



Working together to plan for the future

COMPASS BOARD MEETING PACKET

April 18, 2016



Working together to plan for the future

**Community Planning Association of Southwest Idaho
2016 Board of Directors**

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
Ada County: Commissioner Dave Case Commissioner Jim Tibbs Commissioner Rick Yzaguirre	Boise State University: Drew Alexander, Capital Planner Campus Planning and Facilities	Governor's Office: David Hensley, Chief of Staff
Canyon County: Commissioner Tom Dale Commissioner Craig Hanson Commissioner Steve Rule	Capital City Development Corporation: John Brunelle, Executive Director	Greater Boise Auditorium District: Pat Rice, Executive Director
City of Boise: Mayor Dave Bieter Councilmember Elaine Clegg Councilmember Scot Ludwig	Idaho Department of Environmental Quality: Aaron Scheff, Regional Administrator	Southwest District Health Department: Nikole Zogg, Director
City of Caldwell: Mayor Garret Nancolas Brent Orton, Public Works Director	Idaho Transportation Department: Amy Revis, District 3 Engineer	
City of Eagle: Mayor Stan Ridgeway	Valley Regional Transit: Kelli Fairless, Executive Director	
City of Garden City: Mayor John Evans		
City of Kuna: Mayor Joe Stear		
City of Meridian: Mayor Tammy de Weerd Charlie Rountree		
City of Middleton: Mayor Darin Taylor		
City of Nampa: Mayor Bob Henry Councilmember Paul Raymond		
City of Parma: Mayor Nathan Leigh		
City of Star: Mayor Chad Bell		
City of Wilder: Tracy Jones, Public Works Supervisor		
Ada County Highway District: Commissioner Rebecca Arnold Commissioner Sara Baker Commissioner Jim Hansen		
Canyon Highway District #4: Commissioner John McEvoy		

T:\FY16\900 Operations\Board\2015 Board Members.docx

2016 COMPASS Board Meeting Dates

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
Monday, June 20, 2016	COMPASS 1st Floor Board Room 700 NE 2nd Street Meridian, Idaho	Adopt Resolution Approving Priorities for the End-of-Year Program Approve Scope of Work for STP-TMA funded Freight Work Plan
Monday, August 15, 2016	COMPASS 1st Floor Board Room 700 NE 2nd Street Meridian, Idaho	Approve COMPASS Workgroup Charters Adopt Resolution Approving the FY2017 Unified Planning Work Program and Budget Approve FY2017 COMPASS Funding Plan Receive CIM 2040 2.0 Financial Forecast Approve Policy for Federal Funds Allocation of Funding for CIM 2040 2.0 Approve COMPASS Application Guide Update
Monday, October 17, 2016	COMPASS 1st Floor Board Room 700 NE 2nd Street Meridian, Idaho	Approve 2017 COMPASS Board and Executive Committee Meeting Dates and Provide 30 Day Notice of Annual Meeting Accept 2016 Change in Motion Report Adopt Resolution Approving Priorities for Rural Projects Adopt Resolution Approving the FY2017-2020 TIP and Associated Air Quality Conformity Demonstration Approve Federal Transportation Policy Positions
Monday, December 19, 2016	Nampa Civic Center 311 3rd Street S. Nampa, Idaho	Annual Meeting and Holiday Board Luncheon Confirm 2017 Board Officers: Chair, Chair-Elect, Vice Chair, Immediate Past Chair and Elect Secretary/Treasurer Confirm Executive Committee Representatives for Cities under 25,000 in Population Adopt Resolution Approving Revision 1 of the FY2017 Unified Planning Work Program and Budget Confirm Regional Transportation Advisory Committee Membership Approve 2017 Idaho Legislative Session Position Statements Approve FY2018 – FY2022 COMPASS Strategic Plan

MAKING A MOTION:

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

Motions to Protect Rights:

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

Motions to Choose Voting Methods:

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

Motions to Delay Action:

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

Motions to Vary the Procedures:

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

Motions to Re-examine:

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

To Change a Proposed Motion:

Amend Motions to Raise Urgent Issues:

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

Motions to Control Debate:

- Limit debate
- Previous question

TABLE OF RULES RELATING TO MOTIONS:

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



COMPASS BOARD OF DIRECTORS' MEETING
APRIL 18, 2016 - 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

- Page 3 *A. Approve February 22, 2016, Board Meeting Minutes
Page 8 *B. Receive February 2, 2016, Executive Committee Meeting Minutes
Page 11 *C. Receive December 10, 2015, Finance Committee Meeting Minutes
Page 13 *D. Approve List of Records for Destruction
Page 15 *E. Approve Appointment of Brian McClure, City of Meridian, to the Regional Transportation Advisory Committee, per RTAC Bylaws Article 2, Committee Structure, 2.4

VI. INFORMATION/DISCUSSION ITEMS

- 1:35 A. Status Report - Finance Committee Bob Henry
Bob Henry, Finance Committee chair, will provide a status report on action taken at the March 30, 2016, Finance Committee meeting.
1:40 B. Status Report - State and Federal Legislative Issues Ken Burgess
Ken Burgess will provide a status report on state and federal legislative issues.

VII. ACTION ITEMS

- 1:50 *A. Accept 2016 Population Estimates Carl Miller
Carl Miller will seek acceptance of the 2016 population estimates.
Page 16
2:05 *B. Approve FY2017 General and Special Membership Dues Megan Larsen
Megan Larsen will seek approval of proposed FY2017 membership dues.
Page 19
2:20 *C. Approve Policy for Programming Transportation Management Area (TMA) Funds Matt Stoll
Matt Stoll will seek approval of policy for programming TMA funds outside of TMA area.
Page 22

- 2:35 ***D. Adopt Resolution 07-2016 Amending the FY2016-2020** **Toni Tisdale**
Page 24 **Regional Transportation Improvement Program (TIP)**
*Toni Tisdale will seek adoption of resolution amending the
FY2016-2020 TIP.*
- 2:45 ***E. Approve Regional Rails with Trails Workgroup Charter** **Sabrina Minshall**
Page 33 *Sabrina Minshall will seek approval of the Regional Rails with
Trails Workgroup Charter.*
- 3:00 ***F. Adopt Resolution 08-2016 Approving Revision 2 of the** **Megan Larsen**
Page 36 **FY2016 Unified Planning Work Program and Budget (UPWP)**
Megan Larsen will seek approval of Revision 2 of the FY2016 UPWP.
- 3:10 ***G. Approve Request to Extend Project Obligation Deadline** **Matt Stoll**
Page 66 *Ada County Highway District, Valley Regional Transit, and the
City of Nampa requests extension of project obligation deadline
from March 1 to June 1.*

VIII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY) (3:20)

- Page 71 ***A. Staff Activity Report**
- Page 84 ***B. Status Report – Current Air Quality Efforts**
- Page 87 ***C. Status Report – Regional Transportation Advisory Committee Attendance**
- Page 88 ***D. Administrative Modifications**

IX. ADJOURNMENT (3:25)

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

T:\FY16\900 Operations\Board\2016 agendasminutes\agenda04182016.docx



ITEM V-A

**BOARD OF DIRECTORS' ANNUAL MEETING
FEBRUARY 22, 2016
COMPASS, FLOOR BOARD ROOM
700 NE STREET, MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES:

Rebecca Arnold, Commissioner, Ada County Highway District
Nichoel Baird Spencer for Stan Ridgeway, Mayor, City of Eagle
Sara Baker, Commissioner, Ada County Highway District, **Chair**
Chad Bell, Mayor, City of Star
John Brunelle, Capital City Development Corporation
Dave Case, Commissioner, Ada County, **Vice Chair**
Elaine Clegg, Councilmember, City of Boise
Tom Dale, Commissioner, Canyon County
John Evans, Mayor, Garden City
Kelli Fairless, Valley Regional Transit
Daren Fluke for Scot Ludwig, Councilmember, City of Boise
Karen Gallagher for Dave Bieter, Mayor, City of Boise
Jim Hansen, Commissioner, Ada County Highway District
Bob Henry, Mayor, City of Nampa, **Secretary/Treasurer**
Caleb Hood for Tammy de Weerd, Mayor, City of Meridian
Nathan Leigh, Mayor, City of Parma
Larry Maneely for Rick Yzaguirre, Commissioner, Ada County
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell, **Immediate Past Chair, via telephone**
Brent Orton, City of Caldwell
Amy Revis, Idaho Transportation Department – District 3
Charlie Rountree, City of Meridian
Steven Rule, Commissioner, Canyon County, **Chair Elect**
Joe Stear, Mayor, City of Kuna
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Darin Taylor, Mayor, City of Middleton
Jim Tibbs, Commissioner, Ada County

**MEMBERS
ABSENT:**

Drew Alexander, Boise State University
Craig Hanson, Commissioner, Canyon County
David Hensley, Governor's Office, Ex officio
Paul Raymond, Councilmember, City of Nampa
Patrick Rice, Greater Boise Auditorium District, Ex officio
Aaron Scheff, Department of Environmental Quality
Nikole Zogg, Southwest District Health, Ex officio

OTHERS: Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Tom Ferch, Ada County Highway District
Dave Fotsch, Boise GreenBike
Rhonda Jalbert, Valley Regional Transit
Meg Leatherman, Ada County
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Sabrina Minshall, Community Planning Association
Toni Tisdale, Community Planning Association
Dave Wallace Ada County Highway District

CALL TO ORDER:

Chair Sara Baker called the meeting to order at 1:30 pm.

AGENDA ADDITIONS/CHANGES

After discussion, **Elaine Clegg moved and Charlie Rountree seconded to amend the agenda adding an Action Item to consider accepting Caleb Hood and Nichoel Baird Spencer as Board alternates without the 24 hour advance notice. Motion passed unanimously.**

After discussion, **Elaine Clegg moved and Tom Dale seconded to allow Caleb Hood and Nichoel Baird Spencer to act as Board alternates for their respective cities at this meeting. Motion passed.**

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll welcomed City of Star Mayor Chad Bell and City of Kuna Mayor Joe Stear to their first meeting of COMPASS.

CONSENT AGENDA

- A. Approve December 21, 2015, Board Meeting Minutes**
- B. Receive December 8, 2015, Executive Committee Meeting Minutes**
- C. Receive November 19, 2015, Finance Committee Meeting Minutes**
- D. Confirm Finance Committee Membership**

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

INFORMATION/DISCUSSION ITEM

- A. Status Report - VRT Bike Share Program**

Dave Fotsch provided a status report on the VRT Bike Share Program, *Boise GreenBike*.

ACTION ITEMS

- A. Approve Priorities of New Projects for FY2017-2021 Regional Transportation Improvement Program**

Toni Tisdale presented priorities for new projects for development of the FY2017-2021 Regional Transportation Improvement Program (TIP) and CIM Implementation Grants as recommended by the Regional Transportation Advisory Committee. The Regional Transportation Advisory Committee also recommended the Board assign a subcommittee to establish a policy for using STP-TMA and TAP-TMA funds outside of the TMA.

Dave Case requested to evoke a weighted vote. Larry Maneely and Meg Leatherman concurred.

After discussion, **Dave Case moved and Larry Maneely seconded to approve the priorities of new projects for the FY2017-2021 Regional Transportation Improvement Program and CIM Implementation Grants as presented, and establish an ad hoc policy committee of elected Board members to consider a policy regarding the use of STP-TMA and TAP-TMA funds outside of the TMA (Boise Urbanized Area).**

Matt Stoll called role for a weighted vote. Motion passed: 497,119 to 296,185, with 8,440 abstentions.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO										
WEIGHTED VOTING SPREADSHEET										
BASED ON FY2016 MEMBERSHIP DUES										
MEMBER AGENCY	YEA	NAY	ABSTAIN	DUES/ VOTES	# OF MEMBERS PRESENT	VOTES PER MEMBER	YEA WEIGHTED VOTE	NAY WEIGHTED VOTE	ABSTAIN WEIGHTED VOTE	
Ada County				207,033	3	69,011				
Case, Dave	1						69,011	-	-	
Tibbs, Jim	1						69,011	-	-	
Yzaguirre, Rick	1						69,011	-	-	
Ada County Highway District				207,033	3	69,011				
Arnold, Rebecca		1					-	69,011	-	
Baker, Sara	1						69,011	-	-	
Hansen, Jim		1					-	69,011	-	
Canyon Highway District No. 4				38,363	1	38,363				
John McEvoy	1						38,363	-	-	
City of Boise				98,618	3	32,873				
Bieter, David		1					-	32,873	-	
Clegg, Elaine		1					-	32,873	-	
Ludwig, Scott		1					-	32,873	-	
City of Caldwell				22,874	2	11,437				
Nancolas, Garret	1						11,437	-	-	
Orton, Brent	1						11,437	-	-	
Canyon County				103,472	2	51,736				
Dale, Tom	1						51,736	-	-	
Hanson, Craig							-	-	-	
Rule, Steve	1						51,736	-	-	
City of Eagle				10,846	1	10,846				
Ridgeway, Stan		1					-	10,846	-	
City of Garden City				5,317	1	5,317				
Evans, John	1						5,317	-	-	
City of Kuna				7,637	1	7,637				
Stear, Joe	1						7,637	-	-	
City of Meridian				40,259	2	20,130				
deWeerd, Tammy		1					-	20,130	-	
Rountree, Charlie		1					-	20,130	-	
City of Middleton				3,135	1	3,135				
Taylor, Darin	1						3,135	-	-	
City of Nampa				39,333	1	39,333				
Henry, Bob	1						39,333	-	-	
Raymond, Paul							-	-	-	
City of Parma				944	1	944				
Leigh, Nathan	1						944	-	-	
City of Star				3,496	-	-				
Bell, Chad							-	-	-	
City of Wilder				723	-	-				
Jones, Tracy							-	-	-	
Boise State University				8,440	-	-				
Alexander, Drew							-	-	-	
Capital City Development Corporation				8,440	1	8,440				
Brunelle, John		1					-	8,440	-	
Department of Environmental Quality				8,440	-	-				
Aaron Scheff							-	-	-	
Idaho Transportation Department				8,440	1	8,440				
Revis, Amy			1				-	-	8,440	
Valley Regional Transit				8,440	-	-				
Fairless, Kelli							-	-	-	
TOTALS	14	9	1	831,283	24		497,119	296,185	8,440	
	24 TOTAL VOTE COUNT						TOTAL WEIGHTED VOTE			801,744

Weighted voting must be requested:

- 1) By all voting members from any one general member agency.
- 2) After a matter is properly before the Board, before the question is called, or the vote is held.

General and Special Members represented at the Board meeting by one or more voting Directors will be granted one vote for each dollar it contributes in annual dues.

If more than one voting member is present for any one agency, the weighted vote shall be divided equally between the voting directors present at the time the vote is held.

Matt Stoll was directed to request self-nominations from elected Board members to sit on the ad hoc policy committee for review by the Executive Committee. Chair Baker stated the process will be completed by the April 2016 Board meeting.

B. Discuss 2016 Idaho Legislative Session and Provide Direction

Ken Burgess discussed the 2016 Idaho legislative session and requested direction on potential legislation.

Ken reviewed Senator Shawn Keough's bill SB 1311 that would remove the \$75 additional annual registration fee for hybrid vehicles.

After discussion, **Darin Taylor moved and Elaine Clegg seconded that the COMPASS Board support the passage of SB 1311 as presented. Motion failed.**

After discussion, **Dave Case moved and Bob Henry seconded to direct Ken Burgess to go forward with nonsupport of SB 1311 by the COMPASS Board. Motion passed.**

Ken discussed a bill proposed by Senator Jim Rice and Representative Greg Chaney that would exempt road building materials from sales tax.

After discussion, **Steve Rule moved and Jim Hansen seconded that the COMPASS Board not support the bill and actively oppose it. Motion passed. Chair Baker abstained.**

C. Approve Updates to COMPASS Financial Policies and Procedures

Megan Larsen presented updates to the COMPASS Financial Policies and Procedures Manual to transition from a paper process to an electronic funds payment process for accounts payable items as recommended by the COMPASS Finance Committee.

After discussion, **Bob Henry moved and Darin Taylor seconded approval of the updates to the COMPASS Financial Policies and Procedures Manual, with one change to send the disbursement list electronically to the Treasurer for review prior to payments being disbursed. Motion passed unanimously.**

D. Adopt Resolution 06-2016 Amending the FY2016-2020 Regional Transportation Improvement Program

Toni Tisdale presented Resolution 06-2016 amending the FY2016-2020 Regional Transportation Improvement Program as requested by ACHD, City of Boise, ITD, and Western Federal Lands on behalf of ACHD.

After discussion, **Darin Taylor moved and John McEvoy seconded adoption of Resolution 06-2016 amending the FY2016-2020 Regional Transportation Improvement Program as presented. Motion passed unanimously.**

E. Approve Inclusion of Quarterly Project Status Reports

Matt Stoll stated the Executive Committee recommends the Board direct COMPASS staff to submit quarterly project status reports on projects in the Regional Transportation Improvement Program in Board packets under the Executive Director's Report.

After discussion, **Bob Henry moved and Dave Case seconded approval of COMPASS staff submitting quarterly project status reports in Board packets under the Executive Director's Report. Motion passed unanimously.**

F. Approve Request to Extend Project Obligation Deadline

Matt Stoll stated the City of Caldwell and City of Eagle requested to extend the project obligation deadline from March 1, to June 1, 2016, due to delays on the Caldwell Avenue, Chicago Street to Cleveland Boulevard project and the Eagle Pathway, Dry Creek Trail and Underpass project.

After discussion, **Bob Henry moved and Elaine Clegg seconded approval of extending the project obligation deadline to June 1, 2016, as requested by City of Caldwell and City of Eagle. Motion passed unanimously.**

ADJOURNMENT

Chair Baker adjourned the meeting at 3:39 pm.

Dated this 18th day of April 2016.

Approved:

By: _____
Sara Baker, Chair
Community Planning Association of
Southwest Idaho

Attest:

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

**EXECUTIVE COMMITTEE MEETING
FEBRUARY 2, 2016
COMPASS, FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District, **Chair**
Dave Case, Commissioner, Ada County, **Vice Chair**
Tammy de Weerd, Mayor, City of Meridian
John Evans, Mayor, City of Garden City
Jay Gibbons, Commissioner, Canyon Highway District #4
Bob Henry, Mayor, City of Nampa, **Secretary/Treasurer**
Steve Rule, Commissioner, Canyon County, **Chair Elect**

MEMBERS ABSENT: Dave Bieter, Mayor, City of Boise
Nathan Leigh, Mayor, City of Parma
Garret Nancolas, Mayor, City of Caldwell, **Immediate Past Chair**

OTHERS PRESENT: Richard Beck, Ada County
Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Sabrina Minshall, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association
Toni Tisdale, Community Planning Association
Dave Wallace, Ada County Highway District

CALL TO ORDER:

Chair Sara Baker called the meeting to order at 2:02 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll noted two items are being added to the February 22, 2016, COMPASS Board meeting agenda, a status report on the Boise Bike Share and a request from the City of Caldwell for an extension of the funding deadline for their Avenue widening project. The City of Eagle has also indicated they will be requesting an extension.

Chair Baker requested that a status report on all projects funded through COMPASS be added to the COMPASS Board agendas.

After discussion, **Dave Case moved and Jay Gibbons seconded to amend today's agenda to add Action Item V-B Recommend COMPASS Board Approval of Quarterly Project Status Report to be added to the COMPASS Board agendas. Motion passed unanimously.**

CONSENT AGENDA

A. Approve December 8, 2015, Executive Committee Meeting Minutes

Steve Rule moved and Dave Case seconded approval of the Consent Agenda as presented. Motion passed. John Evans abstained.

ACTION ITEMS

A. Approve Board Member Travel

Matt Stoll presented a travel request for Elaine Clegg to attend the AMPO Board of Directors meeting March 8-9, 2016, in Washington, D.C.

After discussion, **Dave Case moved and Bob Henry seconded approval of Elaine Clegg attending the AMPO Board of Directors meeting, March 8-9, 2016, in Washington, D.C. Motion passed. Tammy de Weerd abstained.**

B. Recommend COMPASS Board Approval of Quarterly Project Status Reports to the COMPASS Board

After discussion, **Bob Henry moved and Tammy de Weerd seconded to request COMPASS Board approval of adding a quarterly project status report on milestones to the COMPASS Board packets under the Executive Director's Report. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Discuss Priorities of Additional Projects for the FY2017-2021 Regional Transportation Improvement Program (TIP)

Toni Tisdale reviewed priorities of additional projects, without funding, for the FY2017-2021 TIP, as recommended by RTAC for COMPASS Board approval at the February 2016 Board meeting. RTAC requests the Board establish a workgroup to set policy regarding the use of TAP-TMA funds outside of the Boise urbanized area.

After discussion, **it was agreed a request will be made at the February Board meeting for the Board to direct the Executive Committee to develop a policy regarding the use of TAP-TMA funds outside of the Boise Urbanized Area for COMPASS Board approval.**

B. Status Report - State and Federal Legislative Issues

Ken Burgess provided a status report on state legislative issues.

Ken stated that Senator Lori Den Hartog has introduced a bill to remove the Idaho State police from the Highway Distribution Account, and to restructure the percentage that goes to the state and locals in the current 60/40 split. Ken recommended the COMPASS Board support the bill.

After discussion, **it was agreed to add an action item for COMPASS Board support of Senator Lori Den Hartog's bill to the February 22, 2016, COMPASS Board meeting agenda.**

C. Status Report - COMPASS 2016 Education Series

Amy Luft provided a status report on the 2016 COMPASS Education Series, as requested by the Executive Committee at its December 2015 meeting.

OTHER

Matt Stoll noted that 2016 population estimates will be presented to the COMPASS Board for acceptance at the April 18, 2016, Board meeting. Based on those estimates, the City of Eagle's population will exceed 25,000, which per the Bylaws entitles the City to two seats on the COMPASS Board and a permanent seat on the Executive Committee.

ADJOURNMENT

Chair Baker adjourned the meeting at 3:38 pm.

Dated this 8th day of March 2016.

Approved:

By: _____
Sara Baker, 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 10, 2015
COMPASS, FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

- ATTENDEES:** Dave Case, Commissioner, Ada County, **Chair**
Craig Hanson, Commissioner, Canyon County, **Vice Chair**
John McEvoy, Commissioner, Canyon Highway District #4
Garret Nancolas, Mayor, City of Caldwell
Charlie Rountree, Councilman, City of Meridian
- MEMBERS ABSENT:** Rebecca Arnold, Commissioner, Ada County Highway District
Rick Yzaguirre, Commissioner, Ada County
- OTHERS PRESENT:** Nancy Brecks, Community Planning Association
Jake Emery, Harris & Co.
Keith Holmes, Community Planning Association
Megan Larsen, Community Planning Association
Matt Stoll, Community Planning Association
Josh Tyree, Harris & Co.

CALL TO ORDER:

Chair Dave Case called the meeting to order at 12:00 pm.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve November 19, 2015, Finance Committee Meeting Minutes

Garret Nancolas moved and Craig Hanson seconded approval of the Consent Agenda as presented. Motion passed unanimously.

ACTION ITEMS

A. Approve Draft Fiscal Year 2015 Audit

Josh Tyree, Harris & Co., presented the draft 2015 audit. Josh stated it was an unqualified opinion with no reportable conditions or material weaknesses identified.

After discussion, **Charlie Rountree moved and John McEvoy seconded approval of the draft FY2015 audit as presented. Motion passed unanimously.**

B. Recommend Approval of Updated Financial Policy and Procedures

Megan Larsen presented updated Financial Policy and Procedures manual.

After discussion, **Garret Nancolas moved and Charlie Rountree seconded recommending the updated finance policy and procedures manual as presented for COMPASS Board approval. Motion passed unanimously.**

C. Establish 2016 Finance Committee Meeting Dates

Megan Larsen presented the proposed 2016 Finance Committee meeting dates.

After discussion, **Charlie Rountree moved and Garret Nancolas seconded approval of the 2016 Finance Committee meeting dates as presented. Motion passed unanimously.**

ADJOURNMENT

Garret Nancolas moved and Bob Henry seconded adjournment at 12:27 pm. Motion passed unanimously.

Dated this 17th day of March 2016.

Approved:

**By: _____
Bob Henry, Chair**

Attest:

**By: _____
Craig Hanson, Vice Chair**

COMPASS BOARD AGENDA ITEM V-D

Date: April 18, 2016

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 destroy the records listed on the attachment because those records have exceeded their Board-approved retention period.

COMPASS staff has provided a list of records proposed for destruction to the Idaho state archivist and expects that the state archivist will not object to the destruction of the listed records.

COMPASS staff will have the records destroyed by a commercial shredding service 30 days from the date that destruction is approved by both the COMPASS Board and the Idaho state archivist. The shredding service will provide a certification of destruction.

Implication (policy and/or financial):

If both the COMPASS Board and the Idaho state archivist approve the destruction of the listed records, the destruction will be completed as described. If either the COMPASS Board or the Idaho state archivist do 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 @compassidaho.org.

ML:nb T:\Operations\Board & Committees\4-18-16 Board Meeting\Records Item\Records Destruction Board Memo 4-18-16

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 list to state archivist	Date of request for Board approval	Destruction date
FY2010 and prior fiscal years; News releases prepared by COMPASS posted to the COMPASS website, retained on the COMPASS server and filed in hard copy (3 copies, same documents)	9/30/2010	5	9/30/2015	4/15/2016	4/18/2016	
FY2013 and prior fiscal years; Hard copy attendance records from COMPASS education series and similar events; retained on the COMPASS server and filed in hard copy (2 copies, same documents)	9/30/2013	2	9/30/2015	4/15/2016	4/18/2016	
FY2010 and prior fiscal years; News stories about COMPASS or relevant to COMPASS posted to the COMPASS website and filed in hard copy (2 copies, same documents)	9/30/2010	1	9/30/2011	4/15/2016	4/18/2016	
FY2010 and prior fiscal years; Keeping Up With COMPASS Newsletters posted to the COMPASS website, retained on the COMPASS server and filed in hard copy (3 copies, same documents)	9/30/2010	5	9/30/2015	4/15/2016	4/18/2016	
FY2010 and prior fiscal years; Public Participation Committee meeting agendas and packets; additional file copies posted to the COMPASS website, retained on the COMPASS server and filed in individual staff files (3 copies, same documents); Original documents retained in COMPASS centralized committee files, per the retention <u>schedule guidance</u> .	9/30/2010	5	9/30/2015	4/15/2016	4/18/2016	
FY2005 through FY2010 meeting agendas and meeting packet materials from the Regional Technical (now known as Transportation) Advisory Committee; meeting minutes are retained <u>permanently</u>	9/30/2010	5	9/30/2015	4/15/2016	4/18/2016	

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



Mayor Tammy de Weerd

City Council Members:

Keith Bird
Luke Cavener
Ty Palmer

Joe Borton
Genesis Milam
Anne Little Roberts

March 10, 2016

Matthew J. Stoll
Executive Director
COMPASS
700 NE 2nd Street, Ste. 200
Meridian, ID 83642

Dear Matt:

The City of Meridian would like to make an Appointment Request(s) for the COMPASS Regional Technical Advisory Committee (RTAC) for 2016. Per the bylaws, I am submitting Brian McClure to serve along with Caleb Hood as the primary committee members on the RTAC; Bill Parsons will be the alternate should one of them not be able to attend. Please note that this is a change to the RTAC membership currently in place

If you or your staff have any questions or need any additional information pertaining to this request, please let Robert Simison of my staff know.

Sincerely

A handwritten signature in blue ink, appearing to read "Tammy de Weerd", enclosed in a blue oval.

Tammy de Weerd
Mayor

COMPASS BOARD AGENDA ITEM VII-A

Date: April 18, 2016

Topic: 2016 Population Estimates

Request/Recommendation

COMPASS staff seeks COMPASS Board acceptance of the 2016 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, 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 area 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

Starting in 2015, COMPASS has used the Idaho Power residential occupancy rates based on electrical usage. The Idaho Power residential occupancy rate is now used as the "o" in the formula above. The 2016 population estimates were recommended for COMPASS Board acceptance by the COMPASS Demographic Advisory Workgroup on March 2, 2016, and reviewed by the Regional Transportation Advisory Committee on March 30, 2016.

Implication (policy and/or financial):

Population estimates are used for local and regional planning, grant writing, and as a factor in establishing COMPASS membership dues. As specified in the Joint Powers Agreement, The City of Eagle's membership classification will change from Class 3 to Class 2. As a Class 2 member, the City of Eagle will have two seats on the COMPASS Board of Directors and a seat on the Executive Committee.

More Information:

- 1) Attachment—2016 Population Estimates
- 2) Attachment—Historic Population Estimates by City Limits
- 3) For detailed information contact: Carl Miller, Principal Planner, at 475-2239 or cmiller@compassidaho.org.

T:\FY16\600 Projects\620 Demographics and Growth Monitoring\Demographics\Population Estimate\Board memo Population Estimates 041816.docx

2016 Population Estimate
City and County Population Estimate for April 1, 2016
Areas Refer to Corporate Limits of Cities as of 12/31/2015

	2016 Population*	2015 Population	2010 Population ^	2010-2016 Increase	2016 Percent of County	Percent of Planning Area		
						2000	2010	2016
Boise City	226,900	223,670	205,671	21,229	51.2%	43.0%	35.4%	34.9%
Eagle	25,510	24,600	19,908	5,602	5.8%	2.6%	3.4%	3.9%
Garden City	11,420	12,060	10,972	448	2.6%	2.5%	1.9%	1.8%
Kuna	18,430	17,320	15,210	3,220	4.2%	1.2%	2.6%	2.8%
Meridian	91,420	91,310	75,092	16,328	20.6%	8.1%	12.9%	14.0%
Star^Δ	8,150	7,930	5,793	2,357	1.8%	0.4%	1.0%	1.3%
Unincorporated	61,020	61,780	59,729	1,291	13.8%	11.9%	10.3%	9.4%
Total County	442,840	438,660	392,365	50,475		69.6%	67.5%	68.0%
Canyon								
Caldwell	52,620	51,880	46,237	6,383	25.3%	6.0%	8.0%	8.1%
Greenleaf	860	860	846	14	0.4%	0.2%	0.1%	0.1%
Melba	570	570	513	57	0.3%	0.1%	0.1%	0.1%
Middleton	7,580	7,110	5,524	2,056	3.6%	0.7%	1.0%	1.2%
Nampa	90,860	89,210	81,557	9,303	43.6%	12.0%	14.0%	14.0%
Notus	570	570	531	39	0.3%	0.1%	0.1%	0.1%
Parma	2,110	2,140	1,983	127	1.0%	0.4%	0.3%	0.3%
Wilder	1,640	1,640	1,533	107	0.8%	0.3%	0.3%	0.3%
Unincorporated	51,360	53,800	50,189	1,171	24.7%	10.6%	8.6%	7.9%
Total County	208,180	207,790	188,923	19,257		30.4%	32.5%	32.0%
Canyon and Ada	651,020	646,450	581,288	69,732				

*2016 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

Year	Boise	Eagle	Garden City	Kuna	Meridian	Star	Unincorporated	Total	Regional Total
2016	226,900	25,510	11,420	18,430	91,420	8,150	61,020	442,840	651,020
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

Year	Caldwell	Greenleaf	Melba	Middleton	Nampa	Notus	Parma	Wilder	Unincorporated	Total
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-B DATE: April 18, 2016

Topic: FY2017 General and Special Membership Dues

Request/Recommendation:

COMPASS staff seeks COMPASS Board approval of the proposed FY2017 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. The dues formula from this policy was also detailed in Section 4.1.5 F of the Joint Powers Agreement, which was approved by the Board on September 21, 2015.

COMPASS staff used the FY2016 population estimates recommended by the Demographic Advisory Workgroup at its March 2, 2016, meeting to calculate the proposed FY2017 membership dues. The per capita rate used in the calculation is identical to the rate approved by the COMPASS Board for FY2015 and FY2016 dues. The change in dues for each entity in Ada and Canyon Counties reflects the change in estimated population from FY2015.

The Finance Committee recommended approval of the proposed FY2017 membership dues at its March 30, 2016, meeting.

Implication (policy and/or financial):

Approved membership dues will be incorporated into the Unified Planning Work Program and Budget (UPWP) to be presented to the Finance Committee at its May 19, 2016, meeting.

More Information:

- 1) Attachments: Member Dues Calculation Policy
Proposed FY2017 Membership Dues

- 2) For detailed information contact: Megan Larsen, at 475-2228 or mlarsen@compassidaho.org.

ML:nb T:\Operations\Board & Committees\4-18-16 Board Meeting\Dues Item\VII B.1 Dues Memo

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.

T:\FY16\900 Direct Operations Maint\Finance\Packets\Mar 30 - 2016\VI B.2 Member Dues Policy.pdf

**COMPASS
PROPOSED FY2017 MEMBERSHIP DUES**

	Actual FY2016 Membership Dues		Proposed FY2017 Membership Dues		Change
	FY2015 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	FY2016 Estimated Population	Dues amount per person in jurisdiction \$ 1.322725	\$ -
GENERAL MEMBERS					
ADA COUNTY					
Ada County	438,660	\$ 207,033	442,840	208,703	\$ 1,670
Ada County Highway District	438,660	207,033	442,840	208,703	1,670
City of Boise	223,670	98,618	226,900	100,042	1,424
City of Eagle	24,600	10,846	25,510	11,248	402
City of Garden City	12,060	5,317	11,420	5,035	(282)
City of Kuna	17,320	7,637	18,430	8,126	489
City of Meridian	91,310	40,259	91,420	40,308	49
City of Star	7,930	3,496	8,150	3,593	97
TOTAL ADA COUNTY	438,660	\$ 580,239	442,840	\$ 585,758	\$ 5,519
CANYON COUNTY					
Canyon County	207,780	103,472	208,170	103,112	\$ (360)
Canyon Highway District No. 4	77,670	38,363	77,320	38,180	(183)
Nampa Highway District No. 1	112,810		114,010		-
Golden Gate Hwy District	8,450		8,330		-
Notus Parma Highway District	8,850		8,530		-
City of Caldwell	51,880	22,874	52,620	23,201	327
City of Greenleaf	860		860		-
City of Melba	570		570		-
City of Middleton	7,110	3,135	7,580	3,342	207
City of Nampa	89,210	39,333	90,860	40,061	728
City of Notus	570		570		-
City of Parma	2,140	944	2,110	930	(14)
City of Wilder	1,640	723	1,640	723	-
TOTAL CANYON COUNTY	361,760	\$ 208,844	364,980	\$ 209,549	\$ 705
SPECIAL MEMBERS					
Boise State University		8,440		7,950	\$ (490)
Capital City Development Corporation		8,440		7,950	(490)
Department of Environmental Quality		8,440		7,950	(490)
Idaho Transportation Department		8,440		7,950	(490)
Valley Regional Transit		8,440		7,950	(490)
TOTAL SPECIAL MEMBERS		\$ 42,200		\$ 39,750	\$ (2,450)
TOTAL MEMBER DUES		\$ 831,283		\$ 835,057	\$ 3,774

12 Canyon County residents in Star are excluded from the calculation of Ada County and ACHD dues. These residents are allocated to the City of Star, Canyon County and Canyon Highway District.

POLICY STATEMENT

No. Board 16-01

Adopted: XX, 2016
By: COMPASS Board of Directors
Last Revision: None

Policy Statement:

Transportation Management Area (TMA) Funding Eligibility

Surface Transportation Program (STP) and Transportation Alternatives Program (TAP) funds are directly allocated to areas with populations over 200,000 (Transportation Management Areas [TMA]). Currently, the Boise Urbanized Area is the only TMA in the state of Idaho.

Funds directly allocated to a TMA will be focused and programmed within the TMA, as defined by the adjusted urbanized area map adopted by the COMPASS Board on August 19, 2013 (Exhibit A). Funds may be considered for programming outside the TMA only under the following conditions:

1. A comprehensive call for project applications was conducted; and
2. Qualified project applications meeting the appropriate program criteria* are not received for projects within the TMA boundary; and
3. Qualified project applications meeting the adopted program criteria* are submitted from outside the TMA boundary; and
4. Funding is available

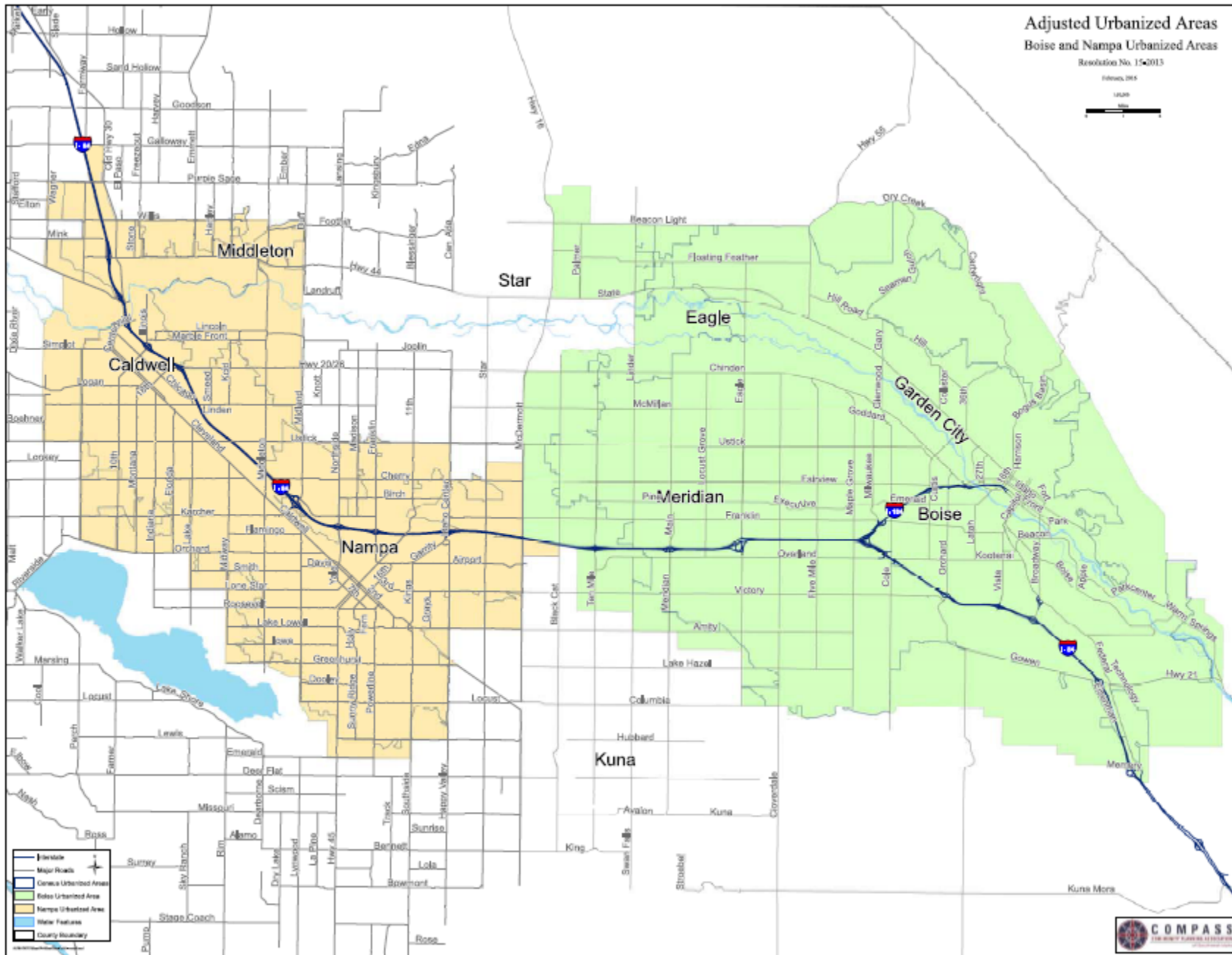
A qualified application is defined as any application that:

1. Meets the goals and vision of the long-range transportation plan; and
2. Leverages other sources of funds to the extent possible; and
3. Provides a description of how the project benefits the region, and especially the TMA; and
4. Demonstrates project readiness, defined as ability to meet obligation deadlines and within the budget presented

Full programming of TMA programs will occur at least the first three years of the program.

*Program criteria for the STP and TAP programs are included with the application materials, and incorporate the goals and vision of the long-range transportation plan.

Exhibit A



COMPASS BOARD AGENDA ITEM VII-D

Date: April 18, 2016

Topic: Resolution 07-2016 Amending the FY2016-2020 Regional Transportation Improvement Program (TIP)

Request/Recommendation:

COMPASS staff seeks COMPASS Board adoption of Resolution 07-2016 (Attachment 1) amending the FY2016-2020 TIP, as requested by ACHD, Valley Regional Transit (VRT), and the Idaho Transportation Department (ITD). The Regional Transportation Advisory Committee (RTAC) recommended approval of the amendments on February 24, 2016 and March 30, 2016.

Background/Summary:

On February 24, 2016, RTAC made a recommendation to program available funds based on the following:

- New funding levels in the new transportation bill, Fixing America's Surface Transportation (FAST) Act
 - Additional funding in Federal Highway Administration formula funding in the Boise Urbanized Area
 - \$434,000 in the Surface Transportation Program – Transportation Management Area (STP-TMA) funds
 - \$12,000 in the Transportation Alternatives Program (TAP) – TMA funds
 - Decrease in funding totaling \$263,000 in Federal Transit Administration (FTA) formula funding in the Boise Urbanized Area
 - VRT requested the shortfall be added to the TMA Needs List
- Released funds from 2016 projects in the amount of \$201,000 also needed to be programmed
- RTAC considered the following options for re-programming:
 - Requests on the Needs List
 - Inclusion of new projects from the list of priorities approved by the COMPASS Board on February 22, 2016
- RTAC made a recommendation to fund all projects on the Needs List and add two new projects from the prioritized list of projects

On March 30, 2016, RTAC reconsidered the STP-TMA recommendation after a request from ACHD due to a large cost increase for utilities on an existing TMA program project. RTAC reviewed the information and revised their recommendation to follow TMA Balancing guidelines regarding prioritization of funding of the Needs List, including funding the request from ACHD. This action resulted in the reversal of some of the original February 24, 2016, recommendations.

A table showing the original and revised recommendations is provided as Attachment 2. Note that per COMPASS policy, most of the recommended actions were processed through administrative modification. The items being processed as an amendment and needing Board action are provided below.

Per ACHD:

- Increase the Franklin Road, Black Cat Road to Ten Mile Road project (Key Number 12368), using STP-TMA funds. Additional funds are needed due to a high final estimate for utility work on the project.

Per VRT:

- Add a bicycle parking facility at Main Street Station in Downtown Boise (Key Number NEW1), using TAP-TMA funds. The project would add bike racks, security infrastructure, and tenant improvement furnishings for secure bike storage at Main Street Station, VRT's new public transportation hub. Due to limited funding, the project will be phased. This new project is number 11 on the priority list approved by the Board on February 22, 2016.

Additional Amendments:

ITD headquarters staff requested district staff to advance projects, as approximately \$50 million is currently available for ITD to reprogram due to bid savings on projects across the state. On March 23, 2016, ITD District 3 staff requested to advance four rehabilitation projects in the COMPASS area. Two of the projects are advancing from FY2017 and FY2018, and are included in Administrative Modification #10, included in Item VIII-D at the end of this packet. Two additional projects would advance from FY2020 to FY2016, requiring COMPASS Board action, and are included in the requested amendment.

ITD is accepting projects statewide on a first-come, first-served basis for the available funds. There is a chance these projects could delay to FY2017 if funds expire before the projects are approved for funding.

Per ITD:

- Advance two pavement preservation projects to FY2016, due to available funding as a result of bid savings.
 - I-84, Five Mile Road to Orchard Road, Boise (Key Number 19289)
 - US-95, Parma Junction (Canyon County) to I-84, Payette County (Key Number 19254)

Details of all changes are provided on Attachment 1.

A public comment period was open for recommendations requiring public comment on February 2 through February 16, 2016. One comment was received, and is provided as Attachment 3. A second public comment period was open April 4 through noon on April 18, 2016 reflecting RTAC's March 2016 actions. Comments received will be provided as a handout at the Board meeting.

Implication (policy and/or financial):

These amendments allow projects to proceed for obligation of funding. All projects recommended for FY2016 funds must be able to obligate funds immediately.

More Information:

- 1) Attachment 1: Resolution 07-2016
- 2) Attachment 2: RTAC Recommendations
- 3) Attachment 3: Public Comments
- 4) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

RESOLUTION NO. 07-2016

**FOR THE PURPOSE OF AMENDING THE FY2016-2020 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, public comment was open March 2 through March 16, 2016, for actions requiring public comment;

WHEREAS, public comment was opened again April 4 through April 18, 2016, due to changes in the recommendation through a reconsideration of reprogramming funds;

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 FY2016-2020 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table dated February 24, 2016 and March 30, 2016, details the amendment to the FY2016-2020 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors approves the amendment to the FY2016-2020 Regional Transportation Improvement Programs.

DATED this 18th day of April 2016.

APPROVED:

By: _____
Sara Baker, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

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

T:\FY16\900 Operations\Board\2016 Resolutions\Resolution 07-2016.docx

Amendment #5
 FY2016-2020 Regional Transportation Improvement Program
 Per TMA Balancing, February 24, 2016 and March 30, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12368	Franklin Road, Black Cat Road to Ten Mile Road	2016		15	-490 <u>-782</u>	220 <u>1040</u>	640	6486	6871 <u>7399</u>
	Funding Source: STP-TMA	2017							0
	Widen Franklin Road from two-lane to five-lane from Black Cat Road to Ten Mile Road. Work includes curb, gutter, drainage swales, sidewalks, and bicycle facilities, and reconstructing the intersection at Franklin Road and Black Cat Road with a seven-lane by seven-lane intersection. (Federal = \$6,855,913)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	15	-490 <u>-782</u>	220 <u>1040</u>	640	6486	6871 <u>7399</u>
<p style="color: red;">Increase UT by \$820,000 due to increase in the final estimate for utilities work. Funds from available funding in STP-TMA program (\$527,657) and from de-obligating remaining ROW (LP) funds (\$292,343). (4.82% increase)</p>									
*NEW1	Bicycle Parking, Main Street Station, Phase 1, VRT	2016						0 <u>20</u>	0 <u>20</u>
	Funding Source: TAP-TMA	2017							0
	This project will purchase bike racks, security infrastructure, and tenant improvement furnishings for a secure bike storage inside Main Street Station in Downtown Boise. (Federal = \$18,532)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0 <u>20</u>
<p style="color: red;">Add new project. Funds from available funding in TAP-TMA program. (Partially funded.)</p>									

*Included in public involvement

Per ITD, March 23, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19289	I-84, Five Mile Road to Orchard Road, Boise	2016	75					0 <u>2725</u>	75 <u>2800</u>
	Funding Source: Pavement Preservation	2017		50 <u>0</u>					50 <u>0</u>
	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) to Orchard Road (milepost 51.3) including all ramps for the flying WYE and the Cole Interchange. Other improvements include partial concrete slab replacement and joint repair.	2018			100 <u>0</u>				100 <u>0</u>
		2019							0
		2020						2725 <u>0</u>	2725 <u>0</u>
		PD							0
		SUM	75	150 <u>0</u>	0	0	0	0	2725

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
	(Federal = \$2,583,000) Advance \$2,725,000 of CN funds from FY2020 to FY2016, from available funds due to bid savings. Decrease PEC in FY2017 \$50,000 and in FY2018 \$100,000 and release to Statewide Balancing.								
19254	US-95, Parma Junction to I-84 in Payette County, Seal Coat	2016	25					0	25
	Funding Source: Pavement Preservation	2017						<u>881</u>	<u>906</u>
	Seal coat US-95 from Parma south city limits (milepost 46.6) to the Junction with I-84 (milepost 60.72) to preserve this section of roadway in good condition. (Federal = \$839,000) Advance \$881,000 of CN funds from FY2020 to FY2016, from available funds due to bid savings. Decrease PE in FY2018 \$56,000 and release to Statewide Balancing.	2018	56						56
		2019	<u>0</u>						<u>0</u>
		2020						<u>881</u>	<u>881</u>
		PD						<u>0</u>	<u>0</u>
		SUM		<u>81</u> <u>25</u>	0	0	0	0	881

PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant

RW = Right-of-Way

UT = Utilities

CE = Construction Engineering

CN = Construction

FY = Fiscal Year

KN = Key Number

STP = Surface Transportation Program

TAP = Transportation Alternatives Program

TMA = Transportation Management Area (Boise Urbanized Area)

T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\Amend5-2.docx

RTAC Recommendations for Surface Transportation Program – Transportation Management Area (STP)-TMA)
February 24, 2016 and March 30, 2016

KN	Project	Type of Action Required	Request	Recommendation February 24, 2016	Recommendation March 30, 2016
Total Available for Reprogramming				\$635,000	\$635,000
13479	Capital Maintenance, ACHD – FY2016	Administrative Modification	\$30,000	\$30,000	\$30,000
13511	Capital Maintenance, VRT, Boise – FY2016	Administrative Modification	\$77,343	\$77,343	\$77,343
12368	Franklin Road, Black Cat Road to Ten Mile Road	Amendment	\$820,000	\$0	\$527,657
*13511	Capital Maintenance, VRT, Boise – FY2016	Amendment with Public Comment	\$98,000	\$98,000	\$0
18788	Transit – Associated Capital Enhancements, Boise	Amendment	\$165,000	\$165,000	\$0
18700	Rideshare, Commuteride Replacement Vans, ACHD (for FY2016)	Amendment	\$14,000	\$14,000	\$0
*NEW	Rideshare, Commuteride Replacement Vans, ACHD (for FY2017)	Amendment with Public Comment	\$250,000	\$250,000	\$0
*NEW	**Bicycle Parking, Main Street Station, VRT	Amendment with Public Comment	\$53,000	\$53,000	\$0
Total Requests for STP-TMA			\$1,507,343	\$687,343	\$635,000
Remaining Balance				(\$52,343)	\$0

Blue text – cost overrun in TMA program

Green text – cost overrun in non-TMA program

Red text – project is new or advancing

* Included in public comment

**³⁰ Recommendation to use Transportation Alternatives Program – Transportation Management Area funds (partial - \$20,000)

Priorities are based on the TMA Balancing Guidelines, approved by the COMPASS Board on April 16, 2012.

In general, the priorities include:

1. Cost overruns
2. All or a portion of advance construction
3. Advancing projects (any phase)

In addition, the Guidelines state priorities for a project to be included on the Needs List:

1. Cover overruns are the priority
2. Projects must be included in the TMA program
3. Projects "outside" the TMA program must be approved by the COMPASS Board in order to be included in the TMA Needs List.
(“Outside” the TMA program refers to a funding mechanism that is not a TMA program)

T:\FY16\600 Projects\685 101 TIP\FY1620TIP\160418Att2BdTIPamend.docx

FY2016-2020 Regional Transportation Improvement Program (TIP) Public Comments March Amendments Public Comments

Number of comments received: 1

Comment (The comments below are verbatim, as submitted by the commenter. As such, typographical errors have not been corrected.)	Staff Response	Zip Code and Name/affiliation (if included)	Format
I reviewed the three proposed changes to the TIP and I support them: <ul style="list-style-type: none"> • Bicycle parking facility at Main Street Station • ACHD Commuteride replacement vans • Add funds for VRT capital maintenance in the Boise UZA 	Comment provided to the COMPASS Board of Directors	83713 Don Matson, AICP/ Community Intersection Consulting	Email

T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\Public comment\TIPPublicComment-VERBATIM-Table1603.docx

COMPASS BOARD AGENDA ITEM VII-E

April 18, 2016

Topic: Regional Rails with Trails Workgroup Charter

Request/Recommendation:

COMPASS staff seeks COMPASS Board approval of the Regional Rails with Trails Workgroup Charter.

Background/Summary:

Individual COMPASS member agencies have been working diligently on efforts to establish rails with trails plans and projects within their communities with limited success. Staff from the cities of Meridian, Boise, Nampa, Caldwell, ACHD and COMPASS recently met to discuss how to elevate the effort and create a unified strategy to develop a continuous rails with trails system within the Union Pacific corridor.

The workgroup charter was collectively prepared and outlines tasks and deliverable over a 2 ½ year time period. A coordinated effort- *including incorporation of a regional rails with trails vision into the long-range transportation plan update, Communities in Motion 2040 2.0*- will provide the foundation for regional unification and progress on this effort. The deliverables as outlined in the charter are key components to moving this effort forward including examination of best practices, mapping of a preferred regional route including spur lines, development of cross-sections, identifying freight conflicts and solutions, documentation of probable costs, creation of a viable financial strategy, and development of draft documents to use as the region collectively approaches Union Pacific.

COMPASS Executive Committee reviewed and recommended the workgroup charter for COMPASS Board approval on March 8, 2016.

Implication (policy and/or financial):

COMPASS staff estimates 35-50 work days per fiscal year to support the tasks identified in this charter. Specific tasks also may require consultant assistance, and those items will be proposed through the COMPASS Unified Planning Work Program and Budget process and annual Funding Plan and is subject to explicit COMPASS Board approval.

More Information:

- 1) Attachment- Draft Regional Rails with Trails Workgroup Charter
- 2) For detailed information contact: Sabrina Minshall, AICP, Director of Planning at (208) 475-2234 or sminshall@compassidaho.org

Work Group: Regional Rails with Trails Workgroup
Staff Liaison: Tom Laws

Purpose:

The Regional Rails with Trails Workgroup will advise the COMPASS Board by developing a unified strategy between member agencies for the development of a continuous rails with trails system within the Union Pacific corridor to be adopted into *Communities in Motion* (CIM) 2040 2.0.

The workgroup will develop this strategy with a focus on the following three CIM 2040 2.0 goals:

- Develop a transportation system with high connectivity that preserves capacity of the regional system and **encourages walk and bike trips**.
- Coordinate local land use planning, transportation planning, and development to **maximize the use of existing infrastructure**, increase the effectiveness of investment, and retain or **enhance the vitality of the local community**.
- Promote a transportation system and land use patterns that **enhance public health**, protect the environment, and improve the quality of life.

Tasks:

1. Research and summarize best practices for rails with trails across the United States
 - a. Research and summarize best practices relating to liability, safety, and implementation steps
 - b. Research and summarize best practices relating to location of trails (right of way, easements)
 - c. Research and summarize best practices relating to maintenance practices, agreements, and costs
 - d. Research and summarize funding sources
 - e. Research and summarize how the agreements were put in place, and what implementation strategies were used and how
2. Create best route analysis with definition of end points, spur rails into a map layer, including options where available, existing easements and right of way, street crossings, land uses, and connections to other pedestrian and bicycle networks.
3. Build consensus around vision for the rail with trails project, incorporate into CIM 2040 2.0.
4. Develop cross section options, identify a typical cross section, including fencing, landscaping, and lighting options for the corridor based upon mapping effort in Task 2; identify constraints for cross section by geographical areas or land use classification.
5. Analyze the rail corridor as identified in Task 2 for freight conflicts. Identify and map existing and planned land uses along the corridor, ownership identification, and business and key contact identification with a focus on those using the rail for business uses or on spur lines, quantify freight (both in tonnage and value) currently being accessed from the rail corridor and project the freight that could be accessed from the rail corridor with land

use zoning. Analysis will identify conflicts with rails with trails project and recommend mitigation options.

6. Create estimate of probable costs for design, land (providing range for fee simple acquisition, easements, or other options), pathway construction and development, and ongoing maintenance.
7. Create funding strategy and options including phasing plan.
8. Create timeline.
9. Develop stakeholder and public outreach strategy including creation of visual materials to aid in presentation to interested parties, member agencies, stakeholders, and public.
10. Develop wayfinding strategy
11. Provide updates to the COMPASS Board on the effort and deliverables.

Deliverables, Schedule:

1. Summary document of best practices and implementation strategies. (May-August 2016)
2. Map (May-August 2016)
3. Narrative and Storyboards for section in Pedestrian/Bicycle Chapter in CIM 2040 2.0 describing Rails with Trails Plan/Vision. (May 2016- October 2018)
4. Cross section options, with preferred sections by geography due to applicable constraints. Include options and preferred section for roadway and water crossings as applicable. (September 2016-May 2017)
5. a. Technical memorandum, maps and summary plan of rail corridor freight interaction and conflict assessment with rails with trails project. (October 2016-September 2017);
b. Identification list of adjacent property owners, business owners, and their overall use on the system with a focus on current users of the rail line. (October 2016-September 2017)
6. Technical summary of opinion of probable cost with phasing options. (completion by October 2018)
7. Technical document of funding strategy with phasing options (completion by October 2018) draft agreements.
8. Timeline for implementation (completion by October 2018)
9. Visual materials to be used covering above tasks. (October 2017-May 2018)
10. Narrative and storyboards for wayfinding strategy including phasing and implementation strategy. (2018+)
11. Updates to the COMPASS Board at key milestones

The Regional Rails with Trails Workgroup will meet bi-monthly (every other month) or as needed.

Membership:

Membership in the Regional Rails with Trails Workgroup will be drawn from COMPASS member agencies interested in rails with trails efforts, including but not limited to City of Meridian, City of Boise, City of Nampa, City of Caldwell, Ada County, Canyon County, and ACHD. Membership will also include a member of the COMPASS Active Transportation Workgroup and a member representing Foundation for Ada and Canyon Trails System (FACTS), ITD, irrigation/canal companies, members of the business community, and user or advocacy groups. Other members may include cities Wilder, Greenleaf, Middleton, Parma, Notus, and Kuna pending examination of spur routes and ultimate desired regional system.

COMPASS BOARD AGENDA ITEM VII-F

DATE: April 18, 2016

Topic: Revision 2 of the FY2016 Unified Planning Work Program and Budget (UPWP)

Request/Recommendation:

COMPASS staff seeks COMPASS Board adoption of Resolution 08-2016 approving Revision 2 of the FY2016 Unified Planning Work Program and Budget.

Background/Summary:

Federal metropolitan planning rules require that COMPASS produce a Unified Planning Work Program and Budget, 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 supporting documents to the appropriate funding agencies.

The Finance Committee reviewed the proposed amendments at its March 30, 2016, meeting and recommended approval of Revision 2 of the FY2016 UPWP as presented.

Revision 2 of the FY2016 UPWP is proposed for the following major reasons:

- Reduce direct expenses budgeted for data purchase in Program 620, Demographics and Growth Monitoring, from \$12,000 to \$7,000.
- Reduce direct expenses budgeted for graphics and editing in Program 661, Long Range Planning, from \$12,000 to \$4,000.
- Add \$4,200 to Program 661.118, Bicycle/Pedestrian, to purchase software to enable automatic data downloads from the permanent counters.
- Increase the project development budget in Program 685.123, Project/Scope Development, by \$6,226 to add one additional project of \$5,000, and to cover a slightly higher than expected cost estimate in an existing project.
- Reduce funding to Program 685.125, *Communities in Motion* (CIM) Implementation Grant Program, by \$12,477 to reflect the actual amount of grants awarded during FY2016.
- Reduce direct expenses budgeted in Program 838.100, On-Board Transit Survey, by \$12,398 to reflect the actual contract amount for the survey.
- Reduce direct expenses budgeted in Program 842.100, Congestion Management Process, by \$69,200 to reflect the change from implementation of travel time devices to data collection via the floating car method. A full proposal for implementation of travel time devices will be developed in FY2017.
- Add revenue of \$75,000 from ITD and ACHD to Program 842.100, Congestion Management Process, for the I-84 Detour Plan. Expenses of \$75,000 were added to the existing budget of \$35,000 to cover the total estimated project cost of \$110,000.
- Reduce direct expenses in Program 860, Geographic Information System Maintenance, by \$23,755 to reflect the actual anticipated expenditures in FY2016.

- Adjust the budgeted direct expenses in Program 990, Direct Operations, by a net amount of \$10,500. This adjustment reflects a decrease in expenses budgeted for computer and furnishings purchases and an increase in expenses to accommodate a server purchase.
- Add \$123,684 for additional Consolidated Planning Grant (CPG) funds from the Fixing America's Surface Transportation (FAST) Act and the corresponding \$9,798 of COMPASS fund balance for the required match. These funds were made available after Revision 1 of the FY2016 UPWP was approved.
- Decrease the draw from fund balance needed to cover the revenue shortfall by \$46,659.

All proposed modifications are summarized in the summary worksheet in the attached Revision 2 of the FY2016 UPWP.

Implication (policy and/or financial):

Without COMPASS Board adoption of Revision 2 of the FY2016 UPWP, the agency cannot make full use of available financial resources.

More Information:

- 1) Attachment: Revision 2 of the FY2016 Unified Planning Work Program and Budget.
- 2) For detailed information contact: Megan Larsen, at 475-2228 or mlarsen@compassidaho.org.

KH; ML: NB T:\Operations\Board & Committees\4-18-16 Board Meeting\1. Memo.docx

RESOLUTION NO. 08-2016

FOR THE PURPOSE OF APPROVING REVISION 2 OF THE FY2016 UNIFIED PLANNING WORK PROGRAM AND BUDGET

WHEREAS, Revision 1 of the FY2016 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 04-2016, dated December 21, 2015; 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 FY2016 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 FY2016 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 18th day of April 2016.

APPROVED:

By: _____
Sara Baker, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

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

T:\FY16\900 Operations\Board\2016 Resolutions\Resolution 08-2016.docx

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Recommended Changes to FY2016 - Revision 2
Summary

FY2016 UPWP - Revision 1; Revenues		3,817,853	FY2016 UPWP - Revision 1; Expenses	3,522,865
1			Program 620, Demographics and Growth Monitoring; Professional services (data purchase)	(5,000)
2			Program 661.100, Long Range Planning; Professional services (\$3,000) for editing and (\$5,000) for graphics	(8,000)
3			Program 661.118, Bicycle/Pedestrian; Professional services (automatic data downloads from permanent counters)	4,200
4			Program 685.123, Project/Scope Development; Professional services (funds to pay on-call project development consultants)	6,226
5			Program 685.125, CIM Implementation Grants; Professional services (to reflect amount of grants awarded during FY2016)	(12,477)
6			Program 838, On-Board Transit Survey; Professional services (transit survey and related costs)	(12,398)
7			Program 842, Congestion Management Process; Professional services (data collection via floating car instead of travel time devices)	(69,200)
8	Add revenues for I-84 Detour Plan. Cost of I-84 Detour Plan is estimated to be \$110,000. COMPASS had previously budgeted \$35,000 in professional services. Ada County Highway District Idaho Transportation Department	50,000 25,000	Program 842, Congestion Management Process; Professional services (I-84 Detour Plan)	75,000
9			Program 860, Geographic Information System Maintenance; Professional services (regional data center)	(23,755)
10			Program 990, Direct Operations; Equipment/Software (computers and software purchases) Program 990, Direct Operations; Equipment/Software (office furnishings) Program 990, Direct Operations; Equipment/Software (server replacement/upgrade)	(2,000) (3,000) 15,500
11	CPG - FY2016 K #13495; Increase based on apportionment tables under 'Fixing America's Surface Transportation (FAST) Act. Fund Balance to cover matching share on Increase of FY2016 CPG funds.	123,684 9,798		
12	Reduce fund balance needed to cover revenue shortfall	(46,659)		
Recommended Adjustments to Revenues		161,823	Recommended Adjustments to Expenses	(34,904)
Adjusted Revenues - Revision 2		3,979,676	Adjusted Expenses - Revision 2	3,487,961
Remaining Revenue		491,715		

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 2
REVENUE AND EXPENSE SUMMARY (total)**

REVENUE	FY2016 Revision 1	FY2016 Revision 2
GENERAL MEMBERSHIP		
Ada County	207,033	207,033
Ada County Highway District	207,033	207,033
Canyon Highway District No. 4	38,363	38,363
City of Boise	98,618	98,618
City of Caldwell	22,874	22,874
Canyon County	103,472	103,472
City of Eagle	10,846	10,846
City of Garden City	5,317	5,317
City of Kuna	7,637	7,637
City of Meridian	40,259	40,259
City of Middleton	3,135	3,135
City of Nampa	39,333	39,333
City of Parma	944	944
City of Star	3,496	3,496
City of Wilder	723	723
Subtotal	789,083	789,083
SPECIAL MEMBERSHIP		
Boise State University	8,440	8,440
Capital City Development Corporation	8,440	8,440
Department of Environmental Quality	8,440	8,440
Idaho Transportation Department	8,440	8,440
Valley Regional Transit	8,440	8,440
Subtotal	42,200	42,200
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2015 K# 12381 Ada County	176,625	176,625
CPG - FY2015 K# 12381 Canyon County	63,047	63,047
CPG - FY2016 K# 13495 Ada County	931,636	1,023,162
CPG - FY2016 K# 13495 Canyon County	327,331	359,489
Sub Total CPG Grants	1,498,639	1,622,323
STP TMA - K# 12373, Off-the-top funds for planning	515,508	515,508
STP TMA - K# 13047, <i>Communities in Motion 2040 2.0</i> Update	284,466	284,466
STP TMA - K# 13048, On-Board Transit Survey	146,403	146,403
FYWA - SHRP2 Implementation Assistance Program	225,000	225,000
Subtotal	1,171,377	1,171,377
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	18,150	18,150
Ada County Air Quality Board	64,350	64,350
Ada County Highway District, I-84 Detour Plan		50,000
Idaho Transportation Department, I-84 Detour Plan		25,000
Interest Income	3,500	3,500
Subtotal	86,000	161,000
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	3,587,298	3,785,982
Draw From Fund Balance (Orthophotography)	131,500	131,500
Draw From Fund Balance (CIM Implementation Grant Program)	48,129	48,129
Draw From Fund Balance (to fund revenue shortfall)	50,926	4,267
Draw From Fund Balance (match additional CPG funds)		9,798
TOTAL REVENUE, ALL RESOURCES	3,817,853	3,979,676

EXPENSE	FY2016 Revision 1	FY2016 Revision 2
SALARY, FRINGE & CONTINGENCY		
Salary	1,216,783	1,216,783
Fringe	522,847	522,847
Salary Contingency (Overtime and Bonus)	20,000	20,000
Sick Time Trade	10,000	10,000
Subtotal	1,769,630	1,769,630
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	218,100	218,100
Subtotal	218,100	218,100
DIRECT OPERATIONS & MAINTENANCE		
620, Demographics and Growth Monitoring	12,000	7,000
653, Communications and Education	71,325	71,325
661, Long Range Planning	335,730	331,930
685, Resource Development/Funding	258,657	252,406
702, Air Quality Outreach	75,000	75,000
760, Legislative Services	106,050	106,050
801, Staff Development	28,500	28,500
820, Committee Support	2,000	2,000
836, Regional Travel Demand Model	73,619	73,619
838, On-Board Transit Survey	158,000	145,602
842, Congestion Management Process	129,000	134,800
860, Geographic Information System Maintenance	69,254	45,499
861, Regional Orthophotography	195,000	195,000
990, Direct Operations and Maintenance	21,000	31,500
Subtotal	1,535,135	1,500,231
TOTAL EXPENSE	3,522,865	3,487,961

(1) Set-aside "change in fund balance" to cover increased revenues for approved overhead rate of 80.6% (potential of \$329,500 in FY2016)

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	3,817,853	3,979,676
LESS: TOTAL EXPENSES	3,522,865	3,487,961
CHANGE IN FUND BALANCE	(1) 294,988	491,715

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 2
REVENUE AND EXPENSE SUMMARY - by year of expenditure**

REVENUE	YEAR OF EXPENDITURE	
	FY2016	FY2017
GENERAL MEMBERSHIP		
Ada County	207,033	
Ada County Highway District	207,033	
Canyon Highway District No. 4	38,363	
City of Boise	98,618	
City of Caldwell	22,874	
Canyon County	103,472	
City of Eagle	10,846	
City of Garden City	5,317	
City of Kuna	7,637	
City of Meridian	40,259	
City of Middleton	3,135	
City of Nampa	39,333	
City of Parma	944	
City of Star	3,496	
City of Wilder	723	
Subtotal	789,083	-
SPECIAL MEMBERSHIP		
Boise State University	8,440	
Capital City Development Corporation	8,440	
Department of Environmental Quality	8,440	
Idaho Transportation Department	8,440	
Valley Regional Transit	8,440	
Subtotal	42,200	-
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2015 K# 12381 Ada County	176,625	
CPG - FY2015 K# 12381 Canyon County	63,047	
CPG - FY2016 K# 13495 Ada County	1,003,737	19,425
CPG - FY2016 K# 13495 Canyon County	352,664	6,825
Sub Total CPG Grants	1,596,073	26,250
STP TMA - K# 12373, Off-the-top funds for planning	515,508	
STP TMA - K# 13047, <i>Communities in Motion 2040</i> 2.0 Update	210,338.20	74,128
STP TMA - K# 13048, On-Board Transit Survey	146,403	
FYWA - SHRP2 Implementation Assistance Program	213,000	12,000
Subtotal	1,085,249	86,128
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	18,150	
Ada County Air Quality Board	64,350	
Ada County Highway District, I-84 Detour Plan	9,091	40,909
Idaho Transportation Department, I-84 Detour Plan	4,545	20,455
Interest Income	3,500	
Subtotal	99,636	61,364
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	3,612,241	173,742
Draw From Fund Balance (Orthophotography)	131,500	
Draw From Fund Balance (CIM Implementation Grants)	48,129	
Draw From Fund Balance (to fund revenue shortfall)	4,267	
Draw From Fund Balance (match additional CPG funds)	1,540	8,258
TOTAL REVENUE, ALL RESOURCES	3,797,676	182,000

EXPENSE	YEAR OF EXPENDITURE	
	FY2016	FY2017
SALARY, FRINGE & CONTINGENCY		
Salary	1,216,783	
Fringe	522,847	
Salary Contingency (Overtime and Bonus)	20,000	
Sick Time Trade	10,000	
Subtotal	1,769,630	-
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	218,100	
Subtotal	218,100	-
DIRECT OPERATIONS & MAINTENANCE		
620, Demographics and Growth Monitoring	7,000	
653, Communication and Education	71,325	
661, Long Range Planning	239,930	92,000
685, Resource Development/Funding	252,406	
702, Air Quality Outreach	75,000	
760, Legislative Services	106,050	
801, Staff Development	28,500	
820, Committee Support	2,000	
836, Regional Travel Demand Model	73,619	
838, On-Board Transit Survey	145,602	
842, Congestion Management Process	44,800	90,000
860, Geographic Information System Maintenance	45,499	
861, Regional Orthophotography	195,000	
990, Direct Operations and Maintenance	31,500	
Subtotal	1,318,231	182,000
TOTAL EXPENSE	3,305,961	182,000

REVENUE AND EXPENSE SUMMARY	YEAR OF EXPENDITURE	
	FY2016	FY2017
TOTAL REVENUE	3,797,676	182,000
LESS: TOTAL EXPENSES	3,305,961	182,000
CHANGE IN FUND BALANCE	491,715	0

T:\Operations\Board & Committees\4-18-16 Board Meeting\UPWP Item\FY2016 UPWP Rev 2 - financials

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 2
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER	EXPENSES				FEDERAL FUNDING SOURCES									MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES
	Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY15 CPG Ada County K# 12381	FY15 CPG Canyon County K# 12381	FY16 CPG Ada County K# 13495	FY16 CPG Canyon County K# 13495	STP-TMA Off The Top K# 12373	STP-TMA CIM K# 13047	FHWA SHRP2 no match K# 19175	STP-TMA On Board Transit K# 13048	Total Federal Funds	Required Match	Local Funds	Other Revenue	Total Local & Other	
601.100 UPWP/Budget Development and Federal Assurances	188	121,596	-	121,596	8,398	2,951	74,979	26,344					112,671	8,925			8,925	121,596
620.100 Demographics and Growth Monitoring	157	82,277	7,000	89,277	1,731	608	33,487	11,766	35,132				82,724	6,553			6,553	89,277
620.104 Development Monitoring	-	-	-	-									-				-	-
653.100 Communication and Education	247	129,046	71,325	200,371									-		200,371		200,371	200,371
661.100 Long Range Planning	-	-	89,000	89,000									82,467	6,533			6,533	89,000
661.100 General Project Management	202	133,640	-	133,640	15,764	5,539	10,915	3,835					123,831	9,809			9,809	133,640
611.107 SHRP2	-	-	-	-									-				-	-
661.116 Roadways	27	18,062	-	18,062	3,693	1,298		1					11,745				1,298	18,063
661.117 Freight	136	83,271	50,000	133,271	5,010	1,760	52,087	18,301					127,159	6,112			6,112	133,271
661.118 Bicycle/Pedestrian	157	74,901	17,930	92,831	5,360	1,883	11,518	4,047					86,017	6,814			6,814	92,831
661.119 Public Transportation	103	66,777	-	66,777			16,730	5,878					61,875	4,901			4,901	66,777
661.120 Performance Measurement	160	96,015	175,000	271,015			65,836	23,132					263,968	7,048			7,048	271,015
661.121 Bike Counter Management	-	-	-	-									-				-	-
685.100 Resource Development/Funding	-	-	-	-									-				-	-
685.122 Transportation Improvement Program	359	212,446	1,000	213,446	114,979	40,398			42,401				197,779	15,667			15,667	213,446
685.123 Project Development Program	90	59,398	140,754	200,152	7,090	2,491	88,163	30,976	56,740				185,460	14,691			14,691	200,152
685.124 Grant Research and Development	176	112,320	-	112,320									-		112,320		112,320	112,320
685.125 CIM Implementation Grants	35	22,164	110,652	132,816			15,198	5,340					20,537	1,627	110,652		112,279	132,816
TOTAL PROJECTS	2,038	1,211,912	662,661	1,874,573	162,026	56,928	368,913	129,619	134,274	284,466	225,000	-	1,361,226	90,005	423,343	-	513,348	1,874,574
701.100 General Membership Services	46	26,505	-	26,505			18,174	6,386					24,560	1,946			1,946	26,505
702.100 Air Quality Outreach	12	7,500	75,000	82,500									-			82,500	82,500	82,500
703.100 General Public Services	22	13,042	-	13,042									-		13,042		13,042	13,042
705.100 Transportation Liaison Services	54	39,078	-	39,078	14,547	6,101	11,515	4,046					36,210	2,868			2,868	39,078
760.100 Legislative Services	77	65,026	106,050	171,076									-		171,076		171,076	171,076
761.100 Growth Incentives	33	21,404	-	21,404			19,833						19,833	1,571			1,571	21,404
TOTAL SERVICES	244	172,555	181,050	353,605	14,547	6,101	49,522	10,432	-	-	-	-	80,602	6,385	184,118	82,500	273,003	353,605
801.100 Staff Development	143	87,278	28,500	115,778	51	18	79,336	27,875					107,280	8,498			8,498	115,778
820.100 Committee Support	176	102,353	2,000	104,353			71,553	25,140					96,693	7,659			7,659	104,353
836.100 Regional Travel Demand Model	232	120,662	73,619	194,281			111,862	39,303	28,855				180,021	14,260			14,260	194,281
838.100 On-Board Transit Survey	35	20,269	145,602	165,871			5,397	1,896					153,696	12,175			12,175	165,871
842.100 Congestion Management Process	65	38,194	134,800	172,994			60,922	21,405	8,475			146,403	90,802	7,193		75,000	82,193	172,994
860.100 Geographic Information System Maintenance	394	204,518	45,499	250,017			95,814	33,664	102,189				231,667	18,351			18,351	250,018
861.100 Regional Orthophotography	57	29,989	195,000	224,989									-		93,489	131,500	224,989	224,989
TOTAL SYSTEM MAINTENANCE	1,102	603,263	625,020	1,228,283	51	18	424,884	149,283	139,519	-	-	146,403	860,158	68,137	93,489	206,500	368,126	1,228,284
990.100 Direct Operations / Maintenance	-	-	31,500	31,500									-		28,000	3,500	31,500	31,500
991.100 Support Services Labor	986	-	-	-									-				-	-
999.100 Indirect Operations/Maintenance	-	-	-	-									-				-	-
TOTAL INDIRECT/OVERHEAD	986	-	31,500	31,500	-	-	-	-	-	-	-	-	-	-	28,000	3,500	31,500	31,500
G R A N D T O T A L	4,370	1,987,730	1,500,231	3,487,961	176,625	63,047	843,319	289,334	273,793	284,466	225,000	146,403	2,301,986	164,527	728,950	292,500	1,185,978	3,487,962

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 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)	FY2017 CARRY-FORWARD	
620.100	Demographics and Growth Monitoring	7,000	7,000									1
653.100	Communication and Education	71,325	20,500					49,400	1,425			
661.100	Long Range Planning	89,000	4,000					5,000			80,000	2
661.117	Freight	50,000	50,000									
661.118	Bicycle/Pedestrian	17,930	4,200	13,730								3
661.120	Performance Measurement	175,000	163,000								12,000	
685.122	Transportation Improvement Program	1,000						1,000				
685.123	Project Development Program	140,754	140,754									4
685.125	CIM Implementation Grants	110,652	110,652									5
702.100	Air Quality Outreach	75,000	75,000									
760.100	Legislative Services	106,050			9,000		11,100			85,950		
801.100	Staff Development	28,500			28,500							
820.100	Committee Support	2,000							2,000			
836.100	Regional Travel Demand Model	73,619	73,619									
838.100	On-Board Transit Survey	145,602	145,602									6
842.100	Congestion Management Process	134,800	44,800								90,000	7,8
860.100	Geographic Information System Maintenance	45,499	17,800	26,499			1,200					9
861.100	Regional Orthophotography	195,000	195,000									
990.100	Direct Operations / Maintenance	31,500		24,500					7,000			10
GRAND TOTAL		1,500,231	1,051,927	64,729	37,500	-	12,300	55,400	10,425	85,950	182,000	

T:\Operations\Board & Committees\4-18-16 Board Meeting\UPWP Item\FY2016 UPWP Rev 2 - financials

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2016 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 2
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2016 Revision 1	FY2016 Revision 2
Professional Services	930	30,000	30,000
Equipment Repair / Maintenance	936	2,000	2,000
Travel / Education	940	2,500	2,500
Publications	943	1,500	1,500
COMPASS Membership	944	12,000	12,000
Employee Professional Membership	945	9,500	9,500
Postage	950	1,500	1,500
Telephone	951	13,100	13,100
Building Maintenance and Reserve for Major Repairs	955	41,300	41,300
Printing	960	2,000	2,000
Advertising	962	5,000	5,000
Audit	970	16,000	16,000
Insurance	971	13,000	13,000
Legal Services	972	10,000	10,000
General Supplies	980	4,500	4,500
Computer Supplies	982	10,500	10,500
Computer Software / Maintenance	983	24,200	24,200
Commuting Incentive	990	500	500
Vehicle Maintenance	991	3,000	3,000
Utilities	992	12,000	12,000
Local Travel	993	2,500	2,500
Other / Miscellaneous	995	1,500	1,500
TOTAL		218,100	218,100

T:\Operations\Board & Committees\4-18-16 Board Meeting\UPWP Item\FY2016 UPWP Rev 2 - financials

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2016 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 2
WORKDAY ALLOCATION**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PRINCIPAL PLANNERS	ASSOCIATE PLANNERS	ASSISTANT PLANNERS	OPERATIONS	TOTAL
601.100	UPWP/Budget Development and Federal Assurances	ML	48	32	2	-	106	188
620.100	Demographics and Growth Monitoring	CM	4	73	51	29	-	157
620.104	Development Monitoring		-	-	-	-	-	-
653.100	Communication and Education	AL	6	104	-	134	3	247
661.100	Long Range Planning	LI	-	-	-	-	-	-
661.100	General Project Management		40	123	2	20	17	202
611.107	SHRP2		-	-	-	-	-	-
661.116	Roadways		5	20	-	2	-	27
661.117	Freight		4	108	-	24	-	136
661.118	Bicycle/Pedestrian		8	41	103	5	-	157
661.119	Public Transportation		2	99	-	2	-	103
661.120	Performance Measurement		10	111	24	15	-	160
661.121	Bike Counter Management		-	-	-	-	-	-
685.100	Resource Development/Funding	SM						
685.122	Transportation Improvement Program	TT	30	213	-	115	1	359
685.123	Project Development Program	KP	20	53	3	13	1	90
685.124	Grant Research and Development	SM	30	109	1	35	1	176
685.125	CIM Implementation Grants	KP	4	25	-	6	-	35
TOTAL PROJECTS			211	1,112	186	400	129	2,038
701.100	General Membership Services	SM	5	23	3	15	-	46
702.100	Air Quality Outreach	AL	0	12	-	-	-	12
703.100	General Public Services	AL	3	11	1	7	-	22
705.100	Transportation Liaison Services	MS	19	33	2	-	-	54
760.100	Legislative Services	MS	67	3	-	4	3	77
761.100	Growth Incentives	CM	4	24	-	3	2	33
TOTAL SERVICES			98	106	6	29	5	244
801.100	Staff Development	ML	21	74	10	28	10	143
820.100	Committee Support	ML	19	24	4	9	120	176
836.100	Regional Travel Demand Model	MW	2	104	-	126	-	232
838.100	On-Board Transit Survey	MW	0	25	-	10	-	35
842.100	Congestion Management Process	WS	0	49	2	14	-	65
860.100	Geographic Information System Maintenance	EA	5	170	4	211	4	394
861.100	Regional Orthophotography	EA	0	28	-	29	-	57
TOTAL SYSTEM MAINTENANCE			47	474	20	427	134	1,102
TOTAL DIRECT			356	1,692	212	856	268	3,384
991.100	Support Services Labor	ML	334	148	18	64	422	986
TOTAL INDIRECT/OVERHEAD			334	148	18	64	422	986
TOTAL LABOR			690	1,840	230	920	690	4,370

T:\Operations\Board & Committees\4-18-16 Board Meeting\UPWP Item\FY2016 UPWP Rev 2 - financials

PROGRAM NO.	601	CLASSIFICATION:	Project		
TITLE: UPWP Budget Development and Monitoring					
TASK / PROJECT DESCRIPTION:		Monitor and amend, as necessary, the FY2016 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 FY2017 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.			
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.			
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:		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.			
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
FY2016 UPWP					
Process and track revenues and expenditures for the FY2016 UPWP and related transportation grants			Ongoing		
Process required state and local agreements and other required paperwork for transportation grants			As Needed		
Process and obtain Board approval of FY2016 UPWP revisions					
Distribute revisions of the FY2016 UPWP to the Idaho Transportation Department for tracking purposes			As Needed		
Distribute revisions of the FY2016 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval			As Needed		
FY2017 UPWP Development					
Develop process and schedule for the FY2017 UPWP			Oct		
Solicit membership input on possible transportation planning projects and associated needs for FY2017			Nov-Jan		
Submit initial revenue assessment for FY2017 to the Finance Committee for input			Mar		
Obtain Board approval on FY2017 general and special membership dues			Apr		
Present FY2017 UPWP					
Present draft FY2017 UPWP to Finance Committee for input and feedback			May		
Present draft FY2017 UPWP to Finance Committee for approval			Jun		
Submit FY2017 UPWP to Board for adoption			Aug		
Submit and obtain approval from Federal Highway Administration of FY2017 UPWP			Aug		
Distribute FY2017 UPWP to the Idaho Transportation Department and Federal Transit Administration			Aug		
Track federal requirements as related to Self-Certification					
Compliance with federal requirements			Ongoing		
Track federal requirements as related to Transportation Improvement Program and the Regional Long-Range Transportation Plan					
Document and prepare for Federal Certification Review			Ongoing		
Monitor federal changes through the Federal Register			Ongoing		
LEAD STAFF: Megan Larsen		Expense Summary			
END PRODUCT: FY2016 UPWP revisions; FY2017 UPWP; Self-Certification; Maximize funding opportunities.					
Total Workdays:				188	
Salary				\$ 78,430	
Fringe		29,426			
Overhead		13,740			
Total Labor Cost:		\$ 121,596			
ESTIMATED DATE OF COMPLETION: September-2016		DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ -			
Funding Sources					
Participating Agencies					
	Ada			Canyon	Special
	Total				
CPG k#12381	\$ 8,398			\$ 2,951	\$ 11,348
CPG k#13495	74,979			26,344	101,323
STP-TMA, k12373					
STP-TMA, k13047					
FHWA SHRP2					
STP-TMA, k13048	6,605	2,321	8,925		
Local					
Total:	\$ 89,981	\$ 31,615	\$ 121,596		
601		Total Cost: \$ 121,596			

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	620	CLASSIFICATION: Project		
TITLE:		Demographics and Growth Monitoring		
TASK / PROJECT DESCRIPTION:		Collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan, <i>Communities in Motion 2040</i> (CIM 2040). This program will result in two main reports each year: a Development Monitoring Report and a Performance Monitoring Report including an analytical review of growth and transportation patterns. To develop population estimates by city, rural 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 training on census data and tools.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:		Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion (CIM)</i> as well as other corridor, subarea, and alternative analysis 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, and other analysis, and is an often requested member service. 4) Monitoring and reporting on progress toward the goals of <i>Communities in Motion</i> promotes the objectives of the plan and local efforts toward that plan.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:		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...." <i>Communities in Motion</i> : The Performance Monitoring Report (PMR) is a requirement of the transportation plan to monitor and track "progress toward achieving alternative transportation and desired land use objectives." Task 4.4.3, Major Activity Center, Task 1.2.2 and providing data on various groups, Task 1.9.1.		
FY2016 BENCHMARKS				
MILESTONES / PRODUCTS				
Population Estimates		Ongoing		
Data collection and geocoding of building permits		Feb		
Complete 2015 Development Monitoring Report		Feb		
Complete 2016 population estimates and receive COMPASS Board acceptance				
Employment Data Estimates		Ongoing		
Collect and geocode employment data from Idaho Department of Labor		Oct-Jan		
Procure and geocode employment data from other data sources		Oct-Jan		
Compile master employment set		Feb		
Census Liaison/Clearinghouse		Ongoing		
Integrate Census data in related projects		Ongoing		
Respond to member requests for census data		Apr		
Complete the Census Boundary and Annexation Survey (BAS)				
Demographic Data and Forecasting		Ongoing		
Acquire sub-county demographic data		Oct		
Conduct demographics evaluation for age (school and elderly populations)		Nov-Mar		
Develop demographic data for modeling		Nov-Sept		
Development Review		Ongoing		
Provide development and policy reviews and checklists		Ongoing		
Conduct area of influence analysis		June		
Conduct annual reporting to workgroup/committee				
Development Tracking and Reconciliation		Ongoing		
Update preliminary plat files and other entitled development		May		
Update vacant lot inventory		June		
Conduct reconciliation and report to workgroup/committee				
LEAD STAFF:		Carl Miller		
END PRODUCT:		Expense Summary		
Eight products: 1) 2016 Population Estimates by jurisdiction; 2) Employment estimates by jurisdiction; 3) Dissemination of census data for COMPASS and member agency planning; 4) Demographic forecast of special-needs populations; 5) Development reviews, area of influence analysis, and an annual reporting to workgroup/committee; 6) Reporting of entitled development through preliminary plat and vacant lot inventory; and 7) Annual reconciliation of the CIM 2040 Vision with entitled developments.		Total Workdays: 157		
		Salary \$ 53,069		
		Fringe 19,911		
		Overhead 9,297		
		Total Labor Cost: \$ 82,277		
ESTIMATED DATE OF COMPLETION:		September-2016		
Funding Sources				Participating Agencies
	Ada	Canyon	Special	Total
CPG k#12381	\$ 1,731	\$ 608		\$ 2,339
CPG k#13495	33,487	11,766		45,253
STP-TMA, k12373			35,132	35,132
STP-TMA, k13047				
FHWA SHRP2				
STP-TMA, k13048	4,848	1,704		6,553
Local				
Total:	\$ 40,066	\$ 14,078		\$ 89,277
				DIRECT EXPENDITURES:
				Professional Services \$ 7,000
				Legal / Lobbying
				Equipment Purchases
				Travel / Education
				Printing
				Public Involvement
				Meeting Support
				Other
				Total Direct Cost: \$ 7,000
				620 Total Cost: \$ 89,277

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	653			CLASSIFICATION:	Project	
TITLE:	Communication and Education					
TASK / PROJECT DESCRIPTION:	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing 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 Committee; and representing COMPASS at open houses and other events.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.316 requires public input and involvement in MPO planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan) 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>					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
General						
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases.					Ongoing	
Support work of Public Participation Committee.					Ongoing	
Provide outreach/public speaking support and training to staff.					Ongoing	
Conduct annual update of social media audit.					October	
Begin update of COMPASS Strategic Plan for adoption in December 2016.					Mar - Sept	
Develop tools such as electronic and print materials designed for most effective means of communication						
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 FY2016 annual report.					Jul-Sep	
Write and distribute monthly update handout.					Ongoing	
Evaluate effectiveness of monthly Keeping Up With COMPASS newsletter, based on potential new committee structure; revise format as needed.					Sept - Dec	
Write and distribute revised monthly Keeping Up With COMPASS newsletter, based on evaluation.					Ongoing	
Use results of FY2015 random household survey to evaluate success and continually improve programs.					Ongoing	
Education and community outreach						
Develop and implement FY2016 public education series to include five speakers; focus on transportation components being developed for <i>Communities in Motion 2040 2.0</i> .					Jan-Jun	
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).					Fall	
Transportation Funding Outreach Campaign ("Don't Let the Treasure Valley Fall through the Cracks")						
Promote the need for increased transportation funding/funding options through paid and earned media, social media, education series, etc.					Ongoing	
LEAD STAFF: Amy Luft					Expense Summary	
END PRODUCT: Public involvement in, and understanding of, transportation planning and related issues.						
Total Workdays: 247						
Salary \$ 83,235 Fringe 31,229 Overhead 14,582 Total Labor Cost: \$ 129,046						
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		Professional Services \$ 20,500
CPG k# 13495						Legal / Lobbying
FY2015 Unspent						Equipment Purchases
STP-TMA, k12373						Travel / Education
STP-TMA, k13047						Printing
FHWA SHRP2					Public Involvement 49,400	
STP-TMA, k13048					Meeting Support 1,425	
Local	\$ 148,275	\$ 52,097		\$ 200,371	Other	
Total:	\$ 148,275	\$ 52,097		\$ 200,371	Total Direct Cost: \$ 71,325	
					653 Total Cost: \$ 200,371	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	661				CLASSIFICATION:	Project
TITLE:	Long Range Planning					
TASK / PROJECT DESCRIPTION:	This project encompasses the activities to identify regional transportation needs and solutions, and prepares a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation of the adopted long-range transportation plan.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance- and outcome-based planning will help guide resources to infrastructure and service projects that collectively will help achieve the regional (CIM) goals.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450 "Moving Ahead for Progress in the 21st Century" (MAP-21) 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.					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
661.101 General Project Management Compile components into transportation system Update financial analysis and revenue expenditure forecast Environmental mitigation strategies Evaluate potential long term air quality impacts Analyze consequences of unfunded needs Draft plan chapters and supporting documents						Oct-Sept
661.102 Roadways Develop planning level cost estimates Determine current and projected transportation demand of vehicles Map and summarize to identify potential trade offs						Oct-Sept
661.103 Freight Collect and analyze data SHRP grant effort Map and summarize information						Oct-Sept
661.104 Bicycle and Pedestrian Support Active Transportation Committee, FACTS Maintain and update bike/pedestrian data collection Regional Bike and Pedestrian plan						Oct-Sept
661.105 Public Transportation Public transportation future network analysis Planning level cost estimates for operating and capital costs estimates						Oct-Sept
661.106 Performance Measurement Change in Motion report Data development for online dashboard Participation in development of and implementation of MAP-21 rule making SHRP2 Grant- development of benefit cost performance based system for eight elements in CIM						Oct-Sept
LEAD STAFF: Liisa Itkonen					Expense Summary	
Communities in Motion 2040 update material, Regional Bicycle and Pedestrian Plan, Public Transportation System network analysis, SHRP-2 Grant completion.					Total Workdays: 785	
					Salary \$ 304,869	
					Fringe 114,385	
					Overhead 53,411	
					Total Labor Cost: \$ 472,665	
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG k#12381	\$ 29,825	\$ 10,480		\$ 40,305	ITD	
CPG k#13495	157,087	55,193		212,280	FHWA	
STP-TMA, k12373					FTA	
STP-TMA, k13047			284,466	284,466		
FHWA SHRP2			225,000	225,000		
STP-TMA, k13048	31,481	11,061		42,543		
Local						
Total:	\$ 218,393	\$ 76,734	\$ 509,466	\$ 804,595		
					661 Total Direct Cost: \$ 331,930	
					661 Total Cost: \$ 804,595	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	685	CLASSIFICATION:	Project
TITLE:	Resource Development/Funding		
TASK / PROJECT DESCRIPTION:	Develop a FY2017-2021 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 FY2016-2020 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. 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.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow 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. Provides 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 balancing committee participation.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<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). It addresses Objective 4.2 in COMPASS FY2015-2017 Strategic Plan - Implement Adopted Plans, and Federal Code 12 CFR § 450.306. Products may also be assisted through Unified Planning Work Program Task 693-Grant Research and Assistance, and the Communities in Motion Implementation Grant program. 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>		
FY2016 BENCHMARKS			
MILESTONES / PRODUCTS			
685.101 Transportation Improvement Program Solicit Projects for the FY2017-2021 Regional Transportation Improvement Program Prioritize projects for the FY2017-2021 Project List Develop the Final FY2017-2021 Regional Transportation Improvement Program Update Federal-Aid Map for FY2017-2021 Regional Transportation Improvement Program Monitor and Track FY2016-2020 Regional Transportation Improvement Program Assistance to Valley Regional Transit (VRT)			Oct-Sept
685.102 Project Development Program Member outreach Solicit projects needing project development Develop projects and build consensus on project outcomes Consultant management Project management/planning Report creation and dissemination			Oct-Sept
685.103 Grant Research and Development 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)			Oct-Sept
685.104 CIM Implementation Grants Member outreach Solicit project applications Prioritize applications Contract and project development Project management			Oct-Sept
LEAD STAFF:		Toni Tisdale	
END PRODUCT:		Pre-Concept report including purpose and need statement, public involvement plan, environmental scan, planning level design sketches of early alternatives, and cost estimates.	
		Expense Summary	
		Total Workdays: 660	
		Salary \$ 262,081	
		Fringe 98,331	
		Overhead 45,915	
		Total Labor Cost: \$ 406,327	
ESTIMATED DATE OF COMPLETION:		September-2016	
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
	Total		
CPG k#12381	\$ 122,069	\$ 42,889	\$ 164,958
CPG k#13495	103,360	36,316	139,676
STP-TMA, k12373		99,142	99,142
STP-TMA, k13047			
FHWA SHRP2			
STP-TMA, k13048	23,669	8,316	31,985
Fund Balance		\$222,972	222,972
Total:	\$ 249,098	\$ 87,521	\$ 322,114
		\$ 658,733	
		DIRECT EXPENDITURES:	
		Professional Services \$ 251,406	
		Legal / Lobbying	
		Equipment Purchases	
		Travel / Education	
		Printing	
		Public Involvement 1,000	
		Meeting Support	
		Other	
		Total Direct Cost: \$ 252,406	
		685 Total Cost: \$ 658,733	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	701	CLASSIFICATION:	Service
TITLE:	General Membership Services		
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other support to member agency projects.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service can promote implementation of the regional long-range transportation plan, <i>Communities in Motion 2040</i> (CIM 2040). COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<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 CIM 2040, 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>		
FY2016 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide general assistance to member agencies as requested in the areas of:			
Geographic Information System (GIS) requests for maps, data and analyses Meeting support May in Motion Audience Response System services Travel Demand Modeling support Other various requests (such as training) as budget allows			Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
Specific requested assistance, which may have been separate tasks in the past, include, but are not limited to:			
ACHD support Development Review Traffic Impact Studies Area of Influence Analysis Model Runs per member agency traffic impact study policies			As requested As requested As requested As requested
LEAD STAFF:		Sabrina Minshall	
END PRODUCT:		Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.	
		Expense Summary	
		Total Workdays: 46	
		Salary \$ 17,096	
		Fringe 6,414	
		Overhead 2,995	
		Total Labor Cost: \$ 26,505	
ESTIMATED DATE OF COMPLETION:		September-2016	
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
	Total		
CPG k#13495	\$18,174	\$6,386	\$ 24,560
FY2015 Unspent			
STP-TMA, k12373			
STP-TMA, k13047			
FHWA SHRP2			
STP-TMA, k13048			
Local	1,440	506	1,946
Total:	\$ 19,614	\$ 6,892	\$ -
			\$ 26,506
		DIRECT EXPENDITURES:	
		Professional Services \$ -	
		Legal / Lobbying	
		Equipment Purchases	
		Travel / Education	
		Printing	
		Public Involvement	
		Meeting Support	
		Other	
		Total Direct Cost: \$ -	
		701 Total Cost: \$ 26,505	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	702			CLASSIFICATION:	Service
TITLE:	Air Quality Outreach				
TASK / PROJECT DESCRIPTION:	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 oversee the airing of television public service announcements.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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> (http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm).				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Public Service Announcements Work with contractor (selected in FY2014) to purchase air time for public service announcements.					Ongoing
LEAD STAFF: Amy Luft					
END PRODUCT: 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.					Expense Summary
					Total Workdays: 12
					Salary \$ 4,838
					Fringe 1,815
					Overhead 848
					Total Labor Cost: \$ 7,500
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Department of Environmental Quality
CPG k#13495				\$ -	Ada County Air Quality Board
FY2015 Unspent					
STP-TMA, k12373					
STP-TMA, k13047					
DEQ			18,150	18,150	
AQB			64,350	64,350	
Local					
Total:			\$ 82,500	\$ 82,500	
					Professional Services \$ 75,000
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 75,000
					702 Total Cost: \$ 82,500

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	703	CLASSIFICATION:	Service
TITLE:	General Public Services		
TASK / PROJECT DESCRIPTION:	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information is not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	COMPASS provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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.		

FY2016 BENCHMARKS **MILESTONES / PRODUCTS**

Provide assistance to public and non-member entities, as requested, in the areas of: Geographic Information Systems (GIS) (maps, data, and analyses). Data and travel demand modeling. Demographic, development, and related information. Traffic counts and related information. Other various requests as budget allows.	Ongoing
--	---------

LEAD STAFF: Amy Luft					Expense Summary	
END PRODUCT: Information assistance to the general public.					Total Workdays: 22	
					Salary \$	8,412
					Fringe	3,156
					Overhead	1,474
					Total Labor Cost: \$	13,042
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ - 703 Total Cost: \$ 13,042	
CPG k#13495				\$ -		
FY2015 Unspent						
STP-TMA, k12373						
STP-TMA, k13047						
FHWA SHRP2						
STP-TMA, k13048						
Fund Balance	9,651	3,391		13,042		
Total:	\$ 9,651	\$ 3,391		\$ 13,042		

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	705	CLASSIFICATION:	Service
TITLE:	Transportation Liaison Services		
TASK / PROJECT DESCRIPTION:	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Transportation liaison services 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.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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.		

FY2016 BENCHMARKS **MILESTONES / PRODUCTS**

Attend member agency meetings and coordinate transportation-related planning activities with member agencies.	Ongoing
---	---------

LEAD STAFF: Matt Stoll	Expense Summary
END PRODUCT: Ongoing staff liaison role to member agencies.	
	Total Workdays: 54
	Salary \$ 25,205
	Fringe 9,457
	Overhead 4,416
	Total Labor Cost: \$ 39,078

ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
	Ada	Canyon	Special	Total			Member Agencies
CPG k#12381	\$ 14,547	\$ 6,101		\$ 20,648			
CPG k#13495	11,515	4,046		15,561			
STP-TMA, k12373							
STP-TMA, k13047							
FHWA SHRP2							
STP-TMA, k13048							
Local	2,122	746		2,868			
Total:	\$ 28,184	\$ 10,893		\$ 39,078			
					Total Direct Cost: \$ -		
					705 Total Cost: \$ 39,078		

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	760	CLASSIFICATION:	Service
TITLE:	Legislative Services		
TASK / PROJECT DESCRIPTION:	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.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To secure funding and influence policies on relevant transportation-related legislation at the federal and state levels.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	There is no federal requirement for this process. The COMPASS Board works together to identify and prioritize needs and projects.		

FY2016 BENCHMARKS **MILESTONES / PRODUCTS**

<p>Federal Legislative Priorities</p> <ul style="list-style-type: none"> Work with Executive Committee to identify priorities and position statements for federal legislation Obtain COMPASS Board approval of federal legislative priorities Educate and advocate on federal legislative priorities Evaluate possible legislative priorities for next federal legislative session 	<p>Oct-Nov Nov-Dec Dec-Sep May-Sep</p>
<p>State Legislative Priorities</p> <ul style="list-style-type: none"> Work with Executive Committee to identify possible priorities and position statements for FY2016 legislative session Obtain COMPASS Board endorsement of FY2016 legislative priorities Educate and advocate on FY2016 legislative priorities Evaluate possible legislative priorities for FY2017 legislative session 	<p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p>

LEAD STAFF: Matt Stoll					Expense Summary	
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.					Total Workdays: 77	
					Salary	\$ 41,942
					Fringe	15,736
					Overhead	7,348
					Total Labor Cost:	\$ 65,026
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG k#13495				\$ -	Professional Services	\$ -
FY2015 Unspent					Legal / Lobbying	85,950
STP-TMA, k12373					Equipment Purchases	
STP-TMA, k13047					Travel / Education	9,000
FHWA SHRP2					Printing	
STP-TMA, k13048					Public Involvement	
Fund Balance			\$ 171,076	\$ 171,076	Meeting Support	
					Other	11,100
Total:	\$ -	\$ -	\$ 171,076	\$ 171,076	Total Direct Cost:	\$ 106,050
					760	Total Cost: \$ 171,076

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	761	CLASSIFICATION:			Service	
TITLE:	Growth Incentives					
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, by evaluating growth incentive policies, reviewing best practices with stakeholders, and reporting to workgroups or committees. FY2017 to continue this evaluation by working with stakeholders to detail growth incentive strategies and in FY2018 COMPASS would test strategies through land use and travel demand modeling.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	This service can promote linkage of the regional long-range transportation plan, <i>Communities in Motion 2040</i> , 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.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Several <i>Communities in Motion 2040</i> 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."					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
Policy Analysis Evaluate growth incentive policies (best practices, legal requirements) Review strategies with stakeholders and development community Report to workgroup/committee and identify pilot study Industrial Lands Inventory Map industrial lands (zoning, comprehensive plans, and employers)					Oct-Dec Jan-Mar May Mar-May	
LEAD STAFF: Carl Miller END PRODUCT: The policy analysis would work with land use and transportation agencies in identifying growth incentive strategies that could be implemented locally to meet the Communities in Motion 2040 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.					Expense Summary Total Workdays: 33 Salary \$ 13,806 Fringe 5,180 Overhead 2,419 Total Labor Cost: \$ 21,404	
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ - Total Cost: \$ 21,404	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		Member Agencies
CPG k#13495 FY2015 Unspent STP-TMA, k12373 STP-TMA, k13047 FHWA SHRP2 STP-TMA, k13048 Local	\$19,833			\$19,833		
	1,570			1,570		
Total:	\$ 21,404	\$ -	\$ -	\$ 21,404	761	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	801			CLASSIFICATION:	System Maintenance
TITLE:	Staff Development				
TASK / PROJECT DESCRIPTION:	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies and the best practices and activities nationally.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<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>				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Staff training and development.					Ongoing
LEAD STAFF: Megan Larsen END PRODUCT: Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					Expense Summary Total Workdays: 143 Salary \$ 56,294 Fringe 21,121 Overhead 9,862 Total Labor Cost: \$ 87,278
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG k#12381	\$51	\$18		\$ 69	Federal Highway Administration
CPG k#13495	79,336	27,875		107,211	Federal Transit Administration
STP-TMA, k12373					
STP-TMA, k13047					
FHWA SHRP2					
STP-TMA, k13048					
Local	6,289	2,209		8,498	
Total:	\$ 85,676	\$ 30,102	\$ -	\$ 115,778	
					Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education 28,500 Printing Public Involvement Meeting Support Other Total Direct Cost: \$ 28,500
					801 Total Cost: \$ 115,778

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	820			CLASSIFICATION:	System Maintenance	
TITLE:	Committee Support					
TASK / PROJECT DESCRIPTION:	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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.					
FY2016 BENCHMARKS						
					MILESTONES / PRODUCTS	
Provide meeting coordination, materials, and follow-up to the Board and standing committees.						Ongoing
LEAD STAFF: Megan Larsen				Expense Summary		
END PRODUCT: Ongoing support of committees, agendas, minutes, and information to promote involvement and communication.				Total Workdays: 176		
				Salary \$ 66,018		
				Fringe 24,769		
				Overhead 11,566		
				Total Labor Cost: \$ 102,353		
ESTIMATED DATE OF COMPLETION:				September-2016		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support 2,000 Other Total Direct Cost: \$ 2,000 820 Total Cost: \$ 104,353	
CPG k#13495	\$71,553	\$25,140		\$ 96,693		
FY2015 Unspent						
STP-TMA, k12373						
STP-TMA, k13047						
FHWA SHRP2						
STP-TMA, k13048						
Local	5,668	1,991		7,660		
Total:	\$ 77,221	\$ 27,131	\$ -	\$ 104,353		

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	836			CLASSIFICATION:	System Maintenance
TITLE:	Technical Support: Regional Travel Demand Model				
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task 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.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects; support Ada County Highway District's impact fee program; conduct air quality conformity of the Regional Transportation Improvement Program (TIP); and regional long-range transportation plan, <i>Communities in Motion</i> ; review of proposed developments and traffic impact studies; provide area of influence; and respond to various special member requests.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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...."				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Key Elements					
Maintain and update traffic count database.					Ongoing
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in TREDIS.					Ongoing
Provide travel demand modeling assistance to support member agency needs and special projects.					Ongoing
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					Mar - Jul
Provide project and program evaluations using TREDIS (Transportation Economic Development Impact System) per member agency needs.					Ongoing
Integrate the reconciled demographics for current and all forecast years into the regional model					Apr - Jun
CTM 2040 2.0 support					
Use the regional travel demand model to provide current and projected vehicle demand (Task 661, 5.3)					Oct - Sept
Use the regional travel demand model to analyze potential future public transportation service (Task 661, 5.5)					Oct - Mar
Use the regional travel demand model to inform bike and ped implementation and planning efforts (Task 661. 5.6)					Jun-Aug
Research guidance/options on how to analyze applicable ITS projects and the impact to the transportation system (Task 661, 5.1 & 5.2)					Apr - Jul
Special Tasks and Model Improvements					
Continue development of CUBE Land and into the regional model structure (start in FY16 finish in FY17)					Jun-Sept
Develop an agreed to protocol and process with ITD to integrate external trips from the Statewide model into the regional model.					Jun-Sept
Research best practices to utilize travel time data from the Congestion Management Process into the regional model.					Sept-Nov
Develop scripts to more efficiently provide model output data for TREDIS					Feb-Mar
Modify model inputs and structure to better integrate area of influence model runs into the regional model (currently post-process)					Sept
Test implications of utilizing generalized cost assignment process					Sept - Nov
Begin developing regional model network for dynamic traffic assignment					Jul - Sept
Project development support					on going
Direct Dollars request: \$55,000					
CUBE land need \$60,000 but split over FY16 and FY17					
Assistance with model scripts and updates \$25,000					
CUBE land proof of concept will be done in FY15, see scope of work					
LEAD STAFF: MaryAnn Waldinger					
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					
					Expense Summary
					Total Workdays: 232
					Salary \$ 77,827
					Fringe 29,200
					Overhead 13,635
					Total Labor Cost: \$ 120,662
ESTIMATED DATE OF COMPLETION: September-2017					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG k#13495	\$ 111,862	\$ 39,303		\$ 151,165	Highway Districts
FY2015 Unspent					Member Agencies
STP-TMA, k12373			28,855	28,856	Federal Highways Administration
STP-TMA, k13047					Idaho Transportation Department
FHWA SHRP2					Valley Regional Transit
STP-TMA, k13048					Department of Environmental Quality
Local	10,552	3,708		14,260	
Total:	\$ 122,414	\$ 43,011	\$ 28,855	\$ 194,281	
					DIRECT EXPENDITURES:
					Professional Services \$ 73,619
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 73,619
					836 Total Cost: \$ 194,281

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	838	CLASSIFICATION:	System Maintenance
TITLE:	On-Board Transit and Household Travel Survey - minor update		
TASK / PROJECT DESCRIPTION:	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.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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, <i>Communities in Motion</i> ; review of proposed developments and traffic impact studies; provide area of influence; and respond to various special member requests.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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...."		

FY2016 BENCHMARKS **MILESTONES / PRODUCTS**

Key Elements		
<p>Complete collection of on-board and household travel data. Review data and draft report Final report Begin review of data for updates in the mode choice component of the regional model (start in FY16 and implement updates in FY17)</p> <p>Task 838 and PSA will be complete/closed by July 2016</p> <p>Schedule: On Board portion RFQ/P release by June 2015, select consultant by August 2015, execute PSA September 2015, data collection fall 2015 and spring 2016</p>		<p>Sept-Nov Jan - May Jul Aug-Sept</p>

LEAD STAFF: MaryAnn Waldinger		Expense Summary	
END PRODUCT: Data for the upkeep of the regional travel demand model.		Total Workdays:	35
		Salary	\$ 13,074
		Fringe	4,905
		Overhead	2,290
		Total Labor Cost:	\$ 20,269
ESTIMATED DATE OF COMPLETION: September-2016		DIRECT EXPENDITURES:	
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
CPG k#13495	\$ 5,397	\$ 1,896	
FY2015 Unspent			
STP-TMA, k12373			
STP-TMA, k13047			
FHWA SHRP2			
STP-TMA, k13048			146,403
Local	9,010	3,166	12,175
Total:	\$ 14,407	\$ 5,062	\$ 146,403
			\$ 165,871
			838
			Total Cost: \$ 165,871

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	842			CLASSIFICATION:	System Maintenance	
TITLE:	Congestion Management Process					
TASK / PROJECT DESCRIPTION:	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.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.320 -- Congestion management program 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 scheme. Project-applications receive points if the project is on a CMS corridor and the higher congestion the higher the points. Therefore, annual travel time data collection and reporting is mandatory. 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.					
FY2016 BENCHMARKS						
MILESTONES / PRODUCTS						
Annual CMS Report and Travel Time Data Collection						
Collect and download travel time data						Mar - Apr
Review and format 2016 CMS travel time data for incorporation into newly formatted annual report and for the dashboard						Jul
Develop a project tracking list for Regional Transportation Improvement Program projects						Aug
Analyze current and historic regional travel time data						Ongoing
Establish process for downloading and processing raw data from sensors						
Create reporting mechanisms for annual travel time report						
Miscellaneous CMS/ITS tasks						
Transportation project coordination						Ongoing
Transportation studies and construction coordination						Ongoing
I-84 Detour Plan						
Partner with Ada County Highway District and Idaho Transportation Department to create plan						Ongoing
LEAD STAFF: MaryAnn Waldinger						
END PRODUCT: Update of the congestion management process and 2016 travel time data collection, analysis and report.						Expense Summary
						Total Workdays: 65
						Salary \$ 24,635
						Fringe 9,243
						Overhead 4,316
						Total Labor Cost: \$ 38,194
ESTIMATED DATE OF COMPLETION: September-2016						DIRECT EXPENDITURES:
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	Professional Services \$ 44,800
CPG k#13495	\$ 60,922	\$ 21,405		\$ 82,327	Member Agencies	Legal / Lobbying
FY2015 Unspent			8,475	8,475	Federal Highways Administration	Equipment Purchases
STP-TMA, k12373						Travel / Education
STP-TMA, k13047			50,000	50,000		Printing
ACHD			25,000	25,000		Public Involvement
ITD						Meeting Support
Local	5,323	1,870		7,192		Other
Total:	\$ 66,245	\$ 23,275	\$ 83,475	\$ 172,994		FY17 Carry Forward \$ 90,000
						Total Direct Cost: \$ 134,800
					842	Total Cost: \$ 172,994

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	860	CLASSIFICATION:	System Maintenance	
TITLE:	Geographical Information System Maintenance (GIS)			
TASK / PROJECT DESCRIPTION:	Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.			
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Workgroup to create regional data that can be used for many purposes.			
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (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..."			
FY2016 BENCHMARKS				
MILESTONES / PRODUCTS				
<u>Provide GIS Data Maintenance and Support for COMPASS Projects.</u> Data analysis, ped count analysis, crash analysis, TIP database Linear referencing data integration			Ongoing	
<u>Provide CommunityViz Maintenance and Support for COMPASS and member agency projects.</u>			Ongoing	
<u>GIS Cooperation</u> Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County Special Interest Group (SIG) meetings.			Monthly	
<u>Regional Geographic Advisory Workgroup</u> Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data.			Quarterly/as needed	
<u>Regional Data Center</u> Facilitate the maintenance and expansion of a Regional Data Center (RDC) to address the need for real-time regional GIS data.			Ongoing	
COMPASS staff will conduct data accuracy checks and metadata on regional data sets.			Ongoing	
Documentation and training for staff and member agencies on the RDC and data maintenance. For initial datasets and others as they are added.			Ongoing	
LEAD STAFF: Eric Adolfsen				
END PRODUCT: 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.				
			Expense Summary	
			Total Workdays: 394	
			Salary \$ 131,914	
			Fringe 49,493	
			Overhead 23,111	
			Total Labor Cost: \$ 204,518	
ESTIMATED DATE OF COMPLETION:			September-2016	
Funding Sources			Participating Agencies	
	Ada	Canyon	Special	Total
CPG k#13495	\$95,814	\$33,664		\$ 129,478
FY2015 Unspent			102,189	102,189
STP-TMA, k12373				
STP-TMA, k13047				
FHWA SHRP2				
STP-TMA, k13048				
Local	13,580	4,771		18,350
Total:	\$109,394	\$38,435	\$0	\$250,017
			DIRECT EXPENDITURES:	
			Professional Services \$ 17,800	
			Legal / Lobbying	
			Equipment / Software 26,499	
			Travel / Education	
			Printing	
			Public Involvement	
			Meeting Support	
			Other - data 1,200	
			Total Direct Cost: \$ 45,499	
			860 Total Cost: \$ 250,017	

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	861	CLASSIFICATION:	System Maintenance
TITLE:	Regional Orthophotography		
TASK / PROJECT DESCRIPTION:	Digital orthophotography has become an essential source of data for local governments in the past decade. Much of the daily activities conducted by local governments have incorporated orthophotography. The orthophoto project in 2010 began a synchronized approach to future updates. Coordinated jointly-funded projects result in a large cost savings to participants. 2016 is the first COMPASS/locally funded full two-county project.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Digital orthophotography is the starting point for an accurate, seamless GIS. Digital orthophotos can supply a wealth of information: lane striping, vegetation, land use, utilities, curbs-lines, gutter-lines, building footprints, pole locations, sidewalks, access points, elevation data and many other uses.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	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...."		
FY2016 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide orthophotography data to private sector as needed Continue to plan for future orthophotography acquisition and funding			Ongoing Ongoing
2015 Prepare for Regional Orthophotography Project Work with member agencies to finalize the specifications of the 2016 orthophotography project. Present findings and results to the COMPASS Board for approval.			Sept
Work with the respective technical groups in Ada and Canyon Counties to update the RFQ/RFP for the project. Release the RFQ and RFP for a multi-acquisition project, with the 2016 project funded. Work with local participating members to interview orthophotography consultants. Select consultant and begin contract negotiation process.			Oct Oct Nov Dec
2016 Prepare for Regional Orthophotography Project Orthophotography flight QC process Final delivery and payment of orthophotography consultant.			Feb/Mar May/June July/Aug
LEAD STAFF:	Eric Adolfo		Expense Summary
END PRODUCT:	Continuing selling orthophotography and 2000 contour data from years past. Conduct a 2016 regional orthophotography project.		Total Workdays: 57
			Salary \$ 19,343
			Fringe 7,257
			Overhead 3,389
			Total Labor Cost: \$ 29,989
ESTIMATED DATE OF COMPLETION:	September-2016		DIRECT EXPENDITURES:
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
			Total
CPG k#13495			\$ -
FY2015 Unspent			
STP-TMA, k12373			
STP-TMA, k13047			
FHWA SHRP2			
Local	\$69,182	\$24,307	93,489
Fund Balance			131,500
			131,500
Total:	\$69,182	\$24,307	\$131,500
			\$224,989
			861 Total Cost: \$ 224,989

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	990			CLASSIFICATION:	Indirect / Overhead
TITLE:	Direct Operations & Maintenance				
TASK / PROJECT DESCRIPTION:	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for COMPASS Board related events, meeting expenses, and update equipment/software needs.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Adequately cover expenses needed to support the COMPASS Board, Executive Director, and agency outside of federally funded projects.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning these provisions; however, the COMPASS 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>				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
Provide local dollars for expenditures not federally funded.					Ongoing
LEAD STAFF: Megan Larsen					
END PRODUCT: Adequately cover the direct expenses needed to support the COMPASS Board, Executive Director, equipment needs, and COMPASS operations.					Expense Summary
					Total Workdays: 0
					Salary
					Fringe
					Overhead
					Total Labor Cost: \$ -
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG k#13495				\$ -	
FY2015 Unspent					
STP-TMA, k12373					
STP-TMA, k13047					
FHWA SHRP2					
Local	20,720	7,280		28,000	
Interest Revenue			3,500	3,500	
Total:	\$ 20,720	\$ 7,280	\$ 3,500	\$ 31,500	
					Professional Services \$ -
					Legal / Lobbying
					Equipment Purchases 24,500
					Travel / Education
					Printing
					Public Involvement
					Meeting Support 7,000
					Other
					Total Direct Cost: \$ 31,500
					990 Total Cost: \$ 31,500

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

PROGRAM NO.	991			CLASSIFICATION:	Indirect / Overhead
TITLE:	Support Services Labor				
TASK / PROJECT DESCRIPTION:	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.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<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>				
FY2016 BENCHMARKS					
MILESTONES / PRODUCTS					
General Administration 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
Personnel Management Prepare and complete recruitment processes. Conduct employee annual evaluations. Renew insurance policies. Pursue FY2016 benefit options.					As needed As needed As needed As needed
Financial Management Close FY2015 financial records and begin FY2016. 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
Information Technology Manage Information Technology consultant and coordinate work efforts. Prioritize needs, analyze costs, make recommendations and implement system improvements. Coordinate with staff to configure equipment and software to meet the needs of each position. 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
LEAD STAFF: Megan Larsen					Expense Summary
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 986
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
ESTIMATED DATE OF COMPLETION: September-2016					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG k#13495					Idaho Transportation Department
FY2015 Unspent					
STP-TMA, k12373					Professional Services
STP-TMA, k13047					Legal / Lobbying
FHWA SHRP2					Equipment Purchases
STP-TMA, k13048					Travel / Education
Local					Printing
					Public Involvement
					Meeting Support
					Other
Total:	\$0	\$0	\$0	\$0	Total Direct Cost: \$ -
					991 Total Cost: \$ -

T:\Operations\Accounting & Reporting\UPWP\FY2016\Rev2\Program Worksheets

COMPASS BOARD AGENDA ITEM VII-G

Date: April 18, 2016

Topic: Requests to Extend Project Obligation Deadline

Request/Recommendation:

Ada County Highway District (ACHD), Valley Regional Transit (VRT), and the City of Nampa seek COMPASS Board approval to extend the obligation deadline on their projects. The details of the requests are provided as Attachment 1 (ACHD), Attachment 2 (VRT), and Attachment 3 (Nampa).

Background/Summary:

The COMPASS Application Guide, approved by the COMPASS Board on August 17, 2015, includes a deadline of March 1st for obligation of all federal funds for local projects. This deadline was established to allow time for reprogramming of funds if the sponsor is unable to obligate the funds or provide time to solve problems. The overall intent of this new deadline was to aid in not losing funds in our region; as ITD has strict deadlines if funds are not obligated by local agencies, they will "sweep" the funds and reprogram them into projects in other areas.

ACHD Requests:

Franklin Road, Black Cat Road to Ten Mile Road, Meridian (Key Number 12368):

- Total construction funds = \$7,346,000
- Funding Source = STP-TMA
- Request to extend obligation deadline to May 30, 2016

Capital Maintenance, ACHD, FY2016 (Key Number 13907):

- Total construction funds = \$353,000
- Funding Source = STP-TMA
- Request to extend obligation deadline to May 30, 2016

Pathway, Orchard Street Extension, Kuna (Key Number 14342)

- Total construction funds = \$71,000
- Funding Source = TAP-State
- Funds were obligated in FY2015. Funds are not at risk.

State Street and Collister Drive Intersection, Boise (Key Number 13481)

- Total right-of-way funds = \$689,000
- Funding Source = STP-TMA
- Request to extend obligation deadline to May 30, 2016

VRT Request:Safe Routes to School, VRT, Ada County (for YMCA) (Key Number 13909):

- Total construction funds = \$147,000
- Funding Source = TAP-TMA
- Request to extend obligation deadline to June 1, 2016

City of Nampa Request:Pedestrian Improvements, Stoddard Pathway/Greenhurst Road, Nampa (Key Number 18867):

- Total construction funds = \$265,000
- Funding Source = TAP-State (managed by ITD)
- Request to extend obligation deadline to July 1, 2016.

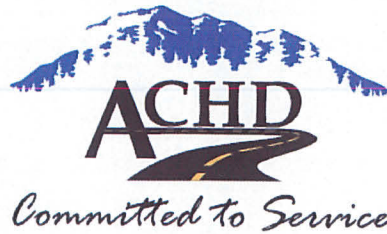
Implication (policy and/or financial):

If projects are not delivered by the extended deadline, it could be too late to reprogram funds to another project.

More Information:

- 1) Attachment 1: Letter from ACHD
- 2) Attachment 2: Letter from Valley Regional Transit
- 3) Attachment 3: Letter from the City of Nampa
- 4) For detailed information contact: Toni Tisdale, Principal Planner, at 475-2238 or ttisdale@compassidaho.org.

TT:nb T:\FY16\600 Projects\685 101 TIP\FY1620TIP\160418mmoBDExtensions.docx



Kent Goldthorpe, President
 Paul Woods, Vice President
 Rebecca W. Arnold, Commissioner
 Sara M. Baker, Commissioner
 Jim D. Hansen, Commissioner

March 16, 2016
 Matt Stoll, Director
 COMPASS
 700 NE 2nd Street, Suite 200
 Meridian, ID 83642

Dear Mr. Stoll:

In accordance with COMPASS' August 17, 2015 Application Guide, ACHD reports on the status of the following projects: Franklin, Black Cat to Ten Mile (KN 12368), FY16 Federal Aid Maintenance (KN13907), Orchard Street Sidewalk Project (KN 14342), and State and Collister Intersection (KN 13841). ACHD requests extensions to the newly established COMPASS deadline for obligations beyond 1 March 2016 (any phase of the obligation) for the following reasons beyond our control:

- The PS&E for Franklin Road – Black Cat to Ten Mile could not be delivered prior to the March 1 COMPASS deadline, and will be delayed until April. ACHD is waiting for a supplemental funding agreement to complete the PS&E. The supplemental funding agreement is dependent on the ITD Board reviewing and approving the project budget that has exceeded the original budget by \$1,000,000.
- The PS&E for the FY16 Federal Aid Maintenance project was delivered to ITD on March 4, and ACHD is anticipating the delivery of an SLA in the near future.
- Orchard Street Sidewalk Project bids came in high and ACHD is in the process of seeking additional funding for a redesign to reduce construction costs. Staff and the city of Kuna are currently looking for local funds to pay for this design work.
- Due to additional public discussion about a sound wall for the project and additional Environmental document reviews by ITD, delivery of the Environmental documents for the State and Collister intersection have been delayed until April.

ACHD continues the applicable actions for each of these projects, and expects to deliver the required SLAs to ITD for right-of-way and construction fund obligation prior to June, ahead of the July goal.

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

Sincerely,

Kent Goldthorpe
 Commission President
 Ada County Highway District



March 16, 2016

Matt Stoll, Executive Director
Community Planning Association of SW Idaho
700 NE 2nd Street, Suite 200
Meridian, ID 83642

RE: KN13909- Safe Routes to School, Ada County – FY2016 (for YMCA)

Dear Matt:

Valley Regional Transit (VRT) would like to ask for an extension on the Safe Routes to School, Ada County FY2016 project (KN13909) through June 1, 2016. Obligations were to be completed by March 1, 2016. ITD's State/Local agreement is pending, and we are unable to move ahead with this project until we have a fully executed agreement with ITD.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Kelli Fairless".

Kelli Fairless
Executive Director

cc: Rhonda Jalbert, Development Director
Jim McMahon, Finance Director

KF/kh/li



City of Nampa

ENGINEERING DIVISION

OFFICE (208) 468-5401

CITY HALL 411 THIRD STREET SO. NAMPA, IDAHO 83651 FAX (208) 465-2261

DATE: March 21, 2016

TO: Matt Stoll
Executive Director, Community Planning Association of SW Idaho

FROM: Robert L. Henry
Mayor, City of Nampa

SUBJECT: Pedestrian Improvements, Stoddard Pathway, Greenhurst Road, Nampa
(KN18867)

Per the City of Nampa's request the above mentioned project has been moved from construction year 2017 to 2016. The original Plans, Specifications, and Estimate (PS&E) contracted completion date was June 1, 2016. However, based on the March 1, 2016 deadline for 2016 construction this project is currently delayed.

The design for this project is currently in the PS&E stage and is on hold waiting for Concept and Environmental approval from ITD. Once approval has been granted for both items the PS&E will be submitted for approval and acceptance.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert L. Henry".

Robert L. Henry
Mayor, City of Nampa

FEBRUARY 2016 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p data-bbox="302 163 1414 228">UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p data-bbox="1276 237 1536 264">MEGAN LARSEN</p> <ul data-bbox="321 273 1528 407" style="list-style-type: none"> • Processed and tracked revenues and expenditures associated with the FY2016 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest.
620	<p data-bbox="302 415 1224 443">GROWTH AND TRANSPORTATION SYSTEM MONITORING</p> <p data-bbox="1308 451 1533 478">CARL MILLER</p> <ul data-bbox="321 487 1503 655" style="list-style-type: none"> • Completed the 2015 Development Monitoring Report. • Received and mapped 2015 residential vacancy rates from Idaho Power and completed the 2016 population estimates. • Completed and submitted the Census Bureau Boundary and Annexation Survey (BAS) program.
653	<p data-bbox="302 667 883 695">COMMUNICATION AND EDUCATION</p> <p data-bbox="1370 703 1536 730">AMY LUFT</p> <ul data-bbox="321 739 1520 1472" style="list-style-type: none"> • Updated COMPASS web site; worked with consultant to make website mobile friendly. • Hosted annual COMPASS 101 training on February 2, 2016. • Continued transportation funding outreach campaign – ran radio ads, posted information on social media, continued work on a video on the importance of maintenance funding. • Provided information to the Community Transportation Association of America on COMPASS’ efforts to reach out to traditionally underrepresented populations for inclusion in a report on best practices in public involvement. • Continued to work with VRT staff on a “Public Transportation Academy” for local elected officials. • Hosted Oklahoma City Mayor Mick Cornett on February 4 and 5, 2016, as the first installment of the 2016 COMPASS education series. • Prepared for a March 1, 2016, Fundamentals of Freight Data workshop and continued preparations for the remainder of the 2016 education series. • Tracked and facilitated issues related to COMPASS and transportation in and with news media. • Wrote the monthly “Keeping Up With COMPASS” newsletter. • Posted 16 Facebook messages and 89 Tweets. • Began work to update COMPASS strategic plan. • Participated in the Boise Real Estate radio show on February 25, 2016.

PROGRAM NO.	
661	<p data-bbox="302 130 704 159">LONG RANGE PLANNING</p> <p data-bbox="1279 163 1536 193" style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> <li data-bbox="302 201 1455 231">• Continued analyzing vehicle classification data (SHRP2 freight component). <li data-bbox="302 235 1422 302">• Continued work with consultant on the performance measure framework (SHRP2 component). <li data-bbox="302 306 1442 336">• Continued work on the <i>Communities in Motion 2040 2.0</i> financial forecast. <li data-bbox="302 340 1357 407">• Attended Idaho Freight Summit, hosted by the Idaho Transportation Department at Boise State University on February 10, 2016. <li data-bbox="302 411 1526 617">• Continued the "Treasure Valley On the Go!" photo contest to generate public interest in the four components of CIM 2040 2.0 – placed a portable display to promote the contest in the Nampa Civic Center; provided promotional fliers to Boise, Nampa, Caldwell, and Vallivue schools; presented to two Caldwell School District Art Classes on February 9, 2016, and to the Boise School District art and music staff on February 12, 2016. <li data-bbox="302 621 1195 651">• Attended ITD Freight Plan meeting on February 22, 2016. <li data-bbox="302 655 1412 684">• Hosted Public Transportation Workgroup meeting on February 25, 2016. <li data-bbox="302 688 1276 718">• Attended ACHD Bike Advisory Committee on February 1, 2016. <li data-bbox="302 722 1520 789">• Attended Idaho Walk Bike Summit Advisory Committee Meeting on February 8, 2016. <li data-bbox="302 793 1536 861">• Removed Avenue portable pedestrian counters in Nampa and provided analysis on February 8, 2016. <li data-bbox="302 865 1533 894">• Installed Avenue portable pedestrian counters in Nampa on February 11, 2016. <li data-bbox="302 898 1487 966">• Attended the Nampa Bicycle and Pedestrian Advisory Committee on February 11, 2016. <li data-bbox="302 970 1464 1037">• Presented to the FACTS board a draft of the regional bicycle and pedestrian map on February 17, 2016. <li data-bbox="302 1041 1464 1108">• Held the Active Transportation Workgroup/APBP webinar titled 'Planning for Facility Maintenance' on February 17, 2016. <li data-bbox="302 1113 1494 1180">• Attended the ITD Bicycle and Pedestrian Facility Inventory Technical Advisory Committee meeting on February 25, 2016. <li data-bbox="302 1184 1507 1251">• Attended the Regional Rail with Trail Planning Committee Meeting on February 26, 2016.

PROGRAM NO.	
685	<p data-bbox="302 128 911 159">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 195" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="302 201 1539 1150" style="list-style-type: none"> • Prepared for and hosted the Urban Balancing Committee on February 4, 2016. • Met with ACHD staff regarding TMA programming recommendations on February 5, 2016. • Met with the City of Kuna mayor and staff regarding funding issues on February 5, 2016. • Met with Scott Frey of the Federal Highway Administration regarding federal guidance for TMA direct funding on February 8, 2016. • Met with ACHD staff regarding funding outreach on February 9, 2016. • Attended training with ITD staff for the Project Scheduling System (PSS) on February 12, 2016. • Started a staff review and update of the COMPASS Application Guide. • Began developing a TIP amendment procedure, outlining steps to request and process changes to projects in the TIP. • Prepared and processed TIP Amendment #4 and Administrative Modification #7. • Developed funding recommendations for new projects in the Draft FY2017-2021 TIP. • Met with Keller and Associates to finalize Eagle Road Corridor project development program scope on February 10, 2016. • Presented to the City of Eagle Parks and Pathways Development Commission on progress of the Eagle Bridge project development effort on February 18, 2016. • Met with ITD District 3 staff regarding proposed strategic initiative program projects on February 18, 2016. • Met with City of Kuna mayor and staff, LHTAC, and ACHD regarding funding programs and application process on February 23, 2016. • Participated in a conference call debrief session with ITD District 3 staff and FHWA staff regarding the 2015 TIGER grant application on I-84 in Canyon County on February 23, 2016.
701	<p data-bbox="302 1157 862 1188">GENERAL MEMBERSHIP SERVICES</p> <ul data-bbox="302 1194 1539 1472" style="list-style-type: none"> • Held quarterly staff meeting with Valley Regional Transit staff on February 16, 2016. • Met with City of Wilder Mayor Almazan and city staff regarding COMPASS services and city needs on February 27, 2016. • Met with Randall Faulkner, new City of Middleton planner, to acquaint him with COMPASS and our services on February 25, 2016. • Participated in the Urban Land Institute Vista Healthy Corridors focus groups on February 16, 2016.
702	<p data-bbox="302 1476 711 1507">AIR QUALITY OUTREACH</p> <p data-bbox="1370 1514 1539 1545" style="text-align: right;">AMY LUFT</p> <ul data-bbox="302 1551 1539 1755" style="list-style-type: none"> • Ran four air quality public service announcements on local television stations. • Provided a status report to the Air Quality Board and Idaho Department of Environmental Quality. • Developed a proposal to continue COMPASS' air quality outreach efforts on behalf of the Department of Environmental Quality and the Air Quality Board upon expiration of the current MOU, which expires in October 2016.
703	<p data-bbox="302 1759 764 1791">GENERAL PUBLIC SERVICES</p> <p data-bbox="1370 1797 1539 1829" style="text-align: right;">AMY LUFT</p> <ul data-bbox="302 1835 1539 1892" style="list-style-type: none"> • Provided information to the public on demographics, development, funding, and traffic issues.

PROGRAM NO.	
705	<p data-bbox="302 128 938 159">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1333 163 1539 195" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 201 1523 1224" style="list-style-type: none"> • Met with District Engineer Amy Revis on February 18, 2016 to coordinate efforts between ITD District 3 and COMPASS. • Participated in the Meridian Transportation Commission meeting on February 1, 2016. • Attended the Caldwell Chamber of Commerce Transportation Committee on February 1, 2016. • Met with Mayor Ridgeway to discuss COMPASS and the City of Eagle's membership and participation on February 3, 2016. • Met with Councilmember Elaine Clegg on February 17, 2016 to coordinate on AMPO and City of Boise issues. • Met with Deputy Director David Wallace on February 18, 2016 to coordinated ACHD and COMPASS efforts. • Participated in the Idaho APA Annual Conference Planning Committee meeting on February 10, 2016. • Participated in Idaho APA Board meeting on February 11, 2016. • Attended the IT Board meeting on February 18, 2016. • Attended the Greater Boise Chamber of Commerce Transportation Committee meeting on February 18, 2016. • Attended the Caldwell Chamber of Commerce Government Affairs Committee meeting on February 18, 2016. • Met with Mayor Bell to discuss COMPASS and the City of Star's membership and participation on February 22, 2016. • Attended the WTS Lunch and Learn with Boise Airport Director Rebecca Hupp on February 25, 2016. • Attended Healthy Communities Summit planning meeting on February 9, 2016. • Met with Vickie Holbrook, Communication Director for the City of Nampa, to discuss ways to work together and coordinate efforts. • Attended City of Caldwell's State of the City address on February 25, 2016.
760	<p data-bbox="302 1224 695 1255">LEGISLATIVE SERVICES</p> <p data-bbox="1325 1262 1531 1293" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 1299 1531 1793" style="list-style-type: none"> • Participated in relevant activities in support of Board legislative position statements. • Tracked and reported significant activity in federal and state transportation-related legislative issues. • Monitored <i>Moving Ahead for Progress in the 21st Century Act (MAP-21)</i> proposed rule-making to determine implications to COMPASS and its membership. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership. • Attended the National Association of Regional Councils' National Conference of Regions and met with Idaho Congressional Delegation from February 7 through 11, 2016. • Participated in the City of Meridian's U.S. 20/26 Task Force meeting on February 22, 2016.
761	<p data-bbox="302 1793 667 1824">GROWTH INCENTIVES</p> <p data-bbox="1200 1831 1539 1862" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1869 862 1896" style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p data-bbox="302 128 657 159">STAFF DEVELOPMENT</p> <p data-bbox="1271 163 1528 195" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 233 1528 831" style="list-style-type: none"> • Attended COMPASS Education Series with Mayor Mick Cornett on Local Option Sales Tax on February 4, 2016. • Attended workshop on ArcGIS Online presented by Derrick Sharp with Horrocks Engineer in Boise on February 5, 2016. • Attended "Data Acquisition, Collection and Methods" webinar sponsored by AASHTO/FHWA on February 10, 2016. • Attended "Regional Models of Cooperation in Congestion Management" webinar sponsored by FHWA on February 11, 2016. • Attended "Guidebook for Evaluation of Pedestrian and Bicycle Performance" webinar sponsored by FHWA on February 11, 2016. • Attended "Talking Freight" webinar, hosted by U.S. Department of Transportation on February 17, 2016. • Attended CTPP Strategy Meeting in Atlanta, GA on February 17 and 18, 2016. • Attended "TrAMS" training presented by Community Transportation Association in Boise on February 24, 2016. • Attended WTS (Women's Transportation Seminar) Luncheon featuring Rebecca Hupp, Airport Director of the Boise Airport, on February 25, 2016.
820	<p data-bbox="302 863 662 894">COMMITTEE SUPPORT</p> <p data-bbox="1276 898 1533 930" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 934 1422 999" style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p data-bbox="302 1003 889 1035">REGIONAL TRAVEL DEMAND MODEL</p> <p data-bbox="1154 1039 1536 1071" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1075 1511 1283" style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Met with and provided support to Idaho Transportation Department District 3 staff on US 20/26 Corridor work- and inquiries into the environmental assessment • Continued to make progress on regional travel demand model development, calibration, and validation documentation.
838	<p data-bbox="302 1289 1203 1320">ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <p data-bbox="1154 1325 1536 1356" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1360 1471 1461" style="list-style-type: none"> • Received the final boarding and alighting data. • Continued consultant review and cleanup of the final on-board survey data collected from riders.
842	<p data-bbox="302 1472 1068 1503">CONGESTION MANAGEMENT SYSTEM PROCESS</p> <p data-bbox="1154 1507 1536 1539" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1543 1536 1644" style="list-style-type: none"> • Completed review of new ideal travel time data on corridors that will reflect the numerous transportation system changes that have occurred over the past several years.

PROGRAM NO.	
860	<p data-bbox="302 128 1170 159">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 163 1539 195">ERIC ADOLFSON</p> <ul data-bbox="321 201 1507 510" style="list-style-type: none"> • Maintained and created regional geographic data layers. Focused on regional planning layers for pathways and bikeways. • Created map documents for member agencies and the public. • Provided technical support for a variety of COMPASS processes. • Continued work on Performance Measure Monitoring for 2015. • Created tools and methodologies to support COMPASS UPWP projects. • Enabled Regional Data Center and ArcGIS.com interaction. • Created Regional Centerline that is updated regularly and redistributed using the Regional Data Center for use by COMPASS members.
861	<p data-bbox="302 522 854 554">REGIONAL ORTHOPHOTOGRAPHY</p> <p data-bbox="1263 558 1539 590">ERIC ADOLFSON</p> <ul data-bbox="321 594 1430 693" style="list-style-type: none"> • Contract signed with GeoTerra to commence regional orthophotography project that is scheduled for March/April 2016. • Project kickoff meeting.
991	<p data-bbox="302 701 753 732">SUPPORT SERVICES LABOR</p> <p data-bbox="1276 737 1539 768">MEGAN LARSEN</p> <ul data-bbox="321 772 1520 835" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency.

T:\FY16\900 Operations\Board\2016 Staff Activity Report\February 2016.docx

PROGRAM NO.	
601	<p>UNIFIED PLANNING WORK PROGRAM DEVELOPMENT AND FEDERAL ASSURANCES</p> <p style="text-align: right;">MEGAN LARSEN</p> <ul style="list-style-type: none"> • Prepared Revision 2 of the FY2016 UPWP for review and recommendation of approval by the Finance Committee. • Processed and tracked revenues and expenditures associated with the FY2016 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest.
620	<p>GROWTH AND TRANSPORTATION SYSTEM MONITORING</p> <p style="text-align: right;">CARL MILLER</p> <ul style="list-style-type: none"> • Completed 11 development checklists for Boise, Canyon County, Eagle, Meridian, and Star. • Reviewed the MAP-21 Highway Safety Improvement Program and Safety final performance measure requirements. • Presented 2016 population estimates to the Demographic Advisory Workgroup on March 2, 2016 for acceptance. • Presented employment estimates to the Demographic Advisory Workgroup on March 2, 2016. • Presented the draft 2015 Development Monitoring Report to the Demographic Advisory Workgroup on March 2, 2016 for guidance. • Presented 2016 population estimates to the Regional Transportation Advisory Committee on March 30, 2016 as a status update. • Continued data development for the 2016 Change in Motion report. • Issued contract for land use allocation demonstration model. • Attended FHWA/ITD Transportation Performance Management meeting on March 29, 2016.

PROGRAM NO.	
653	<p data-bbox="302 128 886 159">COMMUNICATION AND EDUCATION</p> <p data-bbox="1373 163 1536 195" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 201 1528 1182" style="list-style-type: none"> • Updated COMPASS web site; continued to work with consultant to make website mobile friendly. • Continued transportation funding outreach campaign – ran radio ads, posted information on social media, continued work on a video on the importance of maintenance funding. • Continued to work with VRT staff on a “Public Transportation Academy” for local elected officials. • Hosted a day-long workshop, “Fundamentals of Freight Data,” on March 1, 2016. • Continued planning for remainder of 2016 COMPASS education series. • Tracked and facilitated issues related to COMPASS and transportation in and with news media. • Wrote the monthly “Keeping Up With COMPASS” newsletter. • Posted 14 Facebook messages, 27 Tweets, and one blog. • Continued work to update COMPASS strategic plan. • Hosted Public Participation Workgroup meeting. • Began sponsorship of Boise Police Department’s “Look! Save a Life!” television public service announcements (PSAs) on bike safety. The PSAs will run into June. • Wrote and submitted a guest opinion article on local option sales tax. Article ran in the Idaho Press Tribune on March 31 and in the Idaho Statesman on April 1, 2016. • Contacted Master Corporal Tim Davidson regarding an upcoming COMPASS presentation to the Canyon County Traffic Safety Committee. • Developed talking points for upcoming (April) presentations on the FAST Act and public transportation. • Submitted new hire announcement (Kathy Parker) for the “People” section of the Idaho Business Review.

PROGRAM NO.	
661	<p data-bbox="302 128 704 159">LONG RANGE PLANNING</p> <p data-bbox="1279 163 1536 195" style="text-align: right;">LIISA ITKONEN</p> <ul data-bbox="321 201 1511 976" style="list-style-type: none"> • Continued analyzing vehicle classification data (SHRP2 freight component). • Continued work with consultant on the performance measure framework (SHRP2 component). • Continued work on the <i>Communities in Motion</i> 2040 2.0 financial forecast. • Continued the "Treasure Valley On the Go!" photo contest to generate public interest in the four components of CIM 2040 2.0 – placed a portable display to promote the contest in Meridian City Hall. • Developed scope of work for outreach tool/software for FY2017/2018 outreach on "packages" of transportation projects for CIM 2040 2.0. • Attended and presented on Bicycle and Pedestrian counting technologies and methodologies at the 2016 Energy Connected Conference March 1-2, 2016. • Attended Idaho Walk Bike Summit Advisory Committee Meeting on March 14, 2016. • Uninstalled Ave portable pedestrian counters in Nampa on March 28, 2016. • Installed all portable counters along the Shamrock Bikeway as requested by ACHD on March 31, 2016. • Attended the FACTS board meeting on March 16, 2016. • Held the Active Transportation Workgroup/APBP webinar titled 'Understanding the Funding Process' on March 16, 2016. • Hosted Performance Measure Workshop on March 17, 2016 to define the decision scenarios, performance measures, and display mechanisms needed to do transportation prioritization and development reviews.

PROGRAM NO.	
685	<p data-bbox="302 128 909 163">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1295 163 1539 199" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="321 205 1539 1331" style="list-style-type: none"> • Prepared for and held an open comment period for a TIP amendment March 2-16, 2016. • Prepared for an open comment period for revisions to the TIP amendment. • Met with VRT staff to review changes for the TIP update on March 8, 2016. • Met with ITD District 3 staff numerous times on preparation of TIGER and FAST LANE grants for I-84 project in Canyon County. • Met with City of Kuna staff and consultants to discuss strategies for a downtown sidewalk project on March 9, 2016. • Met with President and Secretary of Foundation for Ada and Canyon County Trails Systems (FACTS) regarding bicycle and pedestrian mapping on March 14, 2016. • Met with VRT staff to review FTA programming on March 17, 2016. • Met with ITD staff to preview ITD changes and new projects for the TIP update on March 23, 2016. • Met with ITD headquarters staff regarding how TIP changes are presented in the Idaho Transportation Board packets on March 24, 2016. • Met with ACHD and VRT staff regarding proposed changes to the RTAC recommendation on STP-TMA funding on March 28, 2016. • Started development of a new project status report, at the request of the COMPASS Board. • Researched and developed information on TMA funding for the COMPASS Board Ad Hoc Committee. • Continued work on a TIP amendment procedure, outlining steps to request and process changes to projects in the TIP. • Continued tracking progress of obligations of local projects. • Prepared TIP Amendment #5. • Prepared and processed TIP Administrative Modifications #8, 9, and 10. • Continued working on development of the Draft FY2017-2021 TIP. • Hosted the Chinden Corridor Project Development kick-off meeting March 14, 2016. • Hosted the Eagle Road Corridor Project Development kick-off meeting March 29, 2016.
701	<p data-bbox="302 1331 860 1367">GENERAL MEMBERSHIP SERVICES</p> <p data-bbox="1190 1367 1531 1402" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1409 1511 1545" style="list-style-type: none"> • Participated in the Northeast Nampa Plan meeting on March 3, 2016. • Developed demographic data for the City of Meridian to support public school siting in the West Ada School District. • Hosted ACHD/COMPASS quarterly coordination meeting on March 29, 2016.
702	<p data-bbox="302 1545 711 1581">AIR QUALITY OUTREACH</p> <p data-bbox="1370 1581 1539 1617" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 1623 1511 1827" style="list-style-type: none"> • Ran four air quality public service announcements on local television stations. • Provided a status report to the Air Quality Board and Idaho Department of Environmental Quality. • Developed a draft MOU to continue COMPASS' air quality outreach efforts on behalf of the Department of Environmental Quality and the Air Quality Board upon expiration of the current MOU, which expires in October 2016.

PROGRAM NO.	
703	<p data-bbox="302 128 764 159">GENERAL PUBLIC SERVICES</p> <p data-bbox="1370 163 1539 195" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 201 1511 331" style="list-style-type: none"> • Provided information to the public on demographics, development, funding, and traffic issues. • Presented "Demographic Trends" to a Commercial Brokers group on March 3, 2016.
705	<p data-bbox="302 344 938 375">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1333 380 1539 411" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 417 1523 1291" style="list-style-type: none"> • Met with Lan Smith, Local Liaison LHTAC on March 7, 2016 to discuss opportunities for coordination around pavement preservation, safety projects, and funding • Met with District Engineer Amy Revis on March 9, 2016 to coordinate efforts between ITD District 3 and COMPASS. • Participated in the Meridian Transportation Commission meeting on March 7, 2016. • Met with Golden Gate Highway District #3 Board of Commissioners on March 10, 2016 regarding COMPASS services and membership. • Met with Councilmember Elaine Clegg on March 18, 2016 to coordinate on AMPO and City of Boise issues. • Participated in the City of Caldwell Community Roundtable as hosted by HUD on March 18, 2016. • Met with Deputy Director David Wallace on March 24, 2016 to coordinated ACHD and COMPASS efforts. • Participated in the Idaho APA Annual Conference Planning Committee meeting on March 15, 2016. • Participated in Idaho APA Board meeting on March 10, 2016. • Attended the IT Board meeting via video conferencing, as the meeting was held in Grangeville on March 24, 2016. • Attended the Greater Boise Chamber of Commerce Transportation Committee meeting on March 17, 2016. • Attended Healthy Communities Summit planning meeting on March 8, 2016. • Met with Vince Trimoboli, Public Affairs Manager for ITD, to discuss ways to work together and coordinate efforts.
760	<p data-bbox="302 1304 695 1335">LEGISLATIVE SERVICES</p> <p data-bbox="1325 1339 1531 1371" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 1377 1523 1753" style="list-style-type: none"> • Participated in relevant activities in support of Board legislative position statements. • Tracked and reported significant activity in federal and state transportation-related legislative issues. • Monitored <i>Moving Ahead for Progress in the 21st Century Act (MAP-21)</i> proposed rule-making to determine implications to COMPASS and its membership. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership. • Participated in the City of Meridian's U.S. 20/26 Task Force meeting on March 28, 2016.
761	<p data-bbox="302 1766 667 1797">GROWTH INCENTIVES</p> <p data-bbox="1198 1801 1539 1833" style="text-align: right;">SABRINA MINSHALL</p> <ul data-bbox="321 1839 862 1862" style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p data-bbox="302 128 657 159">STAFF DEVELOPMENT</p> <p data-bbox="1273 163 1528 195" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 233 1528 898" style="list-style-type: none"> • Attended "Energy Connected 2016," conference sponsored by ITC Energy Connected in Boise on March 1, 2016. • Attended "National Bike Summit," sponsored by the League of American Bicyclists in Washington, D.C. on March 7 to March 9, 2016. • Attended "Communication Skills for Women," class on March 7, 2016. • Participated in "Hackfort – Active Transportation Safety App Competition," sponsored in conjunction with Idaho Transportation Department, Ada County Highway District, City of Boise Police Department, and Boise Bicycle Project on March 26, 2016. • Attended "Performance Management," webinar sponsored by Transportation Research Board on March 29, 2016. • Attended "Contract Administration," online class sponsored by the National Institution of Government Purchasing on March 21 through March 31, 2016. • Attended "TAP Performance Management Guidebook," webinar sponsored by the federal Department of Transportation on March 31, 2016. • Attended FHWA Freight Workshop on March 1, 2016 • Attended FHWA webinar "Reliability Data and Analysis Tools" on March 15, 2016. • Attended CCDC webinar "Transportation and Health Tool" on March 22, 2016.
820	<p data-bbox="302 898 662 930">COMMITTEE SUPPORT</p> <p data-bbox="1273 934 1528 966" style="text-align: right;">MEGAN LARSEN</p> <ul data-bbox="321 970 1422 1045" style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p data-bbox="302 1045 889 1077">REGIONAL TRAVEL DEMAND MODEL</p> <p data-bbox="1151 1081 1528 1113" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1117 1528 1648" style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Met with ITD District 3 staff and business owners regarding the US 20/26 corridor study on March 2, 2016. • Completed technical analysis and summarized results between two regional projects requested by City of Meridian. • Met with City of Meridian staff and reviewed results of regional corridor analysis on March 30, 2016. • Completed travel demand model runs and began benefit-cost analysis for the TIGER and FastLane grants. • Completed 15 special model runs necessary for the update to the project level screening project. Over 31 model runs were summarized and sent to DEQ for this task. • Updated and posted traffic count data on the website. • Developed list of traffic count needs for fall collection in western Canyon County and Caldwell.
838	<p data-bbox="302 1648 1203 1680">ON-BOARD TRANSIT and HOUSEHOLD TRAVEL SURVEY</p> <p data-bbox="1151 1684 1528 1715" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1719 1520 1827" style="list-style-type: none"> • Received the final boarding and alighting data. • Project is on hold until spring 2016 (Broadway Ave bridge must be open) with a second round of data collection necessary to achieve sampling goals.
842	<p data-bbox="302 1827 1068 1858">CONGESTION MANAGEMENT SYSTEM PROCESS</p> <p data-bbox="1151 1862 1528 1894" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1898 1490 1965" style="list-style-type: none"> • Completed draft of route maps and schedule for 2016 congested travel time data collection.

PROGRAM NO.	
860	<p data-bbox="302 128 1170 159">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 163 1539 195">ERIC ADOLFSON</p> <ul data-bbox="321 201 1507 548" style="list-style-type: none"> • Maintained and created regional geographic data layers. Created regional maps for pathways and bikeways. • Completed and submitted the Census Bureau Boundary and Annexation Survey (BAS) program. • Created map documents for member agencies and the public. • Provided technical support for a variety of COMPASS processes. • Continued work on Performance Measure Monitoring data for 2015 reporting. • Created tools and methodologies to support COMPASS UPWP projects. • Set up COMPASS open data site using ArcGIS online. This enables COMPASS members and the general public to access commonly requested data.
861	<p data-bbox="302 558 854 590">REGIONAL ORTHOPHOTOGRAPHY</p> <p data-bbox="1263 594 1539 625">ERIC ADOLFSON</p> <ul data-bbox="321 632 1507 688" style="list-style-type: none"> • Began aerial photography acquisition March for the 2016 COMPASS Regional Orthophotography Project.
991	<p data-bbox="302 701 753 732">SUPPORT SERVICES LABOR</p> <p data-bbox="1276 737 1539 768">MEGAN LARSEN</p> <ul data-bbox="321 774 1507 900" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency. • Began process to convert internal email management software to new platform.

T:\FY16\900 Operations\Board\2016 Staff Activity Report\February 2016.docx

COMPASS BOARD AGENDA ITEM VIII-B

Date: April 18, 2016

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 eight days with air quality levels in the moderate category in the Treasure Valley during the month of February 2016.

- Eight days in the moderate category were attributable to fine particulate matter (.5) recorded in Canyon 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
2007	227	125	12	364
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	40	19	1	60

Notes: 2008 was a Leap Year 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.

COMPASS BOARD AGENDA ITEM VIII-B

Date: April 18, 2016

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 2016.

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
2007	227	125	12	364
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	71	19	1	91

Notes: 2008 was a Leap Year 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 [@compassidaho.org](mailto:MaryAnn@compassidaho.org)
- 2) For detailed information contact Idaho Department of Environmental Quality: Michael Toole, Regional Airshed Coordinator, at 373-0550 or [.Toole@deq.idaho.gov](mailto:Michael.Toole@deq.idaho.gov)

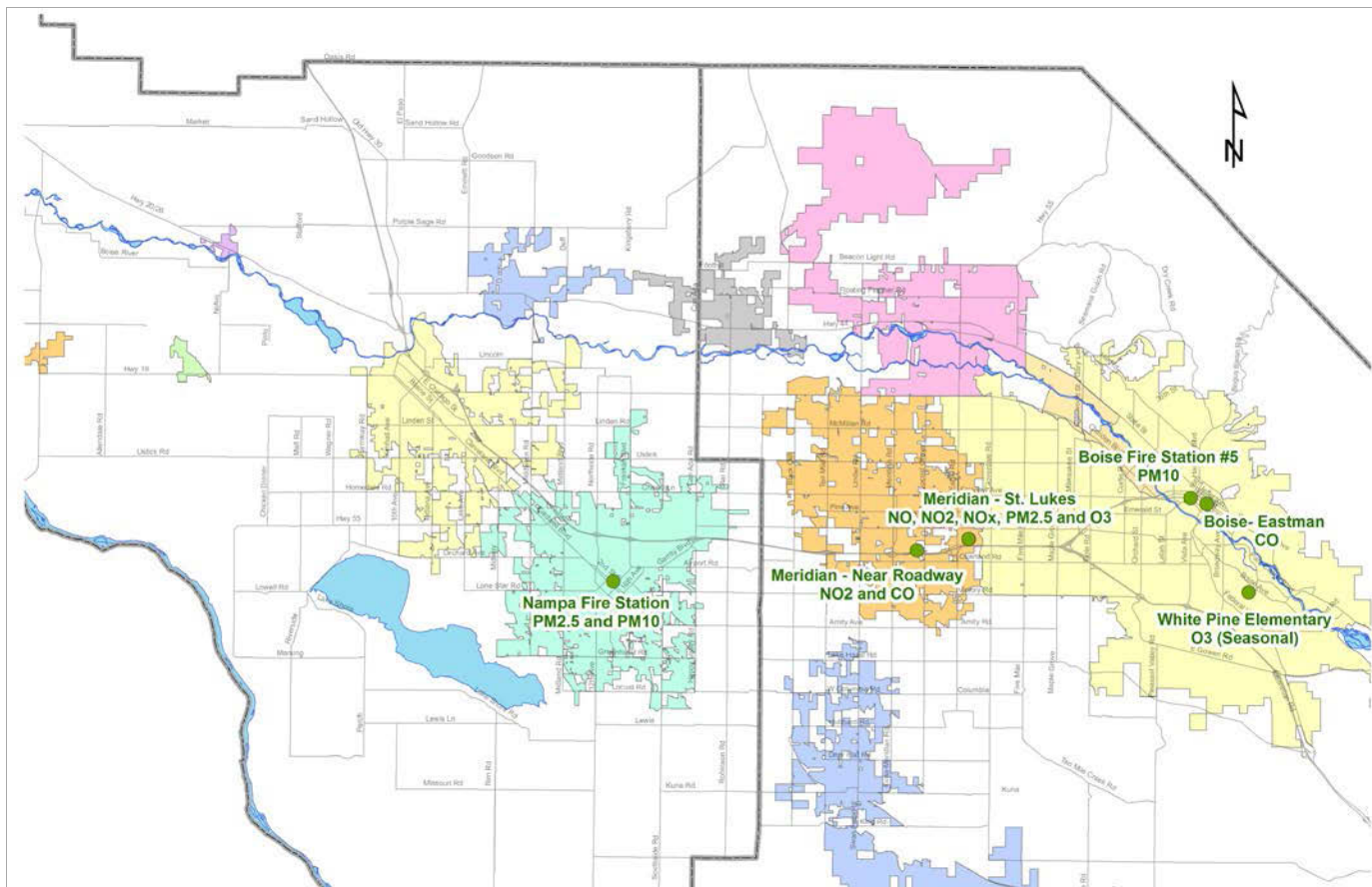


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

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 (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 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.

REGIONAL TRANSPORTATION ADVISORY COMMITTEE

ITEM VIII-C

Attendance List

Member Agency/Name	16-Jan	Feb '16	Mar '16	Apr '16	May '16	June '16	July '16	Aug '16	Sept '16	Oct '16	Nov '16	Dec '16	TOTAL
General Members													
ACHD/T.Ferch/ J. Lucas	1	1	1										3
Ada County /M. Basham/M. Leatherman	1	1	1										3
BSU/N. Nimmmons	1												1
Canyon County / P. Nilsson/D. Root	1	1	1										3
Canyon Highway District #4/C. Hopper	1		1										2
City of Boise/ D. Fluke/ K. Gallagher/Z. Piepmeyer	1	1	1										3
City of Caldwell/R. MacDonald	1	1											2
City of Eagle/N. Baird Spencer	1	1	1										3
City of Garden City/J. Thornborrow	1	1	1										3
City of Kuna/W. Howell	1	1	1										3
City of Meridian/C. Hood/B. McClure	1	1	1										3
City of Middleton/R. Falkner	1	1	1										3
City of Nampa/J. Barnes/C. Bowman		1	1										2
City of Parma/N. Leigh	1	1	1										3
City of Star/C. Bell													0
IDEQ/M. Toole													0
ITD/Amy Schroeder	1	1	1										3
Public Participation Committee/D. Smith	1	1	1										3
Valley Regional Transit/R. Jalbert	1	1	1										3
Ex officio Members													
Central District Health/R. Howarth		1											1
Governor's Office/D. Hensley													0



Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *JW*
Date: February 16, 2016
Re: **Request for Approval of Administrative Modification #7 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #7 for the FY2016-2020 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by Idaho Transportation Department (ITD) to correct previous funding source offsets, cover new cost estimates, and carry over funds. Boise State University requests to add Valley Regional Transit as an additional sponsor. Ada County Highway District (ACHD) requests modifications based on new cost estimates. In addition, process TMA Balancing actions, close out projects and make changes to projects based on the overflow report, and convert temporary key numbers to permanent key numbers.

STATUS:

Per ITD:

- **SH-44, Corridor Preservation, I-84 in Canyon County to Eagle Road (07827) Early Development** – Correct previous action from Administrative Modification #6/#23. \$239,000 will offset from KN 13921 and go back into Statewide Balancing.
- **US 20/26, Smeed Parkway to Middleton Road, Caldwell (13921) Early Development** – Decrease PE in FY2016 \$100,000 and de-obligate \$139,000 from previous year obligations. \$239,000 will transfer to KN 07827.
- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) HSIP** – Decrease PE \$23,000 and increase PEC \$23,000 to cover estimates. No change to total cost.
- **Meridian Maintenance Yard Replacement Facilities (GARVEE) (NEW) State** – Correct previous action from Administrative Modification #6/#23. Funds from Statewide Balancing and not from KN 10939. Funds will be added back into KN 10939.
- **Pollard Lane Realignment (GARVEE) (NEW1) State** - Correct previous action from Administrative Modification #6/#23. Funds from Statewide Balancing not from KN 11236 and KN 12917. Funds will be added back into KN 11236 and KN 12917.
- **I-84, Meridian Road Interchange, Meridian (10939) Capacity** - Increase CE (CC) \$180,000 and CN \$230,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Meridian Maintenance Yard Replacement Facilities (GARVEE) project that will now use Statewide Balancing funds per ITD.
- **SH-16, SH-44 (State Street) to US 20/26 (Chinden Boulevard) River Crossing (11236) Capacity** - Increase RW (LP) \$287,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Pollard Lane Realignment (GARVEE) project that will now use Statewide Balancing funds per ITD.

- **SH-16, Phyllis Canal and South Phase (12917) Capacity** - Increase CE (CC) \$69,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Pollard Lane Realignment (GARVEE) project that will now use Statewide Balancing funds per ITD.
- **Transit - ~~Acquisition of Service~~ Demand Response Demand Response, Nampa (18989) FTA 5310 SU** - Change description to "Demand Response."
- **Transit - ~~Community Link~~ Acquisition of Service, Nampa (19576) FTA 5310 SU** - Increase CN \$125,000 and change description to "Acquisition of Service." Funds from KN 14220, a carryover from FY2015 to FY2016 and merged with this key number.
- **SH-55 (Karcher Road) and Nampa/Caldwell Blvd. Intersection, Nampa (13033) Strategic Initiatives** - Increase CE/CC \$61,000 and CN \$141,000 to match engineer's estimate for construction, funds from KN 13927. An increase of 19%.
- **US 20/26, Locust Grove Road to Cloverdale Road, Ada County (13927) Strategic Initiatives** - Decrease CE/CC \$162,000 and CN \$40,000 to match engineer's estimate for construction, move funds to KN 13033.
- **US 20/26, Branstetter Street to Junction I-184, Garden City (13928) Strategic Initiatives** - Decrease CE/CC \$313,000 and increase CN \$323,000 to match engineer's estimate for construction.

Per Boise State University:

- **Transit - Boise State University Replacement Shuttles, Boise - FY2015 (13223) FTA 5339 LU** - Add Valley Regional Transit as an additional sponsor. Boise State is a sub-recipient of the funds.

Per TMA Balancing:

- **Pathway, Garden City to Americana Boulevard, Boise (13514) STP-TMA** - Decrease CN \$355,000 and move to TAP-State. Increase CE \$142,000 from Local Participating. De-obligate \$1,283 from RW (LP) and increase CE \$1,081 and PEC \$201 to cover overages on ITD's overflow report per City of Boise. **TAP-State** - Increase CN \$355,000 from STP-TMA. **Local Participating** - Increase CE \$166,000. Decrease CE \$141,000 and move to STP-TMA leaving \$25,000 remaining in Local Participating, as committed by the City in application.
- **Five Mile, Franklin Road to Fairview Avenue, ACHD (11582) STP-TMA** - Increase CN \$550,000 to cover a change order caused by utility delays. Funds from available funds in STP-TMA.
- **State Street and Collister Drive Intersection, Boise (13481) STP-TMA** - Increase RW \$8,450 to cover noise and hydrological work determined necessary during ITD's environmental review process. Funds from available funds in STP-TMA.
- **Capital Maintenance, ACHD - FY2016 (GARVEE) (13907) STP-TMA** - Decrease CN \$282,000 based on engineer's new estimate. Funds will be used in STP-TMA balancing.

Close Outs and Overflow Corrections:

- **Storm Water Design Guide, ACHD (13819) TAP-TMA** - De-obligate \$2,000 to close out project per ACHD.
- **Intersection of Star Road and Franklin Road (09989) STP-U** - De-obligate \$228,254 to close out project per City of Nampa. **Non-Participating** - De-obligate \$18,918 to close out project per City of Nampa.
- **Middleton Road Pavement Rehabilitation, Canyon County (12377) STP-U** - De-obligate \$122,978 to close out project per Canyon Highway District #4.

- **Swan Falls Road Shoulder Widening, Kuna - FY2012 (13518) Scenic Byways - De-obligate \$4,660 to close out project per Ada County Highway District. Non-Participating - De-obligate \$41,454 to close out project per Ada County Highway District.**
- **Franklin Road and Cloverdale Road Intersection (08698) STP-TMA - De-obligate \$3,208 from RW (\$1338.80), PE (\$485), PEC (\$730), UT (\$654) and transfer \$3,208 to CE to allow CE work to continue per Ada County Highway District. No change to total cost.**
- **Franklin Road, Touchmark Way to Five Mile Road (12062) STP-TMA - De-obligate \$2,193 from PE and increase CE \$2,193 to allow CE work to continue per Ada County Highway District. No change to total cost.**

Per ACHD:

- **ACHD Overlays, Arterials and Collectors - FY2014 (12050) STP-TMA - De-obligate \$30,000 from PEC and increase CE \$30,000, funds from prior year obligations. No change to total cost.**
- **Franklin Road, Black Cat Road to Ten Mile Road, Meridian (12368) STP-TMA - De-obligate an additional \$15,400 from RW and increase PEC \$15,400 to finish consulting work. No change to project total.**

Per VRT:

- **Transit - Associated Capital Enhancements, Nampa - FY2014 (12778) 5307 SU - Carry-over funds from FY2015 to FY2016 as funds were not obligated.**
- **Transit - Associated Capital Improvements, Nampa - FY2013 (12760) 5307 SU - Carry-over funds from FY2015 to FY2016 as funds were not obligated.**

The conversion table of temporary to permanent key numbers and the funding details for the projects above are provided in Attachment 1.

Approval:

All changes for Administrative Modification #7 in this memorandum and detailed on Attachment 1, are approved as of February 16, 2016.



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

Attachment (1)

pc: 685.03

JW:nb T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\160216AdminMod7ltr.docx

Administrative Modification #7
 FY2016-2020 Regional Transportation Improvement Program

Per ITD, January 11, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
07827	SH-44, Corridor Preservation, I-84 in Canyon County to Eagle Road	2016		290					290
	Funding Source: Early Development	2017			51				51
	Preserve corridor for additional lanes. (Federal = \$316,000.)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	290	51	0	0	0	341
Correct previous action from Administrative Modification #6/#23. \$239,000 will offset from KN 13921 and go back into Statewide Balancing.									
13921	US 20/26, Smeed Parkway to Middleton Road, Caldwell	2016	100						100
	Funding Source: Early Development	2017	-139						-139
	Project will design a project to reconstruct, realign, and widen US 20/26 from Smeed Parkway to Middleton Road in Caldwell. Construction totals \$12,000,000, but is considered "unfunded." (Federal = \$381,000.)	2018	100						100
		2019	150						150
		2020	150						150
		PD							0
		SUM	650	0	0	0	0	0	650
Decrease PE in FY2016 \$100,000 and de-obligate \$139,000 from previous year obligations. \$239,000 will transfer to KN 07827.									

Per ITD, January 15, 2016

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	2016	0	0	125		575	3835	4535
	Funding Source: HSIP	2017	-23	23					0
	Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in Nampa. (Federal = \$4,202,000.)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	125	0	575	3835	4535
Decrease PE \$23,000 and increase PEC \$23,000 to cover estimates. No change to total cost.									

Per ITD, January 19, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
NEW	Meridian Maintenance Yard Replacement Facilities (GARVEE)	2016							0
	Funding Source: State	2017	10	170			15	215	410
	During the design stage of the Meridian Interchange (GARVEE-funded) project ITD received approval from FHWA to replace the maintenance facilities that currently exist at the Meridian Yard in-kind at another location. This action will take longer than the GARVEE program will be open, so a new project is being set up to manage these funds separately. (Federal = \$0)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	10	170	0	0	15	215	410
Correct previous action from Administrative Modification #6/#23. Funds from Statewide Balancing and not from KN 10939. Funds will be replaced back to KN 10939.									
NEW1	Pollard Lane Realignment (GARVEE)	2016							0
	Funding Source: State	2017						356	356
	During the right-of-way negotiations on the SH-16 (GARVEE-funded) project, ITD entered into an agreement with the property owner to purchase an alignment for the realigned Pollard Lane local road. Either ITD will build it with these funds, or ITD will pay the developer this amount when they satisfactorily construct the road and have it accepted by ACHD. This action will take longer than the GARVEE program will be open, so a new project is being set up to manage these funds separately. (Federal = \$0)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	356	356
Correct previous action from Administrative Modification #6/#23. Funds from Statewide Balancing and not from KN 11236 and KN 12917. Funds will be replaced back to KN 11236 and KN 12917.									

Key No	Project	Cost year	Scheduled Costs (including Match) (costs in \$1,000)							
			PE	PEC	RW	UT	CE	CN	SUM	
10939	I-84, Meridian Road Interchange, Meridian	2016							9	9
	Funding Source: Non-Participating	2017								0
	Redesign and rebuild interchange. (Federal = \$0)	2018								0
		2019								0
		2020								0
		PD								0
		SUM		0	0	0	0	0	9	9
No change to funding source.										
10939	I-84, Meridian Road Interchange, Meridian	2016					-180	-230	-410	
	Funding Source: Capacity	2017					0	0	0	
	Same as above. (Federal = \$0)	2018							0	
		2019							0	
		2020							0	
		PD							0	
		SUM		0	0	0	0	-180	-230	-410
Increase CE (CC) \$180,000 and CN \$230,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Meridian Maintenance Yard Replacement Facilities (GARVEE) project that will now use Statewide Balancing funds per ITD.						0	0	0		
11236	SH-16, SH-44 (State Street) to US 20/26 (Chinden Boulevard) River Crossing	2016			-287				-287	
	Funding Source: Capacity	2017			0				0	
	Project will construct 2.2 miles of four-lane divided highway with a new Boise River crossing. The bulk of project funding was in previous years. (Federal = \$0)	2018							0	
		2019							0	
		2020							0	
		PD							0	
		SUM		0	0	-287	0	0	0	-287
Increase RW (LP) \$287,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Pollard Lane Realignment (GARVEE) project that will now use Statewide Balancing funds per ITD.				0				0		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12917	SH-16, Phyllis Canal and South Phase	2016					-69		-69
	Funding Source: Capacity	2017					0		0
	SH-16, SH-44 (State Street) to US 20/26 (Chinden Boulevard) River Crossing. This project includes a bridge over the Phyllis Canal and the south phase. (Federal = \$0)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	-69	0	-69
Increase CE (CC) \$69,000 to bring total back to \$0. Funds were originally de-obligated in Administrative Modification #6/#23 to offset new key number for the Pollard Lane Realignment (GARVEE) project that will now use Statewide Balancing funds per ITD.					0		0		

Per Boise State University, January 26, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13223	Transit - Boise State University Replacement Shuttles, Boise - FY2015	2016						83	83
	Funding Source: FTA 5339 LU	2017							0
	Purchase replacement shuttles for Boise State University. FY2015 project carried over to FY2016. (Federal = \$69,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	83	83
Add Valley Regional Transit as an additional sponsor. Boise State is a sub-recipient of the funds.									

Per TMA Balancing, January 27, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13514	Pathway, Garden City to Americana Boulevard, Boise	2016			0		0	593	593
	Funding Source: STP-TMA	2017			-1		142	238	379
	Construct a new 12-foot wide paved pathway south of the Boise River to fill a significant 4,100 linear-foot gap in the greenbelt system. The pathway will extend from Main Street (Joe's Crab Shack) to Ann Morrison Park at Americana Boulevard to serve pedestrians and bicyclists. (Federal = \$351,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	-1	0	0	593
	Decrease CN \$355,000 and move to TAP-State. Increase CE \$142,000 from Local Participating. De-obligate \$1,283 from RW (LP) and increase CE \$1,081 and PEC \$201 to cover overages on ITD's overflow report per City of Boise.								379
13514	Pathway, Garden City to Americana Boulevard, Boise	2016					0	0	
Funding Source: TAP-State	2017						355	355	
Same as above. (Federal = \$327,000)	2018							0	
	2019							0	
	2020							0	
	PD							0	
	SUM	0	0	0	0	0	0	0	0
Increase CN \$355,000 from STP-TMA.							355	355	
13514	Pathway, Garden City to Americana Boulevard, Boise	2016					0	-979	-979
Funding Source: Local Participating	2017					25		-954	
Same as above. (Federal = \$0)	2018							0	
	2019							0	
	2020							0	
	PD							0	
	SUM	0	0	0	0	0	0	-979	-979
Increase CE \$166,000. Decrease CE \$141,000 and move to STP-TMA leaving \$25,000 remaining in Local Participating, as committed by the City in application.						25		-954	
11582	Five Mile, Franklin Road to Fairview Avenue, ACHD	2016			-85		85	0	0
Funding Source: STP-TMA	2017						550	550	
Project includes construction work on Five Mile Road, not including the Fairview intersection. Widen to five-lane section with shoulder, sidewalk, and railroad crossing improvements. (Federal = \$510,000)	2018							0	
	2019							0	
	2020							0	
	PD							0	
	SUM	0	0	-85	0	85	0	550	550
Increase CN \$550,000 to cover a change order caused by utility delays. Funds from available funds in STP-TMA.							550	550	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13481	State Street and Collister Drive Intersection, Boise	2016			680				680
	Funding Source: STP-TMA	2017			689				689
	Intersection improvements at State Street and Collister Drive in the City of Boise. (Federal = \$8,395,000)	2018					1255	6167	7422
		2019						949	949
		2020							0
		PD							0
		SUM	0	0	680	0	1255	7116	9051
	Increase RW \$8,450 to cover noise and hydrological work determined necessary during ITD's environmental review process. Funds from available funds in STP-TMA.				689				9060
13907	Capital Maintenance, ACHD - FY2016	2016					95	540	635
	Funding Source: STP-TMA	2017						258	353
	Supplement the local maintenance program, to complete work such as overlays on arterials and collectors in the Boise Urbanized Area. (Federal = \$327,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	95	540	635
	Decrease CN \$282,000 based on engineer's new estimate. Funds will be used in STP-TMA balancing.							258	353

Close Outs and Overflow Corrections, January 29, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13819	Storm Water Design Guide, ACHD	2016						0	0
	Funding Source: TAP-TMA ACHD plans to hire environmental specialists to develop a guidebook with alternative storm water treatments for Ada County. Primary emphasis will be on treatments that could be used in pedestrian situations, as well as in medians, chicanes, etc. (Federal = \$1,853) De-obligate \$2,000 to close out project per ACHD.	2017						-2	-2
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0
								-2	
09989	Intersection of Star Road and Franklin Road	2016	0	0	0	0	0	0	0
	Funding Source: STP-U Intersection improvements. (Federal = -\$211,000) De-obligate \$228,254 to close out project per City of Nampa.	2017	-5	-1	-46	-73	-10	-93	-228
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0
	-5	-1	-46	-73	-10	-93	-228		
09989	Intersection of Star Road and Franklin Road	2016	0						0
	Funding Source: Non-Participating Same as above. (Federal = \$0) De-obligate \$18,918 to close out project per City of Nampa.	2017	-19						-19
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0
	-19							-19	
12377	Middleton Road Pavement Rehabilitation, Canyon County	2016	0	0			0	0	0
	Funding Source: STP-U Overlay 2 miles of two-lane roadway on Middleton Road from Ustick Road to US-20/26. (Federal = -\$114,000) De-obligate \$122,978 to close out project per Canyon Highway District.	2017	-1	-1			-40	-81	-123
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	0
	-1	-1			-40	-81	-123		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13518	Swan Falls Road Shoulder Widening, Kuna - FY2012	2016	0					0	0
	Funding Source: Scenic Byways This project will construct three miles of 5-foot shoulders along Swan Falls Road from Poen Road to Initial Point to provide safe walking, bicycling and vehicle pull-offs with funds through the National Scenic Byways Program. (Federal = -\$4,000) De-obligate \$4,660 to close out project per Ada County Highway District.		-1					-4	-5
		2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	0	0	0	0	0		
		-1				-4		-5	
13518	Swan Falls Road Shoulder Widening, Kuna - FY2012	2016						0	0
	Funding Source: Non-Participating Same as above. (Federal = \$0) De-obligate \$41,454 to close out project per Ada County Highway District.							-41	-41
		2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	0	0	0	0	0		
							-41	-41	
08698	Franklin Road and Cloverdale Road Intersection	2016	0	0	0	0	0	0	0
	Funding Source: STP-TMA Widen the intersection at Franklin Road and Cloverdale Road. (Project tied to KN 12062) (Federal = \$0) De-obligate \$3,208 from RW (\$1338.80), PE (\$485), PEC (\$730), UT (\$654) and transfer \$3,208 to CE to allow CE work to continue per Ada County Highway District. No change to total cost.		-1	-1	-1	-1	4		
		2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	0	0	0	0	0		
		-1	-1	-1	-1	4			
12062	Franklin Road, Touchmark Way to Five Mile Road	2016	0					0	0
	Funding Source: STP-TMA Reconstruct and widen existing two to three-lane roadway to four to five lanes with an urban section. Install drainage, curb, gutter, sidewalk, and shoulder. Acquire 96-feet of right-of-way. This project started as part of 08698. (Federal = \$0) De-obligate \$2,193 from PE and increase CE \$2,193 to allow CE work to continue per Ada County Highway District. No change to total cost.		-2					2	
		2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	0	0	0	0	0		
		-2				2			

ACHD, February 2, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12050	ACHD Overlays, Arterials and Collectors - FY2014	2016		0 <u>-30</u>			20 <u>50</u>	-20	0
	Funding Source: STP-TMA	2017							0
	Supplement the local overlay program. (Federal = \$0)	2018							0
		2019							0
		2020							0
		PD							0
	De-obligate \$30,000 from PEC and increase CE \$30,000, funds from prior year obligations. No change to total cost.	SUM	0	0 <u>-30</u>	0	0	20 <u>50</u>	-20	0

ACHD, February 3, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12368	Franklin Road, Black Cat Road to Ten Mile Road, Meridian	2016		0 <u>15</u>	-475 <u>-490</u>	220	640	6486	6871
	Funding Source: STP-TMA	2017							0
	Widen Franklin Road from two-lane to five-lane from Black Cat Road to Ten Mile Road. Work includes curb, gutter, drainage swales, sidewalks, and bicycle facilities, and reconstructing the intersection at Franklin Road and Black Cat Road with a seven-lane by seven-lane intersection. (Federal = \$6,367,000)	2018							0
		2019							0
		2020							0
		PD							0
	De-obligate an additional \$15,400 from RW and increase PEC \$15,400 to finish consulting work. No change to project total.	SUM	0	0 <u>15</u>	-475 <u>-490</u>	220	640	6486	6871

ITD, February 4, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18989	Transit - Acquisition of Service Demand Response <u>Demand Response</u> , Nampa	2016						183	183
	Funding Source: FTA 5310 SU	2017							0
	Provide administration and implementation of demand response service in the Nampa Urbanized Area. Project uses FY2013 and FY2014 funding. (Federal = \$146,000)	2018							0
		2019							0
		2020							0
		PD							0
	Change description to Demand Response.	SUM	0	0	0	0	0	183	183

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19576	Transit - Community Link <u>Acquisition of Service</u> , Nampa	2016						156	156
	Funding Source: FTA 5310 SU	2017						<u>281</u>	<u>281</u>
	Provide administration and implementation of acquisition of service in the Nampa Urbanized Area. Project uses FY2015 and FY2016 funds. (Federal = \$225,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	156 <u>281</u>	156 <u>281</u>
Increase CN \$125,000 and change description to "Acquisition of Service." Funds from KN14220, a carryover from FY2015 to FY2016 and merged with this key number.									

ITD, February 5, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13033	SH-55 (Karcher Road) and Nampa/Caldwell Blvd. Intersection, Nampa	2016					49	989	1038
	Funding Source: Strategic Initiatives	2017					<u>110</u>	<u>1130</u>	<u>1240</u>
	Install new signage, upgrade pavement markings, optimize signal timing and coordinate signals with others in the area in order to reduce crashes at the intersection of SH-55 (Nampa-Caldwell Boulevard) and Karcher Road. Traffic channelization and access control measures in the area will also be considered. (Federal = \$0)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	49 <u>110</u>	989 <u>1130</u>	1038 <u>1240</u>
Increase CE/CC \$61,000 and CN \$141,000 to match engineer's estimate for construction, funds from KN 13927. An increase of 19%.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13927	US 20/26, Locust Grove Road to Cloverdale Road, Ada County	2016					272 <u>110</u>	1815 <u>1775</u>	2087 <u>1885</u>
	Funding Source: Strategic Initiatives	2017							0
	Restore the pavement on US 20/26 between North Locust Grove and Cloverdale Road in Boise and Eagle by grinding off some of the existing asphalt and replacing it with new. This improvement will extend the lifespan of the existing pavement and provide a safer, smoother driving condition. (Federal = \$0) Decrease CE/CC \$162,000 and CN \$40,000 to match engineer's estimate for construction, move funds to KN 13033.	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	272 <u>110</u>	1815 <u>1775</u>	2087 <u>1885</u>
13928	US 20/26, Branstetter Street to Junction I-184, Garden City	2016					443 <u>130</u>	2889 <u>3212</u>	3332 <u>3342</u>
	Funding Source: Strategic Initiatives	2017							0
	Rehabilitate the pavement on Chinden Boulevard. (US-20/26) in Garden City from Branstetter Street to the junction with I-184 by removing the top layer of asphalt and replacing it with new. The improvement will extend the lifespan of the road pavement. (Federal = \$0) Decrease CE/CC \$313,000 and increase CN \$323,000 to match engineer's estimate for construction.	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	443 <u>130</u>	2889 <u>3212</u>	3332 <u>3342</u>

*KN 11581 - Federal Aid Overlay Arterials and Collectors – FY2013, will close out with a total of \$4.82.

Amounts are too small to de-obligate funds in the TIP.

*KN 12047 - Midland Road Pavement Rehabilitation, Ustick Road to US-20/26, will close out with a total of \$796.07. Amounts are spread over five phases and too small to de-obligate funds in the TIP.

Temporary Key Number	Permanent Key Number	Project
NEW1	19771	Pollard Lane Realignment (GARVEE)
NEW	19772	Meridian Maintenance Yard Replacement Facilities (GARVEE)

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

FY = Fiscal Year
 KN = Key Number
 LP = Land Purchase

5310 = Federal Transit Administration formula funds
 ACHD = Ada County Highway District
 FTA = Federal Transit Administration
 GARVEE = Grant Anticipation Revenue Vehicle
 HSIP = Highway Safety Improvement Program
 ITD = Idaho Transportation Department
 TAP = Transportation Alternatives Program
 STP-TMA = Surface Transportation Program - Transportation Management Area (Boise Urbanized Area)
 STP-U = Surface Transportation Program - Urban
 SU = Small Urban

t:\fy16\600 projects\685 101 tip\fy1620tip\amendments\adminmod7.docx

Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *JW*
Date: March 1, 2016
Re: **Request for Approval of Administrative Modification #8 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #8 for the FY2016-2020 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by Idaho Transportation Department (ITD) to de-obligate and transfer funds to advance projects ahead of schedule, and carry-over FTA 5310 SU projects. In addition, process TMA Balancing and Urban Balancing actions.

STATUS:

Per ITD:

- **SH-55, Pride Lane in Canyon County to Middleton Road in Nampa (19414) Restoration** – Increase preliminary engineering \$91,000 to set up Work Authority. Funds from KN 13941, which was removed from the TIP per Amendment #4.
- **SH-55, Intersection Karcher Road and Middleton Road, Nampa (12046) STP-U** – Decrease PE \$752 and PEC \$1,134. Increase construction engineering \$1,886. This will cover existing overruns. No change to project total. **Safety** - Decrease construction \$167,188 and increase right-of-way (land purchase) \$43,196 and construction engineering \$123,992. This will cover existing overruns. No change to project total.
- **US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County (12886) Bridge Restoration** – De-obligate FY2014 preliminary engineering funds \$37,000. Funds will be released to Statewide Balancing.
- **SH-44, Junction I-84 to Plummer Road in Star, Canyon County (13463) Restoration** – De-obligate FY2014 preliminary engineering consultant funds \$150,000. Funds will be released to Statewide Balancing.
- **SH-55 and Farmway Road Intersection, Canyon County (18841) Safety** – Increase preliminary engineering consultant \$50,000 for environmental documents. Funds from Statewide Balancing. Carry over \$95k from FY2015 in preliminary engineering consultant to mirror ITD.
- **I-84, Sand Hollow Interchange, Canyon County (19047) Bridge Restoration** – Decrease preliminary engineering \$150,000 and preliminary engineering consultant \$620,000. Funds will transfer to two projects outside the COMPASS TIP. Increase construction engineering \$600,000 and decrease construction \$600,000 to mirror ITD.
- **Transit - Capital, Purchase of Service, Nampa - FY2013 (13832) FTA 5310 SU** – Carry over project to the FY2016-2020 TIP.
- **Transit - Acquisition of Service Canyon County, Nampa (18790) FTA 5310 SU** – Carry over project to the FY2016-2020 TIP.

Per Urban Balancing:

- **South Cemetery Road, SH-44 to Willow Creek, Middleton (12048) STP-U** – Increase preliminary engineering \$10,000 and preliminary engineering consultant \$20,000 per Urban Balancing actions on February 4, 2016.
- **Middleton Road and Ustick Road Roundabout, Caldwell (13487) STP-U** – Increase preliminary engineering consultant \$73,000 per Urban Balancing actions on February 4, 2016.

Per TMA Balancing:

- **Capital Maintenance, ACHD - FY2016 (13479) STP-TMA** – Increase preliminary engineering consultant \$30,000 to evaluate design options (geotechnical work) for four segments of the FY2017 maintenance projects per ACHD. Funds from available STP funds.
- **Capital Maintenance, VRT, Boise - FY2016 (13511) STP-TMA** – Increase construction \$77,343 to cover cost overrun of existing TMA project purchasing vehicles and replacing CNG tanks per Valley Regional Transit. Funds from available STP funds.
- **Pathway, Dry Creek Trail and Underpass, Eagle (13916) TAP-TMA** – Increase construction \$41,000 to cover wetlands mitigation, as required by the environmental process per the City of Eagle. Funds from available TAP funds.

Approval:

All changes for Administrative Modification #8 in this memorandum and detailed on Attachment 1, are approved as of March 1, 2016.



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

Attachment (1)

pc: 685.03

JW:nb T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\160301AdminMod8ltr.docx

Administrative Modification #8
FY2016-2020 Regional Transportation Improvement Program

Per ITD, January 6, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19414	SH-55, Pride Lane in Canyon County to Middleton Road in Nampa	2016	0 <u>92</u>						0 <u>92</u>
	Funding Source: Restoration	2017	100						100
	Restore the pavement on SH-55 from Pride Lane (milepost 7.1) to Middleton Road (milepost 15.6) by milling off the old surface and inlaying a new one. In addition, shoulders and drainage will be improved. (Federal = \$4,069,000) Increase PE \$91,509 to set up Work Authority. Funds from KN 13941, which was removed from the TIP per Amendment #4.	2018	175						175
		2019							0
		2020						4025	4025
		PD							0
		SUM	275 <u>367</u>	0	0	0	0	4025	4300 <u>4392</u>
19414	SH-55, Pride Lane in Canyon County to Middleton Road in Nampa	2016		30					30
	Funding Source: Pavement Preservation	2017							0
	Same as above. No change to funding source.	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	30	0	0	0	0	30

Per ITD, February 12, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12046	SH-55, Intersection Karcher Road and Middleton Road, Nampa	2016	0 <u>-1</u>	0 <u>-1</u>			0 <u>2</u>		0
	Funding Source: STP-U	2017							0
	Intersection improvement at the intersection of Karcher and Middleton Road in Nampa. (Federal = \$0.)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0 <u>-1</u>	0 <u>-1</u>	0	0	0 <u>2</u>	0	0
12046	SH-55, Intersection Karcher Road and Middleton Road, Nampa	2016			0 <u>43</u>		0 <u>124</u>	0 <u>-167</u>	0
	Funding Source: Safety	2017							0
	Same as above. (Federal = \$0.) Decrease CN \$167,188 and increase RW (LP) \$43,196 and CE \$123,992. This will cover existing overruns. No change to project total.	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0 <u>43</u>	0	0 <u>124</u>	0 <u>-167</u>	0

Per ITD, February 16, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12886	US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County	2016	0				825	5500	6325
	Funding Source: Bridge Restoration		-37						6288
	Replace the bridge on US-95 over the Union Pacific Railroad at the junction of US 20/26 in Canyon County near the City of Parma. (Federal = \$5,826,000.)	2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	-37	0	0	0	825	5500	6325	
De-obligate FY2014 PE funds \$37,000. Funds will be released to Statewide Balancing.									
13463	SH-44, Junction I-84 to Plummer Road in Star, Canyon County	2016		0			800	7997	8797
	Funding Source: Restoration			-150					8647
	Rehabilitate SH-44 from I-84 in Canyon County to Plummer Road in Star in order to extend the service life and improve the riding surface. Other improvements include guardrail replacement, ensuring accessibility for people with disabilities at intersections, and replacing two failing culverts. (Federal = \$8,012,000.)	2017							0
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	-150	0	0	800	7997	8797	
De-obligate FY2014 PEC funds \$150,000. Funds will be released to Statewide Balancing.									
18841	SH-55 and Farmway Road Intersection, Canyon County	2016		0	250				250
	Funding Source: Safety			145					395
	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 = \$0.)	2017					300	2700	3000
		2018							0
		2019							0
		2020							0
		PD							0
SUM	0	0	145	250	0	300	2700	3250	
Increase PEC \$50,000 for environmental documents. Funds from Statewide Balancing. Carry over \$95k from FY2015 in PEC to mirror ITD.									

Per Urban Balancing, February 4, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
12048	South Cemetery Road, SH-44 to Willow Creek, Middleton	2016	0	0					0
	Funding Source: STP-U Construct a new 0.284 mile roadway segment linking SH-44 and Middleton Road by way of Sawtooth Lake Drive in Middleton. (Federal = \$2,267,000) Increase PE \$10,000 and PEC \$20,000 per Urban Balancing actions on February 4, 2016.	2017	10	20					30
		2018							0
		2019					316	2101	2417
		2020							0
		PD							0
		SUM	0	0	0	0	316	2101	2417
		10	20					2447	
12048	South Cemetery Road, SH-44 to Willow Creek, Middleton	2016			500				500
	Funding Source: Local Participating Same as above. (Federal = \$0) No change to funding source.	2017							0
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	500	0	0	0	500
13487	Middleton Road and Ustick Road Roundabout, Caldwell	2016		0					0
	Funding Source: STP-U Improve a four-way stop at the Middleton Road and Ustick Road intersection by building a roundabout to help traffic flow and congestion. (Federal = \$992,000) Increase PEC \$73,000 per Urban Balancing actions on February 4, 2016.	2017		73					73
		2018							0
		2019							0
		2020			324				324
		PD				11	71	592	674
		SUM	0	0	324	11	71	592	998
			73					1071	

Per ITD, February 17, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19047	I-84, Sand Hollow Interchange, Canyon County	2016	50	670					720
	Funding Source: Bridge Restoration Replace the structurally deficient Oasis Road bridge over I-84 at Exit 17 in Sand Hollow on I-84. The project will also address safety concerns with the lengths and alignments of interchange ramps. The current lighting will also be assessed. (66% Canyon County and 34% Payette County). (Federal = \$5,121,000) Decrease PE \$150,000 and PEC \$620,000. Funds will transfer to two projects outside the COMPASS TIP. Increase CE \$600,000 and decrease CN \$600,000 to mirror ITD.	2017	-100	50					-50
		2018					0	5600	5600
		2019					600	5000	
		2020							0
		PD							0
		SUM	50	670	0	0	0	5600	6320
		-100	50			600	5000	5550	

Per TMA Balancing, February 24, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13479	Capital Maintenance, ACHD - FY2016	2016		0 30					0 30
	Funding Source: STP-TMA Supplement the local maintenance program, to complete work such as overlays on arterials and collectors in the Boise Urbanized Area. (Federal = \$5,814,000) Increase PEC \$30,000 to evaluate design options (geotechnical work) for four segments of the FY2017 maintenance projects per ACHD. Funds from available STP funds.	2017					937	5308	6245
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0 30	0	0	0	937	5308
13511	Capital Maintenance, VRT, Boise - FY2016	2016						720 797	720 797
	Funding Source: STP-TMA Replace transit bus or facility in FY2016 in the Boise Urbanized Area. (Federal = \$739,000) Increase CN \$77,343 to cover cost overrun of existing TMA project purchasing vehicles and replacing CNG tanks per VRT. Funds from available STP funds.	2017							0
		2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	0	0	0	0	720 797
13916	Pathway, Dry Creek Trail and Underpass, Eagle	2016		6			37	218 259	261 302
	Funding Source: TAP-TMA Provides a bicycle and pedestrian underpass at SH-44 on the west side of the City of Eagle and connects the Dry Creek Pathway to the Dry Creek Valley, Spring Valley, and SH-55. It will connect the Dry Creek Pathway and the northeast side of the City of Eagle with the Boise River Greenbelt. (Federal = \$280,000) Increase CN \$41,000 to cover wetlands mitigation, as required by the environmental process per the City of Eagle. Funds from available TAP funds.	2017							0
		2018							0
		2019							0
		2020							0
		PD							0
		SUM		6	0	0	37	218 259	261 302

Per ITD, February 26, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13832	Transit - Capital, Purchase of Service, Nampa - FY2013	2016						0	0
								194	194
	Funding Source: FTA 5310 SU	2017							0
		2018							0
	Provides funds for a regional acquisition of service project for older adults and persons with disabilities in the Nampa Urbanized Area. Project uses FY2013 funds. (Federal = \$147,000)	2019							0
		2020							0
		PD							0
	SUM	0	0	0	0	0	0	194	194
Carry over project to the FY2016-2020 TIP.									
18790	Transit - Acquisition of Service Canyon County, Nampa	2016						0	0
								61	61
	Funding Source: FTA 5310 SU	2017							0
		2018							0
	Provide administration and implementation of acquisition of service in Canyon County, with service to the Nampa Urbanized Area. These funds pay only for the services that travel within the urbanized area. Service outside the urbanized area will be paid by Parma Senior Center and others. Project uses FY2014 funding. (Federal = \$49,000)	2019							0
		2020							0
		PD							0
	SUM	0	0	0	0	0	0	61	61
Carry over project to the FY2016-2020 TIP.									

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

FY = Fiscal Year
 KN = Key Number
 LP = Land Purchase

5310 = Federal Transit Administration formula funds
 ACHD = Ada County Highway District
 FTA = Federal Transit Administration
 HSIP = Highway Safety Improvement Program
 ITD = Idaho Transportation Department
 TAP = Transportation Alternatives Program
 STP-TMA = Surface Transportation Program - Transportation Management Area (Boise Urbanized Area)
 STP-U = Surface Transportation Program - Nampa Urbanized area
 SU = Small Urban

t:\fy16\600 projects\685 101 tip\fy1620tip\amendments\adminmod8.docx

Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *fw*
Date: March 4, 2016
Re: **Request for Approval of Administrative Modification #9 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #9 for the FY2016-2020 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by Idaho Transportation Department (ITD) to advance projects ahead of schedule for design and Valley Regional Transit (VRT) to add funds to a project.

STATUS:

Per VRT:

- **Transit - Preventive Maintenance, Boise (19137) FTA 5307 LU** – Increase construction \$21,730. Funds from remaining FY2013 5307 funds.

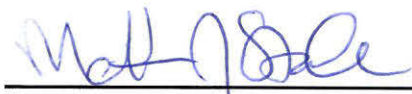
Per ITD:

- **SH-55 (Karcher Road) and Lake Avenue Intersection, Canyon County (12383) HSIP** – De-obligate preliminary engineering \$295,000. Transfer to Key Number 18852 (\$30,000), Key Number 19289 (\$50,000), Key Number 19451 (\$15,000), Key Number 19727 (\$90,000), to Key Number 19696 (\$80,000), and Key Number 19415 (\$30,000).
- **US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County (12886) Bridge Restoration** – De-obligate preliminary engineering \$29,000 and transfer to Key Number 18852.
- **SH-55 (Karcher Road) and Midway Road Intersection, Nampa (13025) HSIP** – De-obligate preliminary engineering \$60,000. Transfer to Key Number 19415 (\$10,000) and Key Number 18950 (\$50,000).
- **SH-44, Junction I-84 to Plummer Road in Star, Canyon County (13463) Restoration** – Increase preliminary engineering consultant \$65,000 to correct previous Administrative Modification #8 to show a total de-obligation of \$85,000. Transfer to KN 18852 (\$11,000), KN 19112 (\$50,000) and KN 19291 (\$24,000) (not in the COMPASS area).
- **SH-55 (Karcher Rd.) and Hoskins, Pride, and Riverside, Canyon County (18779) Strategic Initiatives** – Increase preliminary engineering consultant \$60,000 to gather materials data for scope development. State funds from KN 19345 (\$50,000) and KN 13391 (\$10,000) (not in the COMPASS area). Increase of 3.8%.
- **US 20/26 and Farmway Road Intersection, Canyon County (18852) HSIP** – Increase preliminary engineering consultant \$70,000 for environmental documents. Funds from Key Number 12886 (\$29,000), Key Number 13463 (\$11,000), and Key Number 12383 (\$30,000). Increase of 16%.

- **SH-44, Canyon Canal Bridge, Middleton (18950) Bridge Restoration** – Increase preliminary engineering consultant \$50,000 to set up work authority and obligate funds. Funds from Key Number 13025. Increase of 8.3%.
- **US 20/26 and Franklin Road Intersection, Canyon County (19111) Strategic Initiatives** – Increase preliminary engineering consultant \$40,000 to gather materials data for scope development. Funds from Key Number 13391 (not in the COMPASS area). Increase of 3.9%.
- **US-95, Parma Junction to I-84 in Payette County, Seal Coat (19254) Pavement Preservation** – Increase preliminary engineering \$25,000 to set up work authority and obligate funds. Funds from Key Number 13929 (not in the COMPASS area). Move \$56,000 from preliminary engineering consultant to preliminary engineering in FY2018 to mirror ITD. Increase of 2.6%.
- **I-84, Five Mile Road to Orchard Road, Boise (19289) Pavement Preservation** – Increase preliminary engineering \$75,000 to set up work authority and obligate funds. Funds from Key Number 12383 (\$50,000) and Key Number 13929 (not in the COMPASS area) (\$25,000). Increase of 2.6%.
- **Bridge Repair, FY2020 (19345) Bridge Preservation** – Decrease preliminary engineering \$5,000 and preliminary engineering consultant \$95,000. Transfer to Key Number 19412 (\$50,000) and Key Number 18779 (\$50,000).
- **US 20/26, Middleton Road in Middleton to Locust Grove Road in Meridian (19412) Restoration** – Increase preliminary engineering \$5,000 and preliminary engineering consultant \$45,000 to set up work authority and obligate funds. Funds from Key Number 19345. Move \$100,000 from PEC to PE in FY2017 and \$170,000 from preliminary engineering consultant to preliminary engineering in FY2018 to mirror ITD. Increase of 1.3%.
- **US 20/26 Intersection Improvements, Canyon County (19415) Strategic Initiatives** – Increase preliminary engineering consultant \$40,000 to set up work authority and obligate funds. Funds from Key Number 12383 (\$30,000) and Key Number 13025 (\$10,000). Increase of 5.8%.
- **I-84, Karcher Interchange to Franklin Boulevard Interchange, Nampa (19451) Restoration** – Increase preliminary engineering \$15,000 to set up work authority and obligate funds. Funds from Key Number 12383. Increase of 0.2%.
- **I-84, Farmers Sebree Canal (near Parma Exit) to Franklin Road, Caldwell (19696) Pavement Preservation** – Increase preliminary engineering \$5,000 and preliminary engineering consultant \$75,000 to set up work authority and obligate funds. Funds from Key Number 12383. Increase of 11.6%.
- **US 20/26, Myrtle, Front, Broadway Resurfacing, Boise (19727) Pavement Preservation** – Increase preliminary engineering \$5,000 and preliminary engineering consultant \$85,000 to set up work authority, bike study, and public involvement. Funds from Key Number 12383. Increase of 2.6%.

Approval:

All changes for Administrative Modification #9 in this memorandum and detailed on Attachment 1, are approved as of March 4, 2016.



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

Attachment (1)

pc: 685.03

JW:nb T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\160304AdminMod9ltr.docx

Administrative Modification #9
FY2016-2020 Regional Transportation Improvement Program

Per VRT, February 22, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19137	Transit - Preventive Maintenance, Boise	2016						3750	3750
								3772	3772
	Funding Source: FTA 5307 LU	2017						1875	1875
		2018						1875	1875
	Provide preventive maintenance support for fixed route and demand responsive transit service in the Boise Urbanized Area. FY2015 funds carried over to FY2016. (Federal = \$9,018,000.)	2019						1875	1875
		2020						1875	1875
		PD							0
	SUM	0	0	0	0	0	11250	11250	
							11272	11272	
Increase CN \$21,730. Funds from remaining FY2013 5307 funds, per VRT.									

Per ITD, February 24, 2016

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	2016	0		225		485	3230	3940
			-295						3645
	Funding Source: HSIP	2017							0
		2018							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 = \$3,377,000)	2019							0
		2020							0
		PD							0
	SUM	0	0	225	0	485	3230	3940	
		-295						3645	
De-obligate PE \$295,000. Transfer to KN 18852 (\$30,000), KN 19289 (\$50,000), KN 19451 (\$15,000), KN 19727 (\$90,000), to KN 19696 (\$80,000), and KN 19415 (\$30,000).									
12886	US-95 Bridge Replacement at US 20/26 UPRR Overpass, Canyon County	2016	-37				825	5500	6288
			-66						6259
	Funding Source: Bridge Restoration	2017							0
		2018							0
	Replace the bridge on US-95 over the Union Pacific Railroad at the junction of US 20/26 in Canyon County near the City of Parma. (Federal = \$5,800,000)	2019							0
		2020							0
		PD							0
	SUM	-37	0	0	0	825	5500	6325	
		-66						6259	
De-obligate PE \$29,000 and transfer to KN 18852.									
13025	SH-55 (Karcher Road) and Midway Road Intersection, Nampa	2016	-23	23	215		575	3835	4625
			-83						4565
	Funding Source: HSIP	2017							0
		2018							0
	Add a traffic signal and other operational improvements at the intersection of SH-55 (Karcher Road) and Midway Road in Nampa. (Federal = \$4,147,000)	2019							0
		2020							0
		PD							0
	SUM	-23	23	125	0	575	3835	4625	
		-83						4565	
De-obligate PE \$60,000. Transfer to KN 19415 (\$10,000) and KN 18950 (\$50,000).									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13463	SH-44, Junction I-84 to Plummer Road in Star, Canyon County	2016		-150			800	7997	8647
	Funding Source: Restoration	2017		-85					8712
	Rehabilitate SH-44 from I-84 in Canyon County to Plummer Road in Star in order to extend the service life and improve the riding surface. Other improvements include guardrail replacement, ensuring accessibility for people with disabilities at intersections, and replacing two failing culverts. (Federal = \$8,073,000)	2018							0
		2019							0
		2020							0
		PD							0
		SUM	0	0	-85	0	0	800	7997
								8712	
Increase PEC \$65,000 to correct previous Administrative Modification #8 to show a total de-obligation of \$85,000. Transfer to KN 18852 (\$11,000), KN 19112 (\$50,000) and KN 19291 (\$24,000) (not in the COMPASS area).									
18779	SH-55 (Karcher Rd.) and Hoskins, Pride, and Riverside, Canyon County	2016		0					0
	Funding Source: Strategic Initiatives	2017		60					60
	Re-design the intersections at Hoskins Road, Pride Lane, and Riverside Road to improve safety on SH-55 northwest of the Deer Flat National Wildlife Refuge (Lake Lowell). A preliminary safety analysis indicates new turn lanes will be warranted. (Federal = \$0)	2018							0
		2019					155	1390	1545
		2020							0
		PD							0
		SUM	0	0	60	0	0	155	1390
								1605	
Increase PEC \$60,000 to gather materials data for scope development. State funds from KN 19345 (\$50,000) and KN 13391 (\$10,000) (not in the COMPASS area). Increase of 3.8%.									
18852	US 20/26 and Farmway Road Intersection, Canyon County	2016		0					0
	Funding Source: HSIP	2017		70					70
	Add a left-turn lane on east-bound US 20/26 to north-bound Farmway Road and add a flashing beacon to existing warning signs. (Federal = \$436,000)	2018						400	400
		2019							0
		2020							0
		PD							0
		SUM	0	0	70	0	0	0	400
								470	
Increase PEC \$70,000 for environmental documents. Funds from KN 12886 (\$29,000), KN 13463 (\$11,000), and KN 12383 (\$30,000). Increase of 16%.									

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18950	SH-44, Canyon Canal Bridge, Middleton	2016	10	0					10
	Funding Source: Bridge Restoration Replace the structurally deficient cast-in-place concrete bridge over the Canyon Canal with a precast box culvert on SH-44 in Middleton. Other improvements include replacing the curbs, gutters, sidewalks, and railings. (Federal = \$584,000) Increase PEC \$50,000 to set up work authority and obligate funds. Funds from KN 13025. Increase of 8.3%.			50					60
		2017	10						10
		2018							0
		2019					60	500	560
		2020							0
		PD							0
		SUM	20	0	50	0	0	60	500
								630	
19111	US 20/26 and Franklin Road Intersection, Canyon County	2016		0					0
	Funding Source: Strategic Initiatives Improve safety at the intersection of US 20/26 and Franklin Road by adding traffic signals and other necessary improvements. (Federal = \$964,000) Increase PEC \$40,000 to gather materials data for scope development. Funds from KN 13391 (not in the COMPASS area). Increase of 3.9%.			40					40
		2017							0
		2018							0
		2019						1000	1000
		2020							0
		PD							0
		SUM	0	0	40	0	0	0	1000
								1040	
19254	US-95, Parma Junction to I-84 in Payette County, Seal Coat	2016	0						0
	Funding Source: Pavement Preservation Seal coat US-95 from the Parma south city limits (milepost 46.6) to the Junction with I-84 (milepost 60.72) to preserve this section of roadway in good condition (29% Canyon County and 71% Payette County). (Federal = \$891,000) Increase PE \$25,000 to set up work authority and obligate funds. Funds from KN 13929 (not in the COMPASS area). Move \$56,000 from PEC to PE in FY2018 to mirror ITD. Increase of 2.6%.			25					25
		2017							0
		2018	0	56	0				56
		2019		56					0
		2020						881	881
		PD							0
		SUM	56	0	0	0	0	0	881
								962	

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19289	I-84, Five Mile Road to Orchard Road, Boise	2016	0 75						0 75
	Funding Source: Pavement Preservation 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) to Orchard Road (milepost 51.3) including all ramps for the flying WYE and the Cole Interchange. Other improvements include partial concrete slab replacement and joint repair. (Federal = \$2,722,000) Increase PE \$75,000 to set up work authority and obligate funds. Funds from KN 12383 (\$50,000) and KN 13929 (not in the COMPASS area) (\$25,000). Increase of 2.6%.	2017		50					50
		2018		100					100
		2019							0
		2020						2725	2725
		PD							0
		SUM	0 75	150	0	0	0	2725	2875 2950
19345	Bridge Repair, FY2020	2016	10 5	100 5				110 10	
Funding Source: Bridge Preservation This project will place a preservative seal (polyester or epoxy overlays) on the decks of the following bridges in Ada and Canyon Counties: I-84 and Franklin Road, I-84 and Meridian Road, I-84 and Cole/Overland, I-84 and Broadway Road, I-84 and Gowen Spur, I-84 and Boise Valley Rail Road, I-84 and Gowen Road, SH-21 and Mores Creek at Lucky Peak, as well as eight other locations outside the COMPASS planning area. (Federal = \$2,154,000) Decrease PE \$5,000 and PEC \$95,000. Transfer to KN 19412 (\$50,000) and KN 18779 (\$50,000).	2017	10						10	
	2018	5						5	
	2019							0	
	2020					300	2000	2300	
	PD							0	
	SUM	25 20	100 5	0	0	300	2000	2425 2325	
19412	US 20/26, Middleton Road in Middleton to Locust Grove Road in Meridian	2016	0 5	0 45				0 50	
	Funding Source: Restoration Restore the pavement on US 20/26 from Middleton Road (milepost 26) to Locust Grove Road (milepost 39.22) by milling off the old surface and inlaying a new one. (Federal = \$3,609,000) Increase PE \$5,000 and PEC \$45,000 to set up work authority and obligate funds. Funds from KN 19345. Move \$100,000 from PEC to PE in FY2017 and \$170,000 from PEC to PE in FY2018 to mirror ITD. Increase of 1.3%.	2017	0 100	100 0					100
		2018	0 170	170 0					170
		2019							0
		2020						3575	3575
		PD							0
		SUM	0 175	270 0	0	0	0	3575	3845 3895

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19415	US 20/26 Intersection Improvements, Canyon County	2016	50	0					50
	Funding Source: Strategic Initiatives	2017		40					90
	Add right turn lanes and paved shoulder to three intersections along the US 20/26 corridor (Midland, Northside, and Can-Ada). This will provide a safe place for deceleration and turning movements along a high speed commuting corridor. (Federal = \$658,000)	2018							0
		2019							0
		2020						620	620
		PD							0
		SUM	50	0	40	0	0	0	620
								710	
	Increase PEC \$40,000 to set up work authority and obligate funds. Funds from KN 12383 (\$30,000) and KN 13025 (\$10,000). Increase of 5.8%.								
19451	I-84, Karcher Interchange to Franklin Boulevard Interchange, Nampa	2016	0						0
	Funding Source: Restoration	2017	15	300					300
	Rehabilitate I-84 from the Karcher Interchange (milepost 32) to the Franklin exit in 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 = \$6,473,000)	2018							0
		2019						6700	6700
		2020							0
		PD							0
		SUM	0	300	0	0	0	6700	7000
		15						7015	
	Increase PE \$15,000 to set up work authority and obligate funds. Funds from KN 12383. Increase of 0.2%.								
19696	I-84, Farmers Sebree Canal (near Parma Exit) to Franklin Road, Caldwell	2016	0	0					0
	Funding Source: Pavement Preservation	2017	5	75					80
	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 Caldwell (milepost 28.3). Other improvements include partial concrete slab replacement and joint repair. (Federal = \$674,000)	2018			35				35
		2019							0
		2020						615	615
		PD							0
		SUM	0	35	0	0	0	615	650
		5	110					730	
	Increase PE \$5,000 and PEC \$75,000 to set up work authority and obligate funds. Funds from KN 12383. Increase of 11.6%.								

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	2016	0	0					0
	Funding Source: Pavement Preservation	2017	5	85					90
	Restore the pavement on US-20 from River Street (milepost 48.13) to Federal Way exit (milepost 52.12) in downtown Boise by milling off the old surface and inlaying a new one. (Federal = \$3,280,000)	2018			225				225
		2019						3225	3225
		2020							0
		PD							0
		SUM		0	225	0	0	0	3225
	Increase PE \$5,000 and PEC \$85,000 to set up work authority, bike study, and public involvement. Funds from KN 12383. Increase of 2.6%.		5	310					3540

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

FY = Fiscal Year
 KN = Key Number
 LP = Land Purchase

S307 = Federal Transit Administration formula funds
 FTA = Federal Transit Administration
 HSIP = Highway Safety Improvement Program
 ITD = Idaho Transportation Department
 LU = Large Urban
 VRT = Valley Regional Transit

t:\fy16\600 projects\685 101 tip\fy1620tip\amendments\adminmod9.docx



Memorandum

To: Matt Stoll, Executive Director
From: Jessica Wilson, Data Analyst *JW*
Date: April 1, 2016
Re: **Request for Approval of Administrative Modification #10 for the FY2016-2020 Regional Transportation Improvement Program**

ACTION REQUESTED:

Approval of Administrative Modification #10 for the FY2016-2020 Regional Transportation Improvement Program (TIP).

BACKGROUND:

Modifications are requested by Idaho Transportation Department (ITD) to advance projects due to statewide bid savings and to change the description of a project. Valley Regional Transit (VRT) requested to add funds to a project and to change the description of a project.

STATUS:

Per VRT:

- **Transit - Acquisition of Service Set-Aside, Boise (19145) FTA 5310 LU** – Decrease \$45,000 in FY2016 construction phase. Transfer to KN 19691.
- **Transit - ~~Community Link~~ Acquisition of Service, Boise (19691) FTA 5310 LU** – Increase construction \$57,000, funds from KN 19145 (\$45,000) and FAST-ACT increase (\$12,000). Change description of project from "Community Link" to "Acquisition of Service". (17.6% increase)

Per ITD:

- **Transit - ~~Capital, Purchase of Service~~ Demand Response, Nampa - FY2013 (13832) FTA 5310 SU** – Change title of project from "Capital, Purchase of Service" to "Demand Response". No change to project total.
- **SH-55, Overhead Message Sign to Avimor, Ada County (18787) Restoration** – De-obligate \$45,000 of preliminary engineering funds from FY2015 and move to preliminary engineering consultant. Increase preliminary engineering consultant by \$55,000 from statewide balancing. Advance \$1,150,000 of construction funds from FY2018 to FY2016, funds available due to statewide bid savings. (4.8% increase)
- **US-95, Wilder to Parma, Seal Coat, Canyon County (19407) Pavement Preservation** – Advance \$615,000 of construction funds from FY2017 to FY2016, funds available due to statewide bid savings. No change to project total.

Approval:

All changes for Administrative Modification #10 in this memorandum and detailed on Attachment 1, are approved as of April 1, 2016.

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

Attachment (1)

pc: 685.03
JW:nb T:\FY16\600 Projects\685 101 TIP\FY1620TIP\Amendments\160401AdminMod10ltr.docx

Administrative Modification #10
FY2016-2020 Regional Transportation Improvement Program

Per VRT, March 9, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19145	Transit - Acquisition of Service Set-Aside, Boise	2016						45	45
								0	0
	Funding Source: FTA 5310 LU	2017						324	324
		2018						324	324
	Provide administration and implementation of acquisition of service in the Boise Urbanized Area.	2019						324	324
	Determination of funding made through a competitive process. (Federal = \$1,037,000)	2020						324	324
		PD							0
	SUM		0	0	0	0	0	1341	1341
								1296	1296
	Decrease \$45,000 in FY2016 phase CN. Transfer to KN 19691.								
19691	Transit - Community Link <u>Acquisition of Service</u> , Boise	2016						324	324
								381	381
	Funding Source: FTA 5310 LU	2017							0
		2018							0
	Provide administration and implementation of acquisition of service in the Boise Urbanized Area. Project uses FY2014, FY2015, and FY2016 funds. (Federal = \$305,000)	2019							0
		2020							0
		PD							0
	SUM		0	0	0	0	0	324	324
								381	381
	Increase CN \$57,000, funds from KN 19145 (\$45,000) and FAST Act increase (\$12,000). Change description of project from "Community Link" to "Acquisition of Service." (17.6% increase)								

Per ITD, March 17, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13832	Transit - Capital, Purchase of Service <u>Demand Response</u> , Nampa - FY2013	2016						194	194
	Funding Source: FTA 5310 SU	2017							
		2018							
	Provides funds for a regional acquisition of service project for older adults and persons with disabilities in the Nampa Urbanized Area. Project uses FY2013 funds. (Federal = \$147,000)	2019							
		2020							
		PD							
		SUM		0	0	0	0	0	194
	Change title of project from "Capital, Purchase of Service" to "Demand Response." No change to project total.								

Per ITD, March 23, 2016 and April 1, 2016

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18787	SH-55, Overhead Message Sign to Avimor, Ada County	2016	0	0				0	0
			-45	100				1150	1205
	Funding Source: Restoration	2017							0
	This project on SH-55 will mill off the old pavement and inlay new asphalt from milepost 50.2 (near the overhead message sign) to milepost 51.7 at Avimor. The project will extend the service life of the roadway. Other improvements include upgrading the guardrails. (Federal = \$1,066,000)	2018						1150	1150
								0	0
		2019							0
		2020							0
PD								0	
SUM		0	0	0	0	0	1150	1150	
			-45	100				1205	
De-obligate \$45,000 of PE funds from FY2015 and move to PEC. Increase PEC by \$55,000 from statewide balancing. Advance \$1,150,000 of CN funds from FY2018 to FY2016, funds available due to statewide bid savings. (4.8% increase)									
19407	US-95, Wilder to Parma, Seal Coat, Canyon County	2016		45				0	45
							615	660	
	Funding Source: Pavement Preservation	2017					615	615	
	Seal coat SH-95 from Wilder to Parma to preserve the existing pavement that is in good condition. (Federal = \$612,000)	2018						0	0
		2019							0
		2020							0
		PD							0
SUM		0	45	0	0	0	615	660	
Advance \$615,000 of CN funds from FY2017 to FY2016, funds available due to statewide bid savings. 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

5310 = FTA funds for the elderly and persons with disabilities
 FTA = Federal Transit Administration
 ITD = Idaho Transportation Department
 LU = Large Urban (Boise Urbanized Area)
 SU = Small Urban (Nampa Urbanized Area)
 VRT = Valley Regional Transit

t:\fy16\600 projects\685 101 tip\fy1620tip\amendments\adminmod10.docx