



*Working together to plan for the future*

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

**December 16, 2019**



# Working together to plan for the future

## Community Planning Association of Southwest Idaho 2019 COMPASS Board of Directors

GENERAL MEMBERS	SPECIAL MEMBERS	EX-OFFICIO MEMBERS
<b>Ada County:</b> Commissioner Kendra Kenyon Commissioner Diana Lachiondo Commissioner Rick Visser	<b>Boise State University:</b> Greg Hill, Director, Idaho Policy Institute School of Public Service	<b>Governor's Office:</b> Andrew Mitzel, Senior Advisor of Intergovernmental Affairs
<b>Ada County Highway District:</b> Commissioner Rebecca Arnold Commissioner Sara Baker Commissioner Mary May	<b>Capital City Development Corporation:</b> John Brunelle, Executive Director	<b>Greater Boise Auditorium District:</b> Pat Rice, Executive Director
<b>Canyon County:</b> Commissioner Tom Dale Commissioner Leslie Van Beek Commissioner Pam White	<b>Idaho Department of Environmental Quality:</b> Aaron Scheff, Regional Administrator	<b>Southwest District Health Department:</b> Nikole Zogg, District Director
<b>Canyon Highway District No. 4:</b> Commissioner Jay Gibbons	<b>Idaho Transportation Department:</b> Amy Revis, District 3 Engineer	
<b>City of Boise:</b> Mayor Dave Bieter Councilmember Elaine Clegg Councilmember Holli Woodings	<b>Valley Regional Transit:</b> Kelli Badesheim, Executive Director	
<b>City of Caldwell:</b> Mayor Garret Nancolas Brent Orton, Public Works Director		
<b>City of Eagle:</b> Mayor Stan Ridgeway Nichoel Baird Spencer, Planner III		
<b>City of Garden City:</b> Mayor John Evans		
<b>City of Greenleaf:</b> Councilmember Kurt Kopadt		
<b>City of Kuna:</b> Mayor Joe Stear		
<b>City of Melba:</b> Councilmember Parkie Stapleton		
<b>City of Meridian:</b> Councilmember Treg Bernt Mayor Tammy de Weerd Charlie Rountree		
<b>City of Middleton:</b> Mayor Darin Taylor		
<b>City of Nampa:</b> Mayor Debbie Kling Councilmember Victor Rodriguez Tom Points, Public Works Director		
<b>City of Notus:</b> Mayor David Porterfield		
<b>City of Parma:</b> Mayor Nathan Leigh		
<b>City of Star:</b> Mayor Chad Bell		
<b>City of Wilder:</b> Chelsie Johnson, Public Works Superintendent		
<b>Golden Gate Highway District No. 3:</b> Commissioner David Lincoln		

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**MAKING A MOTION:**

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

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

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

**TABLE OF RULES RELATING TO MOTIONS:**

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

## 2020 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
February 24, 2020 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> <li>• Confirm Finance Committee Membership</li> <li>• Approve Extension of Delivery Deadlines on Local Federal-Aid Projects</li> <li>• Adopt Resolution Amending the FY2020-2026 Regional Transportation Improvement Program (TIP)</li> <li>• Approve Revisions to the COMPASS Employment Policies</li> <li>• Approve Revisions to the COMPASS Records Policy</li> <li>• Approve Updated Transportation Improvement Program (TIP) Policies</li> </ul>
April 20, 2020 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> <li>• Accept 2020 Population Estimates</li> <li>• Approve FY2020 Membership Dues</li> </ul>
June 15, 2020 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> <li>• Consider Review and Recommendation by Executive Committee of Executive Director</li> <li>• Approve End-of-Year Program and Redistribution Priorities</li> <li>• Approve FY2022-2028 COMPASS Funding Application Guide</li> </ul>
August 17, 2020 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> <li>• Approve FY2021 Communities in Motion (CIM) Implementation Grants and Project Development Program Projects</li> <li>• Approve FY2021 Resource Development Plan</li> <li>• Adopt Resolution Approving the FY2021 Unified Planning Work Program and Budget (UPWP)</li> <li>• Approve COMPASS Workgroup Charters</li> <li>• Accept Transit Asset Management Targets</li> </ul>
October 19, 2020 1:30 pm – 3:30 pm	COMPASS 700 NE 2nd Street Meridian, Idaho	<ul style="list-style-type: none"> <li>• Establish 2021 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting</li> <li>• Adopt Resolution Approving FY2021-2027 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration</li> <li>• Adopt Resolution Approving Rural Application Prioritization</li> </ul>
December 21, 2020 Holiday Luncheon 12:00 pm  Annual Meeting 1:30 pm – 3:30 pm	Nampa Civic Center 311 3rd Street South Nampa, Idaho	<ul style="list-style-type: none"> <li>• Confirm 2021 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer</li> <li>• Confirm 2021 Executive Committee Representatives for Cities under 25,000 in Population</li> <li>• Confirm 2021 Executive Committee Representative from Highway Districts in Canyon County</li> <li>• Confirm Regional Transportation Advisory Committee Membership</li> <li>• Approve 2021 Federal Transportation Position Statements</li> <li>• Approve 2021 Idaho Legislative Session Position Statements</li> <li>• Adopt Resolution Approving Revision 1 of the FY2021 Unified Planning Work Program and Budget (UPWP)</li> </ul>



COMPASS BOARD OF DIRECTORS' MEETING
DECEMBER 16, 2019 – 1:30 PM
NAMPA CIVIC CENTER- 311 3RD STREET SOUTH
NAMPA, 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.

REMINDER: COMPASS Board members are invited to attend the annual holiday luncheon and Leadership in Motion awards ceremony at 12:00 pm.

\*\* AGENDA \*\*

I. CALL TO ORDER (1:30)

II. PLEDGE OF ALLEGIANCE

III. OPEN DISCUSSION/ANNOUNCEMENTS

IV. CONSENT AGENDA

- Page 7 \*A. Approve October 21, 2019, COMPASS Board Meeting Minutes
Page 10 \*B. Receive Approved October 8, 2019 Executive Committee Meeting Minutes
Page 12 \*C. Confirm Regional Transportation Advisory Committee Membership
Page 14 \*D. Accept Annual Statewide Safety Targets
Page 16 \*E. Approve List of Records to be Destroyed

V. INFORMATION/DISCUSSION ITEMS

- 1:35 A. Status Report – Finance Committee Stan Ridgeway
The Finance Committee Chair will provide a status report on the November 21 and December 12, 2019, Finance Committee meetings.
1:40 \*B. Review Regional Outreach Efforts for the 2020 Census Hailey Townsend
Page 20 Hailey Townsend will review COMPASS' planned regional outreach efforts and work in support of local outreach for the upcoming 2020 Census.

VI. ACTION ITEMS

- 1:55 \*A. Adopt Resolution Approving Revision 1 of the FY2020 Unified Meg Larsen
Page 22 Planning Work Program and Budget (UPWP)
Meg Larsen will seek COMPASS Board of Directors' approval of Revision 1 of the FY2020 UPWP.
2:10 \*B. Approve 2020 Idaho Legislative Session Position Statements Ken Burgess
Page 51 Ken Burgess will seek COMPASS Board of Directors' approval of 2020 Idaho legislative session position statements.

- 2:25 **\*C. Approve 2020 Federal Transportation Position Statements** Ken Burgess  
Page 53 *Ken Burgess will seek COMPASS Board of Directors' approval of 2020 federal transportation position statements.*
- 2:40 **\*D. Approve *Communities in Motion* 2050 Demographic Forecast** Carl Miller  
Page 55 *Carl Miller will seek COMPASS Board of Directors' approval of the Communities in Motion 2050 Demographic (population, household, and jobs) control total forecast*
- 3:00 **\*E. Accept Proposed Changes to the National Highway System** Mary Ann Waldinger  
Page 57 *Mary Ann Waldinger will seek COMPASS Board of Directors' acceptance of proposed changes to the National Highway System.*
- 3:15 **\*F. Adopt Resolution 4-2020 Amending the FY2019-2023 and FY2020-2026 Transportation Improvement Program (TIP)** Toni Tisdale  
Page 65 *Toni Tisdale will seek COMPASS Board of Directors' adoption of a resolution amending the FY2019-2023 and FY2020-2026 TIPs for an increase to a Valley Regional Transit project and to add funds for construction on a project on US 20/26.*
- 3:25 **\*G. Confirm 2020 COMPASS Board Officer Slate** Matt Stoll  
Page 79 *COMPASS Bylaws require the Board of Directors' confirm ascension of Board officers and election of Secretary-Treasurer.*

## **VII. EXECUTIVE DIRECTOR'S REPORT (INFORMATION ONLY) (3:30)**

- Page 81 **\*A. Staff Activity Reports**
- Page 91 **\*B. Status Report – Current Air Quality Efforts**
- Page 95 **\*C. Status Report – Regional Transportation Advisory Committee Attendance**
- Page 96 **\*D. Administrative Modifications**

## **VIII. ADJOURNMENT (3:35)**

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

*Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 475-2229 with 48 hours advance notice.*

*Si necesita asistencia con una junta de COMPASS, o necesita un documento en otro formato, por favor llame al 475-2229 con 48 horas de anticipación.*

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# Working together to plan for the future

COMPASS BOARD AGENDA ITEM IV-A

DATE: DECEMBER 16, 2019

## COMPASS BOARD OF DIRECTORS' MEETING

OCTOBER 21, 2019

COMPASS, 1<sup>ST</sup> FLOOR BOARD ROOM

700 NE 2<sup>ND</sup> STREET, MERIDIAN, IDAHO

### \*\*MINUTES\*\*

**ATTENDEES:** Rebecca Arnold, Commissioner, Ada County Highway District  
Kelli Badesheim, Valley Regional Transit  
Sara Baker, Commissioner, Ada County Highway District, **Immediate Past Chair**  
Elaine Clegg, Councilmember, City of Boise, **Chair Elect**  
Tom Dale, Commissioner, Canyon County, **Chair**  
Matt Edmond for John Brunelle, Capital City Development Corporation  
John Evans, Mayor, Garden City  
Jay Gibbons, Commissioner, Canyon Highway District No. 4  
Greg Hill, Boise State University  
Caleb Hood for Tammy de Weerd, Mayor, City of Meridian  
Debbie Kling, Mayor, City of Nampa  
Diana Lachiondo, Commissioner, Ada County  
David Lincoln, Commissioner, Golden Gate Highway District No. 3  
Mary May, Commissioner, Ada County Highway District  
Garret Nancolas, Mayor, City of Caldwell, **Vice Chair**  
Brent Orton, City of Caldwell  
Tom Points, City of Nampa  
Amy Revis, Idaho Transportation Department – District 3  
Stan Ridgeway, Mayor, City of Eagle, **Secretary-Treasurer**  
Victor Rodriguez, Councilmember, City of Nampa  
Matt Stoll, Executive Director, Community Planning Association, Ex officio  
Darin Taylor, Mayor, City of Middleton  
Pam White, Commissioner, Canyon County  
Holli Woodings, Councilmember, City of Boise

### MEMBERS

#### ABSENT:

Nichoel Baird Spencer, City of Eagle  
Chad Bell, Mayor, City of Star  
Treg Bernt, Councilmember, City of Meridian  
Dave Bieter, Mayor, City of Boise  
Kendra Kenyon, Commissioner, Ada County  
Kurt Kopadt, Councilmember, City of Greenleaf  
Nathan Leigh, Mayor, City of Parma  
Andrew Mitzel, Senior Advisor, Governor's Office, Ex officio  
David Porterfield, Mayor, City of Notus

Patrick Rice, Greater Boise Auditorium District, Ex officio  
Charlie Rountree, City of Meridian  
Parkie Stapleton, Councilmember, City of Melba  
Joe Stear, Mayor, City of Kuna  
Leslie Van Beek, Commissioner, Canyon County  
Rick Visser, Commissioner, Ada County  
Nikole Zogg, Southwest District Health, Ex officio

**OTHERS:** Morgan Andrus, Community Planning Association  
Jeff Barnes, City of Nampa  
Ken Burgess, Veritas Advisors  
Liisa Itkonen, Community Planning Association  
Meg Larsen, Community Planning Association  
Amy Luft, Community Planning Association  
Mac McOmber, Citizen  
Mitra Mehta-Cooper, Ada County Development Services  
Kathy Parker, Community Planning Association  
Toni Tisdale, Community Planning Association  
Dave Wallace, Ada County Highway District

**CALL TO ORDER:**

Chair Dale called the meeting to order at 1:33 p.m.

**OPEN DISCUSSION/ANNOUNCEMENTS**

General announcements were made.

**CONSENT AGENDA**

- A. Approve August 26, 2019, COMPASS Board Meeting Minutes**
- B. Receive Approved August 13, 2019, and September 10, 2019, Executive Committee Meeting Minutes**
- C. Establish 2020 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting**
- D. Ratify Adoption of Resolution 17-2019 Amending the FY2019-2023 Regional Transportation Improvement Program (TIP)**
- E. Approve Appointment of City of Middleton staff member Bruce Bayne to the Regional Transportation Advisory Committee, per RTAC Bylaws Article 2, Committee Structure, 2.4**

**Sara Baker moved and Mary May seconded approval of the Consent Agenda as presented. Motion passed unanimously.**

**ACTION ITEMS**

- A. Adopt Resolution 01-2020 Approving Rural Project Priorities**

Toni Tisdale presented Resolution 01-2020 approving prioritization for rural projects to be submitted to the Local Highway Technical Assistance Council. The priorities were recommended by the Rural Prioritization Workgroup and the Regional Transportation Advisory Committee for COMPASS Board approval.



After discussion, **Garret Nancolas moved and Rebecca Arnold seconded adoption of Resolution 01-2020 approving prioritization for rural projects. Motion passed unanimously.**

**B. Adopt Resolution 02-2020 Approving the FY2020-2026 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration**

Toni Tisdale presented Resolution 02-2020 approving the FY2020-2026 TIP and associated air quality conformity demonstration.

After discussion, **Elaine Clegg moved and Jay Gibbons seconded adoption of Resolution 02-2020 approving the FY2020-2026 Regional Transportation Improvement Program and associated air quality conformity demonstration. Motion passed unanimously.**

**C. Approve FY2020 Resource Development Plan**

Kathy Parker presented the FY2020 Resource Development Plan.

After discussion, **Elaine Clegg moved and Holli Woodings seconded approval of the FY2020 Resource Development Plan. Motion passed unanimously.**

**INFORMATION/DISCUSSION ITEMS**

**A. Review past *Communities in Motion* (CIM) Implementation Grant Program and Project Development Program Projects**

Kathy Parker provided an update on FY2018 and FY2019 *Communities in Motion* (CIM) Implementation Grants and Project Development Program projects.

**ADJOURNMENT**

The meeting was adjourned at 2:42 p.m.

Approved this 16<sup>th</sup> day of December 2019.

By: \_\_\_\_\_  
Tom Dale, Chair  
Community Planning Association of  
Southwest Idaho

Attest:

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



COMPASS BOARD AGENDA ITEM IV-B  
DATE: DECEMBER 16, 2019

**EXECUTIVE COMMITTEE MEETING  
OCTOBER 8, 2019  
COMPASS, 2<sup>ND</sup> FLOOR LARGE CONFERENCE ROOM  
MERIDIAN, IDAHO**

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

**ATTENDEES:** Sara Baker, Commissioner, Ada County Highway District, via telephone  
Elaine Clegg, Councilmember, City of Boise, **Chair Elect**  
Tom Dale, Commissioner, Canyon County, **Chair**, via telephone  
Jay Gibbons, Commissioner, Canyon Highway District #4  
Debbie Kling, Mayor, City of Nampa  
Kendra Kenyon, Commissioner, Ada County, via telephone  
Garret Nancolas, Mayor, City of Caldwell, **Vice Chair**  
Stan Ridgeway, Mayor, City of Eagle, **Secretary-Treasurer**, via telephone  
Charlie Rountree for Tammy de Weerd, Mayor, City of Meridian  
Joe Stear, Mayor, City of Kuna

**MEMBERS ABSENT:** Nathan Leigh, Mayor, City of Parma

**OTHERS PRESENT:** Morgan Andrus, Community Planning Association  
Ken Burgess, Veritas Advisors  
Megan Larsen, Community Planning Association  
Justin Lucas, Ada County Highway District  
Matt Stoll, Executive Director, Community Planning Association

**CALL TO ORDER:**

Acting Chair Elaine Clegg called the meeting to order at 1:30 p.m.

**OPEN DISCUSSION/ANNOUNCEMENTS**

General announcements were made.

**CONSENT AGENDA**

**A. Approve September 10, 2019, Executive Committee Meeting Minutes**

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

**ACTION ITEMS**

**A. Discuss and Provide Input on Priorities for 2020 State and Federal Legislative Sessions**

Ken Burgess reviewed draft 2020 state and federal positions which will be brought back to the Executive Committee at its November meeting for a recommendation for COMPASS Board approval at the December Board meeting.

After discussion, **it was unanimously agreed to go forward with the draft position statements as presented with clarification on language as discussed.**

**ADJOURNMENT**

**Garret Nancolas moved and Charlie Rountree seconded to adjourn. Motion passed unanimously. Meeting was adjourned at 2:22 p.m.**

**Approved this 12th day of November 2019.**

**By:** \_\_\_\_\_  
**Tom Dale, Chair**  
**Community Planning Association of**  
**Southwest Idaho**

**Attest:**

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

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**COMPASS BOARD AGENDA ITEM IV-C  
DATE: DECEMBER 16, 2019**

**2020 Regional Transportation Advisory Committee**

The Regional Transportation Advisory Committee (“RTAC”) is intended to provide advice to the COMPASS Board of Directors (“Board”) on regional transportation and related planning issues.

RTAC shall be composed of key staff or otherwise qualified representatives of members of COMPASS, preferably having a transportation-related technical background.

The Board shall appoint members to RTAC. COMPASS members shall have the right to designate the individuals to be appointed to RTAC by the Board. The number of appointments by a COMPASS member shall be limited to the number of Board seats allotted to the requesting COMPASS member under that certain Third Restated and Amended Joint Powers Agreement and Articles of Reformation and Organization of COMPASS, as amended. Additionally, the COMPASS Public Participation Workgroup shall be entitled to appoint one member to sit on RTAC.

<b>Member Agency</b>	<b>Participants</b>	<b>Votes</b>
Ada County Development Services	David Corcoran Mitra Mehta-Cooper Brent Moore	3
Ada County Highway District	Tom Ferch Maureen Gresham Justin Lucas	3
Boise State University	Drew Alexander	1
Canyon County Development Services	Kate Dahl Dan Lister Patricia Nilsson	3
Canyon Highway District No. 4	Lenny Riccio	1
City of Boise	Daren Fluke Karen Gallagher Zach Piepmeyer	3
City of Caldwell	Robb MacDonald TBD	2
City of Eagle	Nichoel Baird Spencer Bill Vaughan	2
City of Garden City	Jenah Thornborrow	1
City of Greenleaf	Lee Belt	1
City of Kuna	Wendy Howell	1
City of Melba	Phil Bandy	1
City of Meridian	Caleb Hood Brian McClure Al Christy	3
City of Middleton	Bruce Bayne	1

City of Nampa	Rodney Ashby Jeff Barnes Clair Bowman	3
City of Notus	TBD	1
City of Parma	Nathan Leigh	1
City of Star	Shawn Nickel	1
City of Wilder	Chelsie Johnson	1
Golden Gate Highway District No. 3	Gordon Bates	1
Idaho Department of Environmental Quality	Michael Toole	1
Idaho Transportation Department	Caleb Lakey	1
Public Participation Workgroup	TBD	1
Valley Regional Transit	Stephen Hunt	1
<b>Ex Officio Members</b>	<b>Participants</b>	<b>Votes</b>
Central District Health Department	Rob Howarth	N/A
COMPASS	Liisa Itkonen	N/A
Governor's Office	Andrew Mitzel	N/A

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## *Working together to plan for the future*

### COMPASS BOARD AGENDA ITEM IV-D

Date: December 16, 2019

#### **Topic: Safety Targets**

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

Accept annual statewide safety targets.

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

The Fixing America's Surface Transportation Act (FAST Act) requires that metropolitan planning organizations such as COMPASS establish safety targets on an annual basis. Supporting statewide targets, in lieu of establishing region-specific safety targets, is one option for meeting this requirement. Previously, the COMPASS Board of Directors unanimously voted to support statewide targets established by the Idaho Transportation Department (ITD).

On November 13, 2019, the COMPASS Regional Transportation Advisory Committee (RTAC) recommended the COMPASS Board of Directors accept the annual statewide safety targets. ITD has set the statewide safety targets, consisting of five metrics (Attachment 1), on November 12, 2019:

1. Number of fatalities: 249
2. Number of serious injuries: 1,290
3. Fatality rate per 100 million vehicle miles travelled (VMT): 1.41
4. Serious injury rate per 100 million VMT: 7.30
5. Non-motorized fatalities and serious injuries: 120

COMPASS can continue to support statewide targets by accepting these targets as listed above. COMPASS also has the option to set regional targets based on local data.

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

Acceptance of safety targets is needed to meet federal requirements; however, there are not penalties for Metropolitan Planning Organizations for not meeting targets.

#### **More Information:**

- 1) Attachment 1—Idaho Statewide Safety Targets
- 2) For more detailed information contact Carl Miller, Principal Planner, at (208) 475-2239 or [cmiller@compassidaho.org](mailto:cmiller@compassidaho.org).

**Attachment 1: Idaho Statewide Targets**

Idaho	Targets					
	Benchmark	FFY2020	FFY2021	FFY2022	FFY2023	FFY2024
	2013-2017	2014-2018	2015-2019	2016-2020	2017-2021	2017-2022
5-Year Ave Fatalities	<b>223</b>	243	249	247	245	240
5-Year Ave Serious Injuries	<b>1,293</b>	1,290	1,290	1,287	1,285	1,283
5-Year Fatality Rate	<b>1.33</b>	1.35	1.41	1.41	1.38	1.36
5-Year Serious Injury Rate	<b>7.74</b>	7.59	7.30	7.30	7.21	7.13
5-Year Ave Non-Motorist Fatalities & Serious Injures	<b>117</b>	120	120	120	120	120

## COMPASS BOARD AGENDA ITEM IV-E

Date: December 16, 2019

### **Topic: Records to be Destroyed**

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

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

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

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

#### **More Information:**

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

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

Description of record	When created*	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2012 STP Grant Billing Detail Household Travel Survey	9/30/2012	5	9/30/2017	12/16/2019	
FY2011 Internal Financial Reports: Workday Tracking, Ops & Maintenance Comparison to Budget, Fringe Analysis, Staff Development	9/30/2011	5	9/30/2016	12/16/2019	
FY2010 Unified Planning Work Program and Budget - drafts and notes for development and revisions	9/30/2010	5	9/30/2015	12/16/2019	
FY2009 Bank Reconciliations	9/30/2009	5	9/30/2014	12/16/2019	
FY2013 Quarterly Variance Reports-duplicate copies; original reports included with Finance Committee packets	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 Membership Dues - copies of invoices and letters sent to member agencies	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 Grant Billing Workpapers	9/30/2013	5	9/30/2018	12/16/2019	
FY2012 Cost Detail Report	9/30/2012	5	9/30/2017	12/16/2019	
FY2013 Membership Dues - copies of invoices and letters sent to member agencies	9/30/2010	5	9/30/2015	12/16/2019	
FY2013 accounts payable records, vendor invoices, packing slips, check stubs, etc.	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 Timesheets	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 copies of purchase orders	9/30/2013	5	9/30/2018	12/16/2019	
FY2008 to FY2013 Copies of petty cash receipts	9/30/2012	5	9/30/2017	12/16/2019	
FY2010 Bank Reconciliations	9/30/2010	5	9/30/2015	12/16/2019	
FY2010 Grant Billing workpapers	9/30/2010	5	9/30/2015	12/16/2019	
FY2010 Quarterly Variance Reports-duplicate copies; original reports included with Finance Committee packets	9/30/2010	5	9/30/2015	12/16/2019	

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

Description of record	When created*	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2011 Quarterly Variance Reports-duplicate copies; original reports included with Finance Committee packets	9/30/2010	5	9/30/2015	12/16/2019	
FY2012 and FY2013 Receipts for modeling and orthophotography sales	9/30/2013	5	9/30/2018	12/16/2019	
FY2014 Quarterly Variance Reports-duplicate copies; original reports included with Finance Committee packets	9/30/2014	5	9/30/2019	12/16/2019	
FY2011 Unified Planning Work Program and Budget - drafts and notes for development and revisions	9/30/2011	5	9/30/2016	12/16/2019	
FY2011 Membership Dues - copies of invoices and letters sent to member agencies	9/30/2011	5	9/30/2016	12/16/2019	
FY2011 Grant Billing workpapers	9/30/2011	5	9/30/2016	12/16/2019	
FY2010 Receipts for modeling and orthophotography sales	9/30/2010	5	9/30/2015	12/16/2019	
FY2011 Receipts for modeling and orthophotography sales	9/30/2010	5	9/30/2015	12/16/2019	
FY2014 Consolidated Planning Grant invoices and supporting documentation	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 STP TMA Off the Top invoices and supporting documentation	9/30/2014	5	9/30/2019	12/16/2019	
FY2011 Consolidated Planning Grant invoices and supporting documentation	9/30/2011	5	9/30/2016	12/16/2019	
FY2010 STP TMA Off the Top invoices and supporting documentation	9/30/2010	5	9/30/2015	12/16/2019	
FY2012 Consolidated Planning Grant invoices and supporting documentation	9/30/2012	5	9/30/2017	12/16/2019	
FY2013 STP TMA Off the Top invoices and supporting documentation	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 Consolidated Planning Grant invoices and supporting documentation	9/30/2013	5	9/30/2018	12/16/2019	
FY2012 Unified Planning Work Program and Budget - drafts and notes for development and revisions	9/30/2012	5	9/30/2017	12/16/2019	
FY2013 Bank Reconciliations	9/30/2013	5	9/30/2018	12/16/2019	
FY2012 Bank Reconciliations	9/30/2012	5	9/30/2017	12/16/2019	
FY2012 Membership Dues - copies of invoices and letters sent to member agencies	9/30/2012	5	9/30/2017	12/16/2019	

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

Description of record	When created*	Retention period for this record in years	Expiration of retention period	Date of request for Board approval	Destruction date
FY2013 General Ledger journals	9/30/2013	5	9/30/2018	12/16/2019	
FY2013 Bank registers and journals	9/30/2013	5	9/30/2018	12/16/2019	
FY2012 Quarterly Variance Reports-duplicate copies; original reports included with Finance Committee packets	9/30/2017	5	9/30/2022	12/16/2019	
FY2012 Grant Billing workpapers	9/30/2012	5	9/30/2017	12/16/2019	
FY2012 STP Communities in Motion Grant invoices and supporting documentation	9/30/2012	5	9/30/2017	12/16/2019	
FY2014 accounts payable records for Second and Broadway Condo Association; vendor invoices	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Director of Planning	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Director of Planning	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Director of Planning	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Assistant Planner	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Assistant Modeler	9/30/2014	5	9/30/2019	12/16/2019	
FY2014 Recruitment and selection records; unsuccessful applicants for Communication Assistant	9/30/2014	5	9/30/2019	12/16/2019	

## COMPASS BOARD AGENDA ITEM V-B

Date: December 16, 2019

### **Topic: Regional Outreach Efforts for the 2020 Census**

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

This is an information item only.

#### **Summary:**

The U.S. Census is the official count of the U.S. population, occurring once each decade. By April 1, 2020, each home will receive an invitation to respond to the 2020 Census—online, by phone, or by mail. The 2020 Census marks the first time people will be able to respond to the census online.

Data collected in the census are used in three primary ways:

- To allocate federal funds to each state (\$675 billion total; Idaho is expected to receive about \$1,473 per person counted, per year)
- To determine the number of congressional representatives each state will have, as well as legislative boundaries
- For use in research, decision-making, and planning in academic institutions, medical facilities, and all levels of government

A complete count is crucial to receiving the full federal funding amount for Idaho, as well as for accurate representation and data collection. At the request of COMPASS members, COMPASS staff have been working with member agencies to prepare for the 2020 Census since 2017.

COMPASS is working with the Demographic Advisory Workgroup to support the technical aspects of the 2020 Census, including the annual Boundary and Annexation Survey (BAS), the Local Update of Census Addresses (LUCA), and the Participant Statistical Areas Program (PSAP). These processes enable annual updates of annexations to be included in city locations, help the Census Bureau identify the locations of residential addresses for enumeration, and establish boundaries for census tracts, census block groups, and Census Designated Places.

In addition, COMPASS created a Census Advisory Workgroup, or Regional Complete Count Committee, to provide a forum for regional collaboration for outreach on the 2020 Census. The workgroup is comprised of COMPASS member agency staff, as well as nonprofits and other organizations interested in working together to ensure a complete count.

COMPASS is also supporting local outreach efforts by providing resources, templates, and assistance for local agencies and is coordinating regional outreach efforts. All member agencies are encouraged to participate in the workgroup and take advantage of the resources and templates to help ensure a complete count in every community in the valley.

Currently, COMPASS is in the education phase of the regional 2020 Census campaign, using social media, print materials, and word-of-mouth to raise awareness of the 2020 Census.

Treasure Valley Census social media accounts and a Treasure Valley Census website have been created to spread the message and encourage participation.

In spring 2020, COMPASS will move into the call-to-action phase, using print media, digital media, bus billboards, etc., to encourage a complete count by April 1.

**More Information:**

- 1) For detailed information contact Hailey Townsend at 208/475-2232 or [htownsend@compassidaho.org](mailto:htownsend@compassidaho.org)
- 2) Treasure Valley Census website link: <https://www.treasurevalleycensus.com/>
- 3) Treasure Valley Census social media links:
  - a. Facebook: <https://www.facebook.com/treasurevalleycensus/>
  - b. Instagram: [https://www.instagram.com/treasure\\_valley\\_census/](https://www.instagram.com/treasure_valley_census/)

## COMPASS BOARD AGENDA ITEM VI-A

Date: December 16, 2019

### Topic: Revision 1 of the FY2020 Unified Planning Work Program and Budget

#### Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 03-2020 approving Revision 1 of the FY2020 Unified Planning Work Program and Budget (UPWP).

#### Background/Summary:

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

The Finance Committee reviewed the proposed amendments at its November 21, 2019, meeting and recommended approval of Revision 1 of the FY2020 UPWP as presented.

The following revisions to revenues are proposed in Revision 1 of the FY2020 UPWP:

- Add \$433,520 of STP-TMA funds from key number 19571, *Communities in Motion 2050*. These are unspent funds that were obligated for expenditure in FY2019. Add \$34,341 of fund balance for matching funds.
- Add \$57,400 of STP-TMA funds from key number 18694, *Treasure Valley ITS Plan Update*. These are unspent funds that were obligated for expenditure in FY2019. Add \$4,547 of fund balance for matching funds.
- Add \$9,839 of funds from the City of Boise to reimburse COMPASS for costs over the \$24,000 allowance for their participation in the Project Development Program.
- Add \$8,000 from fund balance to pay the City of Eagle for their participation in the CIM Implementation Grant. This project is being carried forward from FY2019.
- Decrease the draw from fund balance by \$14,000 to cover the revenue shortfall.

The following revisions to expenses are proposed in Revision 1 of the FY2020 UPWP:

- Add \$467,861 to program number 661001, *Communities in Motion 2050* for various expenses. \$10,000 of this is to pay for costs that were budgeted in FY2019 but were unspent. The remaining \$457,861 is to pay for costs in future fiscal years.
- Add \$61,947 to program number 842001, *Congestion Management Process* to complete work on the *Treasure Valley ITS Plan Update*.
- Add \$9,839 to program number 685002, *Project Development Program* to pay for the City of Boise's *Broadway/Federal Way Pedestrian Improvements*.
- Add \$8,000 to program number 685004, *CIM Implementation Grants* to pay for the City of Eagle's *CIM Implementation Project*.

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

Without COMPASS Board adoption of Revision 1 of the FY2020 UPWP, the agency cannot make full use of available revenues.

**More Information:**

- 1) Attachment: Revision 1 of the FY2020 Unified Planning Work Program and Budget.
- 2) For detailed information contact: Meg Larsen, at 208-475-2228  
or [mlarsen@compassidaho.org](mailto:mlarsen@compassidaho.org)

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**RESOLUTION NO. 03-2020**

**FOR THE PURPOSE OF APPROVING REVISION 1 OF THE  
FY2020 UNIFIED PLANNING WORK PROGRAM AND BUDGET**

**WHEREAS**, the FY2020 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 16-2019, dated August 26, 2019;

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

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

**WHEREAS**, the attached memorandum and supporting documentation summarizes the adjustments included in Revision 1 of the FY2020 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 1 of the FY2020 Unified Planning Work Program and Budget; and

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

**DATED** this 16<sup>th</sup> day of December 2019.

**APPROVED:**

**By:** \_\_\_\_\_  
**Tom Dale, Chair**  
**Community Planning Association**  
**of Southwest Idaho Board of Directors**

**ATTEST:**

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

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO**  
**Recommended Changes to FY2020 - Revision 1**  
**Summary**

<b>FY2020 Original UPWP Revenues</b>		<b>3,303,091</b>	<b>FY2020 Original UPWP Expenses</b>	<b>3,303,091</b>
1	STP-TMA, key#19571; <i>Communities in Motion 2050</i> - carry over \$433,520 of unspent funds from FY2019.	433,520	Professional Services. Add \$4,000 for 'financial forecast assumptions' that were unspent from FY2019 UPWP.	4,000
	Draw from Fund Balance for matching funds	34,341	Professional Services. Add \$6,000 to finish contract with Neighborhood All-Stars that were unspent from FY2019 UPWP.	6,000
			Carry-Forward. Add \$457,861 to be used in out years.	457,861
2	STP-TMA, key#18694; Treasure Valley ITS Plan - carry over \$57,400 of unspent funds from FY2019.	57,400	Professional Services. Add \$61,947 to complete work on the Treasure Valley ITS Plan Update.	61,947
	Draw from Fund Balance for matching funds	4,547		
3	City of Boise; Broadway/Federal Way Pedestrian Improvements. The City of Boise has agreed to reimburse COMPASS for costs over the \$24,000 allowed for this project as part of the Project Development Program.	9,839	Professional Services. Add \$9,839 to cover estimated costs in excess of \$24,000 that is allowed to the City of Boise under the Project Development Program. Total cost of this project is estimated to be \$33,839.	9,839
4	Draw from Fund Balance for City of Eagle CIM Grant. Project was budgeted in FY2019. City of Eagle is requesting that this project be carried forward to FY2020.	8,000	Professional Services. Add \$8,000 to pay for the City of Eagle's CIM Implementation Project	8,000
5	Decrease Draw from Fund Balance to fund revenue shortfall.	(14,000)		(14,000)
<b>Recommended Adjustments to Revenues</b>		<b>533,647</b>	<b>Recommended Adjustments to Expenses</b>	<b>533,647</b>
<b>Adjusted Revenues - Revision 1</b>		<b>3,836,738</b>	<b>Adjusted Expenses - Revision 1</b>	<b>3,836,738</b>
<b>Remaining Revenue</b>		<b>-</b>		

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2020 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1  
REVENUE AND EXPENSE SUMMARY (total)**

REVENUE	FY2020 Final	FY2020 Revision 1
<b>GENERAL MEMBERSHIP</b>		
Ada County	228,095	228,095
Ada County Highway District	228,095	228,095
Canyon County	109,594	109,594
Canyon Highway District No. 4	41,183	41,183
Golden Gate Highway District No.3	5,398	5,398
City of Boise	104,191	104,191
City of Caldwell	25,939	25,939
City of Eagle	13,787	13,787
City of Garden City	5,397	5,397
City of Greenleaf	384	384
City of Kuna	10,066	10,066
City of Meridian	50,563	50,563
City of Melba	260	260
City of Middleton	4,281	4,281
City of Nampa	44,986	44,986
City of Notus	251	251
City of Parma	948	948
City of Star	4,843	4,843
City of Wilder	776	776
Subtotal	879,037	879,037
<b>SPECIAL MEMBERSHIP</b>		
Boise State University	8,800	8,800
Capital City Development Corporation	8,800	8,800
Idaho Department of Environmental Quality	8,800	8,800
Idaho Transportation Department	8,800	8,800
Valley Regional Transit	8,800	8,800
Subtotal	44,000	44,000
<b>GRANTS AND SPECIAL PROJECTS</b>		
<b>FHWA/FTA - Consolidated Planning Grants</b>		
CPG - FY2020 K# 19258 Ada County	1,023,420	1,023,420
CPG - FY2020 K# 19258 Canyon County	359,580	359,580
Sub Total CPG Grants	1,383,000	1,383,000
STP TMA - K# 19060, FY2020 off-the-top funds for Planning	306,705	306,705
STP TMA - K# 19571, <i>Communities in Motion 2050</i> (carry over from FY19)	-	433,520
STP TMA - K# 19571, <i>Communities in Motion 2050</i>	80,614	80,614.20
STP TMA - K# 18694, Treasure Valley ITS Plan (carry over from FY19)	-	57,400
STP TMA - K# 19303, Travel Survey Data Collection	138,990	138,990
Subtotal	526,309	1,017,229
<b>OTHER REVENUE SOURCES</b>		
Idaho Department of Environmental Quality	25,000	25,000
Ada County Air Quality Board	25,000	25,000
Air Quality Operations - Management Fee	64,738	64,738
Orthophotography - Participant Contributions	83,333	83,333
City of Boise - Project Development	-	9,839
Interest Income	24,000	24,000
Subtotal	222,071	231,909
<b>TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous</b>	<b>3,054,417</b>	<b>3,555,176</b>
Draw from Fund Balance (Match for CIM 2050)		34,341
Draw from Fund Balance (Match for Treasure Valley ITS Plan)		4,547
Draw From Fund Balance (CIM Implementation Grants)	54,000	62,000
Draw From Fund Balance (to fund revenue shortfall)	69,675	55,675
Draw From Fund Balance (Carry-Over FY2019 Ortho Project)	125,000	125,000
<b>TOTAL REVENUE, ALL RESOURCES</b>	<b>3,303,091</b>	<b>3,836,738</b>

EXPENSE	FY2020 Final	FY2020 Revision 1
<b>SALARY, FRINGE &amp; CONTINGENCY</b>		
Salary	1,321,100	1,321,100
Fringe	593,006	593,006
Contingency (Overtime, Bonus, and Sick Time Trade)	18,857	18,857
Subtotal	1,932,963	1,932,963
<b>INDIRECT OPERATIONS &amp; MAINTENANCE</b>		
Indirect Costs	203,450	203,450
Subtotal	203,450	203,450
<b>DIRECT OPERATIONS &amp; MAINTENANCE</b>		
620001, Demographics and Growth Monitoring	2,500	2,500
620003, Census 2020	50,000	50,000
653001, Communication and Education	35,600	35,600
661001, Long-Range Planning	206,800	674,661
661008, Bike Counter Management	19,540	19,540
685001, Transportation Improvement Program	5,500	5,500
685002, Project Development Program	75,000	84,839
685004, CIM Implementation Grants	54,000	62,000
702001, Air Quality Outreach	45,455	45,455
760001, Legislative Services	115,050	115,050
801001, Staff Development	40,000	40,000
820001, Committee Support	2,000	2,000
836001, Regional Travel Demand Model	25,200	25,200
838001, Travel Survey Data Collection	150,000	150,000
842001, Congestion Management Process	14,000	61,947
860001, Geographic Information System Maintenance	250,333	250,333
990001, Direct Operations and Maintenance	75,700	75,700
Subtotal	1,166,678	1,700,325
<b>TOTAL EXPENSE</b>	<b>3,303,091</b>	<b>3,836,738</b>

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	3,303,091	3,836,738
LESS: TOTAL EXPENSES	3,303,091	3,836,738
REVENUE EXCESS/(DEFICIT)	0	0

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FY2020 - REVISION 1

REVENUE AND EXPENSE SUMMARY (total)

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2020 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1  
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER	EXPENSES											MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES
	Work Days	Labor &		Total Cost	FY20 CPG	FY20 CPG	STP-TMA	STP-TMA	STP-TMA	STP-TMA	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue	Total Local & Other	
		Indirect Cost	Direct Cost		Ada County K# 19258 (74%)	Canyon County K# 19258 (26%)	Off The Top K# 19060	CIM 2050 K# 19751	Treasure Valley ITS Plan K# 18694	Travel Survey Data Collection K# 19303						
601001 UPWP/Budget Development and Federal Assurances	100	78,786	-	78,786	31,822	11,181	30,000				73,003	5,783			5,783	78,786
620001 Demographics and Growth Monitoring	136	102,013	2,500	104,513	47,749	16,777	30,000				94,525	7,488	2,500		9,988	104,513
620002 Development Monitoring	31	20,085	-	20,085	6,372	2,239	10,000				18,611	1,474			1,474	20,085
620003 Census 2020	67	33,518	50,000	83,518	8,183	2,875	20,000				31,058	2,460	50,000		52,460	83,518
653001 Communication and Education	168	105,455	35,600	141,055							-		141,055		141,055	141,055
Long-Range Planning																
661001 General Project Management	269	191,879	674,661	866,540	210,285	73,884		514,134			798,303	63,237	5,000		68,237	866,540
661003 Roadways	34	22,779	-	22,779	15,619	5,488					21,107	1,672			1,672	22,779
661004 Freight	20	15,536	-	15,536	10,653	3,743					14,396	1,140			1,140	15,536
661005 Bicycles/Pedestrians	125	55,323	-	55,323	37,934	13,328					51,262	4,061			4,061	55,323
661006 Public Transportation	120	53,255	-	53,255	36,516	12,830					49,346	3,909			3,909	53,255
661007 Performance Measurement	20	14,446	-	14,446	9,906	3,480					13,386	1,060			1,060	14,446
661008 Bike Counter Management	116	54,144	19,540	73,684	37,126	13,044					50,170	3,974	19,540		23,514	73,684
661009 Public Involvement	61	39,756	-	39,756	27,260	9,578					36,838	2,918			2,918	39,756
Resource Development/Funding																
685001 Transportation Improvement Program	392	250,300	5,500	255,800	97,627	34,301	100,000				231,928	18,372	5,500		23,872	255,800
685002 Project Development Program	33	24,545	84,839	109,383	16,830	5,913					22,743	1,802	84,839		86,640	109,383
685003 Grant Research and Development	140	101,071	-	101,071							-		101,071		101,071	101,071
685004 CIM Implementation Grants	18	12,893	62,000	74,893	8,840	3,106					11,946	946	62,000		62,946	74,893
<b>TOTAL PROJECTS</b>	<b>1,850</b>	<b>1,175,785</b>	<b>934,640</b>	<b>2,110,424</b>	<b>602,721</b>	<b>211,767</b>	<b>190,000</b>	<b>514,134</b>	<b>-</b>	<b>-</b>	<b>1,518,623</b>	<b>120,297</b>	<b>471,505</b>	<b>-</b>	<b>591,801</b>	<b>2,110,424</b>
701001 Membership Services	167	111,563	-	111,563	76,497	26,877					103,374	8,189			8,189	111,563
702001 Air Quality Outreach	7	4,545	45,455	50,000							-		50,000		50,000	50,000
703001 General Public Services	14	9,059	-	9,059							-		9,059		9,059	9,059
704001 Air Quality Operations	87	64,738	-	64,738							-		64,738		64,738	64,738
705001 Transportation Liaison Services	64	48,183	-	48,183	33,038	11,608					44,647	3,537			3,537	48,183
760001 Legislative Services	58	60,474	115,050	175,524							-		175,524		175,524	175,524
761001 Growth Incentives	5	3,884	-	3,884	3,599						3,599	285			285	3,884
<b>TOTAL SERVICES</b>	<b>402</b>	<b>302,446</b>	<b>160,505</b>	<b>462,951</b>	<b>113,134</b>	<b>38,485</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>151,620</b>	<b>12,010</b>	<b>184,583</b>	<b>114,738</b>	<b>311,331</b>	<b>462,951</b>
801001 Staff Development	111	72,685	40,000	112,685	49,839	17,511					67,350	5,335	40,000		45,335	112,685
820001 Committee Support	218	142,103	2,000	144,103	97,437	34,235					131,672	10,430	2,000		12,430	144,103
836001 Regional Travel Demand Model	102	79,235	25,200	104,435	39,530	13,889	20,000				73,419	5,816	25,200		31,016	104,435
838001 Travel Survey Data Collection	20	15,536	150,000	165,536	10,653	3,743					153,386	12,150			12,150	165,536
842001 Congestion Management Process	85	66,029	61,947	127,976	45,275	15,907			57,400		118,583	9,393			9,393	127,976
860001 Geographic Information System Maintenance	462	282,595	250,333	532,928	64,830	24,043	96,705				185,577	14,700	124,318	208,333	347,351	532,928
<b>TOTAL SYSTEM MAINTENANCE</b>	<b>998</b>	<b>658,183</b>	<b>529,480</b>	<b>1,187,663</b>	<b>307,564</b>	<b>109,328</b>	<b>116,705</b>	<b>-</b>	<b>57,400</b>	<b>138,990</b>	<b>729,987</b>	<b>57,825</b>	<b>191,518</b>	<b>208,333</b>	<b>457,676</b>	<b>1,187,663</b>
990001 Direct Operations / Maintenance	-	-	75,700	75,700							-		51,700	24,000	75,700	75,700
991001 Support Services Labor	890	-	-	-							-		-	-	-	-
999001 Indirect Operations/Maintenance	-	-	-	-							-		-	-	-	-
<b>TOTAL INDIRECT/OVERHEAD</b>	<b>890</b>	<b>-</b>	<b>75,700</b>	<b>75,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>51,700</b>	<b>24,000</b>	<b>75,700</b>	<b>75,700</b>
<b>G R A N D T O T A L</b>	<b>4,140</b>	<b>2,136,413</b>	<b>1,700,325</b>	<b>3,836,738</b>	<b>1,023,420</b>	<b>359,580</b>	<b>306,705</b>	<b>514,134</b>	<b>57,400</b>	<b>138,990</b>	<b>2,400,229</b>	<b>190,133</b>	<b>899,305</b>	<b>347,071</b>	<b>1,436,509</b>	<b>3,836,738</b>

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
 FY2020 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1  
 DIRECT EXPENSE SUMMARY**

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	CARRY-FORWARD
620001 Demographics and Growth Monitoring	2,500					2,500				
620003 Census 2020	50,000						50,000			
653001 Communication and Education	35,600	15,000			600		20,000			
661001 Long-Range Planning	674,661	167,800					49,000			457,861
661008 Bike Counter Management	19,540	5,000	14,540							
685001 Transportation Improvement Program	5,500						5,500			
685002 Project Development Program	84,839	84,839								
685004 CIM Implementation Grants	62,000	62,000								
702001 Air Quality Outreach	45,455	45,455								
760001 Legislative Services	115,050			18,000		11,100			85,950	
801001 Staff Development	40,000			40,000						
820001 Committee Support	2,000							2,000		
836001 Regional Travel Demand Model	25,200	25,200								
838001 Travel Survey Data Collection	150,000	150,000								
842001 Congestion Management Process	61,947	61,947								
860001 Geographic Information System Maintenance	250,333	125,000	42,000							83,333
990001 Direct Operations / Maintenance										
TRB Sponsor; 'Tools of the Trade'	10,000					10,000				
New/replacement hardware and software	6,000		6,000							
Transit network planning software	20,000		20,000							
Cube renewal; Cube Land	14,100		14,100							
AICP and APBP Webinar series	1,600			1,600						
Membership dues for COMPASS	17,000								17,000	
Other: board lunch, staff gifts, meeting refreshments, misc.	7,000							7,000		
<b>GRAND TOTAL</b>	<b>1,700,325</b>	<b>742,241</b>	<b>96,640</b>	<b>59,600</b>	<b>600</b>	<b>23,600</b>	<b>124,500</b>	<b>9,000</b>	<b>102,950</b>	<b>541,194</b>

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
 FY2020 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1  
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2020 Final	FY2020 Revision 1
Professional Services	930	30,000	30,000
Equipment Repair / Maintenance	936	200	200
Publications	943	1,000	1,000
Employee Professional Membership	945	7,500	7,500
Postage	950	750	750
Telephone	951	11,500	11,500
Building Maintenance and Reserve for Major Repairs	955	54,000	54,000
Printing	960	1,000	1,000
Advertising	962	1,000	1,000
Audit	970	15,000	15,000
Insurance	971	13,000	13,000
Legal Services	972	5,000	5,000
General Supplies	980	6,000	6,000
Computer Supplies	982	15,000	15,000
Computer Software / Maintenance	983	25,000	25,000
Vehicle Maintenance	991	1,000	1,000
Utilities	992	10,000	10,000
Local Travel	993	1,500	1,500
Other / Miscellaneous	995	5,000	5,000
<b>TOTAL</b>		<b>203,450</b>	<b>203,450</b>

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO  
FY2020 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1  
WORKDAY ALLOCATION SUMMARY**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PLANNING TEAM	COMMUNICATIONS	OPERATIONS	TOTAL
601001	UPWP/Budget Development and Federal Assurances	ML	39	13	3	45	100
620001	Demographics and Growth Monitoring	CM	-	131	5	-	136
620002	Development Monitoring	CM	-	31	-	-	31
620003	Census 2020	CM	-	17	50	-	67
653001	Communication and Education	AL	11	15	142	-	168
	Long-Range Planning	LI	-	-	-	-	-
661001	General Project Management	LI	15	207	47	-	269
661003	Roadways	LI	-	34	-	-	34
661004	Freight	LI	-	20	-	-	20
661005	Bicycles/Pedestrians	BC	-	122	3	-	125
661006	Public Transportation	RH	-	109	11	-	120
661007	Performance Measurement	CM	-	17	3	-	20
661008	Bike Counter Management	BC	-	114	2	-	116
661009	Public Involvement	LI	-	26	35	-	61
	Resource Development/Funding	TT	-	-	-	-	-
685001	Transportation Improvement Program	TT	12	349	31	-	392
685002	Project Development Program	KP	-	33	-	-	33
685003	Grant Research and Development	KP	8	126	6	-	140
685004	CIM Implementation Grants	KP	-	18	-	-	18
<b>TOTAL PROJECTS</b>			<b>85</b>	<b>1,382</b>	<b>338</b>	<b>45</b>	<b>1,850</b>
701001	Membership Services	LI	-	159	8	-	167
702001	Air Quality Outreach	AL	-	-	7	-	7
703001	General Public Services	MW	-	14	-	-	14
704001	Air Quality Operations	ML	23	12	6	46	87
705001	Transportation Liaison Services	MS	12	38	14	-	64
760001	Legislative Services	MS	58	-	-	-	58
761001	Growth Incentives	MS	-	5	-	-	5
<b>TOTAL SERVICES</b>			<b>93</b>	<b>228</b>	<b>35</b>	<b>46</b>	<b>402</b>
801001	Staff Development	ML	9	71	14	17	111
820001	Committee Support	ML	12	92	23	91	218
836001	Regional Travel Demand Model	MW	-	102	-	-	102
838001	Travel Survey Data Collection	MW	-	15	5	-	20
842001	Congestion Management Process	HM	-	80	5	-	85
860001	Geographic Information System Maintenance	EA	-	457	5	-	462
<b>TOTAL SYSTEM MAINTENANCE</b>			<b>21</b>	<b>817</b>	<b>52</b>	<b>108</b>	<b>998</b>
<b>TOTAL DIRECT</b>			<b>199</b>	<b>2,427</b>	<b>425</b>	<b>199</b>	<b>3,250</b>
991001	Support Services Labor	ML	261	103	35	491	890
<b>TOTAL INDIRECT/OVERHEAD</b>			<b>261</b>	<b>103</b>	<b>35</b>	<b>491</b>	<b>890</b>
<b>TOTAL LABOR</b>			<b>460</b>	<b>2,530</b>	<b>460</b>	<b>690</b>	<b>4,140</b>

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<b>PROGRAM NO.</b>	601				<b>CLASSIFICATION:</b>	Project
<b>TITLE:</b>	UPWP Budget Development and Monitoring					
<b>TASK / PROJECT DESCRIPTION:</b>	Monitor and amend, as necessary, the FY2020 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 FY2021 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW</b>	Federal Code 23 CFR § 450.308 (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>FY2020 UPWP</b>						
Process and track revenues and expenditures for the FY2020 UPWP and related transportation grants Process required state and local agreements and other required paperwork for transportation grants						Ongoing As Needed
<b>Process and obtain Board approval of FY2020 UPWP revisions</b>						
Distribute revisions of the FY2020 UPWP to the Idaho Transportation Department for tracking purposes Distribute revisions of the FY2020 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval						As Needed
<b>FY2021 UPWP Development</b>						
Develop process and schedule for the FY2021 UPWP Solicit membership input on possible transportation planning projects and associated needs for FY2021 Submit initial revenue assessment for FY2021 to the Finance Committee for input Obtain Board approval on FY2021 General and Special membership dues						Nov Jan-Feb Mar Apr
<b>Present FY2021 UPWP</b>						
Present draft FY2021 UPWP to Finance Committee for input and feedback Present draft FY2021 UPWP to Finance Committee for recommendation Submit FY2021 UPWP to Board for adoption Submit and obtain approval from Federal Highway Administration of FY2021 UPWP Distribute FY2021 UPWP to the Idaho Transportation Department and Federal Transit Administration						May Jun Aug Aug Aug
<b>Track Federal requirements as related to Self-Certification</b>						
Compliance with federal requirements						Ongoing
<b>Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan</b>						
Document and prepare for Federal Certification Review Monitor federal changes through the Federal Register						Ongoing
<b>LEAD STAFF:</b> Meg Larsen						
<b>END PRODUCTS:</b> FY2020 UPWP revisions; FY2021 UPWP; and maximize funding opportunities.						
<b>Expense Summary</b>						
Total Workdays: 100						
Salary \$ 49,414						
Fringe 21,871						
Overhead 7,500						
Total Labor Cost: \$ 78,786						
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020						
<b>Funding Sources</b>					<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Member Agencies	
CPG, K19258	\$ 31,822	\$ 11,181		\$ 43,003	Federal Highway Administration	
CPG, K19071				-	Federal Transit Administration	
STP-TMA, K19060			30,000	30,000		
Local / Fund Bal	4,279	1,504		5,782		
<b>Total:</b>	<b>\$ 36,101</b>	<b>\$ 12,685</b>	<b>\$ 30,000</b>	<b>\$ 78,786</b>		
<b>DIRECT EXPENDITURES:</b>						
Professional Services \$ -						
Legal / Lobbying						
Equipment Purchases						
Travel / Education						
Printing						
Public Involvement						
Meeting Support						
Other						
Total Direct Cost: \$ -						
601	Total Cost: \$ 78,786					

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<b>PROGRAM NO.</b>	620			<b>CLASSIFICATION:</b>	Project
<b>TITLE:</b>	<b>Demographics and Growth Monitoring</b>				
<b>TASK / PROJECT DESCRIPTION:</b>	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan. This includes providing demographic data, such as population and employment estimates, Census 2020 preparation work, providing relevant information for local decision-making, and updating demographic forecasts based on new entitlements and policies.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analyses depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands; 2) The travel demand model also requires current and accurate housing and employment data; 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, land use allocation demonstration modeling, and other analyses, and is an often requested member service; 4) Development review enables local decision-makers to bridge regional and local planning efforts to provide growth supportive of <i>Communities in Motion</i> ; and 5) Census preparation and outreach enables the most accurate counts during the 2020 Census, enables local governments to receive a variety of federal program funds, and provides key demographic data.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	<p>Federal Code 23 CFR § 450.322 (b) -- Long-range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."</p> <p>Tasks are included to complete the following <i>Communities in Motion</i> 2040 tasks:</p> <p>1.1.1.a. Annually monitor local land use plans and transportation agencies subarea and corridor plans; identify gaps in meeting goals of linking land use and transportation.</p> <p>2.1.1.c. Annually compile a development monitoring report.</p>				
<b>FY2020 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Population and Employment Estimates</b>					
Data collection and geocoding of building permits Complete 2019 employment data Complete 2019 Development Monitoring Report Complete 2020 population estimates and receive Board acceptance					Ongoing March March April
<b>Census Liaison/Clearinghouse</b>					
Complete Census New Construction Program (NCP) Support the Regional Census Complete Count Committee (Census Advisory Workgroup) Develop Census outreach templates and related materials in support of local Census outreach efforts Conduct regional outreach to encourage participation in the 2020 Census Complete the Census Boundary and Annexation Survey (BAS) Integrate Census data in related projects					Oct Oct - June Oct - Dec Jan - April March Ongoing
<b>Development Forecasting, Tracking, and Reconciliation</b>					
Update preliminary plat files and other entitled development Develop population forecast for CIM 2050 and receive Board approval Update CIM 2050 population and employment allocation Conduct reconciliation and report to workgroup/committee Develop population buildout forecast					Ongoing Dec Dec Apr June
<b>Demographics Support</b>					
Respond to member requests for census data Provide development and policy reviews and checklists Development checklist report					Ongoing Ongoing Mar
<b>LEAD STAFF:</b> Carl Miller					
<b>END PRODUCT:</b> Demographic products: 1) 2020 population estimates; 2) 2019 employment estimates; 3) Census 2020 support work including technical and outreach work (Complete Count Committee; outreach materials and templates; 4) develop CIM 2050 forecast and allocation; 5) updated annual demographic reconciliation; and 6) demographic data and support for member agencies and the media.					
<b>Expense Summary</b>					
					Total Workdays: 234
					Salary \$ 97,603
					Fringe 43,199
					Overhead 14,815
					Total Labor Cost: \$ 155,617
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					
<b>Funding Sources</b>					<b>Participating Agencies</b>
	Ada	Canyon	Special	Total	Member Agencies
CPG, K19258	\$ 62,304	\$ 21,891		\$ 84,195	
CPG, K19071				-	
STP-TMA, K19060			60,000	60,000	
Local / Fund Bal	8,452	2,970	52,500	63,922	
<b>Total:</b>	<b>\$ 70,756</b>	<b>\$ 24,861</b>	<b>\$ 112,500</b>	<b>208,117</b>	
					<b>DIRECT EXPENDITURES:</b>
					Professional Services
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement \$ 50,000.00
					Meeting Support
					Other 2,500
					Total Direct Cost: \$ 52,500
					620 Total Cost: \$ 208,117

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<b>PROGRAM NO.</b>	653			<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Communication and Education					
<b>TASK / PROJECT DESCRIPTION:</b>	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing COMPASS Board education. Specific elements of the task include, but are not limited to, managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; managing COMPASS' social media channels; supporting the Public Participation Workgroup; and representing COMPASS at open houses and other events.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	Federal Code 23 CFR § 450.316 requires public input and involvement in metropolitan planning organization planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan [ <i>Communities in Motion</i> ]) is planned/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 support federally required public involvement efforts.					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>General</b> Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases Support work of Public Participation Workgroup Provide outreach/public speaking support and training to staff Conduct annual update of social media audit					Ongoing	
<b>Develop tools, such as electronic and print materials, designed for most effective means of communication</b> Maintain and enhance COMPASS social media channels Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic Develop FY2020 annual report, annual budget summary, and annual communication summary Write and distribute monthly update handout Write and distribute monthly Keeping Up With COMPASS newsletter Update/develop other print materials as appropriate					Ongoing Ongoing Jul-Sep Ongoing Ongoing Ongoing	
<b>Education and community outreach</b> Develop and implement FY2020 public education series to include a minimum of three speakers Support and collaborate with other agencies' outreach and education efforts and programs Participate in community events to share planning-related information Attend/support member agencies at public meetings Manage/support <i>Leadership in Motion</i> awards program Plan and host annual "COMPASS 101" workshop Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department) Present information about COMPASS and our programs to stakeholders and community groups as requested					Jan - Sep Ongoing Ongoing Ongoing Aug - Dec Jan - Feb Mar - Jun Ongoing	
<b>LEAD STAFF:</b>	Amy Luft				<b>Expense Summary</b>	
<b>END PRODUCT:</b> Public involvement in, and understanding of, transportation planning and related issues.					Total Workdays: 168	
					Salary	\$ 66,141
					Fringe	29,274
					Overhead	10,039
					<b>Total Labor Cost: \$ 105,455</b>	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total		
				\$ -	Highway Districts	
					Member Agencies	
					Federal Highways Administration	
					Idaho Transportation Department	
					Valley Regional Transit	
					Department of Environmental Quality	
Local / Fund Bal			141,055	141,055	Ada County Air Quality Board	
				-		
	\$ -	\$ -	\$ 141,055	\$ 141,055		
					<b>Total Direct Cost: \$ 35,600</b>	
					653	<b>Total Cost: \$ 141,055</b>

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<b>PROGRAM NO.</b>	661				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Long Range Planning						
<b>TASK / PROJECT DESCRIPTION:</b>	This project encompasses the activities to identify regional transportation needs and solutions, and prepare a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long-range planning activities.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance and outcome-based planning will help guide resources to infrastructure and service projects that collectively help achieve the regional (CIM) goals.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	Federal Code 23 CFR § 450 "Fixing America's Surface Transportation Act" (FAST Act) requires that the regional long-range transportation plan be updated every four years in areas with more than 200,000 people or with air quality issues. Since the area meets the test on both criteria, a new plan has to be adopted by 2019. 23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds.						
<b>FY2020 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>661001 General Project Management</b>							
Work with the Regional Transportation Advisory Committee, workgroups and the COMPASS Board to develop CIM 2050							Oct-Dec
Manage contracts related to CIM 2050							Oct-Sep
Monitor legislative, funding, etc. changes							Ongoing
Compile updates to CIM 2040 2.0							Dec
Develop and implement fiscal impact analysis tool							May
Using feedback on trends and values, develop "what if" transportation scenarios							May
<b>661003 Roadways</b>							
Update the regional complete streets policy							June
<b>661004 Freight</b>							
Work with Freight Advisory Workgroup to update Complete Streets policy							June
Help member agencies identify freight projects and develop funding applications							Ongoing
<b>661005 Active Transportation (bicycle and pedestrian)</b>							
Develop and implement work plan Treasure Valley Regional Bikeway and Pathway Plan							Oct-Sep
Develop planning tool kit for first/last mile improvements (with public transportation)							Dec
Work with Active Transportation Workgroup to update Complete Streets policy							June
Develop Rails with Trails implementation plan							Dec
Compile annual Rails with Trails progress report							July
<b>661006 Public Transportation</b>							
Develop and implement fixed guideway work plan for public transportation scenario planning							Oct-Sep
Develop planning toolkit for first/last mile improvements (with active transportation)							Dec
Work with Public Transportation Workgroup to update Complete Streets policy							June
Conduct Park and Ride study, Phase I							Aug
<b>661007 Performance Management</b>							
Compile FHWA and FTA required performance reporting							Ongoing
Develop and implement fiscal impact analysis tool							May
Complete the 2020 Change in Motion scorecard							Aug
Complete TIP Achievement reporting process							Aug
Develop a regional pavement asset inventory, calibration, and management plan							Sep
<b>661008 Bike Counter Management</b>							
Manage portable counter requests							Ongoing
Manage permanent counter program and COMPASS Data Bike							Ongoing
Manage and report data							Ongoing
<b>661009 Public Involvement</b>							
Conduct public involvement according to the work plan							Oct-Sep
<b>LEAD STAFF:</b>					Liisa Itkonen		
<b>END PRODUCT:</b> Implementation of <i>Communities in Motion 2050</i> work plan, including two public involvement opportunities; summary of project updates in CIM 2040 2.0; updated complete streets policy; planning tool kit for first/last mile improvements; bicycle and pedestrian data.					<b>Expense Summary</b>		
					Total Workdays: 765		
					Salary \$ 280,433		
					Fringe 124,120		
					Overhead 42,566		
					Total Labor Cost: 447,119		
<b>ESTIMATED DATE OF COMPLETION:</b>					September-2020		
<b>Funding Sources</b>					<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K19258	\$ 385,299	\$ 135,375		\$ 520,674	ITD		
CPG, K19071				-	FHWA		
STP-TMA, K19060			514,134	514,134	FTA		
Stp-TMA, K19571				-			
Local / Fund Bal	60,659	21,313	24,540	106,512			
				-			
<b>Total:</b>	<b>\$ 445,958</b>	<b>\$ 156,688</b>	<b>\$ 538,674</b>	<b>\$1,141,320</b>			
					<b>DIRECT EXPENDITURES:</b>		
					Professional Services \$ 172,800		
					Legal / Lobbying		
					Equipment Purchases 14,540		
					Travel / Education		
					Printing		
					Public Involvement 49,000		
					Meeting Support		
					Carry-Forward 457,861		
					Total Direct Cost: \$ 694,201		
					661 Total Cost: \$ 1,141,320		

<b>PROGRAM NO.</b>	685				<b>CLASSIFICATION:</b>	Project	
<b>TITLE:</b>	Resource Development/Funding						
<b>TASK / PROJECT DESCRIPTION:</b>	Develop a FY2021-2025 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 FY20209-2024 TIP. COMPASS staff, with consultant assistance, will assist member agencies in taking project ideas and transforming them into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development and grant administration is expected to secure additional funding into the region. COMPASS will award <i>Communities in Motion</i> (CIM) Implementation Grants to member agencies after appropriate outreach, prioritization, and contract due diligence.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow strong grant applications, linked closely with CIM 2040 goals and performance measures, increase the delivery of funded projects on time and on budget. These efforts provide the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects meet deadlines and do not lose federal funding through project monitoring and committee participation.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan, <i>Communities in Motion 2040 2.0</i> , and the annual TIP. Under 12 CFR § 450.306 and 23 CFR § 450.324, COMPASS is required to develop a TIP in cooperation with ITD and public transportation operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered a Transportation Management Area (TMA). The TIP is required to be updated every four years; however, COMPASS follows the update cycle of ITD's Idaho Transportation Investment Program (ITIP), which is updated annually. All projects receiving federal funding or considered regionally significant must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (air quality budgets for the State of Idaho). The TIP is also scrutinized in the federal Certification Review.						
<b>FY2020 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>685001 Transportation Improvement Program</b> Update funding application process Conduct member outreach Solicit project applications Assist members with developing complete applications Facilitate prioritization of project applications Assign projects to funding programs Rank applications Develop the final FY2021-2025 Regional Transportation Improvement Program Incorporate reporting methods for federal performance targets, as information is available, prior to deadlines Monitor and track FY2020-2024 Regional Transportation Improvement Program Balance programs managed by COMPASS, as changes occur Provide assistance to member agencies with federal-aid funding concerns Provide assistance to Valley Regional Transit (VRT) Update the Resource Development Plan							Oct-Sept
<b>685002 Project Development Program</b> Select, contract with, and manage consultants Manage project development teams Review/revise, approve, and disseminate reports							Oct-Sept
<b>685003 Grant Research and Development</b> Seek funding for project needs listed in the Resource Development Plan Monitor grant sources; share grant information Match grant sources with unfunded members needs Write/assist member agencies with grant applications - TIGER, FASTLANE, CDBG, etc.							Oct-Sept
<b>685004 CIM Implementation Grants</b> Administer contracting/reporting/billing processes Manage projects to ensure completion on time and on budget							Oct-Sept
<b>LEAD STAFF:</b> Toni Tisdale					<b>Expense Summary</b>		
<b>END PRODUCTS:</b> Current-year TIP and TIP update. Annual Resource Development Plan. Project Development Program pre-concept reports. Application assistance. CIM Implementation Grants.							
					Total Workdays: 583		
					Salary \$ 243,861		
					Fringe 107,933		
					Overhead 37,015		
					Total Labor Cost: \$ 388,809		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Professional Services \$ 146,839 Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement 5,500 Meeting Support Other		
CPG, K19258	\$ 123,297	\$ 43,321		\$ 166,618			
CPG, K19071				-			
STP-TMA, K19060			100,000	100,000			
				-			
Local / Fund Bal	15,629	5,491	253,410	274,530			
				-			
<b>Total:</b>	<b>\$ 138,926</b>	<b>\$ 48,812</b>	<b>\$ 353,410</b>	<b>\$ 541,148</b>			
					685	Total Cost: \$ 541,148	

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<b>PROGRAM NO.</b>	701			<b>CLASSIFICATION:</b>	Service	
<b>TITLE:</b>	General Membership Services					
<b>TASK / PROJECT DESCRIPTION:</b>	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other project support.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	This service promotes implementation of the regional long-range transportation plan. COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There are no federal or state requirements concerning provision of services to member agencies. There are no certification review comments, corrective actions or recommendations related to this program. Member support provides assistance to agencies fulfilling activities related to <i>Communities in Motion</i> , air quality evaluations, and more detailed transportation planning activities such as corridor studies.					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Provide general assistance to member agencies as requested in the areas of:</b> Specific assistance determined per member agency requests, may include: Geographic Information Systems (GIS) (maps, data, and analyses) Data and travel demand modeling Demographic, development, and related information Traffic counts and related information Other requests as budget allows  <b>Specific requested assistance:</b> Provide modeling support for ACHD's CIP Update (10 workdays in Task 836) Update the Planning Functional Classification Map (30 workdays total: 20 workdays in task 701 and 10 workdays in 860) Assist Canyon Highway District #4 Impact Fee Feasibility and Analysis (20 workdays) Provide support to City of Star Circulation Study and Network Analysis (20 workday) Update the Boise State Bike Ped Master Plan (10 workdays) Update the Boise State All Hazards Map (8 workdays in Task 860)					Ongoing	
					As Needed	
<b>LEAD STAFF:</b>	Liisa Itkonen				<b>Expense Summary</b>	
<b>END PRODUCT:</b> Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.					Total Workdays: 167	
				Salary \$ 69,972		
				Fringe 30,970		
				Overhead 10,621		
				Total Labor Cost: \$ 111,563		
<b>ESTIMATED DATE OF COMPLETION:</b>				September-2020		
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies  Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other  Total Direct Cost: \$ - Total Cost: \$ 111,563	
CPG, K19258	\$ 76,497	\$ 26,877		\$ 103,374		
CPG, K19071				-		
Local / Fund Bal	6,060	2,129		8,189		
<b>Total:</b>	<b>\$ 82,557</b>	<b>\$ 29,006</b>		<b>\$ 111,563</b>		
				701		

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<b>PROGRAM NO.</b>	702			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Air Quality Outreach				
<b>TASK / PROJECT DESCRIPTION:</b>	The Air Quality Outreach program supports the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through managing a contract to cover the airing of television and radio public service announcements, and assisting in obtaining related earned media exposure as appropriate.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	COMPASS will assist DEQ and the Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code, which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ...(g) A fee, bond or insurance which is necessary to carry out the provisions of this section and to fund an air quality public awareness and outreach program. (http://www.legislature.idaho.gov/ldstat/Title39/T39CH1SECT39-116B.htm).				
<b>FY2020 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Public Service Announcements</b> Work with service provider to purchase radio and television air time for public service announcements, and assist in obtaining related earned media exposure as appropriate.					Ongoing
<b>LEAD STAFF:</b> Amy Luft					<b>Expense Summary</b>
<b>END PRODUCT:</b> Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Air Quality Board in reaching out to the public via public service announcements.					Total Workdays: 7
					Salary \$ 2,851
					Fringe 1,262
					Overhead 433
					Total Labor Cost: \$ 4,545
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Department of Environmental Quality
				\$ -	Ada County Air Quality Board
Special			50,000	50,000	
				-	
<b>Total:</b>	\$ -	\$ -		\$ 50,000	
					Total Direct Cost: \$ 45,455
					702 Total Cost: \$ 50,000

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<b>PROGRAM NO.</b>	703				<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Public Services					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information are not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	COMPASS responds to questions from the public and provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There are no federal or state requirements concerning provision of services to the public. However, these services support COMPASS' vision, mission, roles, and values, including: "...serve as a source of information and expertise..." (COMPASS Mission), "serve as the regional technical resource..." (Role #3 Expert), and "perform and share quality analyses" (Role #3 Expert).					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Provide assistance to public and non-member entities, as requested, in the areas of:</b> Geographic Information Systems (GIS) (maps, data, and analyses) Data and travel demand modeling Demographic, development, and related information Traffic counts and related information Other general requests for information						Ongoing
<b>LEAD STAFF:</b> Mary Ann Waldinger					<b>Expense Summary</b>	
<b>END PRODUCT:</b> Information assistance to the general public.					Total Workdays: 14	
					Salary \$	5,682
					Fringe	2,515
					Overhead	862
					Total Labor Cost: \$	9,059
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b> \$ -	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Member Agencies Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
				\$ -		
Local / Fund Bal			9,059	\$ 9,059		
<b>Total:</b>	\$ -	\$ -	\$ 9,059	\$ 9,059	Total Direct Cost: \$ -	
					703	Total Cost: \$ 9,059

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<b>PROGRAM NO.</b>	704			<b>CLASSIFICATION:</b>	Service
<b>TITLE:</b>	Air Quality Operations				
<b>TASK / PROJECT DESCRIPTION:</b>	To provide COMPASS labor supporting the ongoing administrative functions related to the operations of Air Quality Board. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Assisting COMPASS' members in meeting and improving air quality is one of the many planning services that COMPASS currently provides. Providing assistance to the Air Quality Board for its operating functions will free up time for its staff to focus on emissions testing.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW</b>	There is no federal requirement for this service.				
<b>FY2020 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>General Administration</b> Review standing agreements Conduct appropriate procurement processes and prepare contracts, as needed Facilitate updates to Air Quality Rules and Regulations, as needed Monitor general workplace and personnel needs Provide administrative assistance for agency needs  <b>Personnel Management</b> Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2020 benefit options  <b>Financial Management</b> Close FY2019 financial records and begin FY2020 Provide annual audit support and complete financial reports Complete COMPASS annual Audit Report Prepare and distribute year-end payroll reports Prepare financial reports for review by the Air Quality Board Maintain inventory of furniture, equipment, hardware and software  <b>Information Technology</b> Manage Information Technology consultant and coordinate work efforts Prioritize needs, analyze costs, make recommendations and implement system improvements Coordinate with staff to configure equipment and software to meet the needs of each position Maintain security and integrity of IT systems, and perform appropriate back ups					Aug As needed As needed Ongoing Ongoing  As needed   Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing  Ongoing
<b>LEAD STAFF:</b> Meg Larsen				<b>Expense Summary</b>	
End Product: Using the skills of COMPASS staff, provide for the administrative functions of the Air Quality Board.				Total Workdays: 87	
				Salary \$ 40,604	
				Fringe 17,971	
				Overhead 6,163	
				Total Labor Cost: \$ 64,738	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Air Quality Board
Air Quality Board			\$ 64,738	\$ 64,738	
					Professional Services \$ -
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ -
<b>Total:</b>	\$ -	\$ -	\$ 64,738	64,738	704 Total Cost: \$ 64,738

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

<b>FY2020 BENCHMARKS</b>	<b>MILESTONES / PRODUCTS</b>
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Attend member agency meetings and coordinate transportation-related planning activities with member agencies.	Ongoing
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<b>LEAD STAFF:</b> Matt Stoll	<b>Expense Summary</b>											
<b>END PRODUCT:</b> Ongoing staff liaison role to member agencies.	<table border="1"> <tr> <td>Total Workdays:</td> <td>64</td> </tr> <tr> <td>Salary</td> <td>\$ 30,220</td> </tr> <tr> <td>Fringe</td> <td>13,376</td> </tr> <tr> <td>Overhead</td> <td>4,587</td> </tr> <tr> <td><b>Total Labor Cost:</b></td> <td><b>\$ 48,183</b></td> </tr> </table>		Total Workdays:	64	Salary	\$ 30,220	Fringe	13,376	Overhead	4,587	<b>Total Labor Cost:</b>	<b>\$ 48,183</b>
Total Workdays:	64											
Salary	\$ 30,220											
Fringe	13,376											
Overhead	4,587											
<b>Total Labor Cost:</b>	<b>\$ 48,183</b>											
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020	<b>DIRECT EXPENDITURES:</b>											
<b>Funding Sources</b>		Professional Services \$ -										
<b>Participating Agencies</b>		Legal / Lobbying										
CPG, K19258	Ada	Canyon	Special	Total	Member Agencies	Equipment Purchases						
CPG, K19071	\$ 33,038	\$ 11,608		\$ 44,646		Travel / Education						
				-		Printing						
Local / Fund Bal	2,617	920		3,537		Public Involvement						
				-		Meeting Support						
						Other						
<b>Total:</b>	<b>\$ 35,655</b>	<b>\$ 12,528</b>		<b>\$ 48,183</b>		<b>Total Direct Cost:</b> \$ -						
					705	<b>Total Cost:</b> \$ 48,183						

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PROGRAM NO.	760			CLASSIFICATION:	Service		
TITLE:	Legislative Services						
TASK / PROJECT DESCRIPTION:	Work with and manage the 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:	There is no federal requirement for this process. The Board works together to identify and prioritize needs and projects.						
<b>FY2020 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<u>Federal Legislative Priorities</u> Work with COMPASS Executive Committee to identify priorities and position statements for federal legislation Obtain COMPASS Board approval of federal legislative priorities Educate and advocate on federal legislative priorities Evaluate possible legislative priorities for next federal legislative session					Oct-Nov Nov-Dec Dec-Sep May-Sep		
<u>State Legislative Priorities</u> Work with Executive Committee to identify possible priorities and position statements for FY2020 legislative session Obtain Board endorsement of FY2020 legislative priorities Educate and advocate on FY2020 legislative priorities Evaluate possible legislative priorities for FY2020 legislative session					Oct-Nov Nov-Dec Dec-Apr May-Sep		
LEAD STAFF:	Matt Stoll				<b>Expense Summary</b>		
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.					Total Workdays:	58	
					Salary	\$ 37,929	
					Fringe	16,787	
					Overhead	5,757	
					Total Labor Cost:	\$ 60,474	
ESTIMATED DATE OF COMPLETION:	September-2020				DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		Professional Services	
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying	\$ 85,950
				\$ -		Equipment Purchases	
						Travel / Education	18,000
						Printing	
						Public Involvement	
						Meeting Support	
Local / Fund Bal			175,524	\$ 175,524		Other	11,100
Total:	\$ -	\$ -	\$ 175,524	\$ 175,524	760	Total Direct Cost:	\$ 115,050
						Total Cost:	\$ 175,524

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<b>PROGRAM NO.</b>	761				<b>CLASSIFICATION:</b>	Service	
<b>TITLE:</b>	Growth Incentives						
<b>TASK / PROJECT DESCRIPTION:</b>	Provides assistance to COMPASS members, by evaluating growth incentive policies, reviewing best practices with stakeholders, and reporting to relevant committee.						
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	This service promotes linkage of the regional long-range transportation plan and local land use planning, as well as provides necessary information to land use agencies for evaluating policies, plans, and strategies for developing the employment market.						
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	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."						
<b>FY2020 BENCHMARKS</b>							
<b>MILESTONES / PRODUCTS</b>							
<b>Administration</b> Facilitate required annual meeting of Blueprint for Good Growth							April
<b>Policy Analysis</b> Evaluate growth incentive policies (best practices, legal requirements) as directed by relevant committee Report to workgroup/committee and identify pilot study							As needed
<b>LEAD STAFF:</b> Matt Stoll							<b>Expense Summary</b>
END PRODUCT: Blueprint for Good Growth annual meeting. The policy analysis, if requested, would work with land use and transportation agencies in identifying growth incentive strategies that could be implemented locally to meet the <i>Communities in Motion 2040</i> Vision by encouraging infill, redevelopment, and Major Activity Centers.							Total Workdays: 5
							Salary \$ 2,436 Fringe 1,078 Overhead 370 Total Labor Cost: \$ 3,884
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020							<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>			
	Ada	Canyon	Special	Total	Ada County Member Agencies		
CPG, K19258 CPG, K19071	\$ 3,599			\$ 3,599			
Local / Fund Bal	285			285			
<b>Total:</b>	<b>\$ 3,884</b>	<b>\$ -</b>		<b>\$ 3,884</b>			
							Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
							Total Direct Cost: \$ -
							761 Total Cost: \$ 3,884

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<b>PROGRAM NO.</b>	801			<b>CLASSIFICATION:</b>	System Maintenance
<b>TITLE:</b>	Staff Development				
<b>TASK / PROJECT DESCRIPTION:</b>	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies, and best practices and activities nationally.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The activities of this task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There are no federal or state requirements concerning provision of staff training; however, COMPASS provides staff with opportunities for training and education. Training examples include attending workshops and conferences sponsored by Federal Highway Administration, National Association of Regional Councils, American Planning Association, Western Planners, Association of Metropolitan Planning Organizations, and the Transportation Research Board, etc., to keep staff well informed.				
<b>FY2020 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
Staff training and development					Ongoing
<b>LEAD STAFF:</b> Meg Larsen <b>END PRODUCT:</b> Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					<b>Expense Summary</b> Total Workdays: 111 Salary \$ 45,588 Fringe 20,177 Overhead 6,920 <b>Total Labor Cost: \$ 72,685</b>
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	
CPG, K19258	\$ 49,839	\$ 17,511		\$ 67,350	Federal Highway Administration
CPG, K19071				-	Federal Transit Administration
Local / Fund Bal	3,948	1,387	40,000	45,335	
				-	
<b>Total:</b>	<b>\$ 53,787</b>	<b>\$ 18,898</b>		<b>\$ 112,685</b>	
					<b>Total Direct Cost: \$ 40,000</b> <b>801 Total Cost: \$ 112,685</b>

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<b>PROGRAM NO.</b>	820			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Committee Support					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	The COMPASS Joint Powers Agreement, Section 4.1.6(K), states, Open Meeting Law: All meetings of the Board shall be governed under the provisions of the Open Meeting Law, Chapter 2, Title 74, Idaho Code, and any amendments and/or recodification thereof.					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
Provide meeting coordination, materials, and follow-up to the Board, standing committees and workgroups.					Ongoing	
<b>LEAD STAFF:</b>	Meg Larsen				<b>Expense Summary</b>	
<b>END PRODUCT:</b> Ongoing support of committees to promote involvement and communication.					Total Workdays: 218	
					Salary \$ 89,127	
					Fringe 39,448	
					Overhead 13,528	
					Total Labor Cost: \$ 142,103	
<b>ESTIMATED DATE OF COMPLETION:</b>				September-2020		<b>DIRECT EXPENDITURES:</b>
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services \$ -
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying
CPG, K19258	\$ 97,437	\$ 34,235		\$ 131,672		Equipment Purchases
CPG, K19071				-		Travel / Education
Local / Fund Bal	7,718	2,712	2,000	12,431		Printing
				-		Public Involvement
				-		Meeting Support
				-		Other
<b>Total:</b>	<b>\$ 105,155</b>	<b>\$ 36,947</b>		<b>\$ 144,103</b>		Total Direct Cost: \$ 2,000
					820	Total Cost: \$ 144,103

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<b>PROGRAM NO.</b>	<b>836</b>	<b>CLASSIFICATION:</b>	<b>System Maintenance</b>
<b>TITLE:</b>	<b>Technical Support: Regional Travel Demand Model</b>		
<b>TASK / PROJECT DESCRIPTION:</b>	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.		
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.		
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	Federal Code 23 CFR § 450.322 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."		

**FY2020 BENCHMARKS** **MILESTONES / PRODUCTS**

<b>Key Elements</b>		
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 the Transportation Economic Development Impact System (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		Apr - Jul
Provide project and program evaluations using TREDIS for grant applications and ITD's Safety and Capacity Program		Oct - Aug
Reconcile demographic data and integrate in the current and forecast years of the regional model		Mar - May
<b>2050 Plan Technical Support</b>		
Provide technical and modeling support as needed for the early phases of the 2050 Plan.		Ongoing
<b>Special Tasks and Model Improvements</b>		
Implement updated TAZ structure, additional collectors, and update the entire model structure for the 2050 Plan		Oct - Jan
Run preliminary models using the new TAZs, collectors, 2050 horizon year, etc. to identify issues.		Jan - Mar
Implement feedback loop version of the regional travel demand model		Oct - Jan
Document mode choice model refinements as addendums to the completed calibration report		Oct - Mar
Provide modeling and technical assistance to ACHD CIP update		Ongoing
Provide technical analysis on member agency requests vetted through RTAC		Ongoing
Provide modeling and technical assistance to ITD's corridor and environmental studies		Ongoing
Provide technical analysis on unexpected member agency requests		Ongoing
Maintain the data foundation system and continue to incorporate into other data sources		Ongoing

<b>LEAD STAFF:</b> Mary Ann Waldinger		<b>Expense Summary</b>	
<b>END PRODUCT:</b> Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.		<b>Total Workdays:</b> 102	
		Salary	\$ 49,696
		Fringe	21,996
		Overhead	7,543
		<b>Total Labor Cost:</b>	<b>\$ 79,235</b>
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020		<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>		<b>Participating Agencies</b>	
	<b>Ada</b>	<b>Canyon</b>	<b>Special</b>
CPG, K19258	\$ 39,530	\$ 13,889	\$ 53,419
CPG, K19071			-
STP-TMA, K19060			20,000
			20,000
Local / Fund Bal	4,304	1,512	25,200
			31,016
			-
<b>Total:</b>	<b>\$ 43,834</b>	<b>\$ 15,401</b>	<b>\$ 45,200</b>
			\$ 104,435
		<b>Total Direct Cost:</b>	<b>\$ 25,200</b>
		<b>Total Cost:</b>	<b>\$ 104,435</b>

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<b>PROGRAM NO.</b>	838			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Technical Support: 2020/21 Travel Data Survey (key no. 19303)					
<b>TASK / PROJECT DESCRIPTION:</b>	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. Travel survey data are used to update various inputs and parameters necessary to facilitate the calibration and validation of the regional travel demand model. The data are also used to support other planning activities that benefit from high quality local data not available from any other source.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	Federal Code 23 CFR § 450.322 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Key Elements</b>						
Develop request for qualifications/proposals Release RFP/P Review submittals Select consultant Negotiate contract Review scope of work, survey methods, survey questions, etc Conduct "pilot" survey data collection Identify issues, make necessary refinements to the survey, methodology and / or questions Project management of the Travel Survey Data Collection project					Mar - Apr Apr May May May-Jun Jun - Jul Aug - Sept Aug - Sept Ongoing	
<b>LEAD STAFF:</b> Mary Ann Waldinger					<b>Expense Summary</b>	
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.					Total Workdays: 20	
					Salary \$ 9,744	Fringe 4,313
					Total Labor Cost: \$ 15,536	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020					<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Highway Districts	
CPG, K19258	\$ 10,653	\$ 3,743		\$ 14,396	Member Agencies	
CPG, K19071				-	Federal Highways Administration	
STP-TMA, K19303			138,990	138,990	Idaho Transportation Department	
Local / Fund Bal	8,991	3,159		12,150	Valley Regional Transit	
				-	Department of Environmental Quality	
				-		
<b>Total:</b>	<b>\$ 19,644</b>	<b>\$ 6,902</b>	<b>\$ 138,990</b>	<b>\$ 165,536</b>		
					Total Direct Cost: \$ 150,000	
					838	Total Cost: \$ 165,536

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<b>PROGRAM NO.</b>	842			<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Congestion Management Process					
<b>TASK / PROJECT DESCRIPTION:</b>	Maintain a functional congestion management system (CMS) for the Treasure Valley. Conduct data collection, update the congestion management process as needed, produce an annual Transportation System Monitoring Report, maintain regional intelligent transportation system (ITS) architecture. Research, provide, and monitor transportation demand management (TDM) strategies. Develop strategy for congestion management data collection.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Provides annual CMS report of the congestion levels on major corridors that compares previous year results, and explains the reason for the change. Typically, reason for change is improvements needed such as signal timing and ITS. Periodic needs are: baseline data collection of vehicle occupancy rates, additional research and evaluation of possible transportation demand management strategies.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	Federal Code 23 CFR § 450.322 -- Congestion Management Process is one of the Planning Factors and is required in Transportation Management Areas (TMA). COMPASS has 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. This process and its results have been integrated into the transportation improvement program prioritization process. Travel time data collection and a data management plan are also required for MPOs in federal legislation. Furthermore, FHWA Final Rule and FTA Policy on ITS requires that all ITS projects funded by highway trust fund or Mass Transit Account conform to the National ITS Architecture.					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>Congestion Management and Travel Time Data</b>						Jan-Mar Dec
Complete the Congestion Management Annual (CMA) report using the National Performance Measure Research Data Set (NPMRDS) for 2019 Complete the new Congestion Management Plan (CMP)						
<b>NPMRDS Travel Time Data and Process</b>						Ongoing
Develop a reference table to link the NPMRDS travel time data to the COMPASS unique ID (PMID) system Set up a process to match accident log data (from State Comm or ACHD) to the crash data and NPMRDS travel time data to evaluate system performance, recovery times and non-reoccurring congestion Set up a process to evaluate the impact of major roadway projects - under construction or completed to integrate into the CMA report per the new CMP Refine the process to calculate average speed using the NPMRDS data and consider using it for input speeds in the mode (supports travel demand model)						
<b>Transportation System Management and Ops (TSMO) and ITS Plan Update</b>						Feb-Apr Dec Oct-Dec Ongoing Aug-Oct
Complete the regional 2019 ITS inventory Accept the final TSMO and ITS Plan Project management of TSMO-ITS Plan update Refine the integration of management and operation strategies and TSMO projects into the long range plan (2050 plan) Project management of the I-84 Corridor Operations Study (start in summer 2020 extend into FY21)						
<b>LEAD STAFF:</b> Mary Ann Waldinger				<b>Expense Summary</b>		
<b>END PRODUCT:</b> Update of the Congestion Management Process and 2018 travel time data collection, analysis and report.						
				<b>Total Workdays:</b> 85		
				Salary \$ 41,413		
				Fringe 18,330		
				Overhead 6,286		
				<b>Total Labor Cost:</b> \$ 66,029		
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020				<b>DIRECT EXPENDITURES:</b>		
<b>Funding Sources</b>				<b>Participating Agencies</b>		
	Ada	Canyon	Special	Total	Highway Districts	
CPG, K19258	\$ 45,275	\$ 15,907		\$ 61,182	Member Agencies	
CPG, K19071				-	Federal Highways Administration	
STP-TMA, K18694			57,400	57,400	Equipment Purchases	
Local / Fund Bal	6,951	2,442		9,393	Travel / Education	
				-	Printing	
				-	Public Involvement	
				-	Meeting Support	
				-	Other	
					<b>Total Direct Cost:</b> \$ 61,947	
<b>Total:</b>	<b>\$ 52,226</b>	<b>\$ 18,349</b>	<b>\$ 57,400</b>	<b>\$ 127,976</b>	<b>842 Total Cost:</b> \$ 127,976	

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<b>PROGRAM NO.</b>	860		<b>CLASSIFICATION:</b>	System Maintenance	
<b>TITLE:</b>	Geographical Information System Maintenance (GIS)				
<b>TASK / PROJECT DESCRIPTION:</b>	Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Workgroup (RGAWG) to create regional data that can be used for many purposes.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:</b>	Federal Code 23 CFR § 450.324 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."				
<b>FY2020 BENCHMARKS</b>					
<b>MILESTONES / PRODUCTS</b>					
<b>Provide GIS Data Maintenance and Support for COMPASS Projects.</b> Data analysis, and maintenance for performance reporting and other planning needs Enterprise database creation Data integration GIS Technology 2020 Census (new construction program and BAS)					Ongoing
<b>GIS Cooperation</b> Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County Special Interest Group (SIG) meetings					Quarterly/as needed
<b>Regional Geographic Advisory Committee</b> Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data					Quarterly/as needed
<b>Regional Data Center</b> Expand and maintain authoritative regional GIS data COMPASS staff will conduct data accuracy checks and metadata on regional data sets					Ongoing
<b>FY20 CIM 2040 2.0 GIS Data and Mapping Support (55 workdays)</b> Roadways: pavement scoring Freight: identify needs and integrate into scenarios Active Transportation: maintain and update the regional bike/ped pathway plan Public Transportation: develop 2050 PT and fixed guideway system GIS layers, assist with first/last mile analysis and data needs					Nov - Feb As Needed Ongoing
<b>TIP</b> Provide ongoing support					Ongoing
<b>Orthophotography</b> Provide orthophotography data to private sector as needed Continue to plan for future orthophotography acquisition and funding					Ongoing
<b>FY 20 Member Requests</b> Update and maintain the planning functional classification GIS layers and map (10 workdays) Update Boise State Student All Hazards map (8 workdays)					Ongoing
<b>LEAD STAFF:</b> Eric Adolfson				<b>Expense Summary</b>	
<b>END PRODUCT:</b> 1) An expanded use of GIS technology and data for regional planning; and 2) Continued GIS coordination and development of the most accurate and up-to-date information possible.				Total Workdays: 462	
				Salary \$ 177,244	
				Fringe 78,448	
				Overhead 26,903	
				Total Labor Cost: \$ 282,595	
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	All Member Agencies
CPG, K19258	\$ 64,830	\$ 24,043		\$ 88,873	Professional Services \$ 125,000
CPG, K19071				-	Legal / Lobbying
STP-TMA, K19060			96,705	96,705	Equipment Purchases 42,000
				-	Travel / Education
Ortho Pre-Paid			83,333	83,333	Printing
Local / Fund Bal	10,878	3,822	249,318	264,018	Public Involvement
				-	Meeting Support
				-	Other
				-	Carry-Forward \$ 83,333
<b>Total:</b>	<b>\$ 75,708</b>	<b>\$ 27,865</b>	<b>\$ 429,356</b>	<b>\$532,929</b>	<b>Total Direct Cost: \$ 250,333</b>
				860	<b>Total Cost: \$ 532,928</b>

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<b>PROGRAM NO.</b>	990			<b>CLASSIFICATION:</b>	Indirect / Overhead
<b>TITLE:</b>	Direct Operations & Maintenance				
<b>TASK / PROJECT DESCRIPTION:</b>	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for COMPASS Board related events, meeting expenses, and equipment/software needs.				
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.				
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.				
<b>FY2020 BENCHMARKS</b>					
				<b>MILESTONES / PRODUCTS</b>	
Provide local dollars for expenditures not federally funded.					Ongoing
<b>LEAD STAFF:</b> Meq Larsen					<b>Expense Summary</b>
<b>END PRODUCT:</b> Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.					Total Workdays: 0
					Salary \$ -
					Fringe -
					Overhead -
					Total Labor Cost: \$ -
<b>ESTIMATED DATE OF COMPLETION:</b> September-2020				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>	
	Ada	Canyon	Special	Total	Member Agencies
				\$ -	
Other			24,000	24,000	
Local / Fund Bal			51,700	51,700	
				-	
<b>Total:</b>	\$ -	\$ -	\$ 75,700	\$ 75,700	
				990	Total Cost: \$ 75,700

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<b>PROGRAM NO.</b>	991			<b>CLASSIFICATION:</b>	Indirect / Overhead	
<b>TITLE:</b>	Support Services Labor					
<b>TASK / PROJECT DESCRIPTION:</b>	To provide labor to support the ongoing administrative functions related to the operations of COMPASS. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.					
<b>PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:</b>	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system.					
<b>FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:</b>	<p>The Office of Management and Budget (OMB) requires that a single audit be performed to ensure federal funds are being expended properly. The most recent OMB regulation issued for this purpose is Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). It includes uniform cost principles and audit requirements for federal awards to nonfederal entities and administrative requirements for all federal grants and cooperative agreements.</p> <p>Memorandum of Understanding 04-01, Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allow indirect costs as outlined in the agreement.</p>					
<b>FY2020 BENCHMARKS</b>						
<b>MILESTONES / PRODUCTS</b>						
<b>General Administration</b> Review standing agreements Conduct appropriate procurement processes and prepare contracts, as needed Update COMPASS operational policies as needed Monitor general workplace and personnel needs Provide administrative assistance for agency needs					Aug As needed As needed Ongoing Ongoing	
<b>Personnel Management</b> Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2020 benefit options					As needed	
<b>Financial Management</b> Close FY2019 financial records and begin FY2020 Provide annual audit support and complete financial reports Complete COMPASS annual Audit Report Prepare and distribute year-end payroll reports Complete budget variance information and report to the Finance Committee quarterly. Maintain inventory of furniture, equipment, hardware and software					Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing	
<b>Information Technology</b> Manage Information Technology consultant and coordinate work efforts Prioritize needs, analyze costs, make recommendations and implement system improvements Coordinate with staff to configure equipment and software to meet the needs of each position Maintain security and integrity of IT systems, and perform appropriate back ups Coordinate systems with member agencies					Ongoing	
<b>LEAD STAFF:</b>	Meg Larsen				<b>Expense Summary</b>	
<b>END PRODUCT:</b>	An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.				Total Workdays: 890 Salary \$ - Fringe - Overhead - Total Labor Cost: \$ -	
<b>ESTIMATED DATE OF COMPLETION:</b>	September-2020				<b>DIRECT EXPENDITURES:</b>	
<b>Funding Sources</b>				<b>Participating Agencies</b>		Professional Services \$ -
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying
				\$ -	Idaho Transportation Department	Equipment Purchases
				-		Travel / Education
				-		Printing
				-		Public Involvement
				-		Meeting Support
				-		Other
<b>Total:</b>	\$ -	\$ -		\$ -		Total Direct Cost: \$ -
					991	Total Cost: \$ -

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## COMPASS BOARD AGENDA ITEM VI-B

Date: December 16, 2019

### **2020 COMPASS State Legislative Positions**

#### **COMPASS supports increasing state and local transportation revenue.**

Idaho's current transportation funding level remains inadequate to address the state's needs. State and local transportation entities still face critical funding shortfalls for maintenance and expansion projects.

**Increase state motor fuels excise tax:** The state fuel excise tax is currently the most effective "user-fee" mechanism available to secure additional adequate funding for state and local transportation needs. COMPASS supports increasing the state fuel excise tax to meet the infrastructure needs of Idahoans, reduce congestion, increase safety, and improve the flow of freight.

**Consider indexing state fuels excise tax to rate of inflation:** Indexing the state fuels tax to rate of inflation would mitigate the challenges of increasing costs of construction over time, and the perceived political risk of active rate changes on the part of the legislature.

**Consider alternative user-charge concepts:** New automotive technologies and increased fuel efficiency necessitate expanding transportation user-fee concepts beyond fuel excise tax and automobile registration. A mileage-based user fee is reasonable to ensure all users of Idaho's roads and bridges pay a share of those costs.

**Reinstitute Strategic Initiatives "surplus eliminator" provision for transportation:** The Strategic Initiatives funding mechanism proved to be a useful mechanism for state and local maintenance projects. Those funds were used to successfully leverage additional federal grant funds for I-84. COMPASS supports reinstating this transportation funding mechanism and maintaining a 60-40 state/local share of those funds.

### **2020 COMPASS State Legislative Positions**

#### **1. Support Local Option Sales Tax Authority**

Local Option Sales Tax Authority legislation could provide local units of government a tool to request supplemental infrastructure revenue for specific projects as approved by voters. COMPASS recognizes the value of such a tool to enhance roadway and/or transit projects to the benefit of our region.

#### **2. Support dedicated funding source for public transportation**

Idaho is one of few states in the country that does not provide a dedicated funding source for public transportation needs. As the population of the state and region continues to grow and diversify, both urban and rural public transportation entities struggle to meet the mobility needs of their communities.

3. **Support statutory authority to implement High Occupancy Vehicle (HOV) lanes**  
Current statutory language restricts locations in which HOV lanes may be utilized.
  
4. **Support dedicated funding for safe, community-oriented bicycle and pedestrian options**  
Safe community and neighborhood-oriented bicycle and pedestrian options should be a priority for the state.
  
5. **Support a state-wide hands-free electronic device while driving statute**  
The use of electronic devices while driving has proven to be a major traffic safety issue in Idaho, responsible for a preventable number of injuries and deaths. COMPASS supports implementing a state-wide driving safety policy prohibiting the use of handheld devices while driving a motor vehicle on state and local roadways.
  
6. **Support implementation of a weight/distance fee for heavy commercial and farm vehicles**  
COMPASS supports implementation of a mileage-based fee structure for heavy vehicles travelling on state and local roadways to include out-of-state vehicles travelling through the state. Heavier axle weights exert proportionately more wear on Idaho roadways. An updated fee structure for heavier vehicles should account for the maintenance costs of such wear.

## COMPASS BOARD AGENDA ITEM VI-C

Date: December 16, 2019

### 2020 COMPASS Federal Transportation Position Statements

#### REAUTHORIZATION OF FAST ACT

**COMPASS encourages timely reauthorization of the FAST Act.**

The Fixing America's Surface Transportation (FAST) Act expires September 30, 2020. Consistent federal investment through a new long-term surface transportation reauthorization, developed in consultation with federal, state, and local partners, would allow local governments to address much-needed infrastructure improvements. Any new package must adequately reflect the role local governments play in the national transportation network.

#### FEDERAL TRANSPORTATION FUNDING

**Provide more direct funding to local governments and increase local decision-making authority:** The FAST Act made some progress toward more direct funding to local governments, while placing greater responsibility on those entities to develop and meet system performance goals. COMPASS encourages more direct allocation and flexibility to regions, MPOs, cities, and counties with transportation infrastructure responsibilities.

**Maintain and increase set-aside for off-system bridges:** Nearly eighty percent of the nation's bridges are the responsibility of local entities (not on the federal-aid highway system). This funding is needed for local entities to safely operate and maintain these bridge structures.

**Streamline the federal permitting process (One Federal Decision):** COMPASS supports the streamlining of the federal transportation project delivery process to facilitate timely construction of federally funded projects and reduce project delays and expense.

**Increase federal funding for public transportation:** Public transportation providers in both urban and rural areas of Idaho operate on very limited funding. Congress should provide more robust growth in federal public transportation programs to help public transportation systems meet the needs of their communities.

**Maintain federal support for non-motorized transportation options:** Encouragement to participate in, and incentives to provide safe bicycle and pedestrian mobility options should remain a priority for Congress. Federally funded transportation projects should incorporate safe bicycle and pedestrian pathways

**Support maintaining fiscal constraint requirement on long-range plans:** Long range transportation plans are currently required to be limited to projects that can be completed with the level of funding reasonably expected to be available. This is a responsible approach to transportation planning, and limits the creation of unreasonable expectations that projects could

be completed when funding is inadequate. COMPASS opposes eliminating the fiscal restraint requirements for long-range plans.

## **OTHER PROVISIONS**

### **Congress must provide long-term solvency of the Highway Trust Fund.**

COMPASS recognizes the Highway Trust Fund will become insolvent in 2021. Congress must solve this funding issue in a permanent, meaningful way, eliminating the need for short-term infusion of general fund dollars. Reauthorization proposals must address HTF funding to meet national transportation demands.

**Support federal fuel excise tax increase:** The federal fuel tax has not been increased since 1993 (26 years), and remains the most readily available “user-pay” solution to stabilizing the Highway Trust Fund.

**Index federal fuel tax to rate of inflation:** Indexing the motor fuels tax to rate of inflation will mitigate many of the political challenges associated with funding the Highway Trust Fund into the future.

**Add additional Road User Charge concepts:** Improvements in fuel efficiency and development of alternative fuel vehicles have a negative effect on the Highway Trust Fund. Additional user fee concepts such as a mileage-based user fees, are necessary to capture evolving trends and changes in relation to transportation infrastructure funding.

**Rail Corridor Use:** COMPASS urges Congress and the Federal Railroad Administration (FRA) to ensure that the expectations set in the Rail Passenger Service Act of 1970 (RPSA) for reasonable cooperation between intercity passenger rail providers and railroad companies is upheld. Agreements for local use of rail owned by rail companies should not be subjected to unreasonable compensation requests and unjustifiable delay, and the FRA should utilize their authority to achieve the intent of law.

## COMPASS BOARD AGENDA ITEM VI-D

Date: December 16, 2019

### Topic: Recommend *Communities in Motion 2050* Population Forecast

#### Request/Recommendation:

Approve the *Communities in Motion 2050* population forecast.

#### Summary:

As COMPASS begins the development of *Communities in Motion 2050* (CIM 2050), one of the initial steps in identifying needed transportation improvements is to predict demographic and growth changes. The CIM 2050 demographics forecast will be developed in three main phases, first, establish a control forecast, second, allocate growth to various subareas in the region, and third, reconcile the forecast annually to account for new, entitled developments.

On November 14, 2019, the Demographic Advisory Workgroup (DAWG) reviewed several methods of regional population forecasting, including:

- cohort component: forecast based on birth, death, and migration rates established by the DAWG
- econometric: forecast based on the regional economy
- peer or analogous area: forecast based on how similar metropolitan areas grew over the last several decades
- top-down or ratio: forecast based on the assumption that the Treasure Valley will grow in proportion to the forecasted population of the larger Rocky Mountain region
- trend: forecast based on the net increase since 2000.

The DAWG recommended averaging these forecasts for a 1.338% growth rate. This growth rate results in a 2050 population forecast of 1,075,000. COMPASS Board previously adopted a 2040 population forecast of 1,022,000 on October 17, 2011.

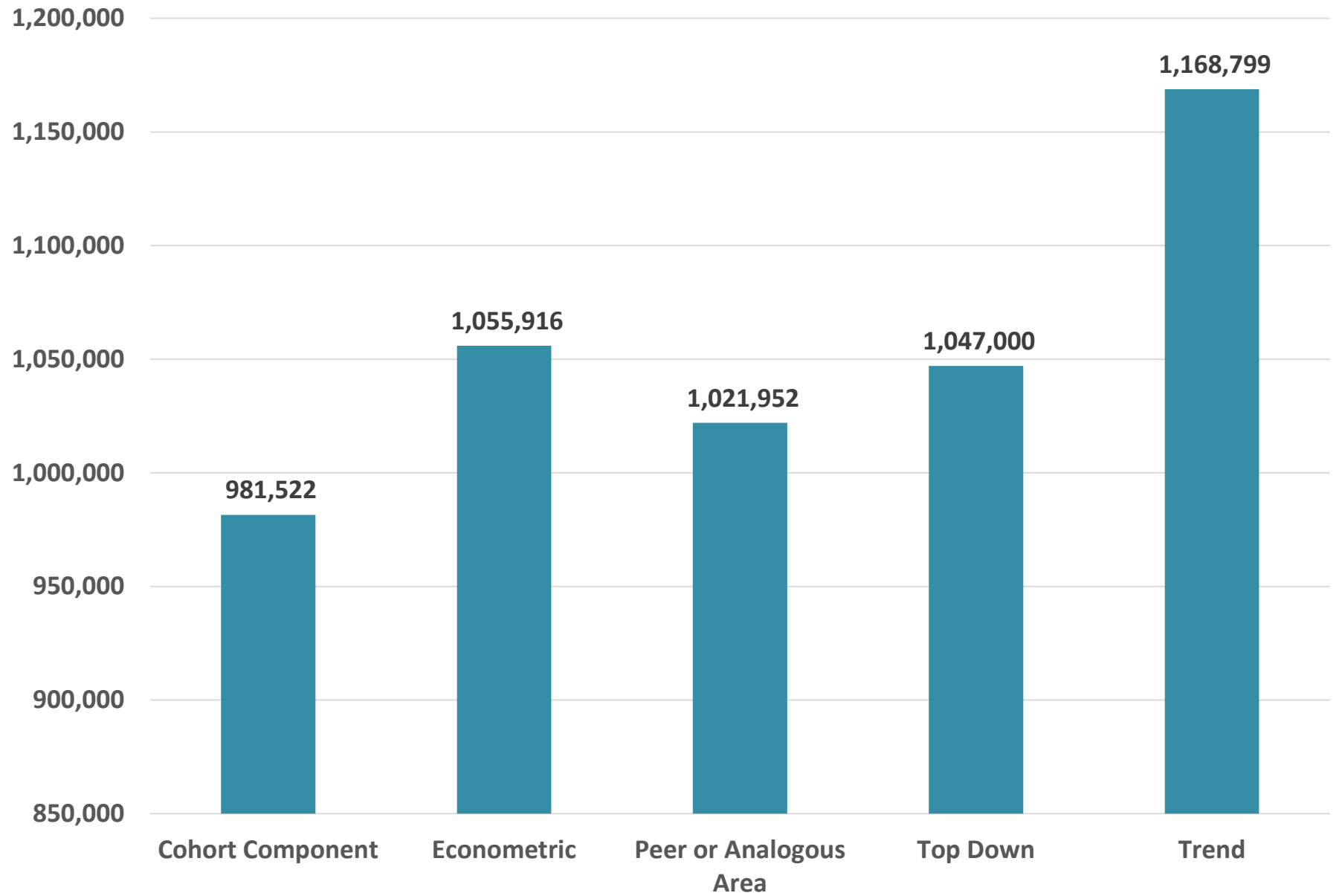
#### Implication (policy and/or financial):

The population forecast is the first step in developing a regional transportation plan and provides a baseline for doing transportation service deficiency analysis, air quality conformity, calculating housing demand, and infrastructure planning.

#### More Information:

- 1) Attachment—Population 2050 Forecast Methods
- 2) For additional information contact: Carl Miller, Principal Planner, at (208) 475-2239 or [cmiller@compassidaho.org](mailto:cmiller@compassidaho.org)

## Population 2050 Forecast Methods





## COMPASS BOARD AGENDA ITEM VI-E

Date: December 16, 2019

### Topic: National Highway System

#### Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' approval of recommended changes to the National Highway System (NHS). The Regional Transportation Advisory Committee (RTAC) recommended approval on November 20, 2019.

#### Background/Summary:

In June 2019, COMPASS staff was made aware that the NHS, updated under MAP-21 in October 2012, contained several locally owned roadways and was overdue for a review. Many of these locally owned roadways were added to the NHS in 2012 simply because they were designated as principal arterials. Per federal regulations, the NHS should consist of roadways important to the nation's economy, defense, and mobility. The current NHS in Ada and Canyon Counties consists of over 384 centerline miles (Attachment 1).

Shortly after the NHS was updated in 2012, RTAC reviewed the revised system, but was reluctant to make any changes at that time, as it was uncertain if National Highway Performance Program (NHPP) appropriations would be, in some way, linked to number of roadway miles on the NHS. It has since been clarified that NHPP appropriations are not tied to NHS mileage.

On the national front, the update to the NHS under MAP-21 added over 230,000 miles of roadway, but not without consequences. In 2016, the Federal Highway Administration (FHWA) issued a memo stating that it heard from the American Association of State Highway and Transportation Officials (AASHTO) and several states that the MAP-21 provision caused some **unintended consequences**, specifically related to bringing the newly added principal arterials into compliance with NHS federal requirements:

*"All highways on the NHS, including those segments added by MAP-21, must comply with applicable Federal regulations. These requirements include [design standards](#), contract administration, State-FHWA oversight procedures, Highway Performance Monitoring System reporting, National Bridge Inventory reporting, national performance measures data collection, and outdoor advertisement/junkyard control." ([National Highway System Question & Answers, updated 5/23/2013](#))*

In July 2019, COMPASS staff began a process to update the NHS in Ada and Canyon Counties by meeting with the six transportation agencies within the planning area that have local roads on the NHS.

In the August 2019 RTAC meeting, members discussed the NHS and the changes made to the system based on MAP-21. Following that, in the September RTAC meeting, members reviewed a high level summary of the proposed changes. In the October meeting, members reviewed the changes in detail, and in November moved to recommend COMPASS Board of Directors' approval of the changes.

In total, 129 centerline miles (33%) of 384 centerline miles currently on the NHS are recommended for deletion.

Pending COMPASS Board of Directors approval of the changes, COMPASS staff will submit the required materials to the Federal Highway Administration (FHWA) Idaho office for consideration and forwarding to FHWA-Headquarters. COMPASS staff anticipates submittal to the FHWA Idaho office by February 2020.

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

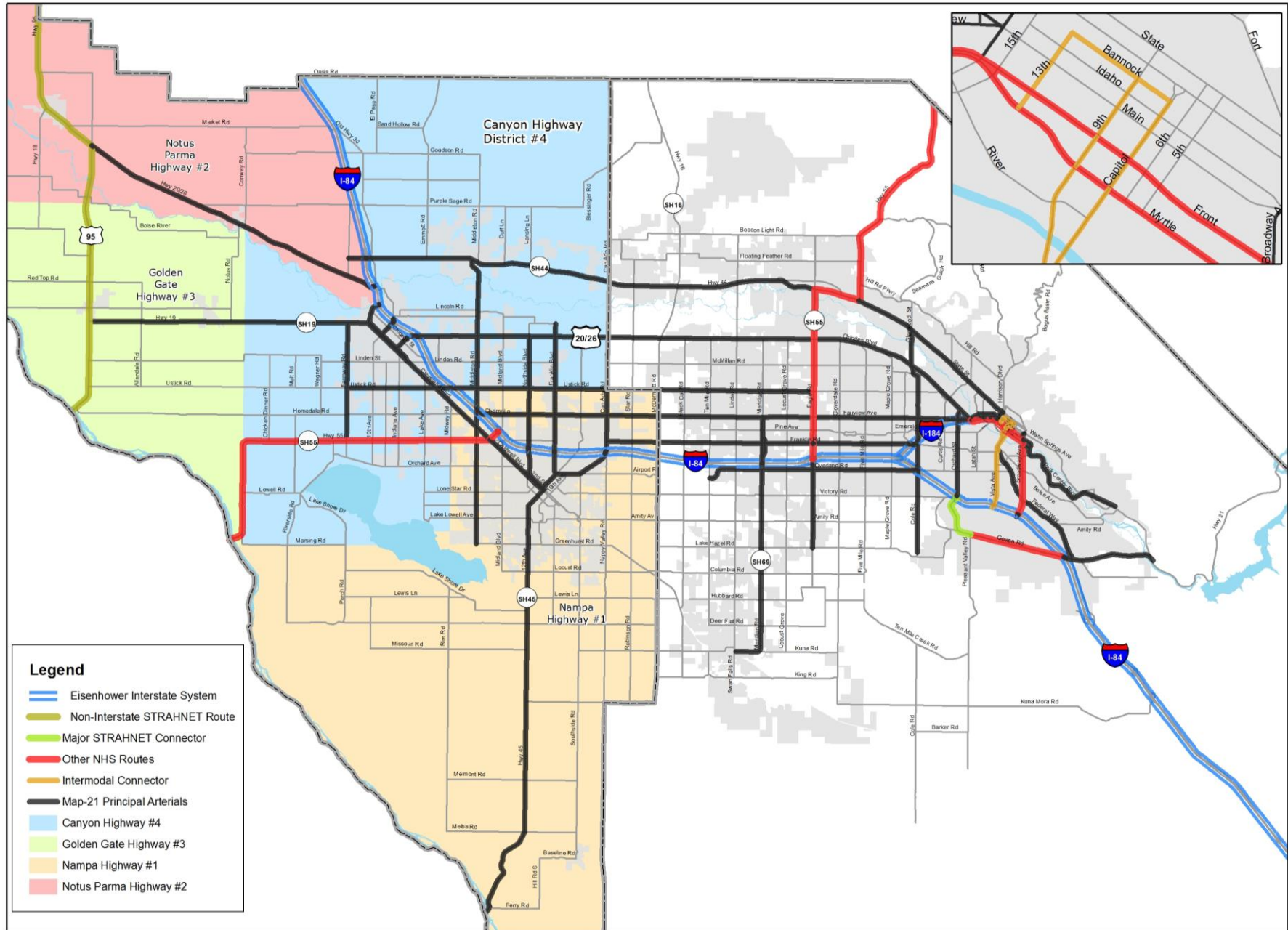
Local transportation agencies could be burdened with additional reporting, data collection, design requirements, contract administration, and oversight when implementing a roadway project if the roadway is needlessly on the NHS system. Deleting unnecessary roadways will alleviate these issues. These changes will not alter the functional classification of any roadways on the 2025 federal aid or planning functional classification maps.

**More Information:**

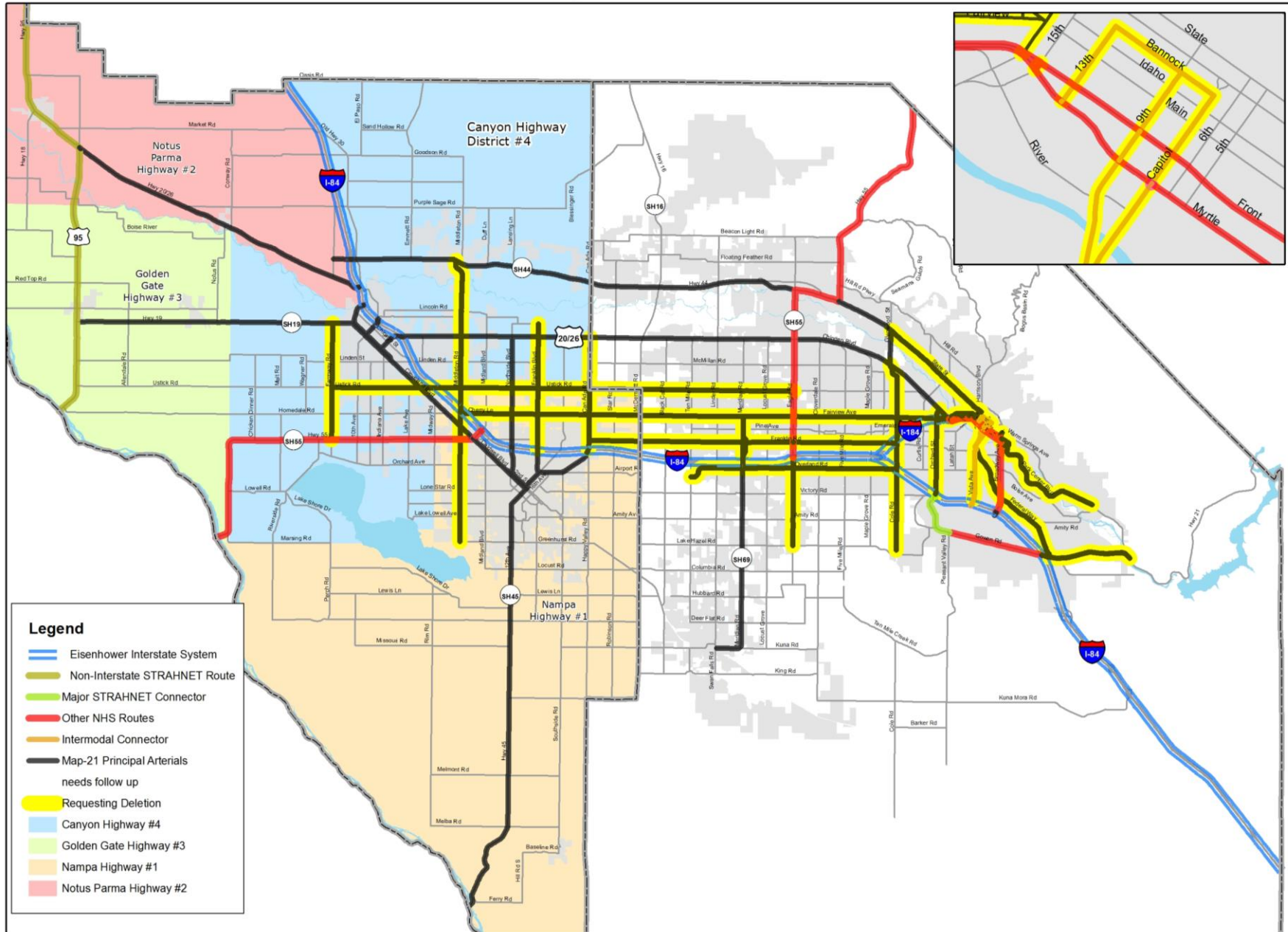
- 1) Attachment 1: NHS, Current
- 2) Attachment 2: NHS, Showing Requested Deletions
- 3) Attachment 3: NHS Draft Revised, Deletion List, and Maps
- 4) For detailed information contact: Mary Ann Waldinger, Principal Planner, at 208/475-2242 or [mwaldinger@compassidaho.org](mailto:mwaldinger@compassidaho.org).

MW: T:\FY20\800 System Maintenance\836 Regional Travel Demand Model\NHS\Board\_NHSmemo\_12\_19.docx

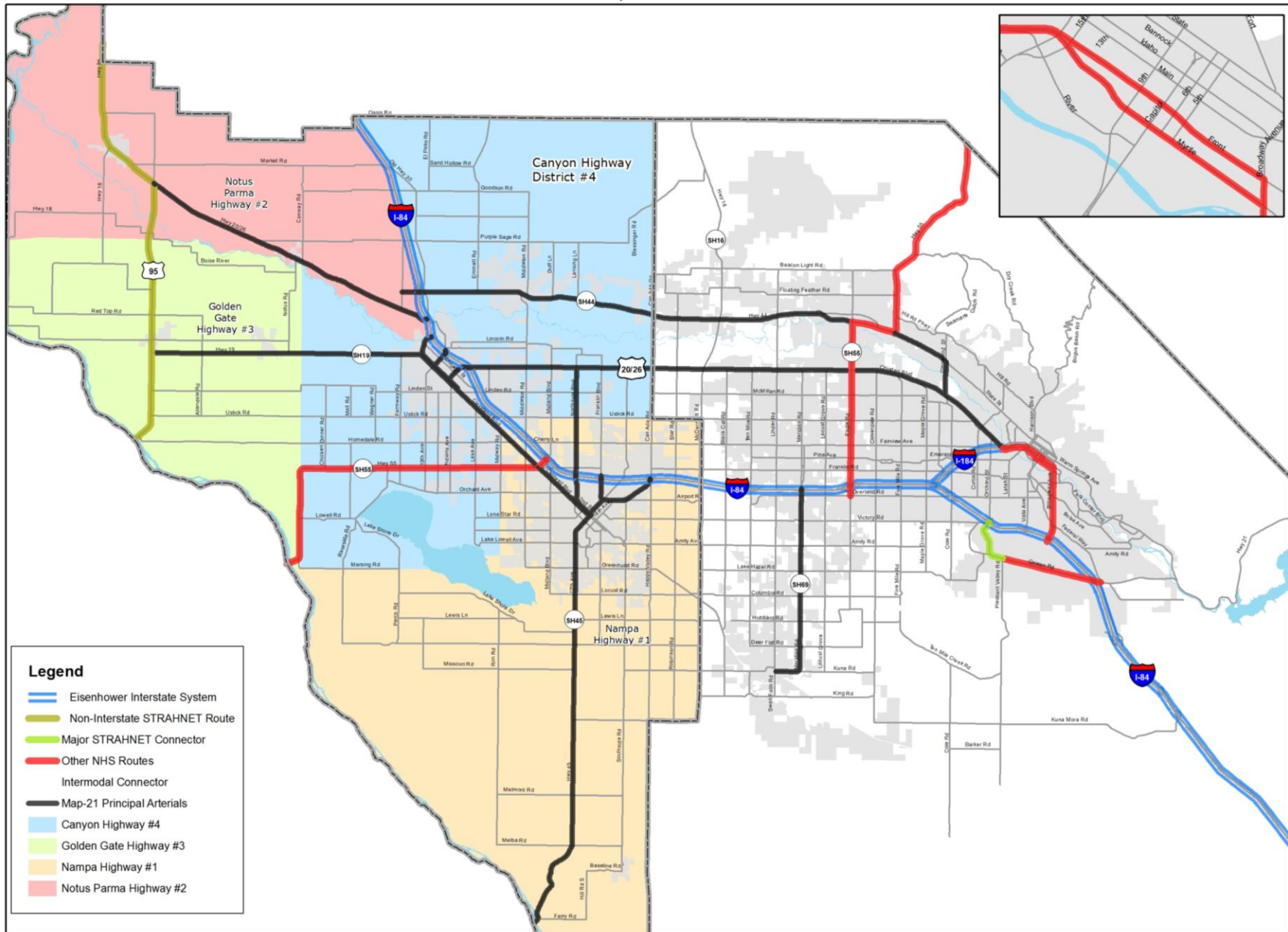
### National Highway System, Ada and Canyon County Current



National Highway System, Ada and Canyon County  
 \*\*Requested Deletions\*\*

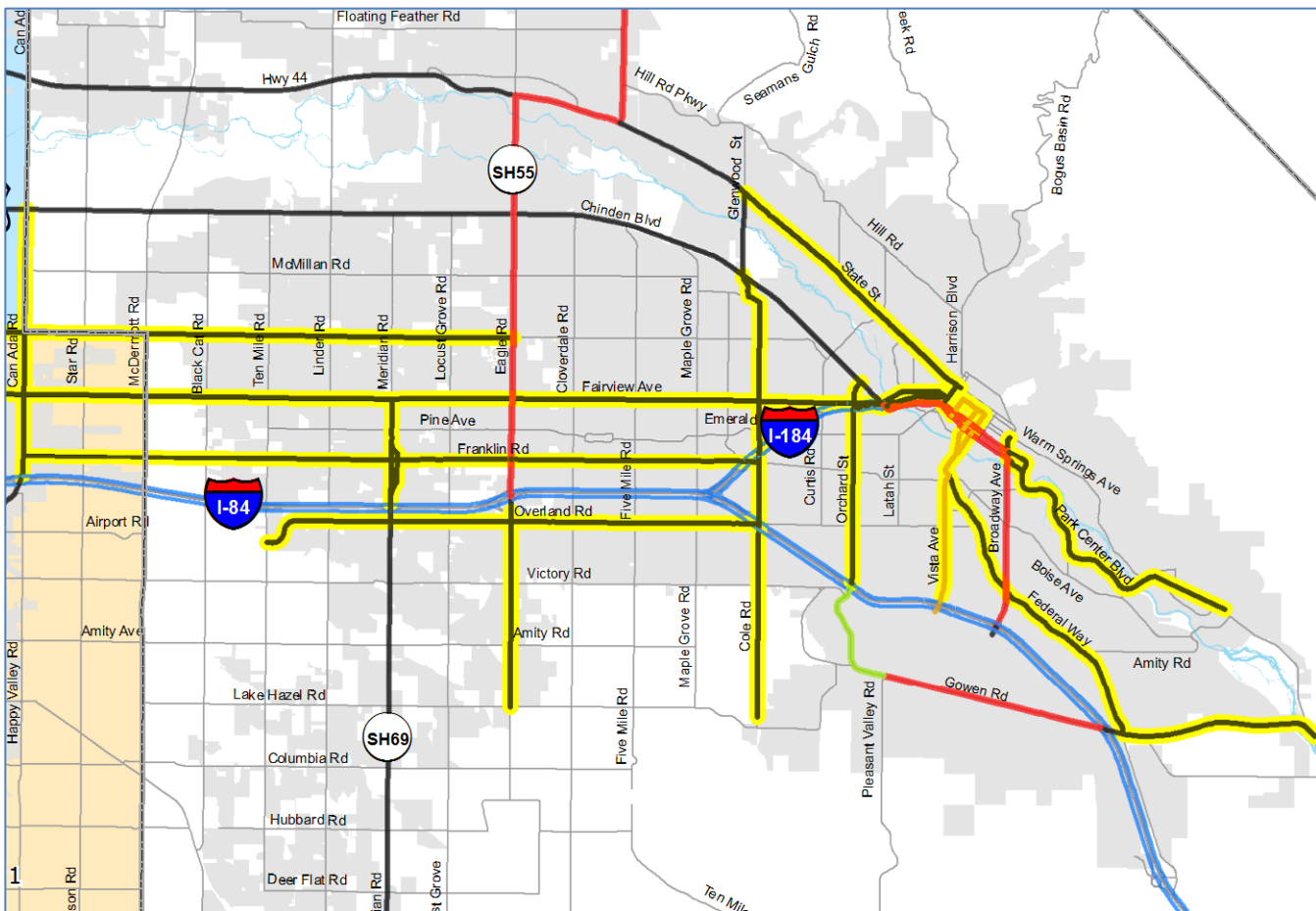


National Highway System, Ada and Canyon County  
 DRAFT, October 2019



List of ACHD and ITD's Roadways Designated on the NHS Requesting "Deletion" (highlighted in yellow on the map; see following page for an inset of requests in downtown Boise)

- State Street, Glenwood Street (SH 44) to 15<sup>th</sup> Street
- Ustick Road, Can Ada Road to Eagle Rd (SH 55)
- Fairview Avenue, McDermott Road to Orchard Street
- Main Street, Orchard Street to 16<sup>th</sup> St
- Fairview Avenue, Orchard Street to 16<sup>th</sup> St
- Franklin Road, McDermott Road to Cole Road
- Overland Road, Ten Mile Road to Cole Road
- Can Ada Road, Ustick Road to US 20/26
- Meridian Road, Exit 44 (Meridian Interchange) westbound ramps to Fairview Avenue
- Main Street in Meridian, Central Drive to the "crossover" at Meridian Road
- Eagle Road, Lake Hazel Road to Overland Road
- Cole Road/Mountain View Drive, N. Glenwood Street, Lake Hazel Road to US 20/26
- Orchard Street, Exit 52 (Orchard Interchange) westbound ramps to US 20/26
- Vista Avenue, I-84/Vista Avenue Westbound ramps to Capitol Boulevard
- Federal Way, SH 21 to Capitol Boulevard
- Parkcenter Boulevard, Eckert Road to Park Boulevard
- SH 21, Federal Way to Diversion Dam (ITD)



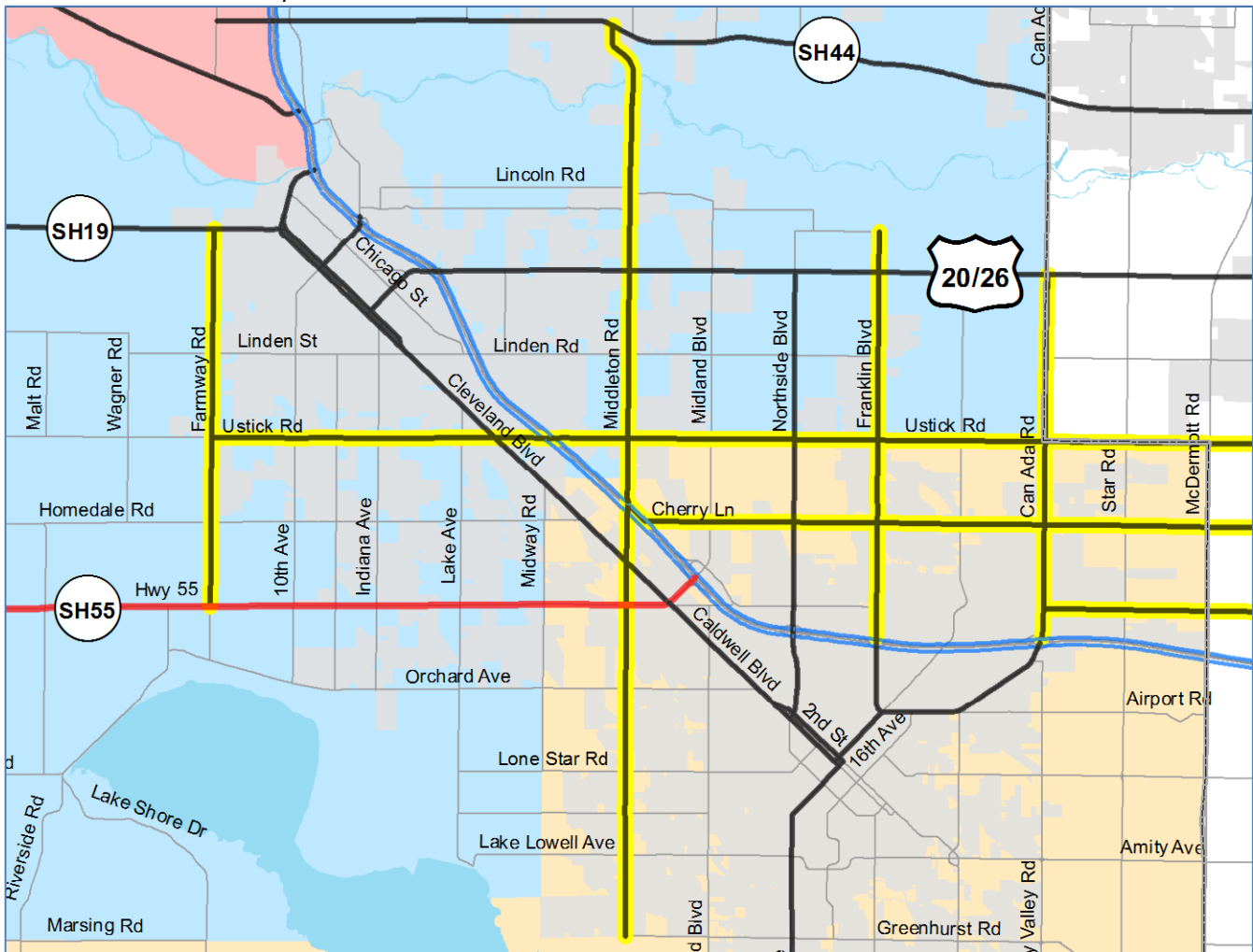
List of ACHD's Roadways Designated on the NHS in or near downtown Boise Requesting "Deletion" (highlighted in yellow on the map)

- 16<sup>th</sup> Street, Myrtle Street to State Street
- 15<sup>th</sup> Street, Myrtle Street to Front Street
- 13<sup>th</sup> Street, Myrtle Street to Bannock Street
- 9<sup>th</sup> Street, Capitol Boulevard / Island Avenue to Bannock Street
- Capitol Boulevard, Vista Avenue/Federal Way to Bannock Street
- Broadway Avenue, Front Street to Warm Springs Avenue
- E. Park Boulevard, Broadway Avenue to Parkcenter Boulevard
- E. Front Street, Broadway Avenue to Parkcenter Boulevard



List of City of Caldwell, City of Nampa, Nampa Highway District #1, and Canyon Highway District #4's Roadways Designated on the NHS Requesting "Deletion" (highlighted in yellow on the map)

- Farmway Road, SH 55 (Karcher Road) to SH 19 (Simplot Boulevard)
- Ustick Road, Farmway Road to Can Ada Road
- Middleton Road, Greenhurst Road to SH 44
- Cherry Lane, Middleton Road to McDermott Road
- Franklin Boulevard, I-84 Westbound Ramps (Exit 36) to Joplin Road
- Idaho Center Boulevard / Can Ada Road, I-84 Westbound Ramps (Exit 38) to US 20/26
- Franklin Road, Idaho Center Boulevard to McDermott Road







## COMPASS BOARD AGENDA ITEM VI-F

Date: December 16, 2019

### Topic: Amendment to the FY2019-2023 and FY2020-2026 Regional Transportation Improvement Programs (TIPs)

#### Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 04-2020 (Attachment 1) amending the FY2019-2023 and FY2020-2026 TIPs. The Regional Transportation Advisory Committee (RTAC) recommended approval on November 20, 2019.

#### Background/Summary:

COMPASS Policy 2019-02, COMPASS Regional Transportation Improvement Program (TIP) Amendments, requires COMPASS Board of Directors approval to amend the TIP in the following situations:

Criteria No.	Amendment Criteria	Public Involvement
1	Add new project	X
2	Remove project	X
3	Advance or delay funds across fiscal years outside the first four years of the program	
4	Significant change to project termini or scope	X
5	Change that affects air quality conformity demonstration	X
6	Transfer funding from the Federal Highway Administration (FHWA) to the Federal Transit Administration (FTA) or vice versa	
7	Change in project costs, if project total increases by more than 30% or \$2,000,000, whichever is less, with minimum change amount of \$25,000	
8	Conversion of funds from local to federal using limitations in #7	

A summary of the actions in the proposed amendment is provided below, including a reference to the criteria number requiring an amendment from the table above. Financial details are provided in Attachment 1. Letters of request are included in Attachment 2.

- The Idaho Transportation Department (ITD), on behalf of the City of Nampa, requests to delay the **Railroad Crossing, Midland Boulevard** project (**Key Number 22034**) from FY2019 to FY2020 and increase funding by \$29,000 to match the engineer's estimate. (Criteria #7)
- Valley Regional Transit (VRT) requests \$1,231,000 (60% increase) to increase the **Transit Asset Management, Boise Area** project (**Key Number 18788**) funded with FTA 5307 large urban dollars. In addition, this action carries \$495,000 in FY2019 funds to FY2020, increases FY2020 funds using unprogrammed dollars, and updates funds in FY2021 through FY2025. (Criteria #7)
  - VRT requests up to an additional \$2,000,000 each year for their **Transit Asset Management, Boise Area** project (**Key Number 19057**) funded with Surface Transportation Program (STP) funds in the Transportation Management Area (TMA) to cover the shortage of funds for asset replacement. Funds would transfer from the FHWA to FTA for obligation. (Criteria #6)

- Through TMA balancing on October 23, 2019, RTAC recommended \$14,000 to help fund this request using unprogrammed funds.
- Through TMA balancing on November 20, 2019, RTAC recommended \$77,758 to help fund this request. Funds are from **Capital Maintenance, ACHD – FY2016** (Key Number 13907), which is closing and has excess funding.
- The Ada County Highway District (ACHD) requests \$668,000 for construction and \$190,000 for right-of-way costs to increase **US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road)** in Ada County (**Key Number 19944**) to cover ACHD's portion of the US 20/26 and Locust Grove Road intersection improvements. ITD requests \$3,606,000 to match the final engineer's estimated cost of the remainder of the project. (Criteria #7)
  - Through TMA balancing on October 23, 2019, RTAC recommended \$110,000 using unprogrammed STP-TMA "one-time" funds be used to partially cover ACHD's construction request. The remainder will be shown as local funds, with the intent to convert local funds to federal aid when available.
  - ITD's request will be funded with state funds through the statewide balancing process using funds released from other projects.

None of these actions require public comment.

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

This amendment funds cost increases for four projects, allowing funds to be ready for immediate obligation. One project is also included for transparency.

While the FY2020-2026 TIP has been adopted by the COMPASS and Idaho Transportation Boards of Directors, it is not official until it is approved by FHWA and FTA. The current FY2019-2023 TIP remains in effect until final FHWA/FTA approval of the FY2020-2026 TIP, anticipated by December 31, 2019. Changes to projects in early FY2020 occur via amendments to the FY2019-2023 TIP.

**More Information:**

- 1) Attachment 1: Resolution 04-2020
- 2) Attachment 2: Request letters
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at 208/475-2238 or [ttisdale@compassidaho.org](mailto:ttisdale@compassidaho.org).

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**RESOLUTION NO. 04-2020**

**FOR THE PURPOSE OF AMENDING THE FY2019-2023 and FY2020-2026  
REGIONAL TRANSPORTATION IMPROVEMENT PROGRAMS**

**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**, no additional public comment is necessary for this action;

**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 FY2019-2023 and FY2020-2026 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

**WHEREAS**, the attached table details the amendment to the FY2019-2023 and FY2020-2026 Regional Transportation Improvement Programs.

**NOW, THEREFORE, BE IT RESOLVED**, that the Community Planning Association of Southwest Idaho's Board of Directors approves the amendment to the FY2019-2023 and FY2020-2026 Regional Transportation Improvement Programs.

**ADOPTED** this 16th day of December 2019.

**By:** \_\_\_\_\_  
**Tom Dale, Chair**  
**Community Planning Association**  
**of Southwest Idaho Board of Directors**

**ATTEST:**

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

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COMPASS Amendment #9 for the  
 FY2019-2023 Regional Transportation Improvement Program (TIP)  
 and Amendment #1 for the FY2020-2026 TIP  
 (Totals based on FY2019-2023 TIP)

Idaho Transportation Department, October 7, 2019

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
22034	Railroad Crossing, Midland Boulevard, Nampa	2019	10 <u>0</u>					40 <u>0</u>	50 <u>0</u>
	Funding Source: Fed RRX	2020	0 <u>3</u>			0 <u>64</u>	0 <u>12</u>		0 <u>79</u>
	Upgrade signals at the Midland Boulevard Union Pacific Railroad crossing. (Federal = \$71,000)	2021							0
		2022							0
		2023							0
		PD (2024)							0
	Delay project from FY2019 to FY2020. Decrease PE by \$7,000 and construction by \$40,000. Increase UT by \$64,000 and CE by \$12,000 to match engineer's estimate.	SUM	10 <u>3</u>	0	0	0 <u>64</u>	0 <u>12</u>	40 <u>0</u>	50 <u>79</u>
	Overall previous obligations = \$0 Overall increase = 57.0%								

Valley Regional Transit, October 11, 2019

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
18788	Transit Asset Management, Boise Area, VRT	2019						495 <u>0</u>	495 <u>0</u>
	Funding Source: FTA 5307 LU	2020						295 <u>2021</u>	295 <u>2021</u>
	Fund capital projects identified in the Transit Asset Management Plan in the Boise Urbanized Area. (Federal = \$2,533,000)	2021						295 <u>229</u>	295 <u>229</u>
		2022						295 <u>229</u>	295 <u>229</u>
		2023						295 <u>229</u>	295 <u>229</u>
	Carry over \$495,000 from FY2019 to FY2020 and increase FY2020 by \$1,231,000 using unprogrammed funds. Adjust out year funding to match FY2020-2026 TIP.	PD (2024)						295 <u>229</u>	295 <u>229</u>
		PD (2025)						295 <u>229</u>	295 <u>229</u>
	Previous obligations = \$0 Increase = 60.71%	SUM	0	0	0	0	0	1970 <u>3166</u>	1970 <u>3166</u>

Regional Transportation Advisory Committee, October 23, 2019, and November 20, 2019  
Idaho Transportation Department, October 24, 2019

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19057	Transit Asset Management, Boise Area, VRT – FY2020	2019							0
	Funding Source: STP-TMA	2020						1575 <u>1667</u>	1575 <u>1667</u>
	Fund capital projects identified in the Transit Asset Management Plan in 2020 in the Boise Urbanized Area. (Federal = \$1,545,000)  <b>Increase construction by \$91,758 to replace assets with scores of 2.0 or less in the Asset Management Plan. Funds from unprogrammed amount (\$14,000) and KN 13907 (\$77,758).</b>  Overall previous obligations = \$0 Overall increase = 5.83%	2021						0	
		2022						0	
		2023						0	
		PD (2024)						0	
		SUM	0	0	0	0	0	1575 <u>1667</u>	1575 <u>1667</u>
13907	Capital Maintenance, ACHD – FY2016	2019							0
	Funding Source: STP-TMA	2020					ϑ <u>-1</u>	ϑ <u>-77</u>	ϑ <u>-78</u>
	Supplement the local maintenance program, to complete work such as overlays on arterials and collectors in the Boise Urbanized Area. (Federal = \$72,000)  <b>Decrease CE by \$1,016 and CN by \$76,742. Move funds to KN 19057.</b>  Overall previous obligations = \$590,000 Overall decrease = 13.18%	2021						0	
		2022						0	
		2023						0	
		PD (2024)						0	
		SUM	0	0	0	0	ϑ <u>-1</u>	ϑ <u>-77</u>	ϑ <u>-78</u>
19944	US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County	2019		125					125
	Funding Source: STP-TMA (“One-Time”)	2020						ϑ <u>110</u>	ϑ <u>110</u>
	Widen US 20/26 (Chinden Boulevard) between Locust Grove Road and SH-55 (Eagle Road) in the Cities of Boise, Eagle, and Meridian. (Federal = \$218,000)  <b>Increase construction by \$110,000 to partially cover ACHD’s legs of the US/2026 and Locust Grove Road intersection. Funds from unprogrammed amount.</b>  Overall previous obligations = \$2,112,000 Overall project total = \$18,636,000 Overall increase = 31.50%	2021						0	
		2022						0	
		2023						0	
		PD (2024)						0	
		SUM	0	125	0	0	0	ϑ <u>110</u>	125 <u>235</u>

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
19944	US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County	2019						0	0
	Funding Source: Local Participating	2020			0			0	0
	<b>Same as above.</b> (Federal = \$0)	2021							0
		2022							0
		2023							0
		PD (2024)							0
	<b>Increase RW by \$190,000 and CN by \$558,000 to partially cover ACHD's legs of the US/2026 and Locust Grove Road intersection.</b>	SUM	0	0	0	0	0	0	0
					<u>190</u>			<u>558</u>	<u>748</u>
19944	US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County	2019			2935				2935
	Funding Source: TECM	2020	0	0	0		500	8500	9000
	<b>Same as above.</b> (Federal = \$0)	2021	<u>-90</u>	<u>-11</u>	<u>-100</u>		<u>1103</u>	<u>11705</u>	<u>12607</u>
		2022							0
		2023							0
		PD (2024)							0
	<b>Decrease PE by \$90,000, PEC by \$11,000 and ROW by \$100,000. Increase CE by \$603,000 and CN by \$3,205,000 to match engineer's estimate. Funds from statewide balancing.</b>	SUM	0	0	2935	0	500	8500	11935
			<u>-90</u>	<u>-11</u>	<u>2835</u>		<u>1103</u>	<u>11705</u>	<u>15542</u>

5307 = transit urban formula funds  
ACHD = Ada County Highway District  
CE = Construction Engineering  
CN = Construction  
Fed RRX = Federal Railroad Crossing  
FTA = Federal Transit Administration  
FY = Fiscal Year

LU = Large Urban (Boise Urbanized Area)  
PE = Preliminary Engineering  
PEC = Preliminary Engineering Consultant  
PD = Preliminary Development  
RW = Right-of-Way  
SH = State Highway  
STP = Surface Transportation Program

TECM = Transportation Expansion and Congestion Mitigation  
TMA = Transportation Management Area (Boise Urbanized Area)  
US = United State (highway)  
UT = Utilities

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October 11, 2019

Matt Stoll, Executive Director  
 COMPASS  
 700 NE 2<sup>nd</sup> Street, Suite 200  
 Meridian, ID 83642

**RE:** FY19 TIP Un-Programmed 5307 LU/SU and STP TMA funding carryforwards and TIP Amendments and Modifications

Dear Matt,

Valley Regional Transit is requesting the following projects be carried forward to the FY2020 TIP.

Key Number	Federal Fiscal Year	Funding Source	Description	Federal Amount	Local	Carry Forward Amount	Reason
<b>LARGE URBAN</b>							
19122	2018	5339	Rolling Stock, Infrastructure and Technology	\$ 123,936	\$ 30,984	\$ 154,920	Needs to be obligated
19122	2019	5339	Rolling Stock, Infrastructure and Technology	\$ 555,000	\$ 138,750	\$ 693,750	Needs to be obligated
18788	2019	5307 LU	Rolling Stock, Infrastructure and Technology	\$ 1,389,519	\$ 347,380	\$ 1,736,899	Carry forward. Appropriation was larger and VRT is able to do more capital projects with the additional funding. Needs to be obligated.
18854	2019	5307 LU	Planning Program Support and Short Range Planning	\$ 352,000	\$ 88,000	\$ 440,000	Needs to be obligated
18847	2019	5307 LU STP	Rolling Stock, Infrastructure and Technology	\$ 129,724	\$ 10,276	\$ 140,000	Needs to be obligated
<b>SMALL URBAN</b>							
18781	2017	5307 SU	Rolling Stock, Infrastructure and Technology	\$ 147,000	\$ 36,750	\$ 183,750	Needs to be obligated
18781	2018	5307 SU	Rolling Stock, Infrastructure and Technology	\$ 405,000	\$ 101,250	\$ 506,250	Needs to be obligated
20789	2018	5307 SU	Rolling Stock, Infrastructure and Technology	\$ 248,800	\$ 62,200	\$ 311,000	TVT Nampa TOD Project, needs to be obligated
18842	2019	5307 SU	Planning Program Support and Short Range Planning	\$ 246,603	\$ 61,651	\$ 308,254	Needs to be obligated
18781	2019	5307 SU	Rolling Stock, Infrastructure and Technology	\$ 841,118	\$ 210,280	\$ 1,051,398	Needs to be obligated

Valley Regional Transit has existing funding in FY2019 and FY2020 respectfully requests the following administrative amendment and modifications to the FY2020-2026 TIP as reflected on the next page:



Key Number	Federal Fiscal Year	Funding Source	Description	Current TIP	Federal Amount	Local	Amended Total F/L Amount	Reason
<b>Large Urban</b>								
18788	2019	5307 LU	Rolling Stock, Infrastructure and Technology	\$ 183,000	\$ 1,616,634	\$ 404,159	\$ 2,020,793	Appropriation was larger and VRT is able to do more capital projects with the additional funding for VRT and Subrecipient
18854	2020	5307 LU	Planning and Mobility Implementation	\$ 806,000	\$ 1,213,092	\$ 303,273	\$ 1,516,365	Primary increase is for Mobility Implementation due to the tremendous growth within the mobility programs.
19137	2020	5307 LU	Preventive Maintenance and Demand Response	\$ 2,086,000	\$ 2,540,034	\$ 635,009	\$ 3,175,043	Balancing projects to to budget actuals.
<b>Small Urban</b>								
18781	2018	5307 SU	Rolling Stock, Infrastructure and Technology	\$ -	\$ 405,000	\$ 101,250	\$ 506,250	Add to TIP, additional appropriation
18842	2020	5307 SU	Planning and Mobility Implementation	\$ 302,000	\$ 572,865	\$ 143,216	\$ 716,081	Balancing projects to to budget actuals.
18781	2020	5307 SU	Rolling Stock, Infrastructure and Technology	\$ 1,130,000	\$ 690,793	\$ 172,698	\$ 863,491	Reduce TIP to reflect new amount.

Please contact me if you have any questions about this request. Thank you in advance for your consideration.

Sincerely,

Kelli Badesheim  
VRT Executive Director

KB:kj



**TO:** Matt Stoll, Executive Director, COMPASS  
**FROM:** Kelli Badesheim, Executive Director, VRT  
**SUBJECT:** Request for Surface Transportation Funding  
**DATE:** July 8, 2019

**Summary:**

As the Regional Public Transportation Authority (RPTA) for Ada and Canyon counties, Valley Regional Transit (VRT) is responsible for developing a list of funded and unfunded public transportation capital needs in the region. The VRT Board of Directors adopted the Transit Asset Management (TAM) Plan in 2018. The plan requires an analytical process to prioritize all regional public transportation assets. VRT uses this prioritization process to improve and maintain all public transportation assets in a State of Good Repair (SGR). The following outlines the process for asset management and the findings of our current replacement and maintenance priorities for capital required to support existing services in the region.

VRT adopted a policy to establish the TAM target of 2.5 for most of the asset categories. VRT defines the assets below 2.5 as either delayed replacement or deferred maintenance. VRT completed an analysis to determine the level of investment required to replace all assets under the 2.5 score in a five-year replacement/improvement scale. VRT score assets and update the analysis each year.

VRT staff provided the details of the analysis to the Regional Technical Advisory Committee (RTAC) on June 26, 2019. The information provided in the packet outlined the details of the annual investment required to reach the five-year replacement/improvement goal. The total need to address the capital backlog for the region is \$35 million. VRT has federal funding to address the issues in the small urban area. VRT requires up to \$2 million annually in additional federal funding in the large urban area to meet the replacement goal.

**Recommendation/Request:**

Based on the average annual need, VRT requests up to \$2 million each year to address assets in the Boise system with scores between 0.0 through 2.5. VRT would fund projects identified in the Transit Asset Management Plan including rollingstock replacement, CNG fueling system improvements, and infrastructure improvements. In addition, the projects represented in these categories are “shovel ready” and can be selected and scaled based on the additional federal funding secured. The local match

has been identified and is currently being secured through VRT's annual budgeting process.

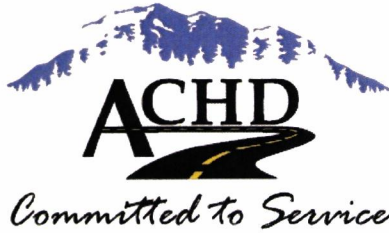
**Implication (policy and/or financial):**

Maintaining public transportation assets in a state of good repair is critical to ensure the continuity and cost effective delivery of regional public transportation services. The asset management system provides a data-drive approach to achieving priorities that ensure assets are replaced at the optimal time.

Please contact me if you have any questions. Thank you in advance for considering this request.

<b>Approved STP Funding FY20</b>	<b>\$1,575,000</b>
Approved 10/23/19	<b>\$14,000</b>
	<b>\$1,589,000</b>

Priority	Sponsor	Description	Funded	FY20 STP Request	FY20 Unfunded Remaining
	Boise State	>30' Replacement Bus	\$ 151,090		
1	Valley Regional Transit	35' Buses (0.6-1.0)	\$ 1,437,910	\$ 2,000,000	\$ 1,321,728
			<b>\$ 1,589,000</b>	<b>\$ 2,000,000</b>	<b>\$ 1,321,728</b>



Rebecca W. Arnold, President  
Mary May, 1<sup>st</sup> Vice-President  
Sara M. Baker, 2<sup>nd</sup> Vice-President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner

September 4, 2019

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

Dear Mr. <sup>Matt</sup>Stoll:

ACHD requests \$668,000 in FY2020 federal funds to pay for construction of ACHD's legs of the US Highway 20/26 (Chinden Blvd) and Locust Grove Road intersection improvement project (KN 19944). This is an ITD project, and ACHD has an executed Cooperative Agreement with ITD for the design, construction and funding of ACHD's portion of KN 19944. ACHD seeks federal funds for joint projects with ITD when the projects have been designed to federal standards and they require ACHD's financial participation. Additionally, because of the inclusion of STAR funding, ITD advanced Chinden Blvd projects from FY2022 to FY2020.

Please distribute funds within the project like this:

CC - \$0 + \$27,750 = \$27,750

CE - \$0 + \$55,500 = \$55,500

CN - \$0 + \$584,750 = \$584,750

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

Sincerely,

David G. Wallace  
Deputy Director, Planning and Projects  
Ada County Highway District



Rebecca W. Arnold, President  
Mary May, 1<sup>st</sup> Vice-President  
Sara M. Baker, 2<sup>nd</sup> Vice-President  
Jim D. Hansen, Commissioner  
Kent Goldthorpe, Commissioner

June 17, 2019

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

Dear Mr. Stoll:

ACHD would like to request \$190,000 in FY2019 federal funds to purchase right-of-way for ACHD's legs of the US Highway 20/26 (Chinden Blvd) and Locust Grove Road intersection improvement project (KN 19944). ACHD has an executed Cooperative Agreement with ITD for the design, construction and funding of KN 19944.

Please distribute funds within the project like this:

RW - \$0 + \$190,000 = \$190,000

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

Sincerely,

David G. Wallace  
Deputy Director, Planning and Projects  
Ada County Highway District

## COMPASS BOARD AGENDA ITEM VI-G

Date: December 16, 2019

### Topic: 2020 COMPASS Board Officer Slate

#### Request/Recommendation:

Approve 2020 COMPASS Board Officer slate as recommended by COMPASS Executive Committee.

#### Background/Summary:

The COMPASS Bylaws specify the succession, nomination, consideration, election, and duties of Board Officers as follows:

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

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

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

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

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

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

**The COMPASS Executive Committee met on Tuesday, November 12, 2019, to consider the nominations submitted for the COMPASS Secretary-Treasurer and the succession of the current Board Officers for 2020. The Executive Committee nominates the following slate of Board Officers for 2020 for the COMPASS Board of Directors' consideration at the annual meeting on Monday, December 16, 2019:**

- **Chair – Councilmember Elaine Clegg, City of Boise**
- **Chair-Elect – Mayor Garret Nancolas, City of Caldwell**
- **Vice Chair – Mayor Joe Stear, City of Kuna**
- **Secretary-Treasurer – Mayor Debbie Kling, City of Nampa**
- **Immediate Past Chair – Commissioner Tom Dale, Canyon County**

Per the COMPASS Bylaws, any additional nominations need to be filed with the Board by any five (5) Voting Board Members no later than December 1, 2019, which is 15 days prior to the annual Board of Directors' meeting on Monday, December 16, 2019. No additional nominations were received by December 1, 2019.

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

If the Executive Committee recommended Board Officer slate is not approved, the existing officers would continue in their positions until new Board Officers can be elected by the Board of Directors.

**More Information:**

- 1) For detailed information contact: Matt Stoll, Executive Director, at (208) 475-2266 or [mstoll@compassidaho.org](mailto:mstoll@compassidaho.org).



## OCTOBER 2019 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p><b>UNIFIED PLANNING WORK PROGRAM (UPWP) DEVELOPMENT AND FEDERAL ASSURANCES</b></p> <p style="text-align: right;"><b>MEG LARSEN</b></p> <ul style="list-style-type: none"> <li>• Completed end-of-year work for FY2019 and began development of Revision 1 of the FY2020 UPWP.</li> <li>• Processed and tracked revenues and expenditures associated with the FY2020 UPWP.</li> <li>• Tracked changes and announcements in the Federal Register.</li> <li>• Completed state fiscal year 2019 Title VI annual report; submitted to the Idaho Transportation Department.</li> </ul>
620	<p><b>DEMOGRAPHICS AND GROWTH MONITORING</b></p> <p style="text-align: right;"><b>CARL MILLER</b></p> <ul style="list-style-type: none"> <li>• Continued work on developing the 2050 demographic forecast.</li> <li>• Completed the 2020 Census Bureau New Construction Program.</li> <li>• Completed 5 development checklists for city of Boise, Meridian, and Canyon County.</li> <li>• Presented COMPASS' regional census outreach efforts to the Census 2020 State Complete Count Committee on October 9, 2019.</li> <li>• Hosted a Census 2020 Regional Complete Count Committee meeting on October 9, 2019.</li> <li>• Prepared and published a Census 2020 regional website: <a href="https://www.treasurevalleycensus.com/">https://www.treasurevalleycensus.com/</a>.</li> </ul>
653	<p><b>COMMUNICATION AND EDUCATION</b></p> <p style="text-align: right;"><b>AMY LUFT</b></p> <ul style="list-style-type: none"> <li>• Posted 10 Facebook messages, 10 Tweets, 10 Instagram messages, 10 LinkedIn messages, and 1 blog.</li> <li>• Tracked issues related to COMPASS and transportation in the news media; facilitated two interviews.</li> <li>• Updated the COMPASS website.</li> <li>• Distributed the monthly "Keeping Up With COMPASS" newsletter.</li> <li>• Hosted the chair of the planning committee for the 2020 Tools of the Trade national conference on September 30 – October 2, 2019, to discuss conference planning and visit potential sites for mobile workshops. The conference will be held at the Riverside Hotel in August 2020; COMPASS is the local host.</li> <li>• Met with new Idaho Press reporter Thomas Plank to introduce him to COMPASS on October 25, 2019.</li> <li>• Participated in Leadership Boise Transportation Panel on October 16, 2019.</li> </ul>

PROGRAM NO.	
661	<p data-bbox="310 163 716 197"><b>LONG-RANGE PLANNING</b></p> <p data-bbox="1256 201 1511 235" style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul data-bbox="331 239 1495 1052" style="list-style-type: none"> <li>• Presented Fiscal Impact Analysis for the joint Ada County/Boise meeting on October 1, 2019, and the joint Ada County/Kuna meeting on October 3, 2019.</li> <li>• Attended ACHD Bicycle Advisory Committee on October 7, 2019.</li> <li>• Hosted a Rails with Trails Workgroup meeting on October 10, 2019.</li> <li>• Hosted Active Transportation Workgroup meeting on October 14, 2019.</li> <li>• Participated in a meeting with Valley Regional Transit staff to discuss public transportation financial projections on October 14, 2019.</li> <li>• Hosted Environmental Review Workgroup meeting on October 15, 2019.</li> <li>• Hosted an Association of Pedestrian and Bicycle Professionals (APBP) webinar, "If We Build it, Will They Come?" on October 16, 2019.</li> <li>• Continued to promote a public survey to help develop growth and land use assumptions for <i>Communities in Motion 2050</i>, including staffing booths at events throughout the valley. The survey opened on September 11 and will remain open through November 3, 2019.</li> <li>• Installed three time-lapse cameras for the City of Boise.</li> <li>• Installed one pneumatic tube bicycle counter for the City of Boise.</li> <li>• Uninstalled two trail bicycle and pedestrian counters for Boise Parks and Recreation.</li> <li>• Hosted the Foundation for Ada/Canyon Trail Systems (F.A.C.T.S.) meeting on October 23, 2019.</li> <li>• Attended a State Street Technical Team Meeting on October 23, 2019.</li> <li>• Signed a contract with TischlerBise for a fiscal impact analysis and tool.</li> </ul>
685	<p data-bbox="310 1052 915 1085"><b>RESOURCE DEVELOPMENT/FUNDING</b></p> <p data-bbox="1273 1089 1511 1123" style="text-align: right;"><b>TONI TISDALE</b></p> <ul data-bbox="331 1127 1495 1934" style="list-style-type: none"> <li>• Met with City of Boise and a potential consultant for a Project Development Program project to develop the Scope of Work and identify Project Team members for a Federal Way/Broadway bicycle/pedestrian connection on October 3 and 24, 2019.</li> <li>• Hosted a sponsor meeting to discuss projects within programs managed by COMPASS staff on October 10, 2019.</li> <li>• Issued a Call for Projects for FY2021-27 funding managed by COMPASS on October 15, 2019.</li> <li>• Hosted a meeting with Idaho Transportation Department (ITD) staff to identify safety and capacity grant projects on October 21, 2019.</li> <li>• Participated in funding outreach meetings at the Cities of Boise, Eagle, Caldwell, Garden City, Greenleaf, Kuna, Meridian, Middleton, Nampa, Parma, and Wilder; Canyon and Golden Gate Highway Districts; Ada and Canyon Counties; Boise State University, Capital City Development Corporation, and Southwest/Central District Health during the month of October. Our partners (Ada County Highway District, ITD, Local Highway Technical Assistance Council, and Valley Regional Transit) also attended as appropriate and available.</li> <li>• Provided letters of support for ITD Transportation Alternatives Program applications for the City of Eagle and Valley Regional Transit.</li> <li>• Informed Regional Transportation Advisory Committee and member staff of available funding sources through <i>Funding News</i> emails.</li> <li>• Met with member agency staff as needed regarding project-specific issues.</li> </ul>

PROGRAM NO.	
	<ul style="list-style-type: none"> <li>Developed the October Milestone Report for the COMPASS Board of Directors.</li> </ul>
701	<p><b>GENERAL MEMBERSHIP SERVICES</b></p> <p style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul style="list-style-type: none"> <li>Hosted ITD staff for a quarterly meeting on October 3, 2019.</li> <li>Attended the City of Nampa Airport Master Plan meeting on October 10, 2019.</li> <li>Attended Canyon County's All Hazards Mitigation Plan Update meeting on October 15, 2019.</li> <li>Attended the Ada County Growth Management Town Hall Meeting on October 16, 2019.</li> <li>Attended City of Eagle's Comprehensive Plan Update Open House on October 25, 2019.</li> <li>Attended the City of Nampa Comprehensive Plan meeting on October 28, 2019.</li> <li>Attended the Idaho Transportation Department Open House for State Highway 16 on October 30, 2019.</li> <li>Provided an electronic copy of COMPASS' "How to Drive Through Roundabouts" brochure to ACHD for their use.</li> </ul>
702	<p><b>AIR QUALITY OUTREACH</b></p> <p style="text-align: right;"><b>AMY LUFT</b></p> <ul style="list-style-type: none"> <li>Provided a status report to the Idaho Department of Environmental Quality and Air Quality Board.</li> <li>Met with Jason Russell, Catalyst Media, to discuss on FY2020 media buy on October 11, 2019.</li> </ul>
703	<p><b>GENERAL PUBLIC SERVICES</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>Responded to questions from the public.</li> <li>Completed three area of influence model runs for proposed developments – one in Eagle, one in Garden City and one south of Nampa.</li> </ul>
704	<p><b>AIR QUALITY OPERATIONS</b></p> <p style="text-align: right;"><b>MEG LARSEN</b></p> <ul style="list-style-type: none"> <li>Transitioned Air Quality staff to positions at COMPASS.</li> <li>Addressed IT and administrative issues associated with the transition.</li> <li>Reviewed agricultural vehicle exemptions.</li> <li>Reviewed registration revocation appeal process.</li> <li>Provided general support for emission testing notification, billing, and payment cycles.</li> </ul>

PROGRAM NO.	
705	<p data-bbox="310 163 943 195"><b>TRANSPORTATION LIAISON SERVICES</b></p> <p data-bbox="1308 201 1511 233" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="331 237 1458 657" style="list-style-type: none"> <li>• Attended the Meridian Transportation Commission meeting on October 7, 2019.</li> <li>• Attended the Caldwell Chamber of Commerce Transportation Committee meeting on October 7, 2019.</li> <li>• Attended the Valley Regional Transit (VRT) Regional Advisory Council meeting on October 15, 2019.</li> <li>• Attended the Idaho Transportation Board meeting on October 17, 2019.</li> <li>• Attended the Boise Chamber of Commerce Transportation Committee meeting on October 17, 2019.</li> <li>• Attended the Interagency Working Group meeting on October 24, 2019.</li> <li>• Met with various COMPASS Board members regarding COMPASS, its members and regional issues.</li> </ul>
760	<p data-bbox="310 730 699 762"><b>LEGISLATIVE SERVICES</b></p> <p data-bbox="1300 768 1503 800" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="331 804 1511 1157" style="list-style-type: none"> <li>• Participated in relevant activities in support of Board legislative position statements.</li> <li>• Tracked and reported significant activity in federal and state transportation-related legislative issues.</li> <li>• Monitored proposed rule-making to determine implications to COMPASS and its membership.</li> <li>• Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its membership.</li> <li>• Attended National Association of Regional Councils' Executive Director Conference from October 26 – 29, 2019.</li> </ul>
761	<p data-bbox="310 1157 675 1188"><b>GROWTH INCENTIVES</b></p> <p data-bbox="1308 1194 1511 1226" style="text-align: right;"><b>MATT STOLL</b></p> <ul data-bbox="331 1230 870 1266" style="list-style-type: none"> <li>• No significant activity this month.</li> </ul>
801	<p data-bbox="310 1266 667 1297"><b>STAFF DEVELOPMENT</b></p> <p data-bbox="1300 1304 1503 1335" style="text-align: right;"><b>MEG LARSEN</b></p> <ul data-bbox="380 1339 1503 1797" style="list-style-type: none"> <li>• Attended the fall 2019 Real Estate Economic Forecast webinar presented by the Urban Land Institute on October 2, 2019.</li> <li>• Attended the Good, the Bad, and the Ugly of Public Engagement webinar presented by Idaho Smart Growth on October 2, 2019.</li> <li>• Attended the Idaho APA Conference in Twin Falls on October 3, 2019.</li> <li>• Attended semi-annual risk management presentation by PRIMA Idaho in Meridian on October 16, 2019.</li> <li>• Participated in a Local Highway Technical Assistance Council funding workshop on October 16, 2019.</li> <li>• Attended the Idaho Walk Bike Alliance Transportation Policy Conference on October 29, 2019.</li> <li>• Attended the Transportation Policy Conference in Boise on October 29, 2019.</li> </ul>
820	<p data-bbox="310 1797 672 1829"><b>COMMITTEE SUPPORT</b></p> <p data-bbox="1300 1835 1503 1866" style="text-align: right;"><b>MEG LARSEN</b></p> <ul data-bbox="331 1871 1430 1936" style="list-style-type: none"> <li>• Provided staff support to the COMPASS Board of Directors and standing committees.</li> </ul>

PROGRAM NO.	
836	<p data-bbox="310 163 899 195"><b>REGIONAL TRAVEL DEMAND MODEL</b></p> <p data-bbox="1130 201 1511 233" style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul data-bbox="331 237 1511 512" style="list-style-type: none"> <li>• Continued to provide modeling assistance to member agencies.</li> <li>• Developed 28 model scenarios to conduct high-level benefit-cost analysis for ITD's Significant Projects task.</li> <li>• Provided sub-areas to City of Boise consultant working on an update to the downtown Boise streetcar analysis.</li> <li>• Updated all the bus routes in the model to reflect the changes made by VRT in 2019.</li> <li>• Provided data and information to support CHD impact fee feasibility study.</li> </ul>
842	<p data-bbox="310 520 935 552"><b>CONGESTION MANAGEMENT PROCESS</b></p> <p data-bbox="1130 558 1511 590" style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul data-bbox="331 594 1455 695" style="list-style-type: none"> <li>• Completed and posted the 2018 Congestion Management Annual Report.</li> <li>• Continued to work the Congestion Management Plan.</li> <li>• Set the last Regional Operations Workgroup meeting for December.</li> </ul>
860	<p data-bbox="310 699 1279 730"><b>GEOGRAPHIC INFORMATION SYSTEM (GIS) MAINTENANCE</b></p> <p data-bbox="1243 737 1511 768" style="text-align: right;"><b>ERIC ADOLFSON</b></p> <ul data-bbox="331 772 1511 1367" style="list-style-type: none"> <li>• Maintained and created regional geographic data layers and map documents for member agencies and the public.</li> <li>• Finished QC of all 6" orthophotography data.</li> <li>• Attended AMPO GIS Working Group Quarterly Webinar</li> <li>• Developed Collector application for remote inventory of Park and Ride lots.</li> <li>• Developed direct COMPASS RDC GIS database connection for Meridian's use.</li> <li>• Continued Regional Pathway and sidewalk data update.</li> <li>• Continued cleanup of traffic count data and development of online traffic count data application.</li> <li>• Created web application for 2040 Functional Classified Roads review and comment.</li> <li>• Submitted Census New Construction Program Data.</li> <li>• Began creating data and maps for update of Complete Streets Policy.</li> <li>• Created report of Canyon County's lane miles.</li> <li>• Continued providing Development Checklists for developments as needed.</li> <li>• Completed land value to improvement value calculations for 'What if' scenario data development.</li> </ul>
991	<p data-bbox="310 1371 760 1402"><b>SUPPORT SERVICES LABOR</b></p> <p data-bbox="1300 1409 1511 1440" style="text-align: right;"><b>MEG LARSEN</b></p> <ul data-bbox="331 1444 1487 1545" style="list-style-type: none"> <li>• Closed fiscal 2019 books and facilitated 2019 financial audit.</li> <li>• Provided general accounting, human resources, and administrative support to the agency.</li> </ul>

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## NOVEMBER 2019 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p><b>UNIFIED PLANNING WORK PROGRAM (UPWP) DEVELOPMENT AND FEDERAL ASSURANCES</b></p> <p style="text-align: right;"><b>MEG LARSEN</b></p> <ul style="list-style-type: none"> <li>• Presented the draft of Revision 1 of the FY2020 UPWP for Finance Committee review and recommendation to the COMPASS Board.</li> <li>• Processed and tracked revenues and expenditures associated with the FY2020 UPWP.</li> <li>• Tracked changes and announcements in the Federal Register and the Daily Digest.</li> </ul>
620	<p><b>DEMOGRAPHICS AND GROWTH MONITORING</b></p> <p style="text-align: right;"><b>CARL MILLER</b></p> <ul style="list-style-type: none"> <li>• Hosted a Demographic Advisory Workgroup (DAWG) on November 14, 2019. The following agenda items were discussed: <i>Communities in Motion 2050</i> Population Forecast, <i>Communities in Motion 2050</i> Public Involvement Survey, buildout calculation, and Census 2020 technical preparation debrief.</li> <li>• Completed 5 development checklists for cities of Meridian, Nampa, and Star.</li> <li>• Met with the City of Nampa and Canyon County to support the demographics in the updates to their comprehensive plans.</li> <li>• Attended a 2020 Census State Complete Count Committee meeting on November 13, 2019; presented on the Treasure Valley Census website.</li> <li>• Met with City of Boise staff to discuss coordination of 2020 Census outreach efforts on November 4, 2019.</li> <li>• Met with Boise State University to discuss 2020 Census outreach on November 19, 2019.</li> <li>• Assisted the City of Caldwell in applying for an Idaho Community Foundation grant to support Census 2020 outreach efforts.</li> <li>• Provided an overview of COMPASS Census 2020 efforts to the Regional Transportation Advisory Committee (RTAC) on November 20, 2019.</li> <li>• Received employment data from the Idaho Department of Labor and began work to geocode and analyze data.</li> </ul>
653	<p><b>COMMUNICATION AND EDUCATION</b></p> <p style="text-align: right;"><b>AMY LUFT</b></p> <ul style="list-style-type: none"> <li>• Posted 27 Facebook messages, 22 Tweets, 27 Instagram messages, and 4 LinkedIn messages.</li> <li>• Tracked issues related to COMPASS and transportation in the news media; issued one news release and facilitated two interviews.</li> <li>• Updated the COMPASS website.</li> <li>• Distributed the monthly "Keeping Up With COMPASS" newsletter.</li> <li>• Coordinated the selection of 2019 COMPASS Leadership in Motion award recipients; began preparations for awards presentation.</li> <li>• Presented information on COMPASS, <i>Communities in Motion 2040 2.0</i>, and results of the <i>Communities in Motion 2050</i> survey to the Star Chamber of Commerce on November 7, 2019.</li> <li>• Presented information on COMPASS and <i>Communities in Motion 2040 2.0</i> to the Idaho Mortgage Lenders Association on November 21, 2019.</li> </ul>

PROGRAM NO.	
661	<p data-bbox="305 163 716 197"><b>LONG-RANGE PLANNING</b></p> <p data-bbox="1256 201 1511 235" style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul data-bbox="331 239 1498 1438" style="list-style-type: none"> <li>• Closed a public survey to help inform assumptions for <i>Communities in Motion 2050</i> on November 3, 2019, and began analyzing and reporting on results; 3,703 individuals participated in the survey.</li> <li>• Submitted an abstract to present at the 2020 “Tools of the Trade” national conference on the <i>Communities in Motion 2050</i> survey.</li> <li>• Attended ACHD Bicycle Advisory Committee on November 4, 2019.</li> <li>• Attended Bicycle and Pedestrian Advisory Committee in Nampa, ID on November 14, 2019.</li> <li>• Attended a State Street Technical Team meeting on November 14, 2019.</li> <li>• Presented an overview of the <i>Communities in Motion 2050</i> survey results to the Regional Transportation Advisory Committee on November 20, 2019.</li> <li>• Presented statewide safety targets to the Regional Transportation Advisory Committee on November 20, 2019.</li> <li>• Hosted a Complete Network RTAC Subcommittee meeting on November 20, 2019.</li> <li>• Hosted an Association of Pedestrian and Bicycle Professionals (APBP) webinar, “Aging in Place: Designing Communities to Support Mobility,” on November 20, 2019.</li> <li>• Hosted the Foundation for Ada/Canyon Trail Systems (F.A.C.T.S.) meeting on November 20, 2019.</li> <li>• Attended a Public Transportation Agency Safety Plan (PTASP) meeting with VRT and ITD on November 21, 2019.</li> <li>• Attended a State Street Project Management Team meeting on November 22, 2019.</li> <li>• Hosted a Public Transportation Workgroup meeting on November 25, 2019.</li> <li>• Attended a Canyon County Strategic Planning Team meeting on November 27, 2019.</li> <li>• Installed two permanent Eco-Counters in the City of Eagle on November 22, 2019.</li> <li>• Uninstalled three time-lapse cameras for the City of Boise.</li> <li>• Uninstalled one pneumatic tube bicycle counter for the City of Boise.</li> <li>• Signed contract with AECOM Technical Services, Inc. to update previously developed fixed guideway study assumptions.</li> <li>• Signed contract with Fehr and Peers for scenario development support.</li> </ul>
685	<p data-bbox="305 1438 915 1472"><b>RESOURCE DEVELOPMENT/FUNDING</b></p> <p data-bbox="1273 1476 1511 1509" style="text-align: right;"><b>TONI TISDALE</b></p> <ul data-bbox="331 1514 1498 1967" style="list-style-type: none"> <li>• Met with Idaho Transportation Department and Federal Highway Administration staff on November 5 to begin discussions on possible changes to the TIP Amendment Policy.</li> <li>• Prepared for and hosted the Urban Balancing Committee meeting on November 7, 2019.</li> <li>• Held a Funding Outreach Meeting at the City of Star on November 12, 2019.</li> <li>• Provided Letters of Support for two of the City of Nampa’s Transportation Alternatives Program-State applications for pathway projects.</li> <li>• Hosted a chapter meeting of the Grant Professionals Association – Idaho on November 13, 2019.</li> <li>• Met with the City of Boise and the consultant selected for Project Development of the City’s Broadway/Federal Way Bicycle/Pedestrian Connection project on November 14, 2019.</li> </ul>

PROGRAM NO.	
	<ul style="list-style-type: none"> <li>• Informed Regional Transportation Advisory Committee and member staff of available funding sources through <i>Funding News</i> emails.</li> <li>• Provided technical assistance for several members to facilitate their access to APPLY, the COMPASS online funding application system.</li> <li>• Developed two TIP amendments and opened a public comment period on a proposed TIP amendment on November 26, 2019.</li> <li>• Met with member agency staff as needed regarding project-specific issues.</li> <li>• Processed one administrative modification to the FY2019-2023 and FY2020-2026 TIPs.</li> <li>• Input COMPASS applications for the COMPASS application process.</li> <li>• Finalized information for FY2020 CIM Implementation Grant Agreements and Project Development Program Task Orders.</li> </ul>
701	<p><b>GENERAL MEMBERSHIP SERVICES</b></p> <p style="text-align: right;"><b>LIISA ITKONEN</b></p> <ul style="list-style-type: none"> <li>• Participated in Valley Regional Transit’s kick-off meeting for the FY2020 Transit Asset Management target setting on November 1, 2019.</li> <li>• Presented the Ada County Master Facilities Plan Public Transportation Access report to Ada County Commissioners on November 19, 2019.</li> <li>• Participated in ACHD Partners Day on November 21, 2019.</li> <li>• Attended the open house with Eagle City and Ada County on November 25, 2019.</li> </ul>
702	<p><b>AIR QUALITY OUTREACH</b></p> <p style="text-align: right;"><b>AMY LUFT</b></p> <ul style="list-style-type: none"> <li>• Provided a status report to the Idaho Department of Environmental Quality and Air Quality Board.</li> </ul>
703	<p><b>GENERAL PUBLIC SERVICES</b></p> <p style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul style="list-style-type: none"> <li>• Responded to questions from the public.</li> <li>• Completed four area of influence model runs for proposed developments – two in Meridian, one in Kuna and one near the Ada/Elmore county line.</li> </ul>
704	<p><b>AIR QUALITY OPERATIONS</b></p> <p style="text-align: right;"><b>MEG LARSEN</b></p> <ul style="list-style-type: none"> <li>• Adopted rules and regulations amendment to include agriculture vehicle exemptions.</li> <li>• Adopted changes to bylaws to accommodate meeting change location.</li> <li>• Conducted further analysis on software functionality issues.</li> <li>• Provided general support for emission testing notification, billing, and payment cycles.</li> </ul>



PROGRAM NO.	
705	<p style="text-align: right;"><b>MATT STOLL</b></p> <p><b>TRANSPORTATION LIAISON SERVICES</b></p> <ul style="list-style-type: none"> <li>• Attended Boise State Hazard and Climate Resiliency Consortium meeting on November 1, 2019.</li> <li>• Attended the Valley Regional Transit Executive Board and Regional Advisory Council meeting on November 4, 2019</li> <li>• Attended the Caldwell Chamber of Commerce Transportation Committee meeting on November 4, 2019.</li> <li>• Presented the Rails with Trails Study to the Meridian Transportation Commission on November 4, 2019.</li> <li>• Attended Canyon County Local Emergency Planning Committee meeting on November 13, 2019.</li> <li>• Attended the Caldwell Chamber Economic Development luncheon on November 12, 2019.</li> <li>• Attended the CityGo launch event on November 14, 2019.</li> <li>• Attended Canyon County Hazard Mitigation Plan update meeting on November 19, 2019.</li> <li>• Attended an Open House at Water, Civil, and Environmental, Inc., an on-call consultant for the Project Development Program, on November 20, 2019.</li> <li>• Presented the Rails with Trails Study to the Boise Chamber of Commerce Transportation Committee on November 21, 2019.</li> <li>• Attended the Idaho Transportation Board meeting on Idaho November 21, 2019.</li> <li>• Met with various COMPASS Board members regarding COMPASS, its members and regional issues.</li> </ul>
760	<p style="text-align: right;"><b>MATT STOLL</b></p> <p><b>LEGISLATIVE SERVICES</b></p> <ul style="list-style-type: none"> <li>• Participated in relevant activities in support of Board legislative position statements.</li> <li>• Tracked and reported significant activity in federal and state transportation-related legislative issues.</li> <li>• Monitored proposed rule-making to determine implications to COMPASS and its membership.</li> <li>• Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its membership.</li> </ul>
761	<p style="text-align: right;"><b>MATT STOLL</b></p> <p><b>GROWTH INCENTIVES</b></p> <ul style="list-style-type: none"> <li>• No significant activity this month.</li> </ul>
801	<p style="text-align: right;"><b>MEG LARSEN</b></p> <p><b>STAFF DEVELOPMENT</b></p> <ul style="list-style-type: none"> <li>• Attended Grant Professionals Association Annual Conference in Washington, DC from November 6 to 9, 2019.</li> <li>• Attended a Remix webinar, "Deep Dive into Standardizing Ridership Data" on November 14, 2019.</li> <li>• Attended a WTS "Lunch and Learn" presentation on value capture on November 19, 2019.</li> <li>• Presented at the Making Targets Matter conference in Salt Lake City on November 18 and 19, 2019.</li> <li>• Attended "Using Non-DOT Federal Funds for Local Match" webinar presented by the Federal Transit Administration on November 21, 2019.</li> </ul>

PROGRAM NO.	
820	<p data-bbox="310 165 672 195"><b>COMMITTEE SUPPORT</b></p> <p data-bbox="1300 203 1511 233" style="text-align: right;"><b>MEG LARSEN</b></p> <ul data-bbox="331 239 1430 302" style="list-style-type: none"> <li>• Provided staff support to the COMPASS Board of Directors and standing committees.</li> </ul>
836	<p data-bbox="310 308 899 338"><b>REGIONAL TRAVEL DEMAND MODEL</b></p> <p data-bbox="1130 346 1511 375" style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul data-bbox="331 382 1503 554" style="list-style-type: none"> <li>• Continued to provide modeling assistance to member agencies.</li> <li>• Completed nine special model runs and high-level benefit-cost analysis for ITD's Significant Project task.</li> <li>• Provided data and model information to the consultant working on the Boise Downtown Circulator project for Boise City.</li> </ul>
842	<p data-bbox="310 560 935 590"><b>CONGESTION MANAGEMENT PROCESS</b></p> <p data-bbox="1130 598 1511 627" style="text-align: right;"><b>MARYANN WALDINGER</b></p> <ul data-bbox="331 634 1455 764" style="list-style-type: none"> <li>• Completed the Congestion Management Annual Report (2018 data).</li> <li>• Reviewed the draft Transportation System Management and Operations Plan.</li> <li>• Continued to work the Congestion Management Plan with the consultant.</li> </ul>
860	<p data-bbox="310 770 1279 800"><b>GEOGRAPHIC INFORMATION SYSTEM (GIS) MAINTENANCE</b></p> <p data-bbox="1243 808 1511 837" style="text-align: right;"><b>ERIC ADOLFSON</b></p> <ul data-bbox="331 844 1503 1297" style="list-style-type: none"> <li>• Maintained and created regional geographic data layers and map documents for member agencies and the public.</li> <li>• Finished all QC of orthophotography data.</li> <li>• Created crash data summary and map for the City of Eagle.</li> <li>• Began work on IDOL Employment data.</li> <li>• Updated web certificates for the Regional Data Center.</li> <li>• Installed CommunityViz license on new GIS server.</li> <li>• Began development of CommunityViz Suitability analysis for CIM 2050 development and supporting data.</li> <li>• Updated school enrollment boundary data.</li> <li>• Continued cleanup of traffic count data and development of online traffic count data application.</li> <li>• Complete Streets Network Policy project mapping and data support.</li> </ul>
991	<p data-bbox="310 1304 760 1333"><b>SUPPORT SERVICES LABOR</b></p> <p data-bbox="1300 1341 1511 1371" style="text-align: right;"><b>MEG LARSEN</b></p> <ul data-bbox="331 1377 1487 1507" style="list-style-type: none"> <li>• Provided general accounting, human resources, and administrative support to the agency.</li> <li>• Interviewed candidates for the Data Specialist position on the Resource Development team.</li> </ul>

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**COMPASS BOARD AGENDA ITEM VII-B**

Date: December 16, 2019

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

**Background/Summary:**

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

**October Air Quality Monitoring:**

The Idaho Department of Environmental Quality reported seven days in the moderate air quality category in the Treasure Valley during the month of October 2019.

- One day was attributable to coarse particulate matter (PM<sub>10</sub>) recorded in Canyon County.
- Two days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Ada County.
- One day was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Canyon County.
- Two days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both Ada and Canyon County.
- One day was attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both Ada and Canyon County and coarse particulate matter (PM<sub>10</sub>) 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, 2008.

Year	Good	Moderate	Unhealthy to Hazardous	Total
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
2011	260	99	6	365
2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	270	97	8	365
2019	269	34	1	304

Notes: 2008, 2012, and 2016 were Leap Years hence the extra day.

**Air Quality Categories:**

- Moderate: pollution in this range may pose a moderate health concern for a very small number of individuals.
- Unhealthy for Sensitive Groups: individuals with lung disease, children and older adults are considered sensitive and may experience health effects. The general public is unlikely to be affected.
- Unhealthy / Very Unhealthy: everyone may begin to experience health effects.
- Hazardous: the entire population is more likely to experience serious health effects.

## Implication (policy and/or financial):

None.

## More Information:

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

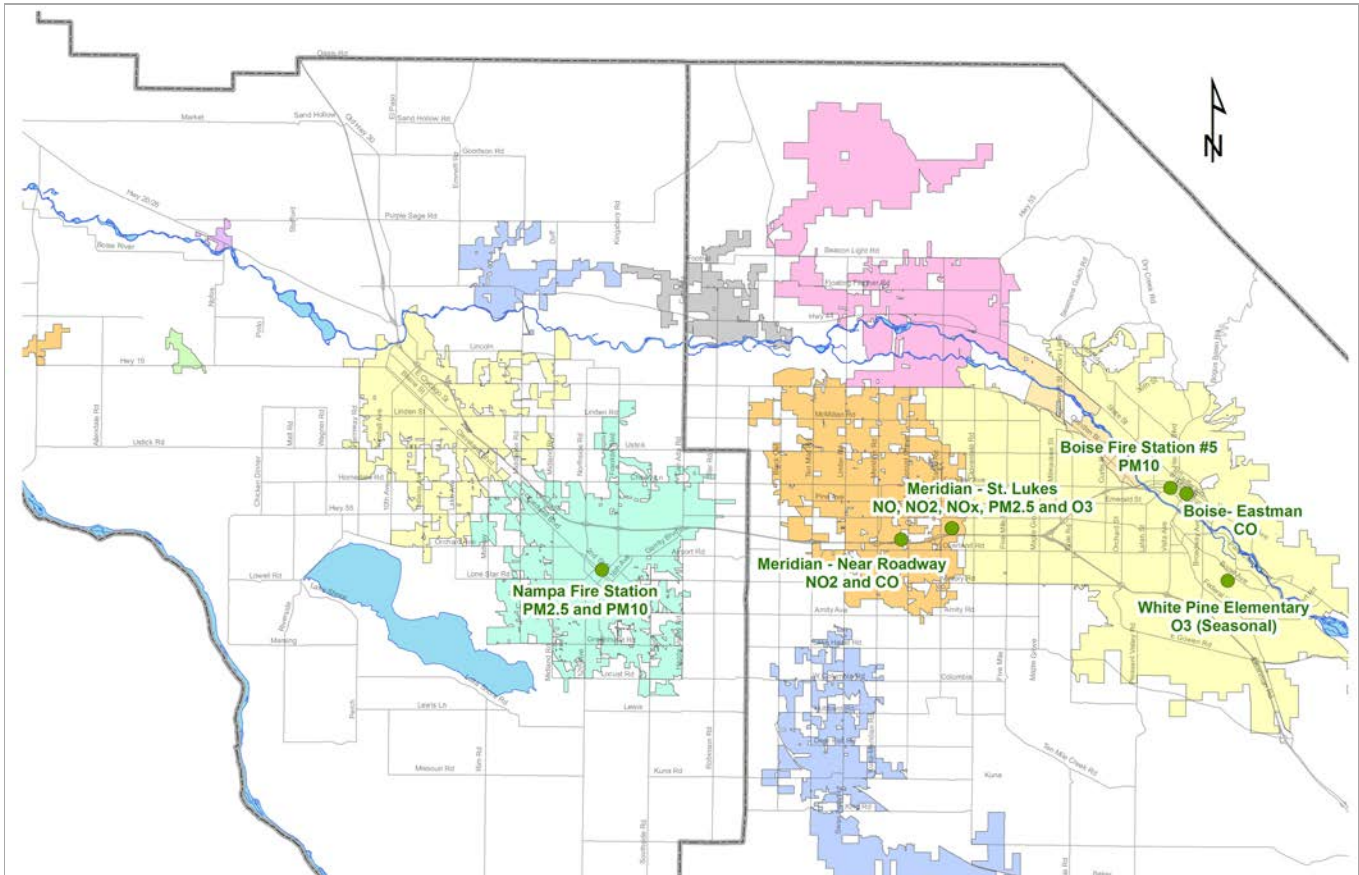


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

### Carbon Monoxide (CO)

A colorless, odorless, tasteless gas formed in large part by incomplete combustion of fuel. Human activities (i.e., transportation or industrial processes) are largely the source for CO contamination.

### Oxides of nitrogen (NOx)

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

### Ozone (O3)

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

### PM2.5

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

### PM10

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



**COMPASS BOARD AGENDA ITEM VII-B**

Date: December 16, 2019

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

**Background/Summary:**

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

**November Air Quality Monitoring:**

The Idaho Department of Environmental Quality reported twenty-five days in the moderate air quality category in the Treasure Valley during the month of November 2019.

- Fourteen days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both Ada and Canyon County.
- Four days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in both Ada and Canyon County and coarse particulate matter (PM<sub>10</sub>) recorded in Canyon County.
- Two days were attributable to fine particulate matter (PM<sub>2.5</sub>) and coarse particulate matter (PM<sub>10</sub>) recorded in both Ada and Canyon County.
- Two days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Ada County.
- Two days were attributable to fine particulate matter (PM<sub>2.5</sub>) recorded in Canyon County.
- One day was attributable to coarse particulate matter (PM<sub>10</sub>) 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, 2008.

Year	Good	Moderate	Unhealthy to Hazardous	Total
2008	266	99	1	366
2009	277	83	5	365
2010	321	44	0	365
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2012	283	72	11	366
2013	276	81	8	365
2014	287	75	3	365
2015	283	64	18	365
2016	236	120	10	366
2017	209	127	29	365
2018	270	97	8	365
2019	274	59	1	334

Notes: 2008, 2012, and 2016 were Leap Years hence the extra day.

**Air Quality Categories:**

- Moderate: pollution in this range may pose a moderate health concern for a very small number of individuals.
- Unhealthy for Sensitive Groups: individuals with lung disease, children and older adults are considered sensitive and may experience health effects. The general public is unlikely to be affected.

- Unhealthy / Very Unhealthy: everyone may begin to experience health effects.
- Hazardous: the entire population is more likely to experience serious health effects.

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

None.

**More Information:**

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

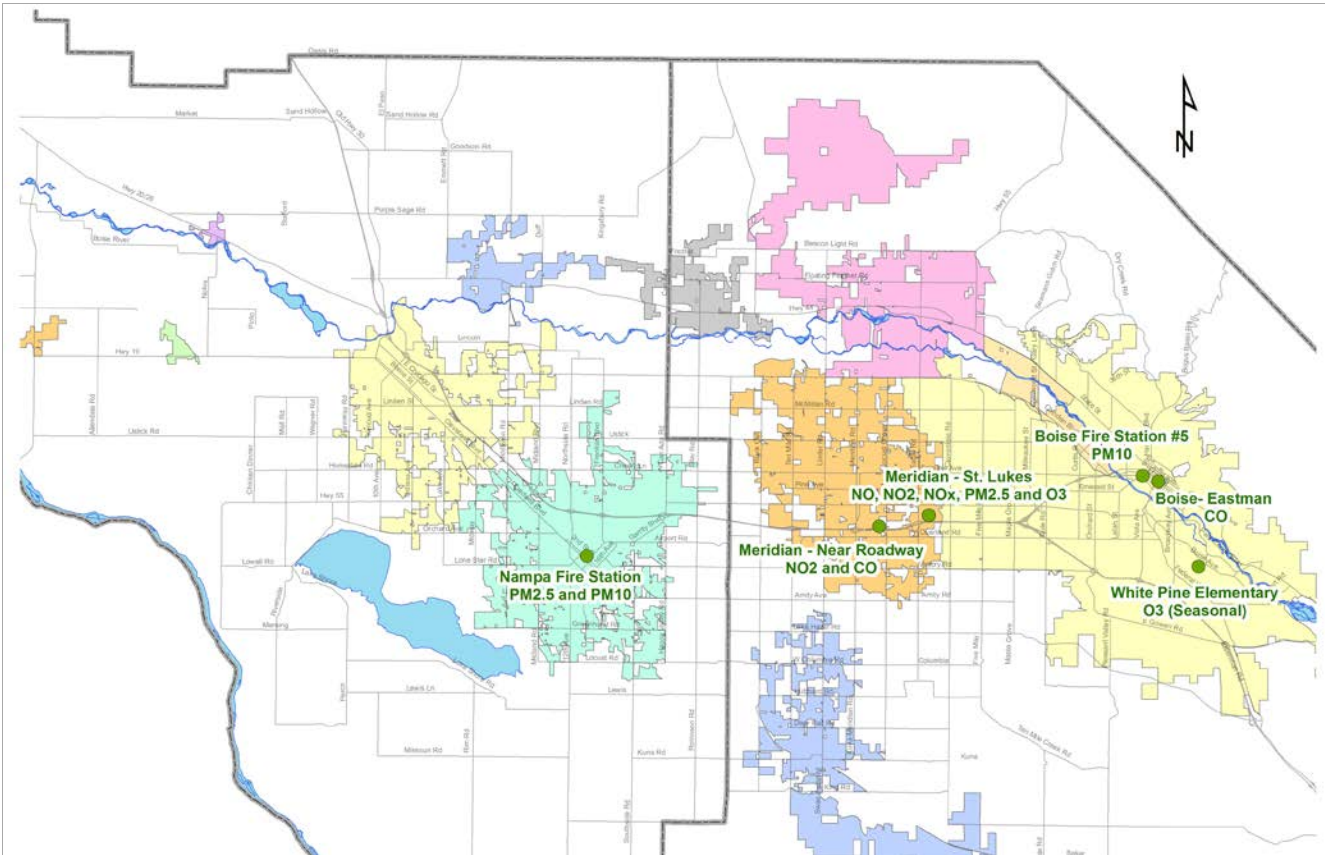


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

<b>Carbon Monoxide (CO)</b>	A colorless, odorless, tasteless gas formed in large part by incomplete combustion of fuel. Human activities (i.e., transportation or industrial processes) are largely the source for CO contamination.
<b>Oxides of nitrogen (NOx)</b>	Oxides of nitrogen; a precursor (building block) of ozone. NOx is a generic term for mono-nitrogen oxides NO and NO <sub>2</sub> (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures
<b>Ozone (O3)</b>	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 <a href="#">NOx</a> combine in the presence of sunlight. Although the ozone in the upper atmosphere protects us from harmful ultraviolet rays, ground-level ozone is the main component of smog.
<b>PM2.5</b>	Fine particulate matter, particles smaller than 2.5 microns in diameter, which are more likely to lodge in human lungs than larger particles.
<b>PM10</b>	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

VII-C

Attendance List

Member Agency/Name	Jan '19	Feb '19	Mar '19	Apr '19	May '19	June '19	July '19	Aug '19	Sept '19	Oct '19	Nov '19	Dec '19	TOTAL
<i>ACHD/T.Ferch/ M.Gresham/J. Lucas</i>	1	1	1	1	1	1	1	1	1	1	1		11
<i>Ada County/M. Leatherman/M. Mehta-Cooper/K. Woodworth</i>	1	1	1	1	1	1	1	1	1	1	1		11
<i>Boise State/D. Alexander</i>	1	1	1	1		1	1	1	1	1	1		10
<i>Canyon County/K.Dahl/P. Nilsson/D.Lister</i>	1	1		1	1	1	1	1	1	1	1		10
<i>Canyon Highway District #4/L. Riccio</i>	1	1	1		1	1	1	1	1	1	1		10
<i>City of Boise/D. Fluke/K. Gallagher/Z. Piepmeyer</i>	1	1	1	1	1	1	1	1	1	1	1		11
<i>City of Caldwell/R. MacDonald/ S. Tipuric</i>	1	1	1	1		1	1	1	1		1		9
<i>City of Eagle/N. Baird Spencer/B. Vaughan</i>	1	1	1	1		1	1	1	1	1	1		10
<i>City of Garden City/J. Thornborrow</i>							1						1
<i>City of Greenleaf/ L. Belt</i>	1	1		1		1		1	1	1	1		8
<i>City of Kuna/W. Howell</i>	1	1	1	1	1	1	1	1	1	1	1		11
<i>City of Melba/P. Bandy</i>	1	1	1	1	1	1	1		1	1	1		1
<i>City of Meridian/C. Hood/B. McClure/R.Simison</i>	1	1	1	1	1	1	1	1	1	1			10
<i>City of Middleton/Vacant as of March 8, 2019</i>	1												1
<i>City of Nampa/J. Barnes/C. Bowman</i>	1	1	1	1	1	1	1	1	1		1		10
<i>City of Notus/R. Wallace Jr.</i>													0
<i>City of Parma/N. Leigh</i>	1		1	1	1		1		1	1	1		8
<i>City of Star/S. Nickel</i>			1	1	1			1					4
<i>City of Wilder/D. Enrico</i>		1			1	1							5
<i>Golden Gate Highway District. # 3/G. Bates</i>	1	1	1	1	1		1	1	1		1		9
<i>IDEQ/M. Toole</i>						1			1				2
<i>ITD/Caleb Lakey</i>	1	1	1	1	1	1	1	1	1	1	1		11
<i>Public Participation Committee/D. Smith</i>	1	1	1	1	1	1	1		1	1	1		10
<i>Valley Regional Transit/R. Jalbert</i>	1	1	1	1	1	1		1	1	1	1		10
<i>Central District Health/R. Howarth</i>	1						1		1		1		4
<i>Governor's Office/Z. Hague</i>													0



**Community Planning Association (COMPASS)**  
**Administrative Modification #18 for FY2019-2023 Transportation Improvement Program (TIP)**  
**Administrative Modification #1 for FY2020-2026 TIP**  
 (using totals from FY2019-2024 TIP)

**Item VII-D**

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Revision	Offset	Brief Explanation
			*Current Total	*Revised Total						
19122	Transit Asset Management, Boise Area, VRT	VRT	\$2,785,000	\$3,085,000	10.77%	FTA 5339 LU	2019	Decrease CN by \$848,670.	Carry Over and Unprogrammed Funds	Carry over \$154,920 from FY2018 and \$693,750 from FY2019 to FY2020 and Increase FY2020 by \$300,000 to match the FY2020-2026 TIP.
						FTA 5339 LU	2020	Increase CN by \$1,148,670.		
18854	Planning and Mobility Implementation, Boise Area, VRT	VRT	\$6,048,000	\$6,556,385	8.41%	FTA 5307 LU	2019	Decrease CN by \$440,000.	Carry Over and Unprogrammed Funds	Carry over \$440,000 from FY2019 to FY2020. Increase FY2020 by \$508,385 for additional mobility implementation, due to the tremendous growth in the mobility programs to match the FY2020-2026 TIP.
						FTA 5307 LU	2020	Increase CN by \$948,385.		
18847	Capital Maintenance, VRT, Boise Area - FY2019	VRT	\$0	\$1,317,000	0.00%	FTA 5307 LU/ STP-TMA	2020	Increase CN by \$140,000.	Carry Over	Carry over \$140,000 from FY2019 to FY2020. This portion of the STP-TMA funds were transferred into FTA 5307 LU late in the fiscal year and still need to be obligated at FTA.
18781	Transit Asset Management, Nampa Area, VRT	VRT	\$7,445,000	\$8,256,889	10.91%	FTA 5307 SU	2019	Decrease CN by \$380,000.	Carry Over and Unprogrammed Funds	Carry over and increase \$183,750 from FY2017, \$506,250 from FY2018, and \$1,051,398 from FY2019 to FY2020. Decrease CN in FY2020 by \$549,509 to balance overall program and to match the FY2020-2026 TIP.
						FTA 5307 SU	2020	Increase CN by \$1,191,889.		
20789	Transit - Nampa Transit Oriented Development, Planning, TVT	TVT	\$310,000	\$311,000	0.32%	FTA 5307 SU	2019	Decrease CN by \$310,000.	Carry Over	Carry over \$310,000 from FY2019 and increase by \$1,000. (0.32% increase from FY2019)
						FTA 5307 SU	2020	Increase CN by \$311,000.		
18842	Planning and Mobility Implementation, Nampa Area, VRT	VRT	\$2,401,000	\$2,739,081	14.08%	FTA 5307 SU	2019	Decrease CN by \$308,254.	Carry Over and Unprogrammed Funds	Carry over \$308,254 from FY2019 to FY2020. Increase CN by \$338,081 using unprogrammed funds.
						FTA 5307 SU	2020	Increase CN by \$646,335.		
19137	Transit - Preventive Maintenance and Paratransit, Boise Area - VRT	VRT	\$14,208,000	\$15,015,000	5.68%	FTA 5307 LU	2020	Increase CN by \$807,000.	Unprogrammed Funds	To cover additional preventive maintenance costs using unprogrammed funds.
8821	Three Cities ITS, Ada County	ACHD	\$4,125,782	\$3,875,679	-6.06%	High Priority	2020	Decrease CE by \$7, CC by \$4,765, and CN by \$245,331.	Close Project	Project was terminated and legal action was taken. Project is ready to close.
22196	I-84, Franklin Interchange to Karcher Interchange, Canyon County	ITD	\$169,697,000	\$169,697,000	0.00%	GARVEE 2017	2020	Increase RW by \$1,000,000.	GARVEE Balancing	Adjust amounts to match ITD's budget. Decrease previous expenditures by \$1,000,000, as funds were deobligated late in the fiscal year. No change to overall total.
GRN22237	I-84, East Boise Port of Entry Ramps, Ada County	ITD	\$457,000	\$457,000	0.00%	N/A	N/A	N/A	Mirroring	Adjust amounts to match ITD's budget. Update key number to remove temporary code.
GRN22246	I-84, Interchange Ramp Rehabilitation, Boise	ITD	\$661,000	\$661,000	0.00%	N/A	N/A	N/A	Mirroring	Adjust amounts to match ITD's budget. Update key number to remove temporary code.



		Scheduled Funding for Project Lifetime								
Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Funding Year	Revision	Offset	Brief Explanation
09N22258	Culvert Replacements, Canyon County	ITD	\$188,000	\$188,000	0.00%	N/A	N/A	N/A	Mirroring	Adjust amounts to match ITD's budget. Update key number to remove temporary code.
22508	I-84B, SH-19 to Homedale Road, Caldwell	ITD	\$2,340,000	\$2,340,000	0.00%	N/A	N/A	N/A	Mirroring	Adjust amounts to match ITD's budget. Update key number to remove temporary code.
21858	US 20/26 (Chinden), SH-16 to Linder Road, Ada County	ITD	\$21,027,000	\$22,804,675	8.45%	STAR	2019	Decrease PE by \$30,000, LP by \$325, CE by \$10,000, CC by \$700,000, and CN by \$5,100,000.	STAR Balancing	Adjust amounts to match ITD's budget.
						STAR	2020	Increase PE by \$80,000, PC by \$345,000, RW by \$25,000, LP by \$270,000, CE by \$100,000, CC by \$1,000,000, and CN by \$5,798,000.		
						STAR	2021	Increase LP by \$2,500,000.		
						TECM	2020	Decrease RW by \$2,500,000.		
19461	Railroad Crossing, Academy Road, Greenleaf	Greenleaf	\$92,000	\$60,500	-34.24%	Fed RRX	2020	Decrease PE by \$1,100 UT by \$27,500, and CE by \$2,900.	Statewide Balancing	Adjust amounts to match expenditures. Project in closeout.
22076	Pathway, Grimes Pathway, Nampa	Nampa	\$264,000	\$264,000	0.00%	TAP-U	2020	Decrease CC by \$20,000. Increase CN by \$20,000.	N/A	Move funds within project to match expenditures.
22154	I-84, Middleton Road and Ustick Road Overpasses, Canyon County	ITD	\$17,814,000	\$18,800,000	5.53%	GARVEE 2017	2020	Increase CN by \$553,000.	GARVEE Balancing and Mirroring	Adjust amounts to match ITD's budget.
						TECM	2020	Increase PC by \$433,000.		
19847	Capital Maintenance, Phase 3, Boise Area - FY2020	ACHD	\$362,000	\$362,000	0.00%	STP-TMA "One-Time"	2020	Increase CN by \$7,000.	TMA Balancing and Mirroring	Adjust amounts to match the FY2020-2026 TIP for first quarter obligation. Convert local funds to federal-aid.
						STP-TMA	2020	Increase CN by \$293,000.		
						Local Participating	2020	Decrease CN by \$300,000.		
20129	Capital Maintenance, Phase 2, Boise Area - FY2021	ACHD	\$2,334,000	\$2,363,000	1.24%	STP-TMA "One-Time"	2020	Increase PC by \$29,000.	TMA Balancing	To cover design bid.
12368	Franklin Road, Black Cat Road to Ten Mile Road, Meridian	ACHD	\$12,056,000	\$12,220,000	1.36%	STP-TMA "One-Time"	2020	Increase CN by \$164,000.	TMA Balancing	To cover cost of change orders during construction.

Key	Project	Sponsor	Scheduled Funding for Project Lifetime			Program/ Funding Source	Funding Year	Revision	Offset	Brief Explanation
			*Current Total	*Revised Total	**Percent Change					
20143	Main Street, Avenue A to Avenue C, Kuna	Kuna	\$2,546,000	\$2,595,000	1.92%	CDBG	2020	Increase CN by \$500,000.	Mirroring	Adjust amounts to match the FY2020-2026 TIP for first quarter obligation.
						TAP-TMA	2020	Increase CE by \$1,000, CC by \$50,000, CL by \$25,000. Decrease CN by \$70,000.		
						TAP-TMA	2021	Increase CN by \$78,000.		
						TAP-U	2020	Increase CN by \$562,492.		
						TAP-U	2021	Decrease CN by \$562,492.		
						Local Participating	2020	Decrease CN by \$1,235,000.		
						STP-TMA "One Time"	2020	Increase CN by \$700,000.		
20639	Pathway, Fairview Avenue Greenbelt Ramp, Boise	Boise	\$201,000	\$215,000	6.97%	TAP-TMA	2020	Increase PL by \$4,000, CC by \$20,000, and CL by \$10,000. Decrease CE by \$20,000 and CN by \$9,000.	Mirroring	Adjust amounts to match the FY2020-2026 TIP for first quarter obligation.
						Local Participating	2020	Increase CN by \$9,000.		
19465	Pavement Preservation and ADA, Phase 1, Boise Area - FY2022	ACHD	\$5,875,000	\$5,970,000	1.62%	STP-TMA	2020	Increase PC by \$11,000.	Mirroring	Adjust amounts to match the FY2020-2026 TIP for first quarter obligation.
						STP-TMA	2022	Increase CC by \$240,000 and CN by \$73,000. Decrease CE by \$229,000.		
20122	Pavement Preservation and ADA, Phase 2, Boise Area - FY2022	ACHD	\$2,509,000	\$2,559,000	1.99%	STP-TMA	2020	Increase PC by \$5,000.	Mirroring	Adjust amounts to match the FY2020-2026 TIP for first quarter obligation.
						STP-TMA	2022	Increase CC by \$202,000 and CN by \$39,000. Decrease CE by \$196,000.		
20203	I-84, Eisenman Interchange to Mt. Home Interchange, Ada and Elmore	ITD	\$2,168,000	\$2,490,270	14.86%	IM	2020	Increase PE by \$2,000. Decrease CE by \$102,000 and CN by \$2,040,000.	Statewide Balancing	Adjust amounts to match final estimates and change funding source per ITD.
						HB132 & 312	2020	Increase CC by \$104,040 and CN by \$2,358,230.		
13349	SH-55 (Eagle Road), Meridian Towne Center, Meridian	Private Developer	\$5,145,000	\$5,175,969	0.60%	STAR	2020	Increase CE by \$1,447 and CC by \$29,522.	Mirroring	Adjust amounts to match ITD's budget.
20594	US 20/26 (Chinden), Linder Road to Locust Grove, Meridian and Eagle	Private Developer	\$14,350,000	\$11,393,832	-20.60%	TECM	2019	Decrease PC by \$750,000.	Mirroring	Adjust amounts to match ITD's budget.
						TECM	2020	Increase PE by \$10,000 and CE by \$10,000. Decrease RW by \$2,250,000.		
						TECM	2021	Decrease CE by \$850,000 and CN by \$8,500,000.		
						STAR	2020	Increase PE by \$20,117, PC by \$13,715, CE by \$10,000, CC by \$850,000, and CN by \$8,480,000.		

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Funding Year	Revision	Offset	Brief Explanation
			*Current Total	*Revised Total						
20788	SH-16, I-84 to US 20/26, Ada and Canyon Counties	ITD	\$98,440,000	\$98,640,000	0.20%	TECM	2020	Decrease RW by \$10,415,000.	Mirroring	Adjust amounts to match ITD's budget.
						IM	2019	Decrease RW by \$14,000,000.		
						IM	2020	Increase RW by \$2,500,000 and LP by \$11,500,000.		
						Significant Corridors	2020	Increase RW by \$200,000 and LP by \$10,415,000.		

\* Includes federal and local portions.

\*\* Amendment needed if project total increases 30% or more or \$2,000,000.

Remove all temporary key number references (ORN) from key numbers.

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|--|--|---|---|
| 5303 = Transit planning funds            | Fed RR = Federal Railroad                          | LU = Large Urban (Boise Urbanized Area)           | SU = Small Urban (Nampa Urbanized Area)                     |
| 5307 = Transit Urban Formula funds       | FTA = Federal Transit Administration               | PE = Preliminary Engineering                      | TAP = Transportation Alternatives Program                   |
| 5339 = Transit Bus and Bus Facilities    | FY = Fiscal Year                                   | ORN = OTIS Reference Number                       | TECM = Transportation Expansion Congestion Mitigation       |
| ACHD = Ada County Highway District       | GARVEE = Grant Anticipation Revenue Vehicle        | OTIS = Office of Transportation Investment System | TMA = Transportation Management Area (Boise Urbanized Area) |
| CC = Construction Engineering Consultant | I = Interstate (highway)                           | PC = Preliminary Engineering Construction         | U = Urban (Nampa Urbanized Area)                            |
| CDBG = Community Development Block Grant | IM = Interstate Maintenance                        | PL = Preliminary Engineering LHTAC                | US = United States (Highway)                                |
| CE = Construction Engineering            | ITD = Idaho Transportation Department              | RW = Right-of-Way                                 | UT = Utilities  |
| CL = Construction Engineering LHTAC      | KN = Key Number                                    | SH = State Highway                                | VRT = Valley Regional Transit                               |
| CN = Construction                        | LP = Land Purchase                                 | STAR = State Tax Anticipated Revenue              |   |
| CPA = Community Planning Association     | LHTAC = Local Highway Technical Assistance Council | STP = Surface Transportation Program              |   |

Staff Recommendation:

  
 Toni Tisdale, Principal Planner  
 COMPASS

Approval:

  
 Matthew J. Stoll, Executive Director  
 COMPASS

Date:

