** Sara Baker, Commissioner, Ada County Highway District, **Immediate Past Chair**  
Dave Case, Commissioner, Ada County, **Chair Elect**  
Elaine Clegg, Councilmember, City of Boise, **Secretary-Treasurer**  
John Evans, Mayor, City of Garden City  
Jay Gibbons, Commissioner, Canyon Highway District #4  
Bob Henry, Mayor, City of Nampa, **Vice Chair**  
Tammy de Weerd, Mayor, City of Meridian  
Stan Ridgeway, Mayor, City of Eagle  
Steve Rule, Commissioner, Canyon County, **Chair**

**MEMBERS ABSENT:** Nathan Leigh, Mayor, City of Parma  
Garret Nancolas, Mayor, City of Caldwell

**OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Megan Larsen, Community Planning Association  
Justin Lucas, Ada County Highway District  
Amy Luft, Community Planning Association  
Sabrina Minshall, Community Planning Association  
Matt Stoll, Executive Director, Community Planning Association

**CALL TO ORDER:**

Chair Elect Dave Case called the meeting to order at 1:08 p.m.

**AGENDA ADDITIONS/CHANGE**

Matt Stoll requested to add a Status Report – I-84/Franklin Road to Franklin Boulevard as Agenda Item VI-C.

After discussion, **Sara Baker moved and Stan Ridgeway seconded to amend the agenda as requested. Motion passed unanimously.**

**OPEN DISCUSSION/ANNOUNCEMENTS**

None.

## **CONSENT AGENDA**

### **A. Approve December 13, 2016, Executive Committee Meeting Minutes**

**Bob Henry moved and Elaine Clegg seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

## **ACTION ITEM**

### **A. Establish February 27, 2017, COMPASS Board Meeting Agenda**

**Matt Stoll presented staff proposed Agenda Items 1-14 and requested to add Item 14-B, Status Report - I-84 Pavement Preservation for the February 27, 2017, COMPASS Board meeting and requested latitude to amend the agenda as necessary.**

*(Chair Rule joined the meeting at 1:18 p.m.)*

**After discussion, Jay Gibbons moved and Dave Case seconded approval of Agenda Items 1-14b for the February 27, 2017, COMPASS Board meeting as presented. Motion passed unanimously.**

## **INFORMATION/DISCUSSION ITEMS**

### **A. Status Report – 2017 Idaho Legislative Session**

**Ken Burgess provided a status report on discussions taking place during the Idaho legislative session on the surplus eliminator, fuel tax increase concepts, highway distribution account funding, sales tax exemption on road building materials, GARVEE, dyed diesel, and the hybrid vehicle registration fee. No transportation funding bills have been formally drafted or introduced as of yet.**

**After discussion, Sara Baker moved and Tammy de Weerd seconded to request at the February 27, 2017, COMPASS Board meeting to amend the COMPASS legislative position statements to include changing the GARVEE eligible corridors to include US 20/26.**

**Chair Rule called for a roll call vote. Matt Stoll called roll: Sara Baker, yes; Dave Case, no; Elaine Clegg, no; Tammy de Weerd, yes; John Evans, yes; Jay Gibbons, no; Bob Henry, no; Stan Ridgeway, no; and Steve Rule, no. Motion fails 3 to 6.**

*(Mayors Evans and De Weerd physically joined the meeting)*

**After discussion, Elaine Clegg moved and Jay Gibbons seconded to recommend the COMPASS Board support Ken Burgess advocating for Safe Routes to School across the state in this legislative session.**

**Chair Rule called for a roll call vote. Matt Stoll called roll: Sara Baker, no; Dave Case, no; Elaine Clegg, yes; Tammy de Weerd, yes; John Evans, yes; Jay Gibbons, yes; Bob Henry, yes; Stan Ridgeway, yes; and Steve Rule, no. Motion passed 6 to 3.**

**B. Status Report - ICRMP Services**

Matt Stoll provided an update on talks COMPASS staff is having with ICRMP regarding their services and potential cost savings to COMPASS.

**C. Status Report – I-84 Pavement Preservation, Franklin Road to Franklin Blvd.**

Matt Stoll provided an update on I-84 pavement preservation from Franklin Road to Franklin Boulevard. ITD had determined the pavement preservation work needed to be advanced from FY2018 and FY2019 to FY2017 due to failing pavement conditions.

**EXECUTIVE SESSION**

**A. Executive Session – Idaho Code 74-206 (1) (F)**

Bob Henry moved and Stan Ridgeway seconded to adjourn into Executive Session pursuant to Idaho Code 74-206 (1) (F) at 2:10 p.m.

**Matt Stoll called roll. The following members were present and voted in the affirmative to move into Executive Session: Sara Baker, Dave Case, Elaine Clegg, Tammy de Weerd, John Evans, Jay Gibbons, Bob Henry, Stan Ridgeway, and Steve Rule. Motion passed unanimously.**

No action was taken in Executive Session.

**ADJOURNMENT**

**Chair Rule adjourned the meeting at 2:15 p.m.**

**Dated this 14th day of March 2017.**

**Approved:**

**By: \_\_\_\_\_  
Steven Rule, Chair  
Community Planning Association of  
Southwest Idaho**

**Attest:**

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

**ITEM V-C**

**FINANCE COMMITTEE MEETING  
DECEMBER 15, 2016  
COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

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

- ATTENDEES:** John Evans, Mayor, City of Garden City  
Bob Henry, Mayor, City of Nampa, **Chair**  
John McEvoy, Commissioner, Canyon Highway District #4  
Garret Nancolas, Mayor, City of Caldwell  
Steve Rule, Commissioner, for Craig Hanson, Commissioner, Canyon County
- MEMBERS ABSENT:** Rebecca Arnold, Commissioner, Ada County Highway District, **Vice Chair**  
Rick Yzaguirre, Commissioner, Ada County
- OTHERS PRESENT:** Nancy Brecks, Community Planning Association  
Keith Holmes, Community Planning Association  
Megan Larsen, Community Planning Association  
Amy Luft, Community Planning Association  
Sabrina Minshall, Community Planning Association  
Matt Stoll, Community Planning Association

**CALL TO ORDER:**

**Chair Bob Henry called the meeting to order at 12:05 pm.**

**AGENDA ADDITIONS/CHANGES**

None.

**OPEN DISCUSSION/ANNOUNCEMENTS**

General announcements were made.

**CONSENT AGENDA**

**A. Approve December 1, 2016, Finance Committee Meeting Minutes**

**Garret Nancolas moved and John Evans 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 noted the Report of Disbursements for accounts payable issued November 10 – December 6, 2016, is provided for information.

**ACTION ITEMS**

**A. Approve Draft Fiscal Year 2016 Audit**

John Tyree, Harris & Co., presented the draft Fiscal Year 2016 audit for approval. Josh stated no reportable conditions or material weaknesses were identified.

After discussion, **John McEvoy moved and John Evans seconded approval of the draft Fiscal Year 2016 audit as presented. Motion passed unanimously.**

**B. Establish 2017 Finance Committee Meeting Dates**

Megan Larsen presented 2017 Finance Committee meeting dates.

After discussion, **John Evans moved and Garret Nancolas seconded approval of the 2017 Finance Committee meeting dates as presented. Motion passed unanimously.**

**OTHER**

Next Meeting: March 16, 2017

**ADJOURNMENT**

**Chair Henry adjourned the meeting at 12:35 p.m.**

**Dated this 16th day of March 2017.**

**Approved:**

**By: \_\_\_\_\_  
Elaine Clegg, Chair**

**Attest:**

**By: \_\_\_\_\_  
Vice Chair**

## COMPASS BOARD AGENDA ITEM V-D

Date: April 17, 2017

### **Topic: Records for Destruction**

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

COMPASS staff seeks COMPASS Board 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 destruct the records listed on the attachment because those records have exceeded their Board-approved retention period.

COMPASS staff will have the records destructed 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: Megan Larsen, at 475-2228 or [mlarsen@compassidaho.org](mailto:mlarsen@compassidaho.org).

ML:nb T:\Operations\Board & Committees\04-17-17 Board Meeting\Records\Records Destruction Board Memo 4-17-2017



**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 Correspondence files - letters sent and received related to activities in program numbers: 760, 661, 671, 701, 705, 836, and 838	9/30/2011	1	9/30/2012	4/17/2017	6/21/2017
FY2011 Hard copy attendance records from COMPASS education series	9/30/2011	2	9/30/2013	4/17/2017	6/21/2017
FY1978 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1978	10	9/30/1988	4/17/2017	6/21/2017
FY1979 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1979	10	9/30/1989	4/17/2017	6/21/2017
FY1980 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1980	10	9/30/1990	4/17/2017	6/21/2017
FY1981 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1981	10	9/30/1991	4/17/2017	6/21/2017
FY1982 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1982	10	9/30/1992	4/17/2017	6/21/2017
FY1983 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1983	10	9/30/1993	4/17/2017	6/21/2017
FY1984 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1984	10	9/30/1994	4/17/2017	6/21/2017
FY1985 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1985	10	9/30/1995	4/17/2017	6/21/2017
FY1986 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1986	10	9/30/1996	4/17/2017	6/21/2017

**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
FY1987 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1987	10	9/30/1997	4/17/2017	6/21/2017
FY1988 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1988	10	9/30/1998	4/17/2017	6/21/2017
FY1989 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1989	10	9/30/1999	4/17/2017	6/21/2017
FY1990 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1990	10	9/30/2000	4/17/2017	6/21/2017
FY1991 Ada City/County Emergency Management Executive Council packet items (exlcuding minutes, which are retained permanently)	9/30/1991	10	9/30/2001	4/17/2017	6/21/2017
FY1991 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1991	10	9/30/2001	4/17/2017	6/21/2017
FY1992 Ada City/County Emergency Management Executive Council packet items (exlcuding minutes, which are retained permanently)	9/30/1992	10	9/30/2002	4/17/2017	6/21/2017
FY1992 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1992	10	9/30/2002	4/17/2017	6/21/2017
FY1993 Ada City/County Emergency Management Executive Council packet items (exlcuding minutes, which are retained permanently)	9/30/1993	10	9/30/2003	4/17/2017	6/21/2017
FY1993 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/1993	10	9/30/2003	4/17/2017	6/21/2017
FY1994 Ada City/County Emergency Management Executive Council packet items (exlcuding minutes, which are retained permanently)	9/30/1994	10	9/30/2004	4/17/2017	6/21/2017

**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
FY1994 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1994	10	9/30/2004	4/17/2017	6/21/2017
FY1995 Ada City/County Emergency Management Executive Council packet items (excluding minutes, which are retained permanently)	9/30/1995	10	9/30/2005	4/17/2017	6/21/2017
FY1995 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1995	10	9/30/2005	4/17/2017	6/21/2017
FY1996 Ada City/County Emergency Management Executive Council packet items (excluding minutes, which are retained permanently)	9/30/1996	10	9/30/2006	4/17/2017	6/21/2017
FY1996 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1996	10	9/30/2006	4/17/2017	6/21/2017
FY1997 Ada City/County Emergency Management Executive Council packet items (excluding minutes, which are retained permanently)	9/30/1997	10	9/30/2007	4/17/2017	6/21/2017
FY1997 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1997	10	9/30/2007	4/17/2017	6/21/2017
FY1998 Ada City/County Emergency Management Executive Council packet items (excluding minutes, which are retained permanently)	9/30/1998	10	9/30/2008	4/17/2017	6/21/2017
FY1998 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1998	10	9/30/2008	4/17/2017	6/21/2017
FY1999 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/1999	10	9/30/2009	4/17/2017	6/21/2017

**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
FY2000 Ada City/County Emergency Management Executive Council packet items (exlcuding minutes, which are retained permanently)	9/30/2000	10	9/30/2010	4/17/2017	6/21/2017
FY2000 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2000	10	9/30/2010	4/17/2017	6/21/2017
FY2001 Ada Technical Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2001	5	9/30/2006	4/17/2017	6/21/2017
FY2001 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2001	10	9/30/2011	4/17/2017	6/21/2017
FY2001 Canyon Technical Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2001	5	9/30/2006	4/17/2017	6/21/2017
FY2002 Ada Technical Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	5	9/30/2007	4/17/2017	6/21/2017
FY2002 Board and Executive Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	10	9/30/2012	4/17/2017	6/21/2017
FY2002 Canyon Policy Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	5	9/30/2007	4/17/2017	6/21/2017
FY2002 Canyon Technical Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	5	9/30/2007	4/17/2017	6/21/2017
FY2002 Citizens Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	5	9/30/2007	4/17/2017	6/21/2017
FY2002 Moving People: 2025 Canyon County Long Range Transportation Plan - draft version; Final version retained permanently	9/30/2002	1	9/30/2003	4/17/2017	6/21/2017
FY2002 Regional Technical Advisory Committee packet items (exlcuding minutes, which are retained permanently)	9/30/2002	5	9/30/2007	4/17/2017	6/21/2017

**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
FY2003 Ada Technical Advisory Committee packet items (excluding minutes, which are retained permanently)	9/30/2003	5	9/30/2008	4/17/2017	6/21/2017
FY2003 Board and Executive Committee packet items (excluding minutes, which are retained permanently)	9/30/2003	10	9/30/2013	4/17/2017	6/21/2017
FY2003 Canyon Technical Advisory Committee packet items (excluding minutes, which are retained permanently)	9/30/2003	5	9/30/2008	4/17/2017	6/21/2017
FY2003 Citizens Advisory Committee packet items (excluding minutes, which are retained permanently)	9/30/2003	5	9/30/2008	4/17/2017	6/21/2017
FY2003 Regional Technical Advisory Committee packet items (excluding minutes, which are retained permanently)	9/30/2003	5	9/30/2008	4/17/2017	6/21/2017

\*If the description covers a group of records, the date refers to the most recent record in the group.

## COMPASS BOARD AGENDA ITEM VII-A

Date: April 17, 2017

### Topic: FY2017-2021 Regional Transportation Improvement Program Amendment

#### Request/Recommendation:

COMPASS staff seeks COMPASS Board adoption of Resolution 06-2017 (Attachment 1), amending the FY2017-2021 Regional Transportation Improvement Program (TIP). The Regional Transportation Advisory Committee recommended approval on April 4, 2017.

#### Background/Summary:

The need for an amendment is triggered by a request by ITD to update the scope of bridge rehabilitation project in District 3 adding a segment to receive treatment. ITD also requested a cost adjustment greater than \$2,000,000, which needs COMPASS Board approval. Other changes provide the offsets to cover these requests.

- Bridge Rehabilitation, I-84, SH-21, and US 20 – FY2017 (Key Number 19345)
  - Increase construction by \$200,000 to add preservation treatment on Broadway Bridge over the Boise River in downtown Boise. Funds from Key Number 13390 (outside the COMPASS area), Key Number 12383, and Key Number 20225.
  - The bridge opened in the fall 2016. It is common to follow new construction with a flexible preservative seal within the first three years after construction in order to extend the life of the deck of the bridge. Following a challenging winter, Idaho Transportation Department staff decided it would be better to add the preservation treatment now, rather than wait, as cracking is already starting to occur.
  - Offsets to the cost increase
    - SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County (Key Number 12383) – Decrease construction engineering by \$85,000 to reflect current funding needs and move to the bridge rehabilitation project.
    - SH-45, Deer Flat Road to I-84B (3<sup>rd</sup> Street), Seal Coat, Nampa (Key Number 20225) – Decrease construction by \$50,000 to reflect current funding needs and move to the bridge rehabilitation project. Also increase preliminary engineering by \$500 to reflect current needs.
- I-84, Sand Hollow Interchange to SH-44, Pavement Rehabilitation, Canyon (Key Number 19602)
  - Increase construction by \$2,315,500 to cover the new cost estimate.
  - Project was originally under-funded. ITD staff planned to reduce the treatments for the project; however, additional funding became available to complete more enhanced treatments.
  - Decrease preliminary engineering by \$200,000 and move to a project outside the COMPASS area. The funds were not needed to complete design on the project.

- Offsets to the cost increase
  - SH-55 and Farmway Road Intersection, Canyon County (Key Number 18841)
    - Decrease construction engineering by \$128,000 to reflect current funding needs, and move \$93,000 to the I-84 rehabilitation project and \$35,000 to another project outside the COMPASS area.
  - I-84, Sand Hollow Interchange, Canyon County (Key Number 19047) – Decrease construction engineering by \$225,000 and construction by \$1,000,000 to reflect current funding needs, and move to the I-84 rehabilitation project.

A public comment period was held March 16 through March 30, 2017, for requested changes to the bridge rehabilitation project. Three comments were received (Attachment 2). Staff does not recommend changes based on comments received.

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

This amendment provides corrections to projects reflecting current cost estimates, making them eligible for obligation and mirrors the project funding in the TIP and the STIP.

**More Information:**

- 1) Attachment 1: Resolution 06-2017
- 2) Attachment 2: Public Comments
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

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**RESOLUTION NO. 06-2017**

**FOR THE PURPOSE OF AMENDING THE FY2017-2021 REGIONAL  
TRANSPORTATION IMPROVEMENT PROGRAM**

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

**WHEREAS**, the Fixing America's Surface Transportation (FAST) Act, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 requires metropolitan planning organizations to develop and approve a Transportation Improvement Program;

**WHEREAS**, the FAST Act, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require projects contained in the Transportation Improvement Program to be financially constrained;

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

**WHEREAS**, no additional review for air quality conformity is necessary for this action;

**WHEREAS**, the FAST Act, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 requires Transportation Improvement Programs be developed and amended in consultation with all interested parties;

**WHEREAS**, a public comment period was open from March 16 through March 30, 2017;

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

**WHEREAS**, the Community Planning Association of Southwest Idaho developed this amendment to the FY2017-2021 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

**WHEREAS**, the attached table dated March 6, 2017, details the amendment to the FY2017-2021 Regional Transportation Improvement Program.



**NOW, THEREFORE, BE IT RESOLVED**, that the Community Planning Association of Southwest Idaho Board of Directors approves the amendment to the FY2017-2021 Regional Transportation Improvement Programs.

**DATED** this 17<sup>th</sup> day of April 2017.

**APPROVED:**

**By:** \_\_\_\_\_  
**Steven Rule, Chair**  
**Community Planning Association**  
**of Southwest Idaho Board of Directors**

**ATTEST:**

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

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COMPASS Amendment #3  
FY2017-2021 Regional Transportation Improvement Program

Per ITD, March 6, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12383	SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County	2017			135		<del>250</del> 165	2230	<del>2615</del> 2530
	Funding Source: HSIP	2018							0
		2019							0
	Add a traffic signal and other operational improvements at the intersection of SH-55 and Lake Avenue in Canyon County near the City of Nampa. (Federal = \$2,511,000)	2020							0
		2021							0
		PD							0
		SUM		0	0	135	0	<del>250</del> 165	2230
	Decrease CE by \$85,000 to reflect current funding needs. Move funds to KN 19345.								
19345	Bridge Repairs, <del>Ada and Boise Counties I-84, SH-21, and US 20</del> – FY2017	2017	10				300	<del>2050</del> 2250	<del>2725</del> 2560
	Funding Source: Bridge Preservation	2018							0
		2019							0
	Place a preservative seal (polyester or epoxy overlays) on the decks of the following bridges in Ada County: On I-184, Emerald Street. On I-84, Meridian Interchange, Cole/Overland, Broadway, Gowen Spur, Boise Valley Rail Road, and Gowen Interchange. On SH-21, Mores Creek at Lucky Peak. <b>On US 20, Broadway Bridge.</b> Along with six additional locations outside the COMPASS planning area. (57% Ada County and 43% Boise County) (Federal = \$2,372,000)	2020							0
		2021							0
		PD							0
		SUM		10	0	0	0	300	<del>2050</del> 2250
	Increase CN by \$200,000 in order to add treatment on Broadway Bridge over the Boise River on US 20 in downtown Boise. Funds from KN 13390 (outside COMPASS area) (\$65,000), 12383 (\$85,000) and 20225 (\$50,000). Adjust title to better reflect project. (7.72% total increase)								
20225	SH-45, Deer Flat Road to I-84B (3rd Street), Seal Coat, Nampa	2017	<del>0</del> 1				100	<del>1300</del> 1250	<del>1400</del> 1351
	Funding Source: Pavement Preservation	2018							0
		2019							0
	Microseal SH-45 from Deer Flat Road to 3rd Street in downtown Nampa. This is a pavement preservation project to seal asphalt work completed in 2015 under KN 13030. (Federal = \$1,252,000)	2020							0
		2021							0
		PD							0
		SUM		<del>0</del> 1	0	0	0	100	<del>1300</del> 1250
	Decrease CN by \$50,000 to reflect current funding needs. Move funds to KN 19345. Increase PE by \$500 to reflect current funding in ITD's system.								

Per ITD, March 9, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18841	SH-55 and Farmway Road Intersection, Canyon County	2017			100		200 <u>72</u>	725	1025 <u>897</u>
	Funding Source: HSIP	2018							0
	Rehabilitate, widen, and signalize the intersection of SH-55 and Farmway Road in Canyon County. Project will add left-turn lanes on north and south-bound Farmway Road. On SH-55, a combination of right-turn and auxiliary through lanes will be added with dedicated left turn lanes and one continuous through lane for each side, for a total of five 12-foot lanes on the SH-55 legs, and three 12-foot lanes on Farmway Road. (Federal = \$831,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	100	0	200 <u>72</u>	725	1025 <u>897</u>
Decrease CE \$128,000 and move \$93,000 to KN 19602 and \$35,000 to KN 19154 (not in the COMPASS planning area).									
19047	I-84, Sand Hollow Interchange, Canyon County	2017					620 <u>395</u>	5000	5620 <u>4395</u>
	Funding Source: Bridge Restoration	2018							0
	Replace the structurally deficient Oasis Road Bridge over I-84 at exit 17 at Sand Hollow Road and adjust the lengths and alignments of the interchange ramps. The current lighting will also be assessed. (66% Canyon County and 34% Payette County) (Federal = \$4,055,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	620 <u>395</u>	5000	5620 <u>4395</u>
Decrease CE \$225,000 and CN \$1,000,000 and move funds to KN 19602.									
19602	I-84, Sand Hollow Interchange to SH-44, Pavement Rehabilitation, Canyon	2017	-2 <u>-202</u>				665	5784	6447 <u>8563</u>
	Funding Source: Restoration	2018							0
	Rehabilitate I-84 from the intersection with the Sand Hollow Interchange (milepost 17.4) to SH-44 (milepost 24.8) to address cracking and poor road conditions. Work includes milling off the existing pavement and adding new asphalt. Improvements include the use of a stress absorbing fiberglass mat layer. (Federal = \$7,886,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	-2 <u>-202</u>				665	5784	6447 <u>8563</u>
Increase CN by \$2,315,500 and decrease PE \$200,000 and move to KN 20148 (not in the COMPASS planning area). Funds from KN 18841 (\$93,000), KN 19047 (\$1,225,000) and statewide balancing (\$1,044,000) (33.6% total increase)									

PE = Preliminary Engineering  
 PEC = Preliminary Engineering Consultant  
 RW = Right-of-Way  
 HSIP = Highway Safety Improvement Program

UT = Utilities  
 CE = Construction Engineering  
 CN = Construction

FY = Fiscal Year  
 KN = Key Number

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**Public Comments**  
**FY2017-2021 Regional Transportation Improvement Program (TIP)**  
**April 2017 Amendment**

Number of comments received: 2

<b>Comment</b> (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	<b>Staff Response</b>	<b>Zip Code and Name/affiliation (if included)</b>	<b>Format</b>
We do need to protect the new Broadway Bridge. I certainly hope that the changes to projects isn't significant.	Thanks for your comment.  The cost to add the epoxy seal is about \$200,000. Funds will come from two other projects that have available funds based on cost savings.	83702 Susan Bradley Idaho Commission on Aging	Email
I hope, at some point, you will consider light rail transportation between Nampa and Boise utilizing the UP tracks. From the Boise Depot, buses or bikes could transport people to their workplaces. This would improve the quality of life for commuters and reduce freeway traffic and emissions. Thank you.	Comment provided to the COMPASS Board of Directors	Mary Sommer Leidos Contractor, Office of Wildland Fire	Email
I read the amendment #3 bulletin posted on the COMPASS website about placing the preservative epoxy overlay on the Broadway Bridge sooner than expected. Personally, I have no qualms as it makes sense to finish the job started last year, and have that bridge at 100% and as new as possible for as long as we possibly can. That said, I noticed that the second project affected by this change is other bridge repairs - doing the exact same thing on those bridges as is planned to do on the Broadway Bridge. This may be a silly question, but how long has it been since that last preservation seal was laid on those bridges? Or did I understand the red lettering incorrectly and the Broadway Bridge is being added to that category; not replacing it? Also, how much does this change (which likely has been planned for - though in about three years) set back the long term plan for the valley, Communities in Motion 2040?	Thank you for your comments.  In response to your question, the Broadway Bridge segment is being <i>added</i> to the routine bridge maintenance project, not replacing a segment that was already there. The long term plan in <i>Communities in Motion 2040</i> is to focus on maintenance, which is the intent of this project.	Brianna Paddon	Email

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## COMPASS BOARD AGENDA ITEM VII-B

Date: April 17, 2017

### **Topic: Revision 2 of the FY2017 Unified Planning Work Program and Budget**

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

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 07-2017 approving Revision 2 of the FY2017 Unified Planning Work Program and Budget (UPWP).

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

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

The Finance Committee reviewed the proposed amendments at its March 16, 2017, meeting and recommended approval of Revision 2 of the FY2017 UPWP as presented.

The attached financial worksheets include a "Revenue and Expense Summary," that shows total revenues and expenses, and a "Revenue and Expense Summary by Year of Expenditure," that shows revenues and expenses in the anticipated year of expenditure. This Revenue and Expense Summary by Year of Expenditure will be the basis for reporting budget to actual variances in FY2017.

The following revisions to revenues and expenses are proposed in Revision 2 of the FY2017 UPWP:

- Add \$23,165 federal-aid funding to Key #18948, Freight Study, to reflect change in the TIP. Add \$2,235 fund balance for required match.
- Move \$12,000 from Indirect Costs to Program 990001, Direct Operations and Maintenance to cover COMPASS memberships.
- Move \$5,000 from Program 836001, Regional Travel Demand Model to Program 661005, Bicycles and Pedestrians to cover cost increase for STRAVA data.
- Move \$2,003 from Program 842001, Congestion Management Process to Program 685002, Project Development Program to cover cost increase for the Eagle Road Project.
- Add \$15,000 to Program 990001, Direct Operations and Maintenance to cover reconfigure four modular workspaces into three hard-walled workspaces that are identical to other existing workspaces.

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

Without COMPASS Board adoption of Revision 2 of the FY2017 UPWP, the agency cannot make full use of available revenues.

#### **More Information:**

- 1) Attachment: Revision 2 of the FY2017 Unified Planning Work Program and Budget.
- 2) For detailed information contact: Megan Larsen, at 475-2228 or [mlarsen@compassidaho.org](mailto:mlarsen@compassidaho.org)



RESOLUTION NO. 07-2017

FOR THE PURPOSE OF APPROVING REVISION 2 OF THE FY2017 UNIFIED PLANNING WORK PROGRAM AND BUDGET

WHEREAS, revision 1 of the FY2017 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 04-2017, dated December 19, 2016; and

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

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

WHEREAS, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 2 of the FY2017 Unified Planning Work Program and Budget and is made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves by Resolution Revision 2 of the FY2017 Unified Planning Work Program and Budget;

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 17<sup>th</sup> day of April 2017.

APPROVED:

By: \_\_\_\_\_  
Steven Rule, 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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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO**  
**Recommended Changes to FY2017 - Revision 2**  
**Summary**

<b>FY2017 Rev 1 Original UPWP Revenues</b>		<b>3,753,015</b>	<b>FY2017 Rev 1 Original UPWP Expenses</b>	<b>3,753,015</b>
1	Transportation Improvement Program was revised to add funds to the Freight Study, Key #18948  Increase Fund Balance to cover match requirement.	23,165  2,235	Program 661004, Freight; Professional Services. Add \$25,400 to reflect contract amount.  	25,400  
2			Program 990001, Direct Operations/Maintenance; Legal/Lobbying, add \$12,000 for COMPASS Memberships.  Indirect Operations and Maintenance Expense; remove \$12,000 for COMPASS Memberships. Some memberships may include costs related to lobbying activities, which are non-allowable for federal reimbursement.	12,000  (12,000)
3			Program 661005, Bicycles/Pedestrians; Professional Services. Add \$5,000 for STRAVA Data.  Program 836001, Regional Travel Demand Model; Professional Services. Remove \$5,000 from traffic counts.	5,000  (5,000)
4			Program 685002, Project Development Program; Professional Services. Add \$2,003 for the Eagle Road Project.  Program 842001, Congestion Management Process; Professional Services. Remove \$2,003 from the I-84 Detour Plan.	2,003  (2,003)
5	Increase Fund Balance.	15,000	Program 990001, Direct Operations/Maintenance; Equipment/Software. Add \$15,000 to reconfigure four modular workspaces into three hard-walled workspaces.	15,000
<b>Recommended Adjustments to Revenues</b>		<b>40,400</b>	<b>Recommended Adjustments to Expenses</b>	<b>40,400</b>
<b>Adjusted Revenues - Revision 1</b>		<b>3,793,415</b>	<b>Adjusted Expenses - Revision 1</b>	<b>3,793,415</b>
<b>Remaining Revenue</b>		<b>-</b>		

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
REVENUE AND EXPENSE SUMMARY (total)**

REVENUE	FY2017 Revision 1	FY2017 Revision 2
<b>GENERAL MEMBERSHIP</b>		
Ada County	208,703	208,703
Ada County Highway District	208,703	208,703
Canyon Highway District No. 4	38,180	38,180
Golden Gate Highway District No.3	4,959	4,959
City of Boise	100,042	100,042
City of Caldwell	23,201	23,201
Canyon County	103,112	103,112
City of Eagle	11,248	11,248
City of Garden City	5,035	5,035
City of Kuna	8,126	8,126
City of Meridian	40,308	40,308
City of Melba	251	251
City of Middleton	3,342	3,342
City of Nampa	40,061	40,061
City of Notus	251	251
City of Parma	930	930
City of Star	3,593	3,593
City of Wilder	723	723
Subtotal	800,768	800,768
<b>SPECIAL MEMBERSHIP</b>		
Boise State University	7,950	7,950
Capital City Development Corporation	7,950	7,950
Department of Environmental Quality	7,950	7,950
Idaho Transportation Department	7,950	7,950
Valley Regional Transit	7,950	7,950
Subtotal	39,750	39,750
<b>GRANTS AND SPECIAL PROJECTS</b>		
<b>FHWA/FTA - Consolidated Planning Grants</b>		
CPG - FY2016 K# 13495 Ada County -- carry over	72,204	72,204
CPG - FY2016 K# 13495 Canyon County -- carry over	25,369	25,369
CPG - FY2017 K# 13496 Ada County	971,873	971,873
CPG - FY2017 K# 13496 Canyon County	341,469	341,469
Sub Total CPG Grants	1,410,915	1,410,915
STP TMA - K# 12374, FY17 off-the-top funds for Planning	306,705	306,705
STP TMA - K# 13047, <i>Communities in Motion</i> Update - carry over	36,840	36,840
STP TMA - K# 13048, On Board Transit Survey - carry over	56,255	56,255
FHWA - SHRP2 Implementation Assistance Program - carry over	42,726	42,726
STP TMA - K# 18948, Freight Study	277,980	301,145
Subtotal	720,505	743,670
<b>OTHER REVENUE SOURCES</b>		
Idaho Department of Environmental Quality	25,000	25,000
Ada County Air Quality Board	25,000	25,000
Idaho Transportation Department, I-84 Detour Plan	25,000	25,000
Ada County Highway District, I-84 Detour Plan	50,000	50,000
Jamar Refund for bike/ped counters	13,180	13,180
Interest Income	4,000	4,000
Valley Regional Transit - State Street Grant (consultant costs)	404,000	404,000
Subtotal	546,180	546,180
<b>TOTAL REVENUE: Dues, Federal Funds, and Other miscellaneous</b>	<b>3,518,118</b>	<b>3,541,283</b>
Draw From Fund Balance (Future Regional Orthophotography)	65,000	65,000
Draw From Fund Balance (CIM Implementation Grants)	63,919	63,919
Draw From Fund Balance (to fund revenue shortfall)	105,978	123,213
<b>TOTAL REVENUE, ALL RESOURCES</b>	<b>3,753,015</b>	<b>3,793,415</b>

EXPENSE	FY2017 Revision 1	FY2017 Revision 2
<b>SALARY, FRINGE &amp; CONTINGENCY</b>		
Salary	1,302,171	1,302,171
Fringe	559,000	559,000
Salary Contingency (Overtime and Bonus)	20,000	20,000
Sick Time Trade	10,000	10,000
Subtotal	1,891,171	1,891,171
<b>INDIRECT OPERATIONS &amp; MAINTENANCE</b>		
Indirect Costs	220,000	208,000
Subtotal	220,000	208,000
<b>DIRECT OPERATIONS &amp; MAINTENANCE</b>		
653001, Communication and Education	66,800	66,800
661001, Long Range Planning	27,000	27,000
661004, Freight	300,000	325,400
661005, Bicycles and Pedestrians	63,625	68,625
661007, Performance Measurement (SHRP2 grant funds)	67,727	67,727
685001, Transportation Improvement Program	5,000	5,000
685002, Project Development Program	75,000	77,003
685004, CIM Implementation Grants	63,919	63,919
702001, Air Quality Outreach	45,455	45,455
720001, State Street Corridor	404,000	404,000
760001, Legislative Services	115,050	115,050
801001, Staff Development	40,000	40,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	30,000	25,000
838001, On-Board Transit Survey	56,868	56,868
842001, Congestion Management Process	110,000	107,997
860001, Geographic Information System Maintenance	41,700	41,700
990001, Direct Operations and Maintenance	127,700	154,700
Subtotal	1,641,844	1,694,244
<b>TOTAL EXPENSE</b>	<b>3,753,015</b>	<b>3,793,415</b>

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	3,753,015	3,793,415
LESS: TOTAL EXPENSES	3,753,015	3,793,415
REVENUE EXCESS/(DEFICIT)	0	0



**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
DIRECT EXPENSE SUMMARY (by year of expenditure)**

REVENUE	YEAR OF EXPENDITURE	
	FY2017	FY2018
<b>GENERAL MEMBERSHIP</b>		
Ada County	208,703	
Ada County Highway District	208,703	
Canyon Highway District No. 4	38,180	
Golden Gate Highway District No.3	4,959	
City of Boise	100,042	
City of Caldwell	23,201	
Canyon County	103,112	
City of Eagle	11,248	
City of Garden City	5,035	
City of Kuna	8,126	
City of Meridian	40,308	
City of Melba	251	
City of Middleton	3,342	
City of Nampa	40,061	
City of Notus	251	
City of Parma	930	
City of Star	3,593	
City of Wilder	723	
Subtotal	792,508	8,260
<b>SPECIAL MEMBERSHIP</b>		
Boise State University	7,950	
Capital City Development Corporation	7,950	
Department of Environmental Quality	7,950	
Idaho Transportation Department	7,950	
Valley Regional Transit	7,950	
Subtotal	39,750	-
<b>GRANTS AND SPECIAL PROJECTS</b>		
<b>FHWA/FTA - Consolidated Planning Grants</b>		
CPG - FY2016 K# 13495 Ada County	72,204	
CPG - FY2016 K# 13495 Canyon County	25,369	
CPG - FY2017 K# 13496 Ada County	971,873	
CPG - FY2017 K# 13496 Canyon County	341,469	
Sub Total CPG Grants	1,410,915	-
STP TMA - K# 12374, FY17 off-the-top funds for Planning	306,705	
STP TMA - K# 13047, <i>Communities in Motion</i> Update	36,840	
STP TMA - K# 13048, On Board Transit Survey	56,255	
FHWA - SHRP2 Implementation Assistance Program	42,726	
STP TMA - K# 18948, Freight Study	202,005	99,140
Subtotal	644,531	99,140
<b>OTHER REVENUE SOURCES</b>		
Idaho Department of Environmental Quality	25,000	
Ada County Air Quality Board	25,000	
Idaho Transportation Department, I-84 Detour Plan	50,000	
Ada County Highway District, I-84 Detour Plan	25,000	
Jamar Refund for bike/ped counters	13,180	
Interest Income	4,000	
Valley Regional Transit - State Street Grant (consultant costs)	176,000	228,000
Subtotal	318,180	228,000
<b>TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous</b>	<b>3,205,883</b>	<b>335,400</b>
Draw From Fund Balance (Future Regional Orthophotography)		65,000
Draw From Fund Balance (CIM Implementation Grants)	63,919	
Draw From Fund Balance (to fund revenue shortfall)	123,213	
<b>TOTAL REVENUE, ALL RESOURCES</b>	<b>3,393,015</b>	<b>400,400</b>

EXPENSE	YEAR OF EXPENDITURE	
	FY2017	FY2018
<b>SALARY, FRINGE &amp; CONTINGENCY</b>		
Salary	1,302,171	
Fringe	559,000	
Salary Contingency (Overtime and Bonus)	20,000	
Sick Time Trade	10,000	
Subtotal	1,891,171	-
<b>INDIRECT OPERATIONS &amp; MAINTENANCE</b>		
Indirect Costs	208,000	
Subtotal	208,000	-
<b>DIRECT OPERATIONS &amp; MAINTENANCE</b>		
653001, Communication and Education	66,800	
661001, Long Range Planning	27,000	
661004, Freight	218,000	107,400
661005, Bicycles Pedestrians	68,625	
661007, Performance Measurement (SHRP2 grant funds)	67,727	
685001, Transportation Improvement Program	5,000	
685002, Project Development Program	77,003	
685004, CIM Implementation Grants	63,919	
702001, Air Quality Outreach	45,455	
720001, State Street Corridor	176,000	228,000
760001, Legislative Services	115,050	
801001, Staff Development	40,000	
820001, Committee Support	2,000	
836001, Regional Travel Demand Model	25,000	
838001, On-Board Travel Survey	56,868	
842001, Congestion Management Process	107,997	
860001, Geographic Information System Maintenance	41,700	
990001, Direct Operations and Maintenance	89,700	65,000
Subtotal	1,293,844	400,400
<b>TOTAL EXPENSE</b>	<b>3,393,015</b>	<b>400,400</b>

REVENUE AND EXPENSE SUMMARY	YEAR OF EXPENDITURE	
	FY2017	FY2018
TOTAL REVENUE	3,393,015	400,400
LESS: TOTAL EXPENSES	3,393,015	400,400
REVENUE EXCESS/(DEFICIT)	0	0

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
 FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
 EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE

PROGRAM NUMBER	EXPENSES				FEDERAL FUNDING SOURCES										MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES
	Work Days	Indirect Cost	Direct Cost	Total Cost	FY16 CPG Ada County K# 13495	FY16 CPG Canyon County K# 13495	FY17 CPG Ada County K# 13496	FY17 CPG Canyon County K# 13496	STP-TMA		FHWA SHRP2 no match K# 19175	STP-TMA On Board Transit K# 13048	STP-TMA Freight Study K# 18948	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue	Total Local & Other	
									Off The Top K# 12374	CIM K# 13047									
601001 UPWP/Budget Development and Federal Assurances	202	142,078	-	142,078			60,421	21,229	50,000					131,650	10,429			10,429	142,078
620001 Demographics and Growth Monitoring	88	55,881	-	55,881			12,417	4,363	35,000					51,779	4,102			4,102	55,881
620002 Development Monitoring	45	26,294	-	26,294			3,229	1,135	20,000					24,364	1,930			1,930	26,294
653001 Communication and Education Long Range Planning	257	134,143	66,800	200,943										-		200,943			200,943
661001 General Project Management	281	182,088	27,000	209,088	8,489	2,983	128,071	44,998		9,200				193,741	15,347			15,347	209,088
661002 SHRP2	10	6,123	-	6,123			4,199	1,475						5,674	449			449	6,123
661003 Roadways	33	19,712	-	19,712	1,264	444	5,444	1,913		9,200				18,265	1,447			1,447	19,712
661004 Freight	43	26,779	325,400	352,179			18,636	6,548					301,145	326,329	25,849.94			25,850	352,179
661005 Bicycles/Pedestrians	196	95,217	68,625	163,842	14,272	5,014	82,227	28,890		9,200				139,603	11,059		13,180	24,239	163,842
661006 Public Transportation	119	77,882	-	77,882	22,846	8,027	23,719	8,334		9,240				72,166	5,717			5,717	77,882
661007 Performance Measurement	44	29,229	67,727	96,956	16,194	5,690	20,991	7,375			42,726			92,976	3,981			3,981	96,956
661008 Bike Counter Management	36	15,945	-	15,945			10,933	3,841						14,775	1,170			1,170	15,945
Resource Development/Funding																			
685001 Transportation Improvement Program	412	232,489	5,000	237,489	2,057	723	133,624	46,949	36,705					220,057	17,432			17,432	237,489
685002 Project Development Program	52	35,856	77,003	112,859	2,057	723	75,328	26,467						104,575	8,284			8,284	112,859
685003 Grant Research and Development	140	88,235	-	88,235										-		88,235		88,235	88,235
685004 CIM Implementation Grants	19	13,187.29	63,919	77,106			9,042	3,177						12,219	968	63,919		64,887	77,106
<b>TOTAL PROJECTS</b>	<b>1,977</b>	<b>1,181,139</b>	<b>701,474</b>	<b>1,882,613</b>	<b>67,178</b>	<b>23,603</b>	<b>588,282</b>	<b>206,694</b>	<b>141,705</b>	<b>36,840</b>	<b>42,726</b>	<b>-</b>	<b>301,145</b>	<b>1,408,173</b>	<b>108,163</b>	<b>353,097</b>	<b>13,180</b>	<b>474,440</b>	<b>1,882,613</b>
701001 General Membership Services	79	51,324	-	51,324	2,057	723	33,135	11,642						47,556	3,767			3,767	51,324
702001 Air Quality Outreach	7	4,545	45,455	50,000										-		50,000		50,000	50,000
703001 General Public Services	29	17,609	-	17,609										-	17,609			17,609	17,609
705001 Transportation Liaison Services	67	49,254	-	49,254	2,057	723	31,715	11,143						45,639	3,615			3,615	49,254
720001 State Street Corridor	50	40,794	404,000	444,794			27,971	9,828						37,799	2,994		404,000	406,994	444,794
760001 Legislative Services	62	54,715	115,050	169,765										-	169,765			169,765	169,765
761001 Growth Incentives	2	1,532	-	1,532			1,420							1,420	112			112	1,532
<b>TOTAL SERVICES</b>	<b>296</b>	<b>219,772</b>	<b>564,505</b>	<b>784,277</b>	<b>4,114</b>	<b>1,445</b>	<b>94,241</b>	<b>32,613</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>132,414</b>	<b>10,489</b>	<b>187,374</b>	<b>454,000</b>	<b>651,863</b>	<b>784,277</b>
801001 Staff Development	145	93,406	40,000	133,406	912	320	90,563	31,819						123,614	9,792			9,792	133,406
820001 Committee Support	228	138,488	2,000	140,488			96,330	33,846						130,176	10,312			10,312	140,488
836001 Regional Travel Demand Model	208	145,912	25,000	170,912			69,091	24,275	65,000					158,367	12,545			12,545	170,912
838001 On-Board Transit Survey	22	14,615	56,868	71,483			7,386	2,595					56,255	66,236	5,247			5,247	71,483
842001 Congestion Management Process	40	26,911	107,997	134,908					24,936					24,936	1,975		107,997	109,972	134,908
860001 Geographic Information System Maintenance	509	278,928	41,700	320,628			25,979	9,627	75,064					110,669	23,534	186,425		209,959	320,628
<b>TOTAL SYSTEM MAINTENANCE</b>	<b>1,152</b>	<b>698,260</b>	<b>273,565</b>	<b>971,825</b>	<b>912</b>	<b>320</b>	<b>289,350</b>	<b>102,162</b>	<b>165,000</b>	<b>-</b>	<b>-</b>	<b>56,255</b>	<b>-</b>	<b>613,998</b>	<b>63,405</b>	<b>186,425</b>	<b>107,997</b>	<b>357,826</b>	<b>971,825</b>
990001 Direct Operations / Maintenance	-	-	154,700	154,700										-		150,700	4,000	154,700	154,700
991001 Support Services Labor	945	-	-	-										-		-	-	-	-
999001 Indirect Operations/Maintenance	-	-	-	-										-		-	-	-	-
<b>TOTAL INDIRECT/OVERHEAD</b>	<b>945</b>	<b>-</b>	<b>154,700</b>	<b>154,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,700</b>	<b>4,000</b>	<b>154,700</b>	<b>154,700</b>
<b>GRAND TOTAL</b>	<b>4,370</b>	<b>2,099,171</b>	<b>1,694,244</b>	<b>3,793,415</b>	<b>72,204</b>	<b>25,369</b>	<b>971,873</b>	<b>341,469</b>	<b>306,705</b>	<b>36,840</b>	<b>42,726</b>	<b>56,255</b>	<b>301,145</b>	<b>2,154,585</b>	<b>182,057</b>	<b>877,595</b>	<b>579,177</b>	<b>1,638,829</b>	<b>3,793,415</b>

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EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
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)	FY2018 CARRY-FORWARD
653001 Communication and Education	66,800	16,700			5,500		44,600			
661001 Long Range Planning	27,000	25,000			500		1,500			
661004 Freight	325,400	218,000								107,400
661005 Bicycles/Pedestrians	68,625	11,000	57,625							
661007 Performance Measurement	67,727	67,727								
685001 Transportation Improvement Program	5,000						5,000			
685002 Project Development Program	77,003	77,003								
685004 CIM Implementation Grants	63,919	63,919								
702001 Air Quality Outreach	45,455	45,455								
720001 State Street Corridor	404,000	176,000								228,000
760001 Legislative Services	115,050			18,000		11,100			85,950	
801001 Staff Development	40,000			40,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	25,000	10,000	15,000							
838001 On-Board Transit Survey	56,868	56,868								
842001 Congestion Management Process	107,997	107,997								
860001 Geographic Information System Maintenance	41,700		40,500			1,200				
990001 Direct Operations / Maintenance	37,500		18,000	500				7,000	12,000	
990001 - Amazon 3yr. License	15,000		15,000							
990001 - Ortho Project	65,000									65,000
990001 - Transit Planning Software	22,200		22,200							
990001 - Office Partitions/Remodel	15,000		15,000							
<b>GRAND TOTAL</b>	<b>1,694,244</b>	<b>875,669</b>	<b>183,325</b>	<b>58,500</b>	<b>6,000</b>	<b>12,300</b>	<b>51,100</b>	<b>9,000</b>	<b>97,950</b>	<b>400,400</b>

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
 FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2017 Revision 1	FY2017 Revision 2
Professional Services	930	32,500	32,500
Equipment Repair / Maintenance	936	500	500
Travel / Education	940	1,500	1,500
Publications	943	1,500	1,500
COMPASS Membership	944	12,000	-
Employee Professional Membership	945	7,000	7,000
Postage	950	1,000	1,000
Telephone	951	11,500	11,500
Building Maintenance and Reserve for Major Repairs	955	43,500	43,500
Printing	960	1,000	1,000
Advertising	962	2,000	2,000
Audit	970	16,000	16,000
Insurance	971	13,000	13,000
Legal Services	972	10,000	10,000
General Supplies	980	7,000	7,000
Computer Supplies	982	21,850	21,850
Computer Software / Maintenance	983	23,200	23,200
Commuting Incentive	990	450	450
Vehicle Maintenance	991	1,500	1,500
Utilities	992	10,500	10,500
Local Travel	993	1,000	1,000
Other / Miscellaneous	995	1,500	1,500
<b>TOTAL</b>		<b>220,000</b>	<b>208,000</b>

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2017 UNIFIED PLANNING WORK PROGRAM and Budget - REVISION 2  
WORKDAY ALLOCATION SUMMARY**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PLANNING TEAM	COMMUNICATIONS	OPERATIONS	TOTAL
601001	UPWP/Budget Development and Federal Assurances	ML	88	32	4	78	202
620001	Demographics and Growth Monitoring	CM	2	75	11	-	88
620002	Development Monitoring	CM	2	26	17	-	45
653001	Communication and Education	AL	10	13	234	-	257
	Long Range Planning	LI	-	-	-	-	-
661001	General Project Management	LI	44	187	50	-	281
661002	SHRP2	LI	1	7	2	-	10
661003	Roadways	LI	-	31	2	-	33
661004	Freight		-	40	3	-	43
661005	Bicycles/Pedestrians	TL	2	191	3	-	196
661006	Public Transportation		12	105	2	-	119
661007	Performance Measurement	CM	4	40	-	-	44
661008	Bike Counter Management	TL	-	36	-	-	36
	Resource Development/Funding	SM	-	-	-	-	-
685001	Transportation Improvement Program	TT	44	349	19	-	412
685002	Project Development Program	KP	10	42	-	-	52
685003	Grant Research and Development	KP	11	120	9	-	140
685004	CIM Implementation Grants	KP	4	15	-	-	19
<b>TOTAL PROJECTS</b>			<b>234</b>	<b>1,309</b>	<b>356</b>	<b>78</b>	<b>1,977</b>
701001	General Membership Services	SM	16	54	9	-	79
702001	Air Quality Outreach	AL	-	-	7	-	7
703001	General Public Services	AL	4	19	6	-	29
705001	Transportation Liaison Services	MS	31	21	15	-	67
720001	State Street Corridor	SM	35	6	9	-	50
760001	Legislative Services	MS	60	-	2	-	62
761001	Growth Incentives	SM	1	1	-	-	2
<b>TOTAL SERVICES</b>			<b>147</b>	<b>101</b>	<b>48</b>	<b>-</b>	<b>296</b>
801001	Staff Development	ML	36	78	21	10	145
820001	Committee Support	ML	34	74	10	110	228
836001	Regional Travel Demand Model	MW	50	158	-	-	208
838001	On-Board Transit Survey	MW	2	20	-	-	22
842001	Congestion Management Process	WS	5	35	-	-	40
860001	Geographic Information System Maintenance	EA	72	437	-	-	509
<b>TOTAL SYSTEM MAINTENANCE</b>			<b>199</b>	<b>802</b>	<b>31</b>	<b>120</b>	<b>1,152</b>
<b>TOTAL DIRECT</b>			<b>580</b>	<b>2,212</b>	<b>435</b>	<b>198</b>	<b>3,425</b>
991001	Support Services Labor	ML	340	88	25	492	945
<b>TOTAL INDIRECT/OVERHEAD</b>			<b>340</b>	<b>88</b>	<b>25</b>	<b>492</b>	<b>945</b>
<b>TOTAL LABOR</b>			<b>920</b>	<b>2,300</b>	<b>460</b>	<b>690</b>	<b>4,370</b>

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PROGRAM NO.	601	CLASSIFICATION:	Project		
<b>TITLE:</b> UPWP Budget Development and Monitoring					
<b>TASK / PROJECT DESCRIPTION:</b>		Monitor and amend, as necessary, the FY2017 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 FY2018 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.			
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>		The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.			
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>		Federal Code 23 CFR § 450.314 -- Metropolitan transportation planning process: Unified planning work programs. (a) In Transportation Management Areas (TMA), the MPOs in cooperation with the state and operators of publicly owned transit shall develop UPWPs that meet the requirements of 23 CFR part 420, subpart A.  Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in <i>Communities in Motion</i> into the UPWP; and 4.4, update planning documents.			
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>FY2017 UPWP</b>					
Process and track revenues and expenditures for the FY2017 UPWP and related transportation grants.			Ongoing		
Process required state and local agreements and other required paperwork for transportation grants.			As Needed		
<b>Process and obtain Board approval of FY2017 UPWP revisions</b>					
Distribute revisions of the FY2017 UPWP to the Idaho Transportation Department for tracking purposes.			As Needed		
Distribute revisions of the FY2017 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval.			As Needed		
<b>FY2018 UPWP Development</b>					
Develop process and schedule for the FY2018 UPWP.			Oct		
Solicit membership input on possible transportation planning projects and associated needs for FY2018.			Nov-Jan		
Submit initial revenue assessment for FY2018 to the Finance Committee for input.			Mar		
Obtain Board approval on FY2018 general and special membership dues.			Apr		
<b>Present FY2018 UPWP</b>					
Present draft FY2018 UPWP to Finance Committee for input and feedback.			May		
Present draft FY2018 UPWP to Finance Committee for approval.			Jun		
Submit FY2018 UPWP to Board for adoption.			Aug		
Submit and obtain approval from Federal Highway Administration of FY2018 UPWP.			Aug		
Distribute FY2018 UPWP to the Idaho Transportation Department and Federal Transit Administration.			Aug		
<b>Track federal requirements as related to Self-Certification</b>					
Compliance with federal requirements.			Ongoing		
<b>Track federal requirements as related to Transportation Improvement Program and the Regional Long-Range Transportation Plan</b>					
Document and prepare for Federal Certification Review.			Ongoing		
Monitor federal changes through the Federal Register.			Ongoing		
<b>LEAD STAFF:</b> Megan Larsen		<b>Expense Summary</b>			
<b>END PRODUCT:</b> FY2017 UPWP revisions, FY2018 UPWP, Self-Certification, and maximize funding opportunities.					
Total Workdays:				202	
Total Labor Cost:				\$ 142,078	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017		<b>DIRECT EXPENDITURES:</b>			
<b>Funding Sources</b>		<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495				-	Federal Highway Administration
CPG, k13496	60,421	21,229		81,650	Federal Transit Administration
STP-TMA, k12374			50,000	50,000	
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	4,786	1,682	3,961	10,429	
<b>Total:</b>	<b>\$ 65,207</b>	<b>\$ 22,911</b>	<b>\$53,961</b>	<b>142,078</b>	
		Total Direct Cost:		\$ -	
		Total Cost:		\$ 142,078	

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<b>PROGRAM NO.</b>	<b>620</b>				<b>CLASSIFICATION:</b>	<b>Project</b>
<b>TITLE:</b>	<b>Demographics and Growth Monitoring</b>					
<b>TASK / PROJECT DESCRIPTION:</b>	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan. To develop population estimates by city, county, and highway district. Population estimates are developed each year for use in setting COMPASS member dues. The estimates are also posted on the COMPASS website and are used by many member agencies and citizens. Estimates are based on residential building permits and factored by vacancy rates and household sizes. Mapping and distribution of census data and support for member agencies for using census information, including for projects and grants.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analyses depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands; 2) The travel demand model also requires current and accurate housing and employment data; 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, land use allocation demonstration modeling, and other analyses, and is an often requested member service; 4) Development review enables local decision-makers to bridge regional and local planning efforts to provide growth supportive of <i>Communities in Motion</i> ; and 5) Census preparation enables the most accurate counts during the 2020 Census and enables local governments to receive a variety of federal program funds.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>Federal Code 23 CFR § 450.322 (f) -- 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..."</p> <p>Tasks are included to complete the following <i>Communities in Motion</i> 2040 tasks:</p> <p>1.1.1.a. Annually monitor local land use plans and transportation agencies subarea and corridor plans; identify gaps in meeting goals of linking land use and transportation.</p> <p>2.1.1.c. Annually compile a development monitoring report.</p>					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<p><b>Population and Employment Estimates</b></p> <p>Collect and geocode employment data from Idaho Department of Labor. Data collection and geocoding of building permits. Complete 2016 Development Monitoring Report. Complete 2017 population estimates and receive Board acceptance.</p> <p><b>Census Liaison/Clearinghouse</b></p> <p>Integrate Census data in related projects. Complete the Census Boundary and Annexation Survey (BAS). Develop census plan and coordinate stakeholder workgroup for the preparation for 2020 Census.</p> <p><b>Development Review</b></p> <p>Provide development and policy reviews and checklists. Conduct area of influence analysis.</p> <p><b>Development Tracking and Reconciliation</b></p> <p>Update preliminary plat files and other entitled development. Update vacant lot inventory. Conduct reconciliation and report to workgroup or committee.</p> <p><b>Demographics Support</b></p> <p>Provide refined demographics inputs for the land use allocation demonstration model. Integrate Census data in related projects. Respond to member requests for census data.</p>						<p>Oct-Jan Ongoing Feb Apr</p> <p>Ongoing Apr Summer</p> <p>Ongoing Ongoing</p> <p>Ongoing May Summer</p> <p>Oct - Mar Ongoing Ongoing</p>
LEAD STAFF: Carl Miller					<b>Expense Summary</b>	
END PRODUCT: Six products: 1) 2017 Population estimates by jurisdiction; 2) 2016 Employment estimates by jurisdiction; 3) Census clearinghouse for COMPASS and member agency planning; 4) A Census Advisory Workgroup and workplan to lead preparation of the 2020 Census; 5) Development reviews, area of influence analysis, and other local land use support; and 6) Annual reconciliation of the CIM 2040 Vision with entitled developments.					<p>Total Workdays: 133</p> <p>Salary \$ 51,770</p> <p>Fringe 21,365</p> <p>Overhead 9,039</p> <p>Total Labor Cost: \$ 82,175</p>	
ESTIMATED DATE OF COMPLETION: September-2017					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495				-		
CPG, k13496	15,646	5,497		21,143		
STP-TMA, k12374			55,000	55,000		
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local	4,464	1,568		6,032		
<b>Total:</b>	<b>\$ 20,110</b>	<b>\$ 7,065</b>	<b>\$ 55,000</b>	<b>82,175</b>	<b>620</b>	<b>Total Cost: \$ 82,175</b>

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<b>PROGRAM NO.</b>	653			<b>CLASSIFICATION:</b>	Project
<b>TITLE:</b>	Communication and Education				
<b>TASK / PROJECT DESCRIPTION:</b>	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing COMPASS Board education. Specific elements of the task include 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; supporting the Public Participation Workgroup and representing COMPASS at open houses and other events.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>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/budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing /updating the COMPASS <i>Integrated Communication Plan</i> and Public Involvement Plan every three years, coordinating outreach efforts, and providing more general (non-program specific) opportunities for the public to learn about transportation, planning, financial, and related issues to provide the background to assist the public in becoming involved in COMPASS programs and projects.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: Objective 1.2, Implement Integrated Communication Plan; Objective 3.2, Facilitate the Sharing of Data and Information; and Objective 4.2, Implement Adopted Plans.</p>				
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>General</b>					
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases.					Ongoing
Support work of Public Participation Workgroup.					Ongoing
Provide outreach/public speaking support and training to staff.					Ongoing
Conduct annual update of social media audit.					October
Complete update of COMPASS Strategic Plan for adoption in December 2016.					Oct - Dec
<b>Develop tools such as electronic and print materials designed for most effective means of communication</b>					
Maintain and enhance COMPASS social media channels (Facebook, blog, Twitter, YouTube, Flickr).					Ongoing
Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic.					Ongoing
Develop FY2017 annual report.					Jul-Sep
Write and distribute monthly update handout.					Ongoing
Write and distribute monthly Keeping Up With COMPASS newsletter.					Ongoing
Use results of FY2015 random household survey to evaluate success and continually improve programs.					Ongoing
<b>Education and community outreach</b>					
Develop and implement FY2017 public education series to include four speakers; focus on new issues from the FAST Act.					Ongoing
Support and collaborate with other agencies' outreach and education efforts and programs.					Ongoing
Participate in community events to share planning-related information.					Ongoing
Attend/support member agencies at public meetings.					Ongoing
Manage/support <i>Leadership in Motion</i> awards program.					Fall
Plan and host annual "COMPASS 101" workshop.					Jan - Feb
Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department).					Spring
<b>Transportation Funding Outreach Campaign ("Don't Let the Treasure Valley Fall through the Cracks")</b>					
Promote the need for increased transportation funding/funding options through paid and earned media, social media, education series, etc.					Ongoing
<b>Access Management Brochure for Businesses</b>					
Research local effects of access management on businesses and develop outreach brochure for members to share.					Jan - Jun
<b>LEAD STAFF:</b>	Amy Luft				<b>Expense Summary</b>
<b>END PRODUCT:</b>	Public involvement in, and understanding of, transportation planning and related issues.				
				Total Workdays: 257	
				Salary \$ 84,510	
				Fringe 34,877	
				Overhead 14,756	
				Total Labor Cost: \$ 134,143	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Highway Districts
CPG, k13495				\$ -	Member Agencies
CPG, k13496					Federal Highways Administration
STP-TMA, k12374					Idaho Transportation Department
STP-TMA, k13047					Valley Regional Transit
SHRP2, k19175					Department of Environmental Quality
STP-TMA, k18948					Ada County Air Quality Board
Local			200,943	200,943	
<b>Total:</b>	\$ -	\$ -	\$ 200,943	\$ 200,943	
				653	Total Direct Cost: \$ 66,800
					Total Cost: \$ 200,943

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<b>PROGRAM NO.:</b>	661			<b>CLASSIFICATION:</b>	Project
<b>TITLE:</b>	Long Range Planning				
<b>TASK / PROJECT DESCRIPTION:</b>	This project encompasses the activities to identify regional transportation needs and solutions, and prepares a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long range planning activities.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance and outcome-based planning will help guide resources to infrastructure and service projects that collectively help achieve the regional CIM goals.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450 "Fixing America's Surface Transportation Act" (FAST Act) requires that the regional long-range transportation plan be updated every four years in areas with more than 200,000 people or with air quality issues. Since the area meets the test on both criteria, a new plan has to be adopted by 2019. 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. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.2., facilitate the sharing of data and information; 4.1, lead a process to coordinate local land use planning, transportation planning, and development; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in CIM into the UPWP; and, 4.4, update planning documents.				
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>661001 General Project Management</b> Complete SHRP2 grant work, documentation, and draft the case study. Update functional classification map. Compile transportation system options ("strategies"). Facilitate environmental review process. Evaluate potential long term air quality impacts. Prepare materials for public outreach process and tool. Draft plan chapters and supporting documents.					Oct-Sept
<b>661002 SHRP2</b> Complete SHRP2 grant work, documentation, and case study.					Oct-Sept
<b>661003 Roadways</b> Determine current and projected transportation demand of vehicles. Map and summarize to identify potential trade offs. Prepare cost estimates for components.					Oct-Sept
<b>661004 Freight</b> Administer Freight Study consultant contract. Identification of freight transfer centers and generators, Industrial Lands Inventory, Freight Stakeholder Interviews, Commodity Flow Evaluation. Data processing and mapping. Determine current and projected freight needs. Host Freight and Land Use Workshop.					Oct-Sept
<b>661005 Bicycle and Pedestrian</b> Stakeholder Coordination: Active Transportation Workgroup, support local municipality bicycle and pedestrian committees/FACTS. Planning, Analysis, and Decision Support: Conduct Rail With Trail project. Develop the CIM 2040 2.0 Regional Bike and Pedestrian plan. Data Collection: Bike/Ped Counting Program. Install additional portable counters. Strava data Update.					Oct-Sept
<b>661006 Public Transportation</b> Refine cost assumptions and develop planning level cost estimates for operating and capital costs estimate. Develop criteria for service prioritization and develop a master list of investments in priority categories. Data development for online dashboard. Participation in development of and implementation of MAP-21 rule making. Select consultant to develop calibrated cost estimation calculator. Develop planning-level cost estimates for components (public transportation is separate). Conduct cross-prioritization of CIM 2040 2.0 projects.					Oct-Sept
<b>661007 Performance Measurement</b> Finalize the performance measure framework (PMF). Use PMF to analyze performance outcomes of groups of potential projects to meet future needs. Provide performance data on COMPASS dashboard, work on new dashboard format with GIS staff.					Oct-Sept
<b>661008 Bike Counter Management</b> Install additional portable counters; manage program with member agencies. Update Strava data. Manage permanent counter program.					Oct-Sept
<b>LEAD STAFF:</b>	Liisa Itkonen				
<b>END PRODUCT:</b>	Completed roadway, freight, public transportation, and bicycle/pedestrian components; draft of compiled future transportation system for <i>Communities in Motion 2040 2.0</i> ; Regional Bicycle and Pedestrian Plan; SHRP2 Grant completion.				
<b>ESTIMATED DATE OF COMPLETION:</b>					September-2017
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495	\$ 63,064	\$ 22,158		\$ 85,222	ITD
CPG, k13496	294,221	103,375		397,596	FHWA
STP-TMA, k12374					FTA
STP-TMA, k13047			36,840	36,840	
SHRP2, k19175			42,726	42,726	
STP-TMA, k18948			301,145	301,145	
Local	48,114	16,905	13,180	78,199	
<b>Total:</b>	<b>\$ 405,399</b>	<b>\$ 142,438</b>	<b>\$ 393,891</b>	<b>\$ 941,728</b>	
<b>DIRECT EXPENDITURES:</b>					
Professional Services					\$ 321,727
Legal / Lobbying					
Equipment Purchases					57,625
Travel / Education					
Printing					500
Public Involvement					1,500
Meeting Support					
Other					
FY2018 Carry Forward					\$ 107,400
<b>Total Direct Cost:</b>					<b>\$ 488,752</b>
<b>661</b>					<b>Total Cost: \$ 941,728</b>

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<b>PROGRAM NO.</b>	685				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Resource Development/Funding						
<b>TASK / PROJECT DESCRIPTION:</b>	Develop a FY2018-2022 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 FY2017-2021 TIP. Staff, with consultant assistance, will assist member agencies in taking project ideas and translating them into well-defined projects with cost estimates, purpose and need statements, environmental scans and public information plans. New projects will be prepared for the ITD chartering process to ensure readiness for state and federal funding. Grant research, development and grant administration will be done to secure additional funding into the region. CIM Implementation Grants will be awarded to member agencies after appropriate outreach, prioritization and contract due diligence.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow grant applications to be strong, linked closely with CIM 2040 goals and performance measures, and increase probability of funded projects to be delivered 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 are meeting deadlines and do not lose federal funding through project monitoring and committee participation.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>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, <i>Communities in Motion</i>, and the annual Transportation Improvement Program (TIP). Under Federal Code 12 CFR § 450.306. Federal Code 23 CFR § 450.324 --COMPASS is required to develop a TIP in cooperation with ITD and public transit operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered to be a Transportation Management Area (TMA). The TIP is required to be updated at least every four years; however, COMPASS follows the update cycle of ITD's Idaho Transportation Investment Program (ITIP), which is updated annually. All projects receiving federal funding 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) (the document that sets air quality budgets for the State of Idaho). The TIP is also scrutinized in the Certification Review.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 4.2, Implement adopted plans; and 4.4, Update planning documents.</p>						
<b>FY2017 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>685.101 Transportation Improvement Program</b> Solicit projects for the FY2018-2022 Regional Transportation Improvement Program. Prioritize projects for the FY2018-2022 Project List. Develop the final FY2018-2022 Regional Transportation Improvement Program. Update Federal-Aid Map for FY2017-2021 Regional Transportation Improvement Program. Monitor and track FY2017-2021 Regional Transportation Improvement Program. Revise application and outreach process. Provide assistance to Valley Regional Transit (VRT).						Oct-Sept	
<b>685.102 Project Development Program</b> Member outreach- revise application process. Solicit projects needing project development. Develop projects and build consensus on project outcomes. Consultant management. Project management/Planning. Report creation and dissemination.						Oct-Sept	
<b>685.103 Grant Research and Development</b> Follow-up quarterly with sponsors to maintain needs list and unfunded project portfolio. Update member needs list. Monitor grant sources, share grant information. Seek grants to match portfolio and other member needs. Write/assist member agencies with grant application(s)- TIGER/FASTLANE/CDBG.						Oct-Sept	
<b>685.104 CIM Implementation Grants</b> Member outreach- revise application process. Solicit project applications. Prioritize applications. Contract and project development. Project management.						Oct-Sept	
<b>LEAD STAFF:</b>	Toni Tisdale					<b>Expense Summary</b>	
<b>END PRODUCT:</b> Pre-concept reports including purpose and need statement, public involvement plan, environmental scan, planning level design sketches of early alternatives, and cost estimates. Grant applications. CIM Implementation grants/ member projects.						Total Workdays: 623	
						Salary \$ 232,953	
						Fringe 96,139	
						Overhead 40,674	
						Total Labor Cost: \$ 369,767	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017						<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Member Agencies		
CPG, k13495	\$ 4,114	\$ 1,446		\$ 5,560			
CPG, k13496	217,994	76,593		294,587			
STP-TMA, k12374			36,705	36,705			
STP-TMA, k13047							
SHRP2, k19175							
STP-TMA, k18948							
Local/FB	19,745	6,938	152,154	178,837			
<b>Total:</b>	<b>\$ 241,854</b>	<b>\$ 84,976</b>	<b>\$ 188,859</b>	<b>\$ 515,689</b>			
						Professional Services \$ 140,922	
						Legal / Lobbying	
						Equipment Purchases	
						Travel / Education	
						Printing	
						Public Involvement 5,000	
						Meeting Support	
						Other	
						Total Direct Cost: \$ 145,922	
						685 Total Cost: \$ 515,689	

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<b>PROGRAM NO.</b>	701				<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	General Membership Services					
<b>TASK / PROJECT DESCRIPTION:</b>	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other support to agency projects.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	This service can promote implementation of the regional long-range transportation plan. COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>There are no federal or state requirements concerning provision of services to member agencies. There are no certification review comments, corrective actions or recommendations related to this program. Member support can provide assistance to agencies fulfilling activities related to <i>Communities in Motion 2040</i>, air quality evaluations, and more detailed transportation planning activities such as corridor studies.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.1, Establish quarterly meetings with member agency staff to enhance communication outside a formal committee structure; and 3.2, Facilitate the sharing of data and information.</p>					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<p><b>Provide general assistance to member agencies as requested in the areas of:</b></p> <p>Specific assistance determined when member agency requests are received, may include:</p> <ul style="list-style-type: none"> <li>Geographic Information Systems (GIS) (maps, data, and analyses).</li> <li>Data and travel demand modeling.</li> <li>Demographic, development, and related information.</li> <li>Traffic counts and related information.</li> <li>Other various requests as budget allows.</li> </ul> <p><b>Specific requested assistance:</b></p> <p>City of Nampa Transportation Plan- requested through UPWP- RTAC recommended.</p>						Ongoing
<b>LEAD STAFF:</b> Sabrina Minshall						<b>Expense Summary</b>
<b>END PRODUCT:</b> Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.						Total Workdays: 79
						Salary \$ 32,334
						Fringe 13,344
						Overhead 5,646
						Total Labor Cost: \$ 51,324
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017						<b>DIRECT EXPENDITURES:</b> Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other  Total Direct Cost: \$ -
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495	\$ 2,057	\$ 723		\$ 2,780		
CPG, k13496	33,135	11,642		44,777		
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local	2,788	979		3,767		
<b>Total:</b>	<b>\$ 37,980</b>	<b>\$ 13,344</b>	<b>\$ -</b>	<b>\$ 51,324</b>		
						701 Total Cost: \$ 51,324

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<b>PROGRAM NO.</b>	702				<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Air Quality Outreach					
<b>TASK / PROJECT DESCRIPTION:</b>	The Air Quality Outreach project will support the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through managing a contract to cover the airing of television public service announcements.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	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.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	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, 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> ( <a href="http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm">http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm</a> ).					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Public Service Announcements</b> Work with service provider to purchase radio and television air time for public service announcements.						Ongoing
<b>LEAD STAFF:</b> Amy Luft						
<b>END PRODUCT:</b> Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Air Quality Board in reaching out to the public via public service announcements.						<b>Expense Summary</b>
						Total Workdays: 7
						Salary \$ 2,864
						Fringe 1,182
						Overhead 500
						Total Labor Cost: \$ 4,545
<b>ESTIMATED DATE OF COMPLETION:</b>					September-2017	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Department of Environmental Quality Ada County Air Quality Board	
CPG, k13495				\$ -		
CPG, k13496						
STP-TMA, k12374						
STP-TMA, k13047						
DEQ			25,000	25,000		
AQB			25,000	25,000		
Local						
<b>Total:</b>	\$ -	\$ -	\$ 50,000	\$ 50,000		
						702
						<b>Total Direct Cost: \$ 45,455</b>
						<b>Total Cost: \$ 50,000</b>

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<b>PROGRAM NO.</b>	703			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	General Public Services				
<b>TASK / PROJECT DESCRIPTION:</b>	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information are not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	COMPASS provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	This task supports the COMPASS Strategic Plan goal of "Planning Excellence and Collaboration" and Strategic Plan Objective 3.2, "Facilitate the sharing of data and information" by sharing technical data and products with the public and other entities to assist in regional collaboration and help ensure all entities are using consistent data and information in their planning efforts.				
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<u>Provide assistance to public and non-member entities, as requested, in the areas of:</u> Specific assistance determined when requests are received, may include: Geographic Information Systems (GIS) (maps, data, and analyses). Data and travel demand modeling. Demographic, development, and related information. Traffic counts and related information. Other various requests as budget allows.					Ongoing
<b>LEAD STAFF:</b> Amy Luft <b>END PRODUCT:</b> Information assistance to the general public.					<b>Expense Summary</b>
					Total Workdays: 29
					Salary \$ 11,094
					Fringe 4,578
					Overhead 1,937
					Total Labor Cost: \$ 17,609
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b> \$ -
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Member Agencies
CPG, k13495				\$ -	
CPG, k13496					
STP-TMA, k12374					
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local			17,609	17,609	
<b>Total:</b>	\$ -	\$ -	\$ 17,609	\$ 17,609	
					Total Direct Cost: \$ -
					703 Total Cost: \$ 17,609

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<b>PROGRAM NO.</b>	705	<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Transportation Liaison Services		
<b>TASK / PROJECT DESCRIPTION:</b>	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Transportation liaison services ensures staff representation and coordination with membership on transportation-related planning. Requests that exceed four days may require Board approval of a new work program.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Achieve better inter-jurisdictional coordination of transportation and land use planning. Documentation of other significant transportation planning projects occurring within the Treasure Valley through the Unified Planning Work Program and Budget.		

<b>FY2017 BENCHMARKS</b>	<b>MILESTONES / PRODUCTS</b>
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Attend member agency meetings and coordinate transportation-related planning activities with member agencies.	Ongoing
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<b>LEAD STAFF:</b> Matt Stoll	<b>Expense Summary</b>
<b>END PRODUCT:</b> Ongoing staff liaison role to member agencies.	
	Total Workdays: 67
	Salary \$ 31,030
	Fringe 12,806
	Overhead 5,418
	Total Labor Cost: \$ 49,254

<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b> Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total		Member Agencies
CPG, k13495	\$ 2,057	\$ 723		\$ 2,780		
CPG, k13496	31,715	11,144		42,859		
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local	2,675	940		3,615		
<b>Total:</b>	<b>\$ 36,447</b>	<b>\$ 12,807</b>	<b>\$ -</b>	<b>\$ 49,254</b>		
					Total Direct Cost: \$ -	
					705 Total Cost: \$ 49,254	

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<b>PROGRAM NO.</b>	720			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	State Street Corridor				
<b>TASK / PROJECT DESCRIPTION:</b>	Multi-year cooperative project with member agencies along State Street to advance studies, plans, development, and transit and roadway improvements in the corridor; COMPASS' role is project coordinator providing general support including development and technical assistance on the multi-jurisdictional MOU as well as providing project management for the consultant contract on the of the FTA transit oriented land use development grant.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	State Street is a regionally significant corridor and the only east-west route between the two counties north of the Boise River. A multi-jurisdictional State Street Traffic and Transit Operational Plan (TTOP) has been adopted and is being implemented, requiring ongoing technical assistance. The corridor is identified in <i>Communities in Motion 2040</i> as a future high capacity transit corridor. The various tasks in the project are orchestrated to help ensure the viability of transportation through the corridor and protect existing neighborhoods and communities in the future.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR 450.318 -- The tasks fulfill more FHWA and FTA goals and direction by focusing on linking traffic, transit, and land development in a stronger relationship than has been done previously in the Treasure Valley. Long-term change in the corridor are included in <i>Communities in Motion</i> .				
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Project Coordination</b>					
Facilitate meetings and communications of State Street Coordinating Committee as needed. Assist agencies to implement Transit and Traffic Operations Plan (TTOP).					Ongoing
Manage procurement process and provide project management for consultant contract and project management team (PMT) on FTA pilot project for transit oriented land use development.					Dec 2016- Sep-17
Work with project partners to produce final draft of 2011-2016 Project Report.					Jan-Mar 2017
Work with project partners to prepare final draft of 2017-2021 State Street Corridor MOU.					Jan-Mar 2017
Work with project partners to present and encourage participation on 2017-2021 State Street Corridor MOU.					Mar-Aug 2017
Work with project partners to seek additional funding opportunities for projects to implement the State Street TTOP.					Jan-Sept 2017
Communication support for effort.					Dec -Sept 2017
<b>LEAD STAFF:</b> Sabrina Minshall					
<b>END PRODUCT:</b> 2011-2016 Status Report; 2017-2021 MOU; TOD Land Use Implementation Plan per FTA Grant submittal					
					<b>Expense Summary</b>
					<b>Total Workdays:</b> 50
					Salary \$ 25,700
					Fringe 10,606
					Overhead 4,487
					<b>Total Labor Cost:</b> \$ 40,794
<b>ESTIMATED DATE OF COMPLETION:</b> September-2018					
<b>Funding Sources</b>					<b>Participating Agencies</b>
	Ada	Canyon	Special	Total	Ada County Member Agencies
CPG, k13495				\$ -	
CPG, k13496	27,971	9,828		37,799	
STP-TMA, k12374					
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	2,216	779	404,000	406,995	
<b>Total:</b>	<b>\$ 30,187</b>	<b>\$ 10,607</b>	<b>\$ 404,000</b>	<b>\$ 444,794</b>	
					<b>DIRECT EXPENDITURES:</b>
					Professional Services \$ 176,000
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					FY2018 Carry Forward 228,000
					<b>Total Direct Cost:</b> \$ 404,000
					<b>720 Total Cost:</b> \$ 444,794

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<b>PROGRAM NO.:</b>	<b>760</b>	<b>CLASSIFICATION:</b>	<b>Service</b>
<b>TITLE:</b>	<b>Legislative Services</b>		
<b>TASK / PROJECT DESCRIPTION:</b>	Work with and manage the Professional Service contract for legislative services. Identify, review, monitor, advocate and report to the COMPASS Board on pending state and federal legislation that directly or indirectly relates to COMPASS priorities and activities.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	To secure funding and influence policies on relevant transportation-related legislation at the federal and state levels.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	There is no federal requirement for this process. The Board works together to identify and prioritize needs and projects.		

**FY2017 BENCHMARKS** **MILESTONES / PRODUCTS**

<p><b>Federal Legislative Priorities</b></p> <ul style="list-style-type: none"> <li>Work with COMPASS Executive Committee to identify priorities and position statements for federal legislation</li> <li>Obtain COMPASS Board approval of federal legislative priorities</li> <li>Educate and advocate on federal legislative priorities</li> <li>Evaluate possible legislative priorities for next federal legislative session</li> </ul> <p><b>State Legislative Priorities</b></p> <ul style="list-style-type: none"> <li>Work with Executive Committee to identify possible priorities and position statements for FY2016 legislative session</li> <li>Obtain Board endorsement of FY2017 legislative priorities</li> <li>Educate and advocate on FY2017 legislative priorities</li> <li>Evaluate possible legislative priorities for FY2017 legislative session</li> </ul>	<p>Oct-Nov Nov-Dec Dec-Sep May-Sep</p> <p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p>
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<b>LEAD STAFF:</b> Matt Stoll					<b>Expense Summary</b>	
<b>END PRODUCT:</b> An effective advocacy program for legislative issues and positions that have been approved by the Board.					Total Workdays: 62	
					Salary	\$ 34,470
					Fringe	14,226
					Overhead	6,019
					<b>Total Labor Cost:</b>	<b>\$ 54,715</b>
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495				\$ -	Professional Services	
CPG, k13496					Legal / Lobbying	
STP-TMA, k12374					Equipment Purchases	
STP-TMA, k13047					Travel / Education	
SHRP2, k19175					Printing	
STP-TMA, k18948					Public Involvement	
Local			169,765	169,765	Meeting Support	
<b>Total:</b>	\$ -	\$ -	\$ 169,765	\$ 169,765	Other	
					<b>Total Direct Cost: \$ 115,050</b>	
					<b>760</b>	<b>Total Cost: \$ 169,765</b>

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<b>PROGRAM NO.</b>	761			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Growth Incentives				
<b>TASK / PROJECT DESCRIPTION:</b>	Provides assistance to COMPASS members, by evaluating growth incentive policies, reviewing best practices with stakeholders, and reporting to workgroup or committees.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	This service can promote linkage of the regional long-range transportation plan and local land use planning, as well as provide necessary information to land use agencies for evaluating policies, plans, and strategies for developing the employment market.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Several <i>Communities in Motion</i> 2040 goals and objectives support this program, including: Goal 2.3 "Encourage infill development and more compact growth near community identified activity centers." Goal 4.1 "Promote land use patterns that provide Treasure Valley residents with safe, reliable, and cost efficient infrastructure services." Goal 6.1 "Develop a regional transportation system that connects communities, provides access to employment centers, and provides efficient truck, rail, and/or air freight movement throughout the Treasure Valley" Objective 6.1.3 "Maintain adequate land for industrial uses near freight routes and transfer centers."				
<b>FY2017 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Policy Analysis</b> Evaluate growth incentive policies (best practices, legal requirements). Review strategies with stakeholders and development community. Report to workgroup/committee and identify pilot study.					Oct-Sept Jan-Mar Oct-Sept
<b>LEAD STAFF:</b> Sabrina Minshall				<b>Expense Summary</b>	
<b>END PRODUCT:</b> The policy analysis would work with land use and transportation agencies in identifying growth incentive strategies that could be implemented locally to meet the <i>Communities in Motion 2040</i> Vision by encouraging infill, redevelopment, and Major Activity Centers. Future fiscal years would measure the efficacy of these strategies and their overall impact on the multimodal transportation system.				Total Workdays: 2	
				Salary \$ 965	
				Fringe 398	
				Overhead 169	
				Total Labor Cost: \$ 1,532	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2018				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>			<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Ada County Member Agencies  Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
CPG, k13495			\$ -		
CPG, k13496	1,420			1,420	
STP-TMA, k12374					
STP-TMA, k13047					
SHRP2, k19175					
STP-TMA, k18948					
Local	112			112	
<b>Total:</b>	\$ 1,532	\$ -	\$ -	\$ 1,532	Total Direct Cost: \$ -
				761	Total Cost: \$ 1,532

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<b>PROGRAM NO.</b>	801			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Staff Development					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies and the best practices and activities nationally.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The activities of the task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>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 Planners, Association of Metropolitan Planning Organizations and the Transportation Research Board, etc. to keep staff well informed.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.2, Increase knowledge and skill sets of existing staff to remain on the cutting edge of best practices and technologies in planning and related fields; 2.3, Develop and promote leadership skills and professional development for COMPASS Board members and staff; and 4.2, Implement adopted plans.</p>					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
Staff training and development.					Ongoing	
<b>LEAD STAFF:</b> Megan Larsen <b>END PRODUCT:</b> Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					<b>Expense Summary</b> Total Workdays: 145 Salary \$ 58,846 Fringe 24,286 Overhead 10,275 Total Labor Cost: \$ 93,406	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b> Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education 40,000 Printing Public Involvement Meeting Support Other Total Direct Cost: \$ 40,000	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total		Federal Highway Administration
CPG, k13495	\$ 912	\$ 320		\$ 1,232		Federal Transit Administration
CPG, k13496	90,563	31,819		122,382		
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local	7,246	2,546		9,792		
<b>Total:</b>	<b>\$ 98,721</b>	<b>\$ 34,685</b>	<b>\$ -</b>	<b>\$ 133,406</b>		
					801 Total Cost: \$ 133,406	

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<b>PROGRAM NO.</b>	820			<b>CLASSIFICATION:</b>	System Maintenance			
<b>TITLE:</b>	Committee Support							
<b>TASK / PROJECT DESCRIPTION:</b>	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.							
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.							
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	COMPASS Joint Powers Agreement states, Section 6. Articles of Reformation and Organization of a Nonprofit Association Part 6.1.7 (K) Open Meeting Law: All meetings of the Board of Directors shall be governed under the provisions of what is known as the "Open Meeting Law" including any amendments and/or recodification of said law that is presently codified at Idaho Code § 67-2340-2345.							
<b>FY2017 BENCHMARKS</b>								
<b>MILESTONES / PRODUCTS</b>						Ongoing		
Provide meeting coordination, materials, and follow-up to the Board and standing committees.								
<b>LEAD STAFF:</b>	Megan Larsen					<b>Expense Summary</b>		
<b>END PRODUCT:</b>	Ongoing support of committees to promote involvement and communication.					<b>Total Workdays:</b> 228		
						Salary	\$ 87,247	
						Fringe	36,007	
						Overhead	15,234	
						<b>Total Labor Cost:</b>	<b>\$ 138,488</b>	
<b>ESTIMATED DATE OF COMPLETION:</b>	September-2017					<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>			Professional Services	\$ -
	Ada	Canyon	Special	Total	Member Agencies			
CPG, k13495				\$ -	Legal / Lobbying			
CPG, k13496	96,330	33,846		130,176	Equipment Purchases			
STP-TMA, k12374					Travel / Education			
STP-TMA, k13047					Printing			
SHRP2, k19175					Public Involvement			
STP-TMA, k18948					Meeting Support			
Local	7,631	2,681		10,312	Other			
<b>Total:</b>	<b>\$ 103,961</b>	<b>\$ 36,527</b>	<b>\$ -</b>	<b>\$ 140,488</b>	<b>820</b>	<b>Total Direct Cost:</b>	<b>\$ 2,000</b>	
						<b>Total Cost:</b>	<b>\$ 140,488</b>	

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<b>PROGRAM NO.</b>	<b>836</b>	<b>CLASSIFICATION:</b>	<b>System Maintenance</b>
<b>TITLE:</b>	<b>Technical Support: Regional Travel Demand Model</b>		
<b>TASK / PROJECT DESCRIPTION:</b>	Upkeep of the regional travel demand model is an ongoing task to maintain it as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The model outputs are used to test and plan transportation projects, support 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 of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450.322 (f) -- "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...."		

<b>FY2017 BENCHMARKS</b>	<b>MILESTONES / PRODUCTS</b>
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<p><b>Key Elements</b></p> <p>Maintain and update traffic count database.</p> <p>Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in TREDIS.</p> <p>Provide travel demand modeling assistance to support member agency needs and special projects.</p> <p>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.</p> <p>Provide project and program evaluations using TREDIS (Transportation Economic Development Impact System) for grant applications and per member agency needs.</p> <p>Reconcile demographic data and integrate in the current and all forecast years of the regional model.</p> <p><b>CIM 2040 2.0 support</b></p> <p>Use the regional travel demand model to provide current and projected vehicle demand.</p> <p>Use the regional travel demand model to analyze potential future public transportation service.</p> <p>Use the regional travel demand model to inform bike and ped implementation and planning efforts.</p> <p>Use the regional travel demand model to conduct a full/complete transportation system evaluation.</p> <p>Update planning functional classification map.</p> <p><b>Special Tasks and Model Improvements</b></p> <p>Refine land use allocation demonstration model, calibrate with local data and integrate into the regional model structure.</p> <p>Implement model refinements (generalized cost, work trips for schools, trips for parks, feedback loop) and re-estimate the model.</p> <p>Finish calibrating AM peak model.</p> <p>Develop scripts to more efficiently provide model output data for TREDIS.</p> <p>Modify model inputs and structure to better integrate area of influence model runs into the regional model (currently post-process).</p> <p>Provide technical assistance to City of Nampa for the update of the Master Transportation Plan.</p> <p>Provide technical analysis on unexpected member agency requests.</p> <p>Provide technical support to the I-84 Detour Plan.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Mar - Jul</p> <p>Ongoing</p> <p>Apr - Jun</p> <p>Oct - Feb</p> <p>Oct - Nov</p> <p>Oct - Feb</p> <p>Mar - May</p> <p>Nov - Feb</p> <p>Oct - Mar</p> <p>Feb - Sept</p> <p>Dec - Mar</p> <p>Oct - Dec</p> <p>Jan - Mar</p> <p>Oct - Feb</p> <p>Ongoing</p> <p>Oct - Jan</p>
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<b>LEAD STAFF:</b>	MaryAnn Waldinger	<b>Expense Summary</b>
<b>END PRODUCT:</b>	Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.	<b>Total Workdays:</b> 208
		Salary \$ 91,925
		Fringe 37,937
		Overhead 16,050
		<b>Total Labor Cost: \$ 145,912</b>

<b>ESTIMATED DATE OF COMPLETION:</b>	September-2017				<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Highway Districts
CPG, k13495				\$ -	Member Agencies
CPG, k13496	69,091	24,275		93,366	Federal Highways Administration
STP-TMA, k12374			65,000	65,000	Idaho Transportation Department
STP-TMA, k13047					Valley Regional Transit
SHRP2, k19175					Department of Environmental Quality
STP-TMA, k18948				-	
Local	5,473	1,924	5,149	12,546	
<b>Total:</b>	<b>\$ 74,564</b>	<b>\$ 26,199</b>	<b>\$ 70,149</b>	<b>\$ 170,912</b>	
					<b>Total Direct Cost: \$ 25,000</b>
					<b>836 Total Cost: \$ 170,912</b>

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<b>PROGRAM NO.</b>	838			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	On-Board Transit Survey					
<b>TASK / PROJECT DESCRIPTION:</b>	Gathering data for the upkeep of the regional travel demand model is an ongoing task in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The data are used to update and verify model parameters to ensure reasonable model results. 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 of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450.322 (f) -- "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...."					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Completion of On Board Transit Survey started in FY 2016</b>						
Data collection on under-surveyed routes will begin spring 2017. Final on board transit survey data delivery. Final on board transit survey report.					Jan - May Jul Aug	
<b>LEAD STAFF:</b>	MaryAnn Waldinger				<b>Expense Summary</b>	
<b>END PRODUCT:</b>	Public transportation data necessary for the upkeep of the mode choice component of the regional travel demand model.				Total Workdays: 22	
					Salary \$ 9,207	
					Fringe 3,800	
					Overhead 1,608	
					Total Labor Cost: \$ 14,615	
<b>ESTIMATED DATE OF COMPLETION:</b>				September-2017		<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services \$ 56,868
	Ada	Canyon	Special	Total	Highway Districts	Legal / Lobbying
CPG, k13495				\$ -	Member Agencies	Equipment Purchases
CPG, k13496	7,386	2,595		9,981	Federal Highways Administration	Travel / Education
STP-TMA, k12374						Printing
STP-TMA, k13047						Public Involvement
SHRP2, k19175			56,255	56,255		Meeting Support
STP-TMA, k18948			4,456	5,247		Other
Local	585	206				
<b>Total:</b>	<b>\$ 7,971</b>	<b>\$ 2,801</b>	<b>\$ 60,711</b>	<b>\$ 71,483</b>	838	<b>Total Cost: \$ 71,483</b>

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<b>PROGRAM NO.</b>	842			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Congestion Management Process					
<b>TASK / PROJECT DESCRIPTION:</b>	Maintain a functional congestion management system (CMS) for the Treasure Valley. Conduct data collection, update the Congestion Management Process as needed, produce an annual Transportation System Monitoring Report, maintain regional intelligent transportation system (ITS) architecture. Research, provide, and monitor transportation demand management (TDM) strategies. Develop strategy for congestion management data collection.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Provides annual CMS report of the congestion levels on major corridors that compares previous year results, and explains the reason for the change; typically, improvements needed such as signal timing and ITS. Periodic needs are: baseline data collection of vehicle occupancy rates, additional research and evaluation of possible transportation demand management strategies.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450.320 -- Congestion Management Process is one of the Planning Factors and required in Transportation Management Areas (TMA). COMPASS and ITD have been collecting travel time data since 2003, which provides a summary of how the major roads are functioning during the am and pm peak hours based on congestion levels. This process and its results have been integrated into the transportation improvement program prioritization process. Travel time data collection and a data management plan is also required for MPOs in new federal legislation. Furthermore, FHWA Final Rule and FTA Policy on ITS requires that all ITS projects funded by highway trust fund or Mass Transit Account conform to the National ITS Architecture.					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>CMS Report and Travel Time Data Collection</b> Review collected travel time data (out-sourced). Review and format FY2017 CMS travel time data. Develop a Project Tracking List for Regional Transportation Improvement Program projects. Analyze current and historic regional travel time data. Establish process for downloading and processing raw data from sensors - if ACHD deploys sensors in FY2017. Analyze and report on the travel time data from pilot test. Update ITS inventory and project list.						Mar - Apr Jul Aug Ongoing
<b>Miscellaneous CMS/ITS tasks</b> Transportation Project Coordination. Transportation Studies and Construction Coordination. Develop congestion management data collection strategy with partner agencies for FY2018-FY2022. Project Management of I-84 Detour Plan.						Ongoing Ongoing  Oct - Mar Oct - Jun
<b>LEAD STAFF:</b> Sabrina Minshall				<b>Expense Summary</b>		
<b>END PRODUCT:</b> Update of the Congestion Management Process and FY2017 travel time data collection, analysis and report. Complete the update to the I-84 Detour Plan				Total Workdays: 40		
				Salary \$ 16,954		
				Fringe 82,175		
				Overhead 2,960		
				Total Labor Cost: \$ 26,911		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017				<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Highway Districts	Professional Services \$ 107,997
CPG, k13495				\$ -	Member Agencies	Legal / Lobbying
CPG, k13496			24,936	24,936	Federal Highways Administration	Equipment Purchases
STP-TMA, k12374						Travel / Education
STP-TMA, k13047						Printing
ACHD			50,000	50,000		Public Involvement
ITD			25,000	25,000		Meeting Support
Local	1,462	514	32,997	34,972		Other
<b>Total:</b>	<b>\$ 1,462</b>	<b>\$ 514</b>	<b>\$ 132,933</b>	<b>\$ 134,908</b>		<b>Total Direct Cost: \$ 107,997</b>
					842	<b>Total Cost: \$ 134,908</b>

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<b>PROGRAM NO.</b>	<b>860</b>	<b>CLASSIFICATION:</b>	<b>System Maintenance</b>
<b>TITLE:</b>	<b>Geographical Information System Maintenance (GIS)</b>		
<b>TASK / PROJECT DESCRIPTION:</b>	Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Workgroup (RGAW) to create regional data that can be used for many purposes.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450.322 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...." GIS also serves the directive under 23 CFR § 450.322 (i)(6) that the MPO "employ visualization techniques to describe plans; and make public information available in electronically accessible format and means, such as the World Wide Web..."		

**FY2017 BENCHMARKS**

<b>MILESTONES / PRODUCTS</b>	
<p><b>Provide GIS Data Maintenance and Support for COMPASS Projects.</b> Data Analysis, ped count analysis, crash analysis. Enterprise database creation. Data integration. GIS Technology.</p>	Ongoing
<p><b>Provide CommunityViz Maintenance and Support for COMPASS and member agency projects.</b></p>	As Needed
<p><b>GIS Cooperation</b> Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County. Special Interest Group (SIG) meetings.</p>	Quarterly/as needed
<p><b>Regional Geographic Advisory Committee</b> Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data.</p>	Quarterly/as needed
<p><b>Regional Data Center</b> Expand and maintain authoritative regional GIS data. COMPASS staff will conduct data accuracy checks and metadata on regional data sets. Documentation and training for staff and member agencies on the RDC and data maintenance as needed.</p>	Ongoing
<p><b>CIM</b> Bike/Ped data collection, storage, and mapping. Continue to plan for future orthophotography acquisition and funding. Environmental Review. Transportation System Analysis. Outreach Materials. Database and dashboard/reporting development.</p>	CIM Schedule
<p><b>TIP</b> TIP online comment application.</p>	
<p><b>Orthophotography</b> Provide orthophotography data to private sector as needed. Continue to plan for future orthophotography acquisition and funding.</p>	Ongoing Ongoing

<b>LEAD STAFF:</b> Eric Adolfsen	<b>Expense Summary</b>	
<b>END PRODUCT:</b> 1. An expanded use of GIS technology and data for regional planning. 2. Continued GIS coordination and development of the most accurate and up-to-date information possible.		
<b>Total Workdays:</b>		509
<b>Total Labor Cost:</b>		\$ 278,928

<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services \$ -
	Ada	Canyon	Special	Total		Legal / Lobbying
CPG, k13495				\$ -		Equipment Purchases 40,500
CPG, k13496	25,979	9,627		35,606		Travel / Education
STP-TMA, k12374			75,064	75,064		Printing
STP-TMA, k13047						Public Involvement
SHRP2, k19175						Meeting Support
STP-TMA, k18948			207,137	209,958		Other 1,200
Local	2,088	733				<b>Total Direct Cost: \$ 41,700</b>
<b>Total:</b>	<b>\$ 28,067</b>	<b>\$ 10,360</b>	<b>\$ 282,201</b>	<b>\$ 320,628</b>	<b>860 Total Cost: \$ 320,628</b>	

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<b>PROGRAM NO.</b>	990			<b>CLASSIFICATION:</b>	Indirect / Overhead	
<b>TITLE:</b>	Direct Operations & Maintenance					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for Board related events, meeting expenses, and equipment/software needs.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.</p> <p>Tasks are included to complete the following objective in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members.</p>					
<b>FY2017 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
Provide local dollars for expenditures not federally funded.					Ongoing	
<b>LEAD STAFF:</b> Megan Larsen						
<b>END PRODUCT:</b> Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.					<b>Expense Summary</b>	
					Total Workdays:	0
					Salary	\$ -
					Fringe	-
Overhead	-					
Total Labor Cost:	\$ -					
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, k13495				\$ -		
CPG, k13496						
STP-TMA, k12374						
STP-TMA, k13047						
SHRP2, k19175						
STP-TMA, k18948						
Local			154,700	154,700		
<b>Total:</b>	\$ -	\$ -	\$ 154,700	\$ 154,700		
					990	
					Total Cost: \$ 154,700	

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<b>PROGRAM NO.</b>	991				<b>CLASSIFICATION:</b>	Indirect / Overhead	
<b>TITLE:</b>	Support Services Labor						
<b>TASK / PROJECT DESCRIPTION:</b>	To provide labor to support the ongoing administrative functions related to the operations of COMPASS. Areas include: personnel management, financial management, information technology management, and general administration. Work with independent auditor on annual audit. Provide administrative assistance for agency needs including public workshops, hearings, open houses, etc.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance leases, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system and website.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	<p>The Single Audit Act of 1984 (with amendment in 1996) and OMB Circular A-133 ("Audits of State, Local Governments, and Non-Profit Organizations") provide audit requirements for ensuring that these funds are expended properly.</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 allowable indirect costs as outlined in agreement.</p>						
<b>FY2017 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>General Administration</b> Review standing agreements. Update COMPASS operational policies as needed. Monitor general workplace and personnel needs. Provide administrative assistance for agency needs.							Aug As needed Ongoing Ongoing
<b>Personnel Management</b> Prepare and complete recruitment processes. Conduct employee annual evaluations. Renew insurance policies. Pursue FY2016 benefit options.							As needed As needed As needed As needed
<b>Financial Management</b> Close FY2016 financial records and begin FY2017. 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.							Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing
<b>Information Technology</b> Manage Information Technology consultant and coordinate work efforts. Prioritize needs, analyze costs, make recommendations and implement system improvements. Coordinate with staff to configure equipment and software to meet the needs of each position. Document and educate staff with system issues and changes. Coordinate systems with member agencies. Provide and retain daily, monthly and annual system backups.							Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
<b>LEAD STAFF:</b> Megan Larsen					<b>Expense Summary</b>		
<b>END PRODUCT:</b> An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 945		
					Salary \$ -		
					Fringe -		
					Overhead -		
					Total Labor Cost: \$ -		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2017					<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Member Agencies		
CPG, k13495				\$ -	Idaho Transportation Department		
CPG, k13496				-			
STP-TMA, k12374							
STP-TMA, k13047							
SHRP2, k19175							
STP-TMA, k18948				-			
Local							
<b>Total:</b>	\$ -	\$ -	\$ -	\$ -			
					Total Direct Cost: \$ -		
					991 Total Cost: \$ -		

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## COMPASS BOARD AGENDA ITEM VII-C

Date: April 17, 2017

### Topic: 2017 Population Estimates

#### Request/Recommendation

COMPASS staff seeks COMPASS Board acceptance of the 2017 population estimates.

#### Background/Summary:

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

COMPASS develops population estimates for city and county jurisdictions in Ada and Canyon Counties. Since 1990, COMPASS has used a "Housing Unit Method" estimation model to update population estimates. This method is based on the premise that changes in the number of occupied housing units reflect changes in the population. This estimation process is broken into three distinct parts: housing unit estimation, household population estimation, and geographic boundary modification.

Population estimates are calculated as:

$$\text{Population} = [(h + r) * s * o] + q$$

Where:

- h = decennial census households
- r = new residential units permitted
- s = household size
- o = residential occupancy rate
- q = group quarters population

In 2015, COMPASS began using the Idaho Power residential occupancy rates based on electrical usage. This helps maintain more accurate household information and leads to better population estimates. The Idaho Power residential occupancy rate is now used as the "o" in the formula above.

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

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

#### More Information:

- 1) Attachment—2017 Population Estimates
- 2) Attachment—Historic Population Estimates by City Limits
- 3) For additional information contact: Carl Miller, Principal Planner, at 475-2239 or [cmiller@compassidaho.org](mailto:cmiller@compassidaho.org).

**2017 Population Estimates**  
**City and County Population Estimate for April 1, 2017**  
**Areas Refer to Corporate Limits of Cities as of 12/31/2016**

	2017 Population*	2016 Population	2010 Population ^	2010-2017 Increase	2017 Percent of County	Percent of Planning Area		
						2000	2010	2017
<b>Boise City</b>	<b>228,930</b>	<b>226,900</b>	<b>205,671</b>	<b>23,259</b>	<b>50.4%</b>	<b>43.0%</b>	<b>35.4%</b>	<b>34.2%</b>
<b>Eagle</b>	<b>26,930</b>	<b>25,510</b>	<b>19,908</b>	<b>7,022</b>	<b>5.9%</b>	<b>2.6%</b>	<b>3.4%</b>	<b>4.0%</b>
<b>Garden City</b>	<b>11,500</b>	<b>11,420</b>	<b>10,972</b>	<b>528</b>	<b>2.5%</b>	<b>2.5%</b>	<b>1.9%</b>	<b>1.7%</b>
<b>Kuna</b>	<b>19,700</b>	<b>18,430</b>	<b>15,210</b>	<b>4,490</b>	<b>4.3%</b>	<b>1.2%</b>	<b>2.6%</b>	<b>2.9%</b>
<b>Meridian</b>	<b>98,300</b>	<b>91,420</b>	<b>75,092</b>	<b>23,208</b>	<b>21.6%</b>	<b>8.1%</b>	<b>12.9%</b>	<b>14.7%</b>
<b>Star<sup>Δ</sup></b>	<b>9,290</b>	<b>8,150</b>	<b>5,793</b>	<b>3,497</b>	<b>2.0%</b>	<b>0.4%</b>	<b>1.0%</b>	<b>1.4%</b>
<b>Unincorporated</b>	<b>59,760</b>	<b>61,020</b>	<b>59,729</b>	<b>31</b>	<b>13.2%</b>	<b>11.9%</b>	<b>10.3%</b>	<b>8.9%</b>
<b>Total County</b>	<b>454,400</b>	<b>442,840</b>	<b>392,365</b>	<b>62,035</b>		<b>69.6%</b>	<b>67.5%</b>	<b>67.8%</b>
<b>Canyon</b>								
<b>Caldwell</b>	<b>54,120</b>	<b>52,620</b>	<b>46,237</b>	<b>7,883</b>	<b>25.1%</b>	<b>6.0%</b>	<b>8.0%</b>	<b>8.1%</b>
<b>Greenleaf</b>	<b>860</b>	<b>860</b>	<b>846</b>	<b>14</b>	<b>0.4%</b>	<b>0.2%</b>	<b>0.1%</b>	<b>0.1%</b>
<b>Melba</b>	<b>570</b>	<b>570</b>	<b>513</b>	<b>57</b>	<b>0.3%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>0.1%</b>
<b>Middleton</b>	<b>8,110</b>	<b>7,580</b>	<b>5,524</b>	<b>2,586</b>	<b>3.8%</b>	<b>0.7%</b>	<b>1.0%</b>	<b>1.2%</b>
<b>Nampa</b>	<b>96,820</b>	<b>90,860</b>	<b>81,557</b>	<b>15,263</b>	<b>44.9%</b>	<b>12.0%</b>	<b>14.0%</b>	<b>14.5%</b>
<b>Notus</b>	<b>570</b>	<b>570</b>	<b>531</b>	<b>39</b>	<b>0.3%</b>	<b>0.1%</b>	<b>0.1%</b>	<b>0.1%</b>
<b>Parma</b>	<b>2,120</b>	<b>2,110</b>	<b>1,983</b>	<b>137</b>	<b>1.0%</b>	<b>0.4%</b>	<b>0.3%</b>	<b>0.3%</b>
<b>Wilder</b>	<b>1,690</b>	<b>1,640</b>	<b>1,533</b>	<b>157</b>	<b>0.8%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.3%</b>
<b>Unincorporated</b>	<b>50,560</b>	<b>51,360</b>	<b>50,189</b>	<b>371</b>	<b>23.5%</b>	<b>10.6%</b>	<b>8.6%</b>	<b>7.5%</b>
<b>Total County</b>	<b>215,430</b>	<b>208,180</b>	<b>188,923</b>	<b>26,507</b>		<b>30.4%</b>	<b>32.5%</b>	<b>32.2%</b>
<b>Canyon and Ada</b>	<b>669,830</b>	<b>651,020</b>	<b>581,288</b>	<b>88,542</b>				

\*2017 COMPASS Population Estimate

^2010 Census Population Count

ΔThe City of Star has 12 persons in Canyon County.

**Historic Population Estimates by City Limits**

**Ada County**

<b>Year</b>	<b>Boise</b>	<b>Eagle</b>	<b>Garden City</b>	<b>Kuna</b>	<b>Meridian</b>	<b>Star</b>	<b>Unincorporated</b>	<b>Total</b>	<b>Regional Total</b>
2017	228,930	26,930	11,500	19,700	98,300	9,290	59,760	454,400	669,830
2016	226,900	25,510	11,420	18,430	91,420	8,150	61,020	438,660	646,840
2015	223,670	24,600	12,060	17,320	91,310	7,930	61,780	438,660	646,450
2014	217,730	23,460	11,160	16,070	85,240	7,140	61,130	421,920	620,080
2013	209,700	21,350	11,070	15,960	81,380	6,480	60,930	406,870	599,840
2012	207,730	20,550	11,020	15,650	78,290	6,030	60,400	399,670	590,070
2011	206,470	20,140	10,980	15,470	76,510	5,900	60,510	395,960	585,810
2010 (Census)	205,671	19,908	10,972	15,210	75,092	5,793	59,739	392,365	581,288
2000 (Census)	185,787	11,085	10,624	5,382	34,919	1,795	51,312	300,904	432,345
1990 (Census)	125,738	3,327	6,369	1,955	9,596	648	58,142	205,775	295,851

**Canyon County**

<b>Year</b>	<b>Caldwell</b>	<b>Greenleaf</b>	<b>Melba</b>	<b>Middleton</b>	<b>Nampa</b>	<b>Notus</b>	<b>Parma</b>	<b>Wilder</b>	<b>Unincorporated</b>	<b>Total</b>
2017	54,120	860	570	8,110	96,820	570	2,120	1,690	50,560	215,430
2016	52,620	860	570	7,580	90,860	570	2,110	1,640	51,360	208,180
2015	51,880	860	570	7,110	89,210	570	2,140	1,640	53,800	207,790
2014	47,440	840	520	6,150	84,840	540	2,010	1,540	54,270	198,160
2013	47,580	850	520	5,860	83,840	530	1,990	1,530	50,270	192,970
2012	46,800	850	520	5,630	82,160	530	1,990	1,530	50,390	190,400
2011	46,730	850	520	5,600	81,920	530	1,990	1,530	50,160	189,850
2010 (Census)	46,237	846	513	5,524	81,557	531	1,983	1,533	50,179	188,923
2000 (Census)	25,967	862	439	2,978	51,867	458	1,771	1,462	45,637	131,441
1990 (Census)	18,586	648	252	1,851	28,365	380	1,597	1,232	37,165	90,076

## COMPASS BOARD AGENDA ITEM VII-D

Date: April 17, 2017

### **Topic: FY2018 General and Special Membership Dues**

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

COMPASS staff seeks COMPASS Board approval of the proposed FY2018 membership dues.

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

The COMPASS Board approved the attached Member Dues Calculation Policy at its January 26, 2015, meeting. The policy specifies the formula that shall be used to calculate the annual membership dues.

COMPASS staff used the FY2017 population estimates recommended by the Demographic Advisory Workgroup at its March 1, 2017, meeting to calculate the proposed FY2018 membership dues. The per capita rate used in the calculation is identical to the rate approved by the COMPASS Board for FY2015 through FY2017 dues. The change in dues for each entity in Ada and Canyon Counties reflects the change in estimated population from FY2016.

The Finance Committee recommended approval of the proposed FY2017 membership dues at its March 16, 2017, meeting.

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

Approved membership dues will be incorporated into the FY2018 Unified Planning Work Program and Budget to be presented to the Finance Committee at its May 18, 2017, meeting.

#### **More Information:**

- 1) Attachments: Member Dues Calculation Policy  
Proposed FY2018 Membership Dues
- 2) For detailed information contact: Megan Larsen, at 475-2228 or [mlarsen@compassidaho.org](mailto:mlarsen@compassidaho.org).

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## MEMBER DUES CALCULATION POLICY

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

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

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

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

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

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**COMPASS  
PROPOSED FY2018 MEMBERSHIP DUES**

	Actual FY 2017 Membership Dues		Proposed FY2018 Membership Dues		Change
	FY2016 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	FY2017 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	\$ -
<b>GENERAL MEMBERS</b>					
<b>ADA COUNTY</b>					
Ada County	61,020	\$ 208,703	59,760	\$ 213,522	\$ 4,819
Ada County Highway District	442,840	208,703	454,400	213,522	4,819
City of Boise	226,900	100,042	228,930	100,937	895
City of Eagle	25,510	11,248	26,930	11,874	626
City of Garden City	11,420	5,035	11,500	5,070	35
City of Kuna	18,430	8,126	19,700	8,686	560
City of Meridian	91,420	40,308	98,300	43,341	3,033
City of Star	8,150	3,593	9,290	4,096	503
<b>TOTAL ADA COUNTY</b>	<b>442,850</b>	<b>\$ 585,758</b>	<b>454,400</b>	<b>\$ 601,048</b>	<b>\$ 15,290</b>
<b>CANYON COUNTY</b>					
Canyon County	51,360	\$ 103,112	50,560	\$ 106,132	\$ 3,020
Canyon Highway District No. 4	77,320	38,180	79,740	37,994	(186)
Nampa Highway District No. 1	114,010		117,530		-
Golden Gate Hwy District No. 3	8,330	4,959	9,090	5,099	140
Notus Parma Highway District	8,530		9,070		-
City of Caldwell	52,620	23,201	54,120	23,862	661
City of Greenleaf	860		860		-
City of Melba	570	251	570	251	-
City of Middleton	7,580	3,342	8,110	3,576	234
City of Nampa	90,860	40,061	96,820	42,689	2,628
City of Notus	570	251	570	251	-
City of Parma	2,110	930	2,120	935	5
City of Wilder	1,640	723	1,690	745	22
<b>TOTAL CANYON COUNTY</b>	<b>208,170</b>	<b>\$ 215,010</b>	<b>215,420</b>	<b>\$ 221,534</b>	<b>\$ 6,524</b>
<b>SPECIAL MEMBERS</b>					
Boise State University		\$ 7,950		\$ 8,200	\$ 250
Capital City Development Corporation		7,950		8,200	250
Department of Environmental Quality		7,950		8,200	250
Idaho Transportation Department		7,950		8,200	250
Valley Regional Transit		7,950		8,200	250
<b>TOTAL SPECIAL MEMBERS</b>		<b>\$ 39,750</b>		<b>\$ 41,000</b>	<b>\$ 1,250</b>
<b>TOTAL MEMBER DUES</b>		<b>\$ 840,518</b>		<b>\$ 863,582</b>	<b>\$ 23,064</b>

## FEBRUARY 2017 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p data-bbox="302 163 1414 226"><b>UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</b></p> <p data-bbox="1276 237 1536 264" style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul data-bbox="321 275 1528 407" style="list-style-type: none"> <li>• Processed and tracked revenues and expenditures associated with the FY2017 UPWP.</li> <li>• Tracked changes and announcements in the Federal Register and the Daily Digest.</li> </ul>
620	<p data-bbox="302 415 1045 443"><b>DEMOGRAPHICS AND GROWTH MONITORING</b></p> <p data-bbox="1308 453 1528 480" style="text-align: right;"><b>CARL MILLER</b></p> <ul data-bbox="321 491 1511 726" style="list-style-type: none"> <li>• Completed the 2017 population estimates.</li> <li>• Completed the 2016 Development Monitoring Report.</li> <li>• Completed the Census Bureau Boundary and Annexation Survey (BAS).</li> <li>• Completed geocoding the 2016 IDOL employment data.</li> <li>• Completed 11 development checklists for Ada County, Boise, Canyon County, Kuna, Nampa, and Meridian.</li> <li>• Completed compiling historic employment data for trend analysis.</li> </ul>
653	<p data-bbox="302 735 883 762"><b>COMMUNICATION AND EDUCATION</b></p> <p data-bbox="1373 772 1536 800" style="text-align: right;"><b>AMY LUFT</b></p> <ul data-bbox="321 810 1536 1787" style="list-style-type: none"> <li>• Updated the COMPASS website; began process to make COMPASS website more accessible for individuals with disabilities.</li> <li>• Posted 12 Facebook messages, 27 Tweets, 3 Instagram messages, and 1 blog.</li> <li>• Tracked issues related to COMPASS and transportation in the news media; participated in four interviews and provided data for an additional news story. In addition, a guest opinion piece on transportation funding written on behalf of Commissioner Rule, Mayor Henry, and Mayor Nancolas (submitted to the news media the end of January) was published in the Idaho Press Tribune on February 1, 2017 and the Idaho Statesman on February 8, 2017.</li> <li>• Continued planning for 2017 education series; the first speaker will be Tom Daniels from the University of Pennsylvania, speaking on March 6 and 7, 2017, on farmland preservation and conservation easements.</li> <li>• Continued the annual "Don't Let the Treasure Valley Fall Through the Cracks" radio campaign. Radio spots will run on nine radio stations through March 31, 2017.</li> <li>• Developed responses to questions posted on COMPASS website, stemming from the "Don't Let the Treasure Valley Fall through the Cracks" campaign.</li> <li>• Hosted the annual COMPASS 101 workshop on February 1, 2017.</li> <li>• Continued research to develop an access management brochure; reviewed potential case study locations.</li> <li>• Received and approved applications for two new Public Participation Workgroup members; met with one of the new members on February 14, 2017.</li> <li>• Contacted the Boise Police Department to discuss sponsoring "Look! Save a Life!" bicycle/pedestrian safety public service announcements in the spring.</li> <li>• Began research into strategies to better engage youth in planning processes.</li> <li>• Continued to update the COMPASS strategic plan.</li> <li>• Wrote and distributed the monthly "Keeping Up With COMPASS" newsletter.</li> </ul>



PROGRAM NO.	
661	<p data-bbox="302 130 704 159"><b>LONG RANGE PLANNING</b></p> <p data-bbox="1279 163 1539 193" style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul data-bbox="321 205 1539 1260" style="list-style-type: none"> <li>• Submitted draft of SHRP2 case study to FHWA.</li> <li>• Participated in the Project Team for the Front/Myrtle analysis led by CCDC and the City of Boise; attended weekly conference calls, provided feedback on deliverables.</li> <li>• Continued work with consultants on the freight study.</li> <li>• Participated in a web meeting with Remix to learn to use the long-range public transportation planning tool.</li> <li>• Hosted the APBP Webinar series titled "Growing the Movement - University Curriculum for Pedestrian and Bicycle Professionals" on February 15, 2017.</li> <li>• Attended the ACHD Bicycle Advisory Committee Meeting and discussed the upcoming projects for 2017 on February 6, 2017.</li> <li>• Presented at the Urban Land Institute's Breakfast talk on the link between Active Transportation and Real Estate on February 8, 2017.</li> <li>• Facilitated a meeting between the City of Meridian and City of Eagle on pathways along canal easements on February 16, 2017.</li> <li>• Met with Idaho Parks and Recreation staff to discuss the history and strategy when working with Union Pacific on the <i>Trail of the Coeur d'Alene's</i>.</li> <li>• Participated on the first FHWA Safe Transportation for Every Pedestrian (STEP) steering committee and discussed 2017 strategy on February 27, 2017.</li> <li>• Completed the <i>Communities in Motion 2040 2.0</i> Park and Ride map.</li> <li>• Attended the FHWA and NHTSA's State Safety Target Setting Coordination &amp; Training Workshop on February 21, 2017.</li> <li>• Attended ValleyConnect Technical Committee meeting on February 22, 2017.</li> <li>• Met with State Street Consortium members to review results from the request for proposals on the State Street TOD Land Use grant.</li> <li>• Attended the February 28, 2017, Transportation Performance Measure group meeting to discuss final federal rulemaking and upcoming trainings.</li> <li>• Developed a "subway" type map showing regional bicycle pathways.</li> <li>• Distributed a <i>Communities in Motion 2040 2.0</i> quarterly email update.</li> </ul>

PROGRAM NO.	
685	<p style="text-align: right;"><b>TONI TISDALE</b></p> <p><b>RESOURCE DEVELOPMENT/FUNDING</b></p> <ul style="list-style-type: none"> <li>• Attended the ITD Delivery Tour at ITD District 3 on February 1, 2017. ITD staff provided information on the FY2018-2022 program update.</li> <li>• Prepared for and hosted the Urban and FTA Balancing Committee meetings on February 2, 2017.</li> <li>• Met with ITD and ACHD staff on February 10, 2017, to determine plan to obligate STP-TMA funds on the SH-16 and Beacon Light Road intersection project in FY2017. ITD, as the lead on the project, committed to be ready to obligate the funds in June 2017.</li> <li>• Met with Canyon Highway District, City of Caldwell, and LHTAC staff on February 17, 2017, to discuss the funding needs of the Old Highway 30, Plymouth Street Bridge project.</li> <li>• Met with Valley Regional Transit staff on February 17, 2017, to begin developing a written method for communicating obligation information on projects funded through the Federal Transit Administration.</li> <li>• Tracked obligations for federal funds.</li> <li>• Processed two administrative modifications and one amendment (including public comment) to the TIP.</li> <li>• Facilitated Scope meeting with City of Boise regarding Project Development Program for Eagle Road Corridor Bike/Ped Improvements, Phase III.</li> <li>• Finalized annual Resource Development Plan with input from RTAC.</li> <li>• Worked closely with members to ensure all project application information was complete and accurate before RTAC review.</li> <li>• Facilitated RTAC project prioritization workshop to review all projects in the ranking process.</li> <li>• Facilitated RTAC ranking process to rank 49 projects for possible funding through the <i>Communities in Motion</i> Implementation Grants or federal funding on February 22, 2017.</li> <li>• Met with ITD Headquarters planning staff regarding SPR funding for an Urban Balancing Committee project re: STP funding allocation.</li> <li>• Developed a funding recommendation using the rankings recommended by RTAC.</li> <li>• Facilitated Project Development Program meeting for Five Mile Creek Pathway.</li> <li>• Participated in Transportation for America webinar, <i>"Measuring what we value: Policies to prioritize public health and build prosperous regions"</i> for MPO's.</li> <li>• Met with team of BSU students who are working on a class project to help COMPASS identify additional funding sources for transportation projects, and to develop a system for matching those sources with current project needs as funding cycles open.</li> </ul>
701	<p style="text-align: right;"><b>SABRINA MINSHALL</b></p> <p><b>GENERAL MEMBERSHIP SERVICES</b></p> <ul style="list-style-type: none"> <li>• Attended Northeast Nampa Gateway District Plan Final Advisory Committee meeting on February 9, 2017. Provided comments on the draft plan.</li> <li>• Provided Audience Response System services to the City of Middleton to assist with the State of the City address on February 22, 2017.</li> </ul>

PROGRAM NO.	
702	<p data-bbox="302 130 711 159"><b>AIR QUALITY OUTREACH</b></p> <p data-bbox="1373 163 1536 193" style="text-align: right;"><b>AMY LUFT</b></p> <ul data-bbox="321 201 1500 441" style="list-style-type: none"> <li>• Completed the winter media campaign; winter campaign ended the week of February 27, 2017.</li> <li>• Met with Jason Russell, Catalyst Media, to discuss the summer media campaign and plans for earned media exposure related to Air Quality Awareness Week (May 1 – 5, 2017) and summer wildfires.</li> <li>• Provided a status report to the Department of Environmental Quality and Air Quality Board.</li> </ul>
703	<p data-bbox="302 453 760 483"><b>GENERAL PUBLIC SERVICES</b></p> <p data-bbox="1373 487 1536 516" style="text-align: right;"><b>AMY LUFT</b></p> <ul data-bbox="321 525 1500 651" style="list-style-type: none"> <li>• Provided information about Ada County growth for a Boise State University journalism class on February 22, 2017.</li> <li>• Responded to question on COMPASS Facebook page regarding high capacity rail.</li> </ul>
705	<p data-bbox="302 667 938 697"><b>TRANSPORTATION LIAISON SERVICES</b></p> <p data-bbox="1334 701 1536 730" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="321 739 1536 1470" style="list-style-type: none"> <li>• Met with Dave Wallace on February 23, 2017 to coordinate between ACHD and COMPASS.</li> <li>• Met with Councilmember Elaine Clegg on February 7, 2017, to coordinate on AMPO, COMPASS and City of Boise issues.</li> <li>• Met with Commissioner Dave Case on February 23, 2017, regarding February 2017 COMPASS Board meeting.</li> <li>• Participated in the Meridian Transportation Commission meeting on February 6, 2017. Topics included discussion the 2017 transportation project priorities for ACHD and election of officers.</li> <li>• Chaired the Idaho APA Board meeting.</li> <li>• Attended the Caldwell Chamber Transportation Committee meeting on February 6, 2017. Amy Revis and Amy Schroeder provided an update on the I-84 rehabilitation project.</li> <li>• Attended Urban Land Institute's "Active Transportation and Real Estate" summit and post-summit lunch with speaker Ed McMahon on February 8, 2017.</li> <li>• Attended State of the City address at City of Meridian on February 8, 2017.</li> <li>• Attended the Boise Chamber Transportation Committee meeting on February 16, 2017.</li> <li>• Attended the Caldwell Chamber Government Affairs Committee meeting on February 16, 2017.</li> </ul>
760	<p data-bbox="302 1482 695 1512"><b>LEGISLATIVE SERVICES</b></p> <p data-bbox="1325 1516 1536 1545" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="321 1554 1536 1965" style="list-style-type: none"> <li>• Participated in relevant activities in support of Board legislative position statements.</li> <li>• Tracked and reported significant activity in federal and state transportation-related legislative issues.</li> <li>• Monitored proposed rule-making to determine implications to COMPASS and its membership.</li> <li>• Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.</li> <li>• Attended NARC's 2017 National Conference of Regions meeting from February 12 – 14, 2017 in Washington, DC.</li> <li>• Met with Idaho Congressional Delegation in Washington, DC on February 15, 2017, regarding COMPASS' legislative priorities and <i>FASTLANE</i> application.</li> </ul>

PROGRAM NO.	
761	<p><b>GROWTH INCENTIVES</b></p> <p style="text-align: right;"><b>SABRINA MINSHALL</b></p> <ul style="list-style-type: none"> <li>No significant activity this month.</li> </ul>
801	<p><b>STAFF DEVELOPMENT</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>Attended Program Management program at Boise State University on February 8 and 9, 2017.</li> <li>Attended "Bike-Ped Counting" webinar on February 21, 2017.</li> <li>Attended "How MPOs are Prioritizing Health in Transportation Planning" webinar sponsored by Transportation for America on February 21, 2017.</li> <li>Attended "Psychological Safety: The Driving Force Behind Career and Business Impact" in Boise on February 16, 2017.</li> </ul>
820	<p><b>COMMITTEE SUPPORT</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>Provided staff support to the COMPASS Board of Directors and standing committees.</li> </ul>
836	<p><b>REGIONAL TRAVEL DEMAND MODEL</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>Continued to provide modeling assistance to member agencies.</li> <li>Completed five travel demand runs and benefit-cost analysis for ITD's Strategic Initiatives program.</li> <li>Provided a variety of data to the consultants working on the Regional Freight Study, which included classification count data, traffic count data, sixteen sets of freight-related county-level data, establishment information, and prepared over 30 route specific files.</li> <li>Completed integrating a new identification system with all traffic counts to make data retrieval, summary and an analysis more efficient.</li> </ul>
838	<p><b>ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>Reviewed draft report.</li> <li>Received survey data and applicable GIS files.</li> </ul>
842	<p><b>CONGESTION MANAGEMENT PROCESS</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>Participated with the consultant in stakeholder meetings in Ada and Canyon Counties for the I-84 Detour plan update.</li> </ul>
860	<p><b>GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</b></p> <p style="text-align: right;"><b>ERIC ADOLFSON</b></p> <ul style="list-style-type: none"> <li>Maintained and created regional geographic data layers and map documents for member agencies and the public.</li> <li>Updated traffic count data to same database system that stores the bike/ped count data which allows access to both GIS and SQL queries and forms.</li> <li>Sold 1 section of 2000 topo data.</li> <li>Compiled the Census Boundaries and Annexation Survey (BAS).</li> <li>Completed a public mapping request.</li> <li>Prepare network data to align with STRAVA data purchase.</li> <li>Geocoded building permit data for 2016.</li> <li>Supplied data to Remix transit software for use in the program.</li> <li>Supplied data to Freight Study consultants.</li> <li>Began a mapbook that highlights the rail line that will be used for the Rails with Trails project.</li> <li>Continued work on Regional Centerline project.</li> </ul>

PROGRAM NO.	
991	<b>SUPPORT SERVICES LABOR</b> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"><li>• Provided general accounting, human resources, and administrative support to the agency.</li></ul>

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PROGRAM NO.	
601	<p><b>UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>• Prepared Revision 2 of the FY2017 UPWP for Finance Committee review.</li> <li>• Updated five year revenue and expense projections for Finance Committee review.</li> <li>• Prepared proposed FY2018 membership dues for Finance Committee review.</li> <li>• Processed and tracked revenues and expenditures associated with the FY2017 UPWP.</li> <li>• Tracked changes and announcements in the Federal Register and the Daily Digest.</li> </ul>
620	<p><b>DEMOGRAPHICS AND GROWTH MONITORING</b></p> <p style="text-align: right;"><b>CARL MILLER</b></p> <ul style="list-style-type: none"> <li>• Presented the 2017 population estimates to the Demographic Advisory Workgroup for their recommendation to the COMPASS Board.</li> <li>• Presented the 2016 Development Monitoring Report to the Demographic Advisory Workgroup.</li> <li>• Discussed upcoming Census 2020 work with the Demographic Advisory Workgroup.</li> <li>• Discussed an online GIS approach to tracking entitled developments with the Demographic Advisory Workgroup.</li> <li>• Presented the 2016 IDOL employment data to the Demographic Advisory Workgroup. Completed compiling historic employment data for trend analysis.</li> <li>• Completed 2 development checklists for the cities of Boise and Star.</li> <li>• Completed the 2016 Census Boundary and Annexation Survey (BAS).</li> </ul>

PROGRAM NO.	
653	<p data-bbox="298 130 886 159"><b>COMMUNICATION AND EDUCATION</b></p> <p data-bbox="1370 163 1539 193" style="text-align: right;"><b>AMY LUFT</b></p> <ul data-bbox="321 201 1529 1260" style="list-style-type: none"> <li>• Updated the COMPASS web site; continued process to make COMPASS website more accessible for individuals with disabilities.</li> <li>• Posted 15 Facebook messages, 51 Tweets, 5 Instagram messages, and 1 blog.</li> <li>• Tracked issues related to COMPASS and transportation in the news media; participated in three interviews.</li> <li>• Hosted Dr. Tom Daniels from the University of Pennsylvania, on March 6 and 7, 2017, as the first speaker in the 2017 COMPASS education series. Dr. Daniels spoke on farmland preservation and conservation easements.</li> <li>• Met with Idaho APA (American Planning Association) leadership to discuss coordination of May 2017 education series speaker with an Idaho APA mini-conference.</li> <li>• Continued preparations for the remainder of the 2017 education series.</li> <li>• Continued the annual "Don't Let the Treasure Valley Fall Through the Cracks" radio campaign. Radio spots ran on nine radio stations through March 31, 2017.</li> <li>• Continued research to develop an access management brochure; reviewed potential case study locations.</li> <li>• Finalized arrangements to sponsor the Boise Police Department's "Look! Save a Life!" bicycle/pedestrian safety public service announcements. The spots began airing the week of March 27, 2017, and will continue through mid-June.</li> <li>• Continued to update the COMPASS strategic plan.</li> <li>• Wrote and distributed the monthly "Keeping Up With COMPASS" newsletter.</li> <li>• Nominated the <i>Lake Lowell Area Bicycle and Pedestrian Access Plan</i> for an Idaho Transportation Department Excellence in Transportation Award.</li> <li>• Began developing a presentation on the future of transportation in the Treasure Valley for Matt Stoll to present at the Boise Metro Chamber of Commerce Leadership Conference in April 2017.</li> <li>• Provided flyers on the COMPASS education series, <i>Treasure Valley On the Go!</i> calendars, and social media cards to ACHD Commuteride to place at their May in Motion events.</li> </ul>

PROGRAM NO.		
661	<p data-bbox="302 128 704 159"><b>LONG RANGE PLANNING</b></p> <p data-bbox="1279 163 1539 195" style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul data-bbox="321 205 1539 1719" style="list-style-type: none"> <li>Continued work with consultant, CPCS, on the COMPASS Freight Study.</li> <li>Participated in the SHRP2 Planning Process Bundle Project Completion call with FHWA on March 13, 2017.</li> <li>Finalized SHRP2 COMPASS case study.</li> <li>Attended the Caldwell Pathways and Bike Routes Committee meeting and reviewed the Bicycle and Pedestrian master plan final draft on March 21, 2017.</li> <li>Participated in the Project Team for the Front/Myrtle analysis led by CCDC and the City of Boise; attended weekly conference calls, provided feedback on deliverables.</li> <li>Hosted the Rail with Trail Stakeholder meeting and discussed the strategies for our March Meeting on March 6, 2017.</li> <li>Attended the ACHD Bicycle Advisory Committee Meeting and discussed the upcoming projects in the year, as well as a status report of the winter season on March 6, 2017.</li> <li>Met with Department of Environmental Quality to discuss the potential of applying for a brownfield grant with the Rail with Trail effort on March 6, 2017.</li> <li>Attended and helped lead the City of Star Walk Audit, put on by Central District Health Department on March 8, 2017.</li> <li>Hosted the Active Transportation Workgroup meeting and finalized the 14 CIM 2040 2.0 bicycle and pedestrian datasets on March 9, 2017.</li> <li>Attended the Nampa Bicycle and Pedestrian Advisory Committee and presented on the City of Nampa permanent counter results from 2016 on March 9, 2017.</li> <li>Installed bicycle and pedestrian portable counters for ACHD at Leadville, Kootenai, and Collister on March 13, 2017.</li> <li>Hosted the APBP Webinar series titled "Active Transportation in Rural Settings" on March 15, 2017.</li> <li>Met with Boise State Students to discuss their class project for COMPASS to examine the impacts of tourism on economic development on March 16, 2017.</li> <li>Hosted the Rail with Trail Workgroup and finalized the preferred cross section for the region on March 21, 2017.</li> <li>Installed bicycle and pedestrian portable counters for City of Boise at Camels Back Park, for CCDC at 8<sup>th</sup> Street, and for the City of Eagle along the greenbelt on March 27, 2017.</li> <li>Attended the VRT Valleyconnect 2.0 technical resource group providing input into their planning efforts on March 22, 2017.</li> <li>Attended half day workshop on the Front/Myrtle corridor assessment project led by CCDC/city of Boise.</li> <li>Completed the <i>Communities in Motion 2040 2.0</i> Park and Ride map.</li> <li>Developed a "subway" type map showing regional bicycle pathways.</li> </ul>	
685	<p data-bbox="302 1719 909 1751"><b>RESOURCE DEVELOPMENT/FUNDING</b></p> <p data-bbox="1279 1719 1520 1751" style="text-align: right;"><b>TONI TISDALE</b></p> <ul data-bbox="321 1761 1503 2007" style="list-style-type: none"> <li>Participated in an Urban Balancing Committee conference call regarding RFQ for STP allocation project.</li> <li>Met with ACHD staff regarding their FY2017 maintenance project delivery on March 8, 2017.</li> <li>Met with ACHD project team regarding the progress on the State Street and Collister Drive intersection project on March 9, 2017.</li> <li>Met with City of Boise staff to discuss staff recommendations for funding the</li> </ul>	



PROGRAM NO.	
	<p>City's application for a ramp project from the Greenbelt to Fairview Avenue on March 13, 2017.</p> <ul style="list-style-type: none"> <li>• Prepared staff programming recommendations based on RTAC ranking of project applications. Hosted an optional RTAC workshop to discuss the staff recommendations in detail on March 15, 2017.</li> <li>• Hosted a follow-up meeting to discuss funding issues on the Old Highway 30/Plymouth Street Bridge project on March 17, 2017, with representatives from City of Caldwell, Canyon Highway District and LHTAC.</li> <li>• Held a monthly federal funding review meeting with ACHD staff on March 29, 2017.</li> <li>• Tracked obligations for federal funds.</li> <li>• Processed two administrative modifications to the TIP.</li> <li>• Prepared information for March 2017 public involvement for a TIP amendment for presentation to RTAC and the COMPASS Board of Directors in April 2017.</li> <li>• Prepared for Urban and FTA Balancing Committee meetings scheduled for April 6, 2017.</li> <li>• Started developing the FY2018-2022 TIP update for inputs in the COMPASS and ITD databases.</li> <li>• Created the development calendar for the FY2019-2023 TIP update process – outreach begins summer 2017.</li> <li>• Started internal discussions regarding updates to the COMPASS application process.</li> <li>• Previewed database developed by Boise State University student team assigned to assist COMPASS with researching grants available for transportation projects and with developing a system to track and match grants and projects.</li> <li>• Met with DEQ staff to discuss Brownfields applications for funding.</li> <li>• Participated in the following webinars: Community Builders' Technical Assistance and RWJF's Raising Places – Building Child-Centered Communities.</li> <li>• Facilitated information gathering from ACHD for Five Mile Creek Pathway Project Development team.</li> <li>• Worked with member agencies involved to propose revision of RTAC funding recommendation for FY2018 CIM Implementation Grants.</li> <li>• Met with City of Boise staff to discuss revision to Communities in Motion Implementation grant recommendation affecting their project.</li> <li>• Followed up with VRT as Boise GreenBike nears completion of their CIM Implementation Grant for additional bicycles.</li> <li>• Held a team meeting with the Nampa WinCo Block (formerly known as the Happy Valley/Stamm/Garrity/Flamingo Project) Project Development Program team to discuss the status of the project and next steps.</li> <li>• Notified RTAC and member staff of availability of the following grant opportunities: Raising Places - Building Child-Centered Communities, ITD's ADA Curb Ramp program, the Laura Moore Cunningham Foundation, and Blue Cross of Idaho Foundation for Health – Community Giving.</li> <li>• Met with City of Star to discuss grants available and future planning projects.</li> <li>• Facilitated completion of Work Order and hosted a kickoff meeting for the Project Development Program Eagle Road Corridor Bike/Ped Improvements – Phase III.</li> <li>• Developed a Letter of Support for a Federal Lands Access Program application from ACHD to fund improvements to the Swan Falls Road and overlook area.</li> <li>• Gathered information from ITD on their SH44 project through Star to determine which City of Star needs will remain following that project's completion.</li> </ul>

PROGRAM NO.	
	<ul style="list-style-type: none"> <li>• Notified member agencies of availability of a technical team through Community Builders' New Mobility West program.</li> <li>• Discussed with ITD the ADA Curb Ramp program to better facilitate members accessing those funds, even if not on ITD's ADA Curb Ramp Inventory.</li> <li>• Assisted the City of Melba with a Letter of Intent for a Laura Moore Cunningham Foundation grant.</li> <li>• Coordinated with ITD regarding project/planning needs and possibility of ITD's Neighborhood Planning Program assistance in specific communities.</li> </ul>
701	<p><b>GENERAL MEMBERSHIP SERVICES</b> <span style="float: right;"><b>SABRINA MINSHALL</b></span></p> <ul style="list-style-type: none"> <li>• Conducted interviews with four firms as part of the procurement for the State Street TOD Land Use project.</li> <li>• Led the scoring and selection of a firm for the State Street TOD Land Use project.</li> <li>• Met with the City of Boise on the State Street TOD on March 23, 2017, to provide feedback on the MIG group's scope of services.</li> <li>• Attended the public meeting for the US 20/26 corridor study in Meridian on March 7, 2017. The public meeting discussed all aspects of the environmental assessment for public comment.</li> <li>• Attended the public meeting for the US 20/26 corridor study in Caldwell on March 9, 2017. The public meeting discussed all aspects of the environmental assessment for public comment.</li> <li>• Attended the Downtown Circulator Open House in the City of Boise on March 14, 2017. The Open House provided information about the recommended route, funding, and how the circulator fits in the overall vision of Boise's Transportation Action Plan.</li> <li>• Created a large GIS map for Valley Regional Transit.</li> </ul>
702	<p><b>AIR QUALITY OUTREACH</b> <span style="float: right;"><b>AMY LUFT</b></span></p> <ul style="list-style-type: none"> <li>• Finalized scripts for summer radio spots.</li> <li>• Met with Jason Russell, Catalyst Media, to discuss plans for earned media exposure related to Air Quality Awareness Week (May 1 – 5, 2017).</li> <li>• Developed a news release and talking points for earned media exposure during Air Quality Awareness Week.</li> <li>• Provided a status report to the Department of Environmental Quality and Air Quality Board.</li> </ul>
703	<p><b>GENERAL PUBLIC SERVICES</b> <span style="float: right;"><b>AMY LUFT</b></span></p> <ul style="list-style-type: none"> <li>• Provided information about <i>Communities in Motion</i> and transportation projects to a member of the public.</li> <li>• Participated in a web-meeting with the University of Idaho Bio Regional Planning Department Graduate Program on Needed Professional Development Skills for new graduates on March 30, 2017.</li> </ul>

PROGRAM NO.	
705	<p data-bbox="302 128 938 159"><b>TRANSPORTATION LIAISON SERVICES</b></p> <p data-bbox="1328 163 1539 195" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="321 201 1539 1150" style="list-style-type: none"> <li>• Met with District Engineer Amy Revis on March 22, 2017, to coordinate efforts between ITD District 3 and COMPASS.</li> <li>• Met with Councilmember Elaine Clegg on March 21, 2017, to coordinate on AMPO, COMPASS and City of Boise issues.</li> <li>• Met with Commissioner Pam White on March 9, 2017, regarding COMPASS and the services provided to its' members.</li> <li>• Met with Commissioner Sara Baker regarding COMPASS and its' membership services on March 29, 2017.</li> <li>• Chaired the Idaho APA Board meeting.</li> <li>• Assisted in the planning for the APA Idaho training in north Idaho</li> <li>• Attended the Caldwell Chamber Transportation Committee meeting on March 6, 2017. Elizabeth Padian, a meteorologist with the National Weather Service in Boise, discussed how weather impacts traffic and transportation.</li> <li>• Participated in the Meridian Transportation Commission meeting on March 6, 2017. Topics included discussion on Ustick Elementary Walk Zone, the eastbound ramp at Meridian Road, and staff communications with the public regarding transportation issues.</li> <li>• Attended City of Nampa State of the City address on March 13, 2017.</li> <li>• Attended the Idaho Transportation Board workshop on March 15, 2017 and the Idaho Transportation Board meeting on March 16, 2017.</li> <li>• Attended the Boise Chamber Transportation Committee meeting on March 24, 2017.</li> <li>• Attended the Intermodal Working Group meeting (via telephone) on March 21, 2017.</li> <li>• Attended United Way of the Treasure Valley's "State of the Treasure Valley" planning meetings on March 2 and 17, 2017.</li> <li>• Attended the WTS Legislative Meet and Greet reception on March 2, 2017.</li> </ul>
760	<p data-bbox="302 1157 695 1188"><b>LEGISLATIVE SERVICES</b></p> <p data-bbox="1328 1192 1539 1224" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="321 1230 1539 1541" style="list-style-type: none"> <li>• Participated in an APA Idaho Legislative Reception on March 7, 2017.</li> <li>• Participated in relevant activities in support of Board legislative position statements.</li> <li>• Tracked and reported significant activity in federal and state transportation-related legislative issues.</li> <li>• Monitored proposed rule-making to determine implications to COMPASS and its membership.</li> <li>• Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.</li> </ul>
761	<p data-bbox="302 1545 669 1577"><b>GROWTH INCENTIVES</b></p> <p data-bbox="1198 1581 1539 1612" style="text-align: right;"><b>SABRINA MINSHALL</b></p> <ul data-bbox="321 1619 862 1650" style="list-style-type: none"> <li>• No significant activity this month.</li> </ul>

PROGRAM NO.	
801	<p><b>STAFF DEVELOPMENT</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>• Attended Conservation Easements in Transportation and Land Use Planning on March 3, 2017, at COMPASS.</li> <li>• Attended Project Management program at Boise State University on March 1 and 2, and March 22 and 23, 2017.</li> <li>• Attended the WTS Legislative Meet and Greet on March 2, 2017, in Boise.</li> <li>• Attended APA Idaho training in Coeur d'Alene, on March 10, 2017.</li> <li>• Attended webinar on "Raising Places: Building Child Centered Community," on March 20, 2017.</li> <li>• Attended webinar on "Plan and Design Complete Streets" on March 23, 2017.</li> </ul>
820	<p><b>COMMITTEE SUPPORT</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>• Provided staff support to the COMPASS Board of Directors and standing committees.</li> </ul>
836	<p><b>REGIONAL TRAVEL DEMAND MODEL</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>• Attended a teleconference with ITD regarding questions on modeling for EA preparation on US20/26 on March 2, 2017.</li> <li>• Continued to provide modeling assistance to member agencies.</li> <li>• Completed two additional travel demand runs and benefit-cost analysis for ITD's Strategic Initiatives program.</li> <li>• Completed the travel demand model calibration and validation report.</li> <li>• Completed two area of influence model runs.</li> <li>• Began setting up travel demand model networks and input assumptions for the conformity determinations for both the FY2018-2022 TIP and CIM 2040 amendments.</li> </ul>
838	<p><b>ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>• No significant activity.</li> </ul>
842	<p><b>CONGESTION MANAGEMENT PROCESS</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>• Continued work with the consultant to update the I-84 Detour plan.</li> <li>• Met with Ada County first responders to review updated Treasure Valley detours (I-84/I-184) on March 9, 2017.</li> </ul>
860	<p><b>GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</b></p> <p style="text-align: right;"><b>ERIC ADOLFSON</b></p> <ul style="list-style-type: none"> <li>• Maintained and created regional geographic data layers and map documents for member agencies and the public.</li> <li>• Built application that allows preliminary plat editing by COMPASS member agencies.</li> <li>• Began processing Strava data to eliminate false records.</li> <li>• First-Last mile analysis that includes transit, pedestrian, and bicycle infrastructure.</li> <li>• Began annual CIM Performance Measure analysis.</li> <li>• Made Regional Centerline available to COMPASS member agencies on the Regional Data Center. Data is updated weekly.</li> </ul>
991	<p><b>SUPPORT SERVICES LABOR</b></p> <p style="text-align: right;"><b>MEGAN LARSEN</b></p> <ul style="list-style-type: none"> <li>• Provided general accounting, human resources, and administrative support to the agency.</li> <li>• Finalized and posted the COMPASS Environmental Justice plan.</li> </ul>

## COMPASS BOARD AGENDA ITEM VIII-B

Date: April 17, 2017

### Topic: Status Report – Current Air Quality Efforts

#### Background/Summary:

The information below provides an update on Treasure Valley air quality.

#### February Air Quality Monitoring:

The Idaho Department of Environmental Quality reported five days in the moderate air quality category in the Treasure Valley during the month of February 2017.

- Three days in the moderate category were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Ada and Canyon County
- One day in the moderate category was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Canyon County
- One day in the moderate category was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Ada and Canyon County and coarse particulate matter (PM<sub>10</sub>) recorded in Ada County.

#### YEAR TO DATE SUMMARY

The table below summarizes the number of good, moderate, and unhealthy to hazardous days recorded since January 1, 2007.

	Good	Moderate	Unhealthy to Hazardous	Total
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
2011	260	99	6	365
2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	27	27	5	59

Notes: 2008 and 2012 were Leap Years hence the extra day. In 2007, one day of data is missing for the month of May.

#### Air Quality Categories:

- Moderate: pollution in this range may pose a moderate health concern for a very small number of individuals.
- Unhealthy for Sensitive Groups: individuals with lung disease, children and older adults are considered sensitive and 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 more likely to experience serious health effects.

## Implication (policy and/or financial):

None.

## More Information:

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

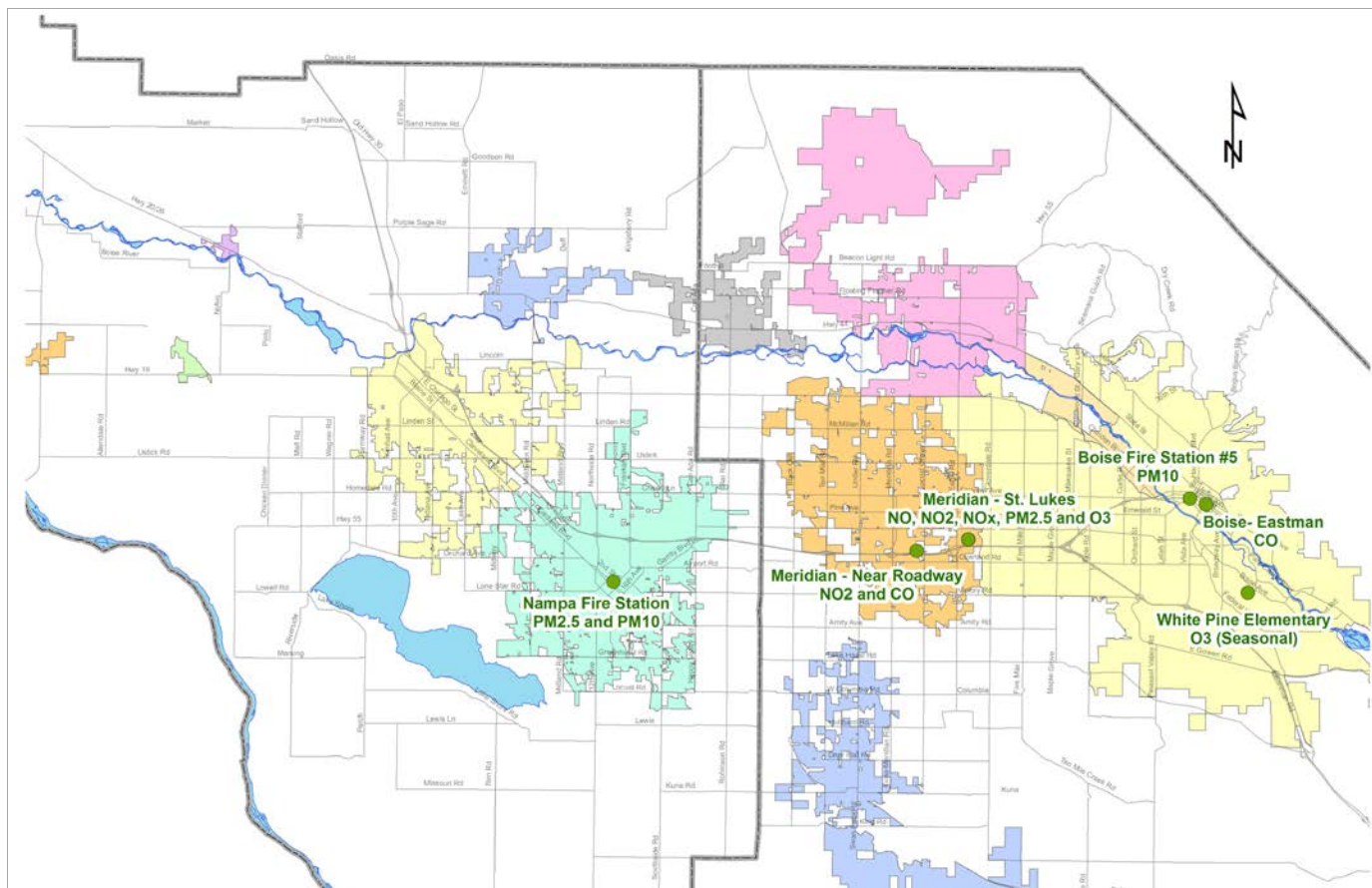


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

### 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 (NOx)

Oxides of nitrogen; a precursor (building block) of ozone. NOx is a generic term for mono-nitrogen oxides NO and NO<sub>2</sub> (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures

#### Ozone (O3)

A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources. It is formed when volatile organic compounds, such as pesticides and solvents, and NOx 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.

#### PM2.5

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

#### PM10

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

## COMPASS BOARD AGENDA ITEM VIII-B

Date: April 17, 2017

### Topic: Status Report – Current Air Quality Efforts

#### Background/Summary:

The information below provides an update on Treasure Valley air quality.

#### March Air Quality Monitoring:

The Idaho Department of Environmental Quality reported all days in the good air quality category in the Treasure Valley during the month of March 2017.

#### YEAR TO DATE SUMMARY

The table below summarizes the number of good, moderate, and unhealthy to hazardous days recorded since January 1, 2007.

	Good	Moderate	Unhealthy to Hazardous	Total
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
2011	260	99	6	365
2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	58	27	5	90

Notes: 2008 and 2012 were Leap Years hence the extra day. In 2007, one day of data is missing for the month of May.

#### Air Quality Categories:

- Moderate: pollution in this range may pose a moderate health concern for a very small number of individuals.
- Unhealthy for Sensitive Groups: individuals with lung disease, children and older adults are considered sensitive and 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 more likely to experience serious health effects.

## Implication (policy and/or financial):

None.

## More Information:

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

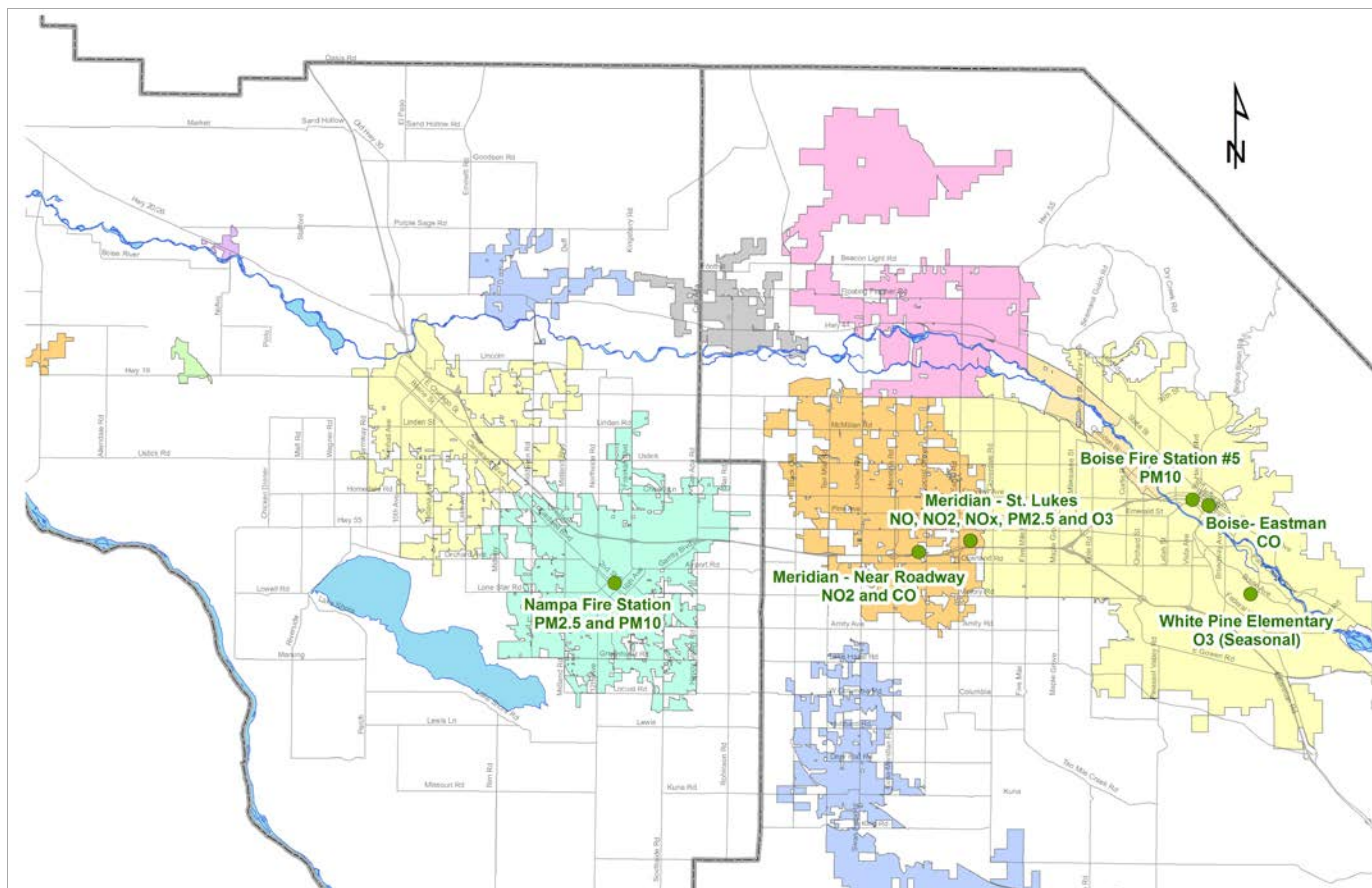


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#### nitrogen (NOx)

Oxides of nitrogen; a precursor (building block) of ozone. NOx is a generic term for mono-nitrogen oxides NO and NO<sub>2</sub> (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures

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A colorless gas with a sweet odor. Ground-level ozone is not a direct emission from transportation sources. It is formed when volatile organic compounds, such as pesticides and solvents, and NOx 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.

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

### PM10

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



**REGIONAL TRANSPORTATION ADVISORY COMMITTEE**

**ITEM VIII-C**

**Attendance List**

<b>Member Agency/Name</b>	<b>Jan '17</b>	<b>Feb '17</b>	<b>Mar '17 Workshop</b>	<b>Apr '17</b>	<b>May '17</b>	<b>June '17</b>	<b>July '17</b>	<b>Aug '17</b>	<b>Sept '17</b>	<b>Oct '17</b>	<b>Nov '17</b>	<b>Dec '17</b>	<b>TOTAL</b>
<b>General Members</b>													
<i>ACHD/T.Ferch/ R.Head/J. Lucas</i>	1	1		1									3
<i>Ada County/M. Basham/M. Leatherman</i>	1	1		1									3
<i>BSU/D. Alexander</i>	1	1		1									3
<i>Canyon County/D. Lister/K. McCormick/P. Nilsson</i>	1	1		1									3
<i>Canyon Highway District #4/C. Hopper</i>	1	1											2
<i>City of Boise/D. Fluke/K. Gallagher/Z. Piepmeyer</i>	1	1		1									3
<i>City of Caldwell/R. MacDonald</i>	1	1											2
<i>City of Eagle/N. Baird Spencer</i>	1	1		1									3
<i>City of Garden City/J. Thornborrow</i>	1												1
<i>City of Kuna/W. Howell</i>	1	1		1									3
<i>City of Melba/H. Forsgren</i>													
<i>City of Meridian/C. Hood/B. McClure</i>	1	1		1									3
<i>City of Middleton/R. Falkner</i>	1	1		1									3
<i>City of Nampa/J. Barnes/C. Bowman</i>	1	1		1									3
<i>City of Notus/R. Wallace</i>													
<i>City of Parma/N. Leigh</i>	1	1		1									3
<i>City of Star/C. Bell</i>													0
<i>City of Wilder/Scott Jacops</i>													
<i>Golden Gate Highway District. # 3/G. Bates</i>	1			1									
<i>IDEQ/M. Toole</i>													0
<i>ITD/Amy Schroeder</i>	1	1		1									3
<i>Public Participation Committee/D. Smith</i>	1	1		1									3
<i>Valley Regional Transit/R. Jalbert</i>	1	1		1									3
<b>Ex officio Members</b>													
<i>Central District Health/R. Howarth</i>	1												1
<i>Governor's Office/D. Hensley</i>													0



**Memorandum**

**To:** Matt Stoll, Executive Director  
**From:** Jessica Wilson, Data Analyst  
**Date:** March 7, 2017  
**Re:** **Administrative Modification #8 for the FY2017-2021 Regional Transportation Improvement Program**

**ACTION REQUESTED:**

Approval of Administrative Modification #8 for the FY2017-2021 Regional Transportation Improvement Program.

**BACKGROUND:**

Modifications were requested by ITD to advance, delay, and match new cost estimates on projects. In addition, process TMA Balancing actions and change temporary key numbers to permanent key numbers.

**STATUS:**

Per ITD:

- **I-84, US 20/26 (Franklin Road) in Caldwell to Franklin Boulevard in Nampa (19589) Restoration** – Shift \$1,000 from preliminary engineering and move to preliminary engineering construction to cover the public involvement contract. No change to total cost.
- **US 20/26, Broadway Bridge Girders, Boise (19180) Bridge Restoration** - Shift \$40,000 from construction engineering and move to construction. Increase construction an additional \$10,000 from KN 19181 to cover a change order. Funds were originally obligated in FY2015. (0.5% total increase)
- **US 20/26, Broadway Bridge, Christ Chapel Mitigation, Boise (19181) Bridge Restoration** - Deobligate \$10,000 from construction and move to KN 19180 to cover a change order. Shift \$3,000 from construction to construction engineering to cover cost overrun. Funds were originally obligated in FY2015 and FY2016.
- **US 20/26 and Farmway/Kent Ranch Road Intersection, west of Caldwell (18852) HSIP** - Decrease right-of-way \$100,000 and move to KN 19154 (outside of the COMPASS planning area).
- **SH-44, I-84 near Caldwell to Junction SH-55 North in Eagle (19709) HSIP** - Decrease preliminary engineering \$135,000 and move to KN 12383 to cover land purchase.
- **SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County (12383) Strategic Initiatives** - Increase right-of-way \$135,000 from KN 19709 to cover land purchase. (5% total increase).
- **I-84, Karcher Interchange to Franklin Boulevard Interchange, Nampa (19451) Restoration** - Deobligate \$15,000 from preliminary engineering, move \$5,000 to KN 20148 (outside COMPASS planning area) and \$10,000 to KN 19589 (funds already spent before combining).

- **US 20/26, Myrtle/Front/Broadway, Resurfacing, Boise (19727) Restoration** - Increase preliminary engineering consultant \$40,000 to cover a supplemental agreement for the design consultant, funds from KN 13476. Increase construction engineering \$100,000 to cover additional costs, funds from KN 18841 (1% total increase).
- **SH-44 (State Street) and SH-55 (Eagle Road) Intersection, Eagle (13476) Early Development** - Decrease preliminary engineering \$40,000 and move to KN 19727 to cover supplemental agreement for the design consultant.
- **I-84B, Nampa Boulevard to Grant Avenue, Pavement Rehabilitation, Nampa (13931) Restoration** - Increase preliminary engineering consultant \$30,000 to hire a consultant to complete a cultural report, funds from statewide balancing. (1% total increase).
- **I-84, Sand Hollow Interchange to SH-44, Pavement Rehabilitation, Canyon (19602) Restoration** - Increase construction engineering \$400,000 to cover additional needs. Funds from KN 13025 (\$345,000) and KN 12383 (\$55,000). (6.6% total increase).
- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) HSIP** - Decrease construction engineering \$345,000 and transfer to KN 19602 to cover additional needs.
- **SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County (12383) Strategic Initiatives-HSIP** - Decrease construction engineering \$55,000 and transfer to KN 19602 to cover additional needs. Change funding source.
- **Bridge Rehabilitation, Ada and Canyon Counties - FY2019 I-84, Oregon State Line to the City of Caldwell Bridge Rehabilitation - FY2019 (19442) Bridge Preservation** - Change name of project to match specifics of project. No change to scope of work or total cost.
- **SH-55 and Farmway Road Intersection, Canyon County (18841) HSIP** - Decrease construction engineering \$100,000 and move to KN 19727 to cover additional costs.

Per ACHD:

- **Capital Maintenance, Local, Boise Area - FY2019 (20091) Non Participating (Local)** - Increase preliminary engineering consultant \$30,000 to cover increased design costs. (9.3% total increase).
- **Capital Maintenance, Phase 1, Boise Area - FY2017 (13479) STP-TMA** - Decrease construction engineering \$392,000 and increase construction \$392,000 to reflect needs of the project. No change to project total.

Per Staff Review:

- **Transit - Beyond Demand Response, Nampa Area (20043) FTA 5307 SU** - Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.
- **Commuteride, Van Replacements, Nampa Area (20145) FTA 5339 SU** - Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.
- **Commuteride, Van Replacements, Nampa Area (20153) FTA 5307 SU** - Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.

Per VRT:

- **Transit - Park and Ride, Middleton (19297) FTA 5307 SU** - Add "design" to project description and move \$85,000 from CN to PEC. No change to project total.
- **Transit - Capital, Safety and Security, Boise Area (19131) FTA 5307 LU** - Add "rolling stock" to the description of project.

**Approval:**

**All changes for Administrative Modifications #8, as provided in this memorandum and detailed on Attachment 1, are approved as of March 7, 2017.**



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**Matthew J. Stoll, Executive Director  
Community Planning Association**

Attachment (1)

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Administrative Modification #8  
 FY2017-2021 Regional Transportation Improvement Program

Per ITD, February 8, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19589	I-84, US 20/26 (Franklin Road) in Caldwell to Franklin Boulevard in Nampa	2017	0 <u>-1</u>	0 <u>1</u>			1000	13557	14557
	Funding Source: Restoration	2018							0
		2019							0
	This project is to mill/inlay/overlay the existing pavement from Franklin Road in Caldwell (milepost 28.3) to Franklin Boulevard in Nampa (milepost 36). New crossovers may be needed, ramp maintenance at Northside and Franklin, and maintaining bridge clearances are included within the project. (Federal = \$13,432,000)	2020							0
		2021							0
		PD							0
		SUM	0 <u>-1</u>	0 <u>1</u>	0	0	1000	13557	14557
Shift \$1,000 from PE and move to PEC to cover the public involvement contract. No change to total cost.									
19180	US 20/26, Broadway Bridge Girders, Boise	2017					0 <u>-40</u>	0 <u>50</u>	0 <u>10</u>
	Funding Source: Bridge Restoration	2018							0
		2019							0
	Purchase the girders for the rebuild of the Broadway Bridge. (Federal = \$9,000)	2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0 <u>-40</u>	0 <u>50</u>	0 <u>10</u>
Shift \$40,000 from CE and move to CN. Increase CN an additional \$10,000 from KN 19181 to cover a change order. Funds were originally obligated in FY2015. (0.5% total increase)									
19181	US 20/26, Broadway Bridge, Christ Chapel Mitigation, Boise	2017					0 <u>3</u>	0 <u>-13</u>	0 <u>-10</u>
	Funding Source: Bridge Restoration	2018							0
		2019							0
	The Christ Chapel mitigation required prior to Broadway Bridge construction. (Federal = -\$9,000)	2020							0
		2021							0
		PD							0
		SUM	0	0	0	0	0 <u>3</u>	0 <u>-10</u>	0 <u>-10</u>
Deobligate \$10,000 from CN and move to KN 19180 to cover a change order. Shift \$3,000 from CN to CE to cover cost overrun. Funds were originally obligated in FY2015 and FY2016.									

Per ACHD, February 9, 2017

		Scheduled Costs (including Match) (costs in \$1,000)							
Key No	Project	Cost year	PE	PEC	RW	UT	CE	CN	SUM
20091	Capital Maintenance, Local, Boise Area - FY2019	2017		20 50					20 50
	Funding Source: Non-Participating (Local)  Supports the local maintenance program for arterials and collectors within the Boise Urbanized Area by developing maintenance projects to federal standards using local funds. This project could convert to federal-aid if funds become available. (Federal = \$0)  Increase PEC \$30,000 to cover increased design costs. (9.3% total increase)	2018							0
		2019						300	300
		2020							0
		2021							0
		PD							0
		SUM	0	20 50	0	0	0	300	320 350

Per ITD, February 14, 2017

		Scheduled Costs (including Match) (costs in \$1,000)							
Key No	Project	Cost year	PE	PEC	RW	UT	CE	CN	SUM
18852	US 20/26 and Farmway/Kent Ranch Road Intersection, west of Caldwell	2017	10	65	100 0				175 75
	Funding Source: HSIP  Add a left-turn lane on eastbound US 20/26, add flashing beacons to existing warning signs, and realign the intersection to square up the intersection to 90 degrees on all four legs at US 20/26 and Farmway Road/Kent Ranch Road just west of the City of Caldwell. (Federal = \$811,000)  Decrease RW \$100,000 and move to KN 19154 (outside of the COMPASS Planning area)	2018						800	800
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	10	65	100 0	0	0	800	975 875
19709	SH-44, I-84 near Caldwell to Junction SH-55 North in Eagle	2017	150 15						150 15
	Funding Source: Pavement Preservation  Seal coat SH-44 from I-84 north of the City of Caldwell to SH-55 north in the City of Eagle. (Federal = \$1,913,000)  Decrease PE \$135,000 and move to KN 12383 to cover land purchase.	2018							
		2019					100	1950	2050
		2020							0
		2021							0
		PD							0
		SUM	150 15	0	0	0	100	1950	2200 2065
12383	SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County	2017	-295		225 360		485	2230	2645 2780
	Funding Source: Strategic Initiatives  Add a traffic signal and other operational improvements at the intersection of SH-55 and Lake Avenue in Canyon County near the City of Nampa. (Federal = \$2,576,000)  Increase RW \$135,000 from KN 19709 to cover land purchase. (5% total increase)	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-295	0	225 360	0	485	2230	2645 2780

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19451	I-84, Karcher Interchange to Franklin Boulevard Interchange, Nampa	2017	0 -15						0 -15
	Funding Source: Restoration	2018							0
		2019							0
	Rehabilitate I-84 from the Karcher Interchange (milepost 32) to the Franklin exit in the City of Nampa (milepost 36) to address cracking and poor road conditions. Mill off the existing pavement and add new asphalt, and make improvements to joints. (Federal = -\$14,000)	2020							0
		2021							0
		PD							0
		SUM		0 -15	0	0	0	0	0 -15
Deobligate \$15,000 from PE, move \$5,000 to KN 20148 (outside COMPASS planning area) and \$10,000 to KN 19589 (funds already spent before combining).									

Per ITD, February 22, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19727	US 20/26, Myrtle/Front/Broadway, Resurfacing, Boise	2017		0 40			275 375	3225	3500 3640
	Funding Source: Pavement Preservation	2018							0
		2019							0
	Restore the pavement on US 20/26 from River Street (milepost 48.13) to the Federal Way exit (milepost 52.12) in downtown Boise along Myrtle Street, Front Street, and Broadway Avenue in the City of Boise by milling off the old surface and inlaying a new one. (Federal = \$3,280,000)	2020							0
		2021							0
		PD							0
		SUM		0	0 40	0	0	275 375	3225
Increase PEC \$40,000 to cover a supplemental agreement for the design consultant, funds from KN 13476. Increase CE \$100,000 to cover additional costs, funds from KN 18841 (1% total increase)									
13476	SH-44 (State Street) and SH-55 (Eagle Road) Intersection, Eagle	2017	50 10						50 10
	Funding Source: Early Development	2018	50						50
		2019	50						50
	Construct a partial (1/2) continuous flow intersection (CFI) at SH-44 (State Street) and SH-55 (Eagle Road) in the City of Eagle. CFI improvements are specific to high capacity intersections and include displaced left-turn lanes. CFI intersections improve congestion and facilitate pedestrian use. Design is currently underway. Construction is expected to cost \$5,000,000, but is considered "unfunded." (Federal = \$5,245,000)	2020	50						50
		2021	50						50
		PD	450					5000	5450
		SUM		700 660	0	0	0	5000	5700 5660
Decrease PE \$40,000 and move to KN 19727 to cover supplemental agreement for the design consultant.									

Per ITD, February 23, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13931	I-84B, Nampa Boulevard to Grant Avenue, Pavement Rehabilitation, Nampa	2017	-10	25 <u>55</u>			360	3864	4239 <u>4269</u>
	Funding Source: Restoration	2018							0
		2019							0
	Rehabilitate the pavement along the I-84 business loop in the City of Nampa, between Nampa Boulevard and Grant Avenue. This project will improve the pavement, repair deficient curb gutters, and modify pedestrian ramps to current standards. (Federal = \$0)	2020							0
		2021							0
		PD							0
		SUM	-10	25 <u>55</u>	0	0	360	3864	4239 <u>4269</u>
<p>Increase PEC \$30,000 to hire a consultant to complete a cultural report, funds from statewide balancing. (1% total increase)</p>									

Per Staff Review, February 24, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
20043	Transit – Beyond Demand Response, Nampa Area	2017						91 <u>352</u>	91 <u>352</u>
	Funding Source: FTA 5307 SU	2018						243 <u>500</u>	243 <u>500</u>
	Provides demand response service above and beyond American's with Disabilities Act requirements in the Nampa Urbanized Area. Project uses funds from FY2016 through FY2019, and provides service from FY2017 through FY2021. (Federal = \$973,000)	2019						266 <u>364</u>	266 <u>364</u>
		2020						293 <u>0</u>	293 <u>0</u>
		2021						323 <u>0</u>	323 <u>0</u>
		PD							0
		SUM	0	0	0	0	0	1216	1216
<p>Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.</p>									
20145	Commuteride, Van Replacements, Nampa Area	2017						285 <u>316</u>	285 <u>316</u>
	Funding Source: FTA 5339 SU	2018						321 <u>290</u>	321 <u>290</u>
	Provide Commuteride vehicles that are beyond their useful life in the Nampa Urbanized Area. Project uses funds from FY2016 through FY2021. (Federal = \$1,181,000)	2019						290	290
		2020						290	290
		2021						290	290
		PD							0
		SUM	0	0	0	0	0	1476	1476
<p>Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.</p>									



Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
20153	Commuteride, Van Replacements, Nampa Area	2017						0	0
	Funding Source: FTA 5307 SU  Replace Commuteride vehicles that are beyond their useful life in the Nampa Urbanized Area. Project uses funds from FY2017 and FY2018 and will be used to replace vans FY2018 through FY2021. (Federal = \$269,000)  Change funding to remove future carry-over of funds, to show funds per funding year rather than by request for funds, per FTA. This change provides greater flexibility in obligating and using the funds. No change to funding total.	2018						76	76
		2019						73	73
		2020						0	0
		2021						86	86
		2021						0	0
		2021						101	101
		2021						0	0
PD								0	
SUM		0	0	0	0	0	336	336	

Per VRT, February 27, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
19297	Transit - Park and Ride, Middleton	2017		0				1010	1010	
	Funding Source: FTA 5307 SU  Design and construct a park and ride lot and bus shelter in the City of Middleton at Piccadilly Park, located on SH-44 across from Middleton Middle School. Project will include, bus shelter, parking lot, sidewalk, curb, gutter, lighting, draining, landscaping, and some road/sidewalk improvements on West 4th Avenue North and SH-44 for safety and connectivity. This is a companion project with KN 19716. Project uses FY2015 and FY2016 funding, carried over to FY2017. (Federal = \$824,000)  Add "design" to project description and move \$85,000 from CN to PEC. No change to project total.	2018		85				925	0	
		2019							0	
		2020							0	
		2021							0	
		2021							0	
		PD								0
		SUM		0	0	0	0	0	1010	1010
			85				925			
19131	Transit - Capital, Safety and Security, Boise Area	2017						44	44	
	Funding Source: FTA 5307 LU  Provide capital facility, rolling stock and equipment, safety and security, enhancements, and associated capital to operate the public transportation system in the Boise Urbanized Area. (Federal = \$176,000)  Add "rolling stock" to the description of project.	2018						44	44	
		2019						44	44	
		2020						44	44	
		2021						44	44	
		2021						44	44	
		PD								0
		SUM		0	0	0	0	0	220	220

Per ITD, March 2, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19602	I-84, Sand Hollow Interchange to SH-44, Pavement Rehabilitation, Canyon	2017	-2				265 665	5784	6047 6447
	Funding Source: Restoration  Rehabilitate I-84 from the intersection with the Sand Hollow Interchange (milepost 17.4) to SH-44 (milepost 24.8) to address cracking and poor road conditions. Work includes milling off the existing pavement and adding new asphalt. Improvements include the use of a stress absorbing fiberglass mat layer. (Federal = \$5,949,000)  Increase CE (CC) \$400,000 to cover additional needs. Funds from KN 13025 (\$345,000) and KN 12383 (\$55,000). (6.6% total increase)	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-2	0	0	0	265 665	5784	6047 6447
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa	2017	-27	27	215		575 230	2335	3125 2780
	Funding Source: HSIP  Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in the City of Nampa. (Federal = \$2,576,000)  Decrease CE \$345,000 and transfer to KN 19602 to cover additional needs.	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-27	27	215	0	575 230	2335	3125 2780
12383	SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County	2017	-295		225		485 430	2230	2645 2590
	Funding Source: Strategic Initiatives HSIP  Add a traffic signal and other operational improvements at the intersection of SH-55 and Lake Avenue in Canyon County near the City of Nampa. (Federal = \$2,400,000)  Decrease CE \$55,000 and transfer to KN 19602 to cover additional needs. Change funding source.	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-295	0	225	0	485 430	2230	2645 2590

Per ITD, March 3, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19442	Bridge Rehabilitation, Ada and Canyon Counties—FY2019 <u>I-84; Oregon State Line to the City of Caldwell Bridge Rehabilitation - FY2019</u>	2017	10						10
	Funding Source: Bridge Preservation	2018	5						5
	Rehabilitate six bridges on I-84 in Ada and Canyon Counties at: Sand Hollow Road Crossing, Franklin Road, Galloway Road, Purple Sage Road, SH-44 (Middleton), and US-20 (Parma), as well as five additional bridges outside the COMPASS planning area. The work will preserve 11 bridges in good condition and prevent more extensive maintenance in the future. (55% Canyon County and 45% Payette County) (Federal = \$5,949,000)	2019					450	3000	3450
		2020							0
		2021							0
		PD							0
		SUM	15	0	0	0	450	3000	3465
Change name of project to match specifics of project. No change to scope of work or total cost.									

Per ITD, March 6, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18841	SH-55 and Farmway Road Intersection, Canyon County	2017			100		300	725	<del>1125</del>
	Funding Source: HSIP	2018					200		1025
	Rehabilitate, widen, and signalize the intersection of SH-55 and Farmway Road in Canyon County. Project will add left-turn lanes on north and south-bound Farmway Road. On SH-55, a combination of right-turn and auxiliary through lanes will be added with dedicated left turn lanes and one continuous through lane for each side, for a total of five 12-foot lanes on the SH-55 legs, and three 12-foot lanes on Farmway Road. (Federal = \$5,949,000)	2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	0	100	0	300	725	<del>1125</del>
Decrease CE \$100,000 and move to KN 19727 to cover additional costs.									

Per ACHD, March 7, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13479	Capital Maintenance, Phase 1, Boise Area - FY2017	2017					937 545	5308 5700	6245
	Funding Source: STP-TMA	2018							0
		2019							0
	Supplement the local maintenance program to complete work such as overlays on arterials and collectors in the Boise Urbanized Area. (Federal = \$5,949,000)	2020							0
		2021							0
		PD							0
		SUM		0	0	0	0	937 545	5308 5700
Decrease CE \$392,000 and increase CN \$392,000 to reflect needs of the project. No change to project total.									

PE = Preliminary Engineering  
 PEC = Preliminary Engineering Consultant  
 RW = Right-of-Way

UT = Utilities  
 CE = Construction Engineering  
 CN = Construction

FY = Fiscal Year  
 KN = Key Number  
 PD = Preliminary Development

5307 = Formula funds  
 5339 = Capital funds  
 ACHD = Ada County Highway District  
 FTA = Federal Transit Authority  
 HSIP = Highway Safety Improvement Program  
 ITD = Idaho Transportation Department  
 LU = Large Urban (Boise Urbanized Area)  
 STP-TMA = Surface Transportation Program - Transportation Management Area  
 SU = Small Urban (Nampa Urbanized Area)

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# Working together to plan for the future

## Memorandum

**To:** Matt Stoll, Executive Director  
**From:** Jessica Wilson, Data Analyst *JW*  
**Date:** March 21, 2017  
**Re:** **Administrative Modification #9 for the FY2017-2021 Regional Transportation Improvement Program**

### **ACTION REQUESTED:**

Approval of Administrative Modification #9 for the FY2017-2021 Regional Transportation Improvement Program.

### **BACKGROUND:**

ITD requested modifications as soon as possible, this will increase funding to match new cost estimates on multiple projects.

### **STATUS:**

Per ITD:

- **I-84, Karcher Interchange Modification, Nampa (19814) Traffic Operations** - Increase construction \$15,000 to cover additional costs, funds from KN 12383. (0.6% total increase)
- **SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County (12383) HSIP** - Decrease construction engineering \$180,000 and transfer \$15,000 to KN 19814, \$150,000 to KN 13390, and \$15,000 to KN 19154. (KN 19154 and 13390 are not in the COMPASS planning area).
- **SH-16 and Beacon Light Road Intersection Improvements, Ada County (18872) HSIP** - Increase right-of-way \$400,000 to cover additional costs, funds from KN 19112 (not in the COMPASS planning area). (18% total increase)
- **I-84, Five Mile Road to Orchard Road and Ramps, Boise (19289) Pavement Preservation** - Decrease preliminary engineering consultant \$70,000 and move to KN 20148 (not in the COMPASS planning area). **Freight** - Decrease construction \$997,500 to match new estimate and move funds to statewide balancing.
- **I-84, Farmers Sebree Canal (near Parma Exit) to Franklin Road, Caldwell (19696) Pavement Preservation** - Increase preliminary engineering consultant \$400,000, funds from statewide balancing. (22.2% total increase)
- **I-84, Sign Structures at US 20/26 and I-84B/Centennial Way, Caldwell (18830) Traffic Operations** - Increase preliminary engineering consultant \$100,000, funds from statewide balancing. (9.4% total increase)
- **SH-69 (Meridian Road), Kuna to Meridian, Pavement Improvements (19965) Restoration** - Increase preliminary engineering consultant \$200,000, funds from statewide balancing. (4.26% total increase)
- **SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna (19997) Restoration** - Increase preliminary engineering consultant \$200,000, funds from statewide balancing. (27.6% total increase)

- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) HSIP** - Shift \$200,000 from construction to right-of-way to cover right-of-way needs. No change to project total.
- **10th Avenue Bridge, Caldwell (13055) Bridge (Local)** - Increase preliminary engineering \$10,000 and preliminary engineering consultant \$33,800 to cover the cost of a supplemental agreement to make modifications to the bridge and pedestrian underpass design.

**Approval:**

**All changes for Administrative Modifications #9, as provided in this memorandum and detailed on Attachment 1, are approved as of March 21, 2017.**



**Matthew J. Stoll, Executive Director  
Community Planning Association**

Attachment (1)

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Administrative Modification #9  
FY2017-2021 Regional Transportation Improvement Program

Per ITD, March 9, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19814	I-84, Karcher Interchange Modification, Nampa	2017		-15			200	2000	2185
	Funding Source: Traffic Operations  Add a second southbound through lane (approximately 500 feet) on Midland Boulevard at the I-84/Karcher Interchange; add a second westbound-to-southbound left turn lane on Karcher Bypass; remove the 33B off-ramp; and modify the 33A loop ramp configuration to accommodate the additional lane. The City of Nampa is paying for most of the design work and ITD state funds will pay for part of design and construction. Design will be based on the recently approved Interchange Modification Report. (Federal = \$0)  Increase CN \$15,000 to cover additional costs, funds from KN 12383. (0.6% total increase)	2018						2015	2200
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	-15	0	0	200	2000	2185
						2015	2200		
19814	I-84, Karcher Interchange Modification, Nampa	2017		88					88
	Funding Source: Restoration  Same as above. (Federal = \$0)	2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0	88	0	0	0	0	88
12383	SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County	2017	-295		360		430	2230	2530
	Funding Source: HSIP  Add a traffic signal and other operational improvements at the intersection of SH-55 and Lake Avenue in Canyon County near the City of Nampa. (Federal = \$2,344,000)  Decrease CE \$180,000 and transfer \$15,000 to KN 19814, \$150,000 to KN 13390, and \$15,000 to KN 19154. (KN 19154 and 13390 are not in the COMPASS planning area).	2018	0		135		250		2615
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-295		360		430	2230	2530
	0		135		250		2615		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18872	SH-16 and Beacon Light Road Intersection Improvements, Ada County	2017	25	-25	0 400				0 400
	Funding Source: HSIP	2018					100	1000	1100
	Add a signal and widen the intersection at SH-16 and Beacon Light Road. (Federal = \$1,390,000)	2019							0
		2020							0
		2021							0
		PD							0
	Increase RW \$400,000 to cover additional costs, funds from KN 19112 (not in the COMPASS planning area). (18% total increase)	SUM	25	-25	0 400	0	100	1000	1100 1500
18872	SH-16 and Beacon Light Road Intersection Improvements, Ada County	2017						1000	1000
	Funding Source: STP-TMA	2018							0
	Same as above. (Federal = \$927,000)	2019							0
		2020							0
		2021							0
		PD							0
	No change to funding source.	SUM	0	0	0	0	0	1000	1000
19289	I-84, Five Mile Road to Orchard Road and Ramps, Boise	2017	-70	70	0				0 -70
	Funding Source: Pavement Preservation	2018							0
	Diamond grind the concrete travel lanes to restore roughness of the driving surface and address rutting on the mainline of I-84 from approximately Five Mile Road (milepost 48.1) in the City of Meridian to Orchard Road (milepost 51.3) in the City of Boise including all ramps for the Flying Wye and the Cole Road Interchange. Other improvements include partial concrete slab replacement and joint repair. (Federal = \$-70,000)	2019							0
		2020							0
		2021							0
		PD							0
	Decrease PEC \$70,000 and move to KN 20148 (not in the COMPASS planning area).	SUM	-70	70	0	0	0	0	0 -70
19289	I-84, Five Mile Road to Orchard Road and Ramps, Boise	2017						3248	3248
	Funding Source: Freight	2018						2250	2250
	Same as above. (Federal = \$2,076,000)	2019							0
		2020							0
		2021							0
		PD							0
	Decrease CN \$997,500 to match new estimate and move funds to statewide balancing.	SUM	0	0	0	0	0	3248 2250	3248 2250



Per ITD, March 13, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
19696	I-84, Farmers Sebree Canal (near Parma Exit) to Franklin Road, Caldwell	2017		0					0	
	Funding Source: Pavement Preservation	2018	35	400					0	
		2019							0	
	Diamond grind the concrete travel lanes to restore roughness of the driving surface and address rutting on I-84 from Farmers Sebree Canal (milepost 26.3) (just south of the Parma Exit) to the Franklin Interchange in the City of Caldwell (milepost 28.3). Other improvements include partial concrete slab replacement and joint repair. (Federal = \$2,030,000)	2020					150	1615	1800	
		2021							0	
		PD							0	
		SUM	35	0	400	0	0	150	1615	1800
										2200
	Increase PEC \$400,000, funds from statewide balancing. (22.2% total increase)									
18830	I-84, Sign Structures at US 20/26 and I-84B/Centennial Way, Caldwell	2017		0					0	
	Funding Source: Traffic Operations	2018		100					100	
		2019					139	925	1064	
	Replace signs on the ground with overhead signs at US 20/26 (exit 26) and I-84B/Centennial Way (exit 27) in the City of Caldwell to bring the signs up to current national standards. (Federal = \$1,074,000)	2020							0	
		2021							0	
		PD							0	
		SUM	0	0	0	0	139	925	1064	
										1164
	Increase PEC \$100,000, funds from statewide balancing. (9.4% total increase)									
19965	SH-69 (Meridian Road), Kuna to Meridian, Pavement Improvements	2017		0					0	
	Funding Source: Restoration	2018		200					200	
		2019	100						100	
	Resurface the pavement on SH-69 from the City of Kuna to the City of Meridian to preserve the structural capacity of the existing roadway. (Federal = \$4,540,000)	2020							0	
		2021					200	4400	4600	
		PD							0	
		SUM	0	0	0	0	200	4400	4700	
										4900
	Increase PEC \$200,000, funds from statewide balancing. (4.26% total increase)									
19997	SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna	2017		0					0	
	Funding Source: Strategic Initiatives	2018	40	200					40	
		2019							0	
	Install signalization on SH-69 at the intersections of Hubbard Road and Lake Hazel Road in the City of Kuna to improve safety. (Federal = \$604,000)	2020							0	
		2021			4			408	408	
		PD							0	
		SUM	40	0	0	4	0	408	452	
										652
	Increase PEC \$200,000, funds from statewide balancing. (27.6% total increase)									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19997	SH-69 (Meridian Road), Signalize Hubbard and Lake Hazel Roads, Kuna Funding Source: Local Participating Same as above. (Federal = \$0)  No change to funding source.	2017							0
		2018							0
		2019							0
		2020							0
		2021						272	272
		PD							0
		SUM	0	0	0	0	0	0	272

Per ITD, March 15, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa Funding Source: HSIP Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in the City of Nampa. (Federal = \$2,030,000)  Shift \$200,000 from CN to RW to cover right of way needs. No change to project total.	2017	-27	27	215 415		230	2335 2135	2780
		2018							0
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	-27	27	215 415	0	230	2335 2135	2780

Per LHTAC, March 20, 2017

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13055	10th Avenue Bridge, Caldwell Funding Source: Bridge (Local) Replace bridge on 10th Avenue over Indian Creek in Caldwell. (Federal = \$2,030,000)  Increase PE (PL) \$10,000 and PEC \$33,800 to cover the cost of a supplemental agreement to make modifications to the bridge and pedestrian underpass design.	2017	0 10	0 34					0 44
		2018					227	1140	1367
		2019							0
		2020							0
		2021							0
		PD							0
		SUM	0 10	0 34	0	0	227	1140	1367 1411

PE = Preliminary Engineering  
PEC = Preliminary Engineering Consultant  
RW = Right-of-Way

UT = Utilities  
CE = Construction Engineering  
CN = Construction

FY = Fiscal Year  
KN = Key Number  
PD = Preliminary Development

HSIP = Highway Safety Improvement Program  
ITD = Idaho Transportation Department  
STP-TMA = Surface Transportation Program - Transportation Management Area

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