



Working together to plan for the future

COMPASS BOARD OF DIRECTORS' ANNUAL MEETING PACKET

December 17, 2018



Working together to plan for the future

**Community Planning Association of Southwest Idaho
2018 COMPASS Board of Directors**

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

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2019 COMPASS BOARD MEETING DATES

COMPASS BOARD MEETING DATE/TIME	LOCATION	KEY ITEMS
February 25, 2019 1:30 pm – 3:30 pm	COMPASS 700 NE 2 nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Confirm Finance Committee Membership • Approve Extension of Delivery Deadlines on Local Federal-Aid Projects • Adopt Resolution Amending the FY2019-2023 Regional Transportation Improvement Program (TIP) • Approve Revisions to the COMPASS Employment Policies • Approve Revisions to the COMPASS Records Policy • Approve Updated Transportation Improvement Program (TIP) Policies
April 15, 2019 1:30 pm – 3:30 pm	COMPASS 700 NE 2 nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Accept 2018 Population Estimates • Approve FY2019 Membership Dues
June 17, 2019 1:30 pm – 3:30 pm	COMPASS 700 NE 2 nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Consider Retention and Salary Adjustment of Executive Director • Approve End-of-Year Program and Redistribution Priorities • Approve FY2021-2025 COMPASS Funding Application Guide • Approve Scope of Work for the next Long-Range Plan
August 26, 2019 1:30 pm – 3:30 pm	COMPASS 700 NE 2 nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Approve FY2020 <i>Communities in Motion</i> (CIM) Implementation Grants and Project Development Program Projects • Approve FY2020 Resource Development Plan • Adopt Resolution Approving the FY2020 Unified Planning Work Program and Budget (UPWP) • Approve COMPASS Workgroup Charters • Accept Transit Asset Management Targets
October 21, 2019 1:30 pm – 3:30 pm	COMPASS 700 NE 2 nd Street Meridian, Idaho	<ul style="list-style-type: none"> • Establish 2020 COMPASS Board and Executive Committee Meeting Dates and Location. Provide 30 Day Notice of Annual Meeting • Adopt Resolution Approving FY2020-2024 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration • Adopt Resolution Approving Rural Application Prioritization
December 16, 2019 1:30 pm – 3:30 pm	Nampa Civic Center 311 3 rd Street South Nampa, Idaho	<ul style="list-style-type: none"> • Confirm 2020 Board Officers: Chair, Chair Elect, Vice Chair, Immediate Past Chair. Elect Secretary-Treasurer • Confirm 2020 Executive Committee Representatives for Cities under 25,000 in Population • Confirm 2020 Executive Committee Representative from Highway Districts in Canyon County • Confirm Regional Transportation Advisory Committee Membership • Approve 2020 Federal Transportation Policy Positions • Approve 2020 Idaho Legislative Session Position Statements • Adopt Resolution Approving Revision 1 of the FY2020 Unified Planning Work Program and Budget (UPWP)

MAKING A MOTION:

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

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

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

TABLE OF RULES RELATING TO MOTIONS:

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



COMPASS BOARD OF DIRECTORS' ANNUAL MEETING
DECEMBER 17, 2018 – 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. AGENDA ADDITIONS/CHANGES

IV. OPEN DISCUSSION/ANNOUNCEMENTS

V. CONSENT AGENDA

- Page 3 *A. Approve October 15, 2018, COMPASS Board Meeting Minutes
Page 7 *B. Receive Approved September 11, 2018, Executive Committee Meeting Minutes
Page 10 *C. Receive Approved August 23, 2018, Finance Committee Meeting Minutes
Page 12 *D. Confirm Regional Transportation Advisory Committee Membership
E. Appoint Meg Larsen, COMPASS Director of Operations, to the Board of Trustees of the Boise Municipal Health Care Trust
Page 14 *F. Ratify Adoption of Resolution 04-2019 Amending the FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs
Page 18 *G. Approve List of Records for Destruction

VI. INFORMATION/DISCUSSION ITEM

1:35 A. Status Report – Finance Committee Garret Nancolas
The Finance Committee Chair will provide a status report on the November 27 and December 13, 2018, Finance Committee meetings.

VII. ACTION ITEMS

1:40 *A. Adopt Resolution 05-2019 Approving Communities in Motion Liisa Itkonen
Page 25 2040 2.0 (CIM 2040 2.0)
Liisa Itkonen will seek COMPASS Board of Directors' adoption of CIM 2040 2.0, the regional long-range transportation plan.

- 1:55 *B. **Approve Policy to Update *Communities in Motion 2040 2.0*** Liisa Itkonen
Page 29 **(CIM 2040 2.0)**
Liisa Itkonen will seek COMPASS Board of Directors' approval of a policy to update CIM 2040 2.0, the regional long-range transportation plan.
- 2:05 *C. **Adopt Resolution 06-2019 Amending the FY2019-2023** Toni Tisdale
Page 32 **Regional Transportation Improvement Program (TIP)**
Toni Tisdale will seek COMPASS Board of Directors' adoption of Resolution 06-2019 amending the FY2019-2023 TIP.
- 2:15 *D. **Approve 2019 Federal Transportation Policy Positions** Ken Burgess
Page 43 *Ken Burgess will seek approval of 2019 federal transportation policy positions.*
- 2:30 *E. **Approve 2019 Idaho Legislative Session Position Statements** Ken Burgess
Page 45 *Ken Burgess will seek approval of 2019 Idaho legislative session position statements.*
- 2:45 *F. **Adopt Resolution 07-2019 Approving Revision 1 of the** Meg Larsen
Page 46 **FY2019 Unified Planning Work Program and Budget (UPWP)**
Meg Larsen will seek COMPASS Board of Directors' adoption of Resolution 07-2019 approving Revision 1 of the FY2019 UPWP.
- 3:00 G. **Confirm 2019 Executive Committee Representatives for Cities** Matt Stoll
under 25,000 in Population
Matt Stoll will seek confirmation of Executive Committee representatives for cities under 25,000 in population.
- 3:10 H. **Confirm 2019 Executive Committee Representative from** Matt Stoll
Highway Districts in Canyon County
Matt Stoll will seek confirmation of a Chair of one of the highway districts located in Canyon County as an Executive Committee representative.
- 3:15 *I. **Confirm 2019 Board Officers: Chair, Chair Elect, Vice Chair,** Matt Stoll
Page 74 **Immediate Past Chair. Elect Secretary-Treasurer**
COMPASS Bylaws require the Board confirm ascension of Board officers and election of new Secretary-Treasurer.

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

- Page 76 *A. **Staff Activity Reports**
- Page 88 *B. **Status Report – Current Air Quality Efforts**
- Page 92 *C. **Status Report – Regional Transportation Advisory Committee Attendance**
- Page 93 *D. **Administrative Modifications**

IX. ADJOURNMENT (3:30)

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

Those needing assistance with COMPASS events or materials, or needing materials in alternate formats, please call 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.

**COMPASS BOARD OF DIRECTORS' MEETING
OCTOBER 15, 2018
COMPASS, 1ST FLOOR BOARD ROOM
700 NE 2ND STREET, MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Rebecca Arnold, Commissioner, Ada County Highway District
Kelli Badesheim, Valley Regional Transit
Nichoel Baird Spencer, City of Eagle
Sara Baker, Commissioner, Ada County Highway District
Treg Bernt, Councilmember, City of Meridian
Dave Case, Commissioner, Ada County, **Chair**
Elaine Clegg, Councilmember, City of Boise, **Vice Chair**
Tom Dale, Commissioner, Canyon County, **Chair Elect**
Tammy de Weerd, Mayor, City of Meridian
Matt Edmond for John Brunelle, Capital City Development Corporation
John Evans, Mayor, Garden City
Jay Gibbons, Commissioner, Canyon Highway District No. 4
Debbie Kling, Mayor, City of Nampa
Kurt Kopadt, Councilmember, City of Greenleaf
Nathan Leigh, Mayor, City of Parma
David Lincoln, Commissioner, Golden Gate Highway District No. 3
Brent Orton, City of Caldwell
David Porterfield, Mayor, City of Notus
Amy Revis, Idaho Transportation Department – District 3
Stan Ridgeway, Mayor, City of Eagle
Victor Rodriguez, Councilmember, City of Nampa
Charlie Rountree, City of Meridian
Aaron Scheff, Department of Environmental Quality
Joe Stear, Mayor, City of Kuna
Matt Stoll, Executive Director, Community Planning Association, Ex officio
Jim Tibbs, Commissioner, Ada County
Rick Visser, Commissioner, Ada County
Holli Woodings, Councilmember, City of Boise
Paul Woods, Commissioner, Ada County Highway District

MEMBERS

ABSENT:

Chad Bell, Mayor, City of Star
Dave Bieter, Mayor, City of Boise
Cory Cook, Boise State University
De Enrico, City of Wilder
David Hensley, Governor's Office, Ex officio
Garret Nancolas, Mayor, City of Caldwell, **Secretary-Treasurer**
Patrick Rice, Greater Boise Auditorium District, Ex officio
Steven Rule, Commissioner, Canyon County, **Immediate Past Chair**
Parkie Stapleton, Councilmember, City of Melba
Darin Taylor, Mayor, City of Middleton
Pam White, Commissioner, Canyon County
Nikole Zogg, Southwest District Health, Ex officio

OTHERS:

Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Scott Frey, Federal Highway Administration-Idaho
Pete Hartman, Federal Highway Administration-Idaho
Daniel Hernandez, Community Planning Association
Rhonda Jalbert, Valley Regional Transit
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Larry Maneely, Ada County
Carl Miller, Community Planning Association
Liisa Itkonen, Community Planning Association
Kathy Parker, Community Planning Association
Tom Points, City of Nampa
Toni Tisdale, Community Planning Association
MaryAnn Waldinger, Community Planning Association
David Wallace, Ada County Highway District

CALL TO ORDER:

Chair Dave Case called the meeting to order at 1:30 p.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

Matt Stoll introduced new COMPASS Assistant Planner, Daniel Hernandez.

Matt noted that nominations for the 2019 COMPASS Secretary/Treasurer position from Ada County is open.

CONSENT AGENDA

- A. Approve August 20, 2018, COMPASS Board Meeting Minutes
- B. Receive Approved July 10 and August 14, 2018, Executive Committee Meeting Minutes
- C. Receive Approved July 19, 2018, Finance Committee Meeting Minutes
- D. Establish 2019 COMPASS Board and Executive Committee Meeting Dates and Location and Provide 30 Day Notice of Annual Meeting
- E. Adopt Resolution 01-2019 Approving Rural Project Priorities

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

SPECIAL ITEM

- A. Receive COMPASS Federal Certification Review Final Report

Pete Hartman, Federal Highway Administration Division Administrator, presented an overview of the final report for the COMPASS Federal Certification Review. The review is required every four years to evaluate COMPASS' planning processes and determine if they meet all federal requirements. COMPASS was "Certified with Conditions," meaning that the COMPASS program substantially meets federal requirements, but includes corrective actions to address.

ACTION ITEMS

- A. Adopt Resolution 02-2019 Amending *Communities in Motion 2040* (CIM 2040) to add Performance Targets and a Funded Project

Liisa Itkonen presented an amendment to CIM 2040 to add federally required performance measures and targets and an environmental study on State Highway 55 in Canyon County to prepare for future widening. Widening State Highway 55 in Canyon County is unfunded priority #4 in CIM 2040.

After discussion, **Joe Stear moved and Sara Baker seconded adoption of Resolution 02-2019 amending *Communities in Motion 2040* as presented. Motion passed unanimously.**

- B. Adopt Resolution 03-2019 Approving the FY2019-2023 Regional Transportation Improvement Program (TIP) and Associated Air Quality Conformity Demonstration

Toni Tisdale presented Resolution 03-2019 approving the FY2019-2023 TIP and associated air quality conformity demonstration. Federal approval is anticipated by December 31, 2018; until this occurs, the FY2018-2022 TIP will remain in effect.

After discussion, **Tom Dale moved and Rebecca Arnold seconded adoption of Resolution 03-2019 approving the FY2019-2023 Transportation Improvement Program and associated air quality conformity demonstration as presented. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEM

A. Status Report - Finance Committee

Finance Committee Vice-Chair John Evans presented a status report on action taken at the August 23, 2018, COMPASS Finance Committee meeting.

ADJOURNMENT

The meeting was adjourned at 2:03 p.m.

Approved this 17th day of December 2018.

By: _____
David L. Case, Chair
Community Planning Association of
Southwest Idaho

Attest:

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

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**EXECUTIVE COMMITTEE MEETING
SEPTEMBER 11, 2018
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

ATTENDEES: Sara Baker, Commissioner, Ada County Highway District
Treg Bernt, Councilmember for Tammy de Weerd, Mayor, City of Meridian
Dave Case, Commissioner, Ada County, **Chair**
Elaine Clegg, Councilmember, City of Boise, **Vice Chair**
Debbie Kling, Mayor, City of Nampa, via telephone
Nathan Leigh, Mayor, City of Parma
Garret Nancolas, Mayor, City of Caldwell, **Secretary-Treasurer**
Tim Richard for Jay Gibbons, Commissioner, Canyon Highway District #4
Stan Ridgeway, Mayor, City of Eagle
Steve Rule, Commissioner, Canyon County, **Immediate Past Chair**

MEMBERS ABSENT: Tom Dale, Commissioner, Canyon County, **Chair Elect**
Joe Stear, Mayor, City of Kuna

OTHERS PRESENT: Nancy Brecks, Community Planning Association
Ken Burgess, Veritas Advisors
Megan Larsen, Community Planning Association
Amy Luft, Community Planning Association
Matt Stoll, Executive Director, Community Planning Association
David Wallace, Ada County Highway District

CALL TO ORDER:

Chair Dave Case called the meeting to order at 1:30 p.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

None.

CONSENT AGENDA

A. Approve August 14, 2018, Executive Committee Meeting Minutes

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

ACTION ITEM

A. Establish October 15, 2018, COMPASS Board of Directors' Meeting Agenda

Matt Stoll presented staff proposed Agenda Items 1-13 for the October 15, 2018, COMPASS Board of Directors' meeting. Matt requested latitude to amend the agenda as necessary.

After discussion, **Garret Nancolas moved and Sara Baker seconded approval of Agenda Items 1-13 for the October 15, 2018, COMPASS Board meeting as presented. Matt Stoll has the latitude to amend the agenda as necessary. Motion passed unanimously.**

B. Authorize Call for 2019 COMPASS Board of Directors' Secretary/Treasurer Nominations

Matt Stoll requested approval to solicit nominations for the 2019 Board of Directors' Secretary/Treasurer position on behalf of the Executive Committee.

After discussion, **Sara Baker moved and Nathan Leigh seconded approval for Matt Stoll to solicit nominations for the 2019 COMPASS Board of Directors' Secretary/Treasurer position. Motion passed unanimously.**

INFORMATION/DISCUSSION ITEMS

A. Discuss Potential Areas of Focus for 2019 Idaho Legislative Session

Ken Burgess discussed seven potential areas of focus for the 2019 Idaho Legislative Session.

B. Review Proposed 2019 COMPASS Board of Directors and Executive Committee Meeting Dates and Location

Matt Stoll reviewed proposed 2019 COMPASS Board of Directors and Executive Committee meeting dates and location.

After discussion, **by general consensus it was agreed to move the August 2018 COMPASS Board meeting to August 26, 2018.**

ADJOURNMENT

**Garret Nancolas moved and Elaine Clegg seconded to adjourn the meeting at 2:20 p.m.
Motion passed unanimously.**

Approved this 13th day of November 2018.

**By: _____
David L. Case, Chair
Community Planning Association of
Southwest Idaho**

Attest:

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

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ITEM V-C

**FINANCE COMMITTEE MEETING
AUGUST 23, 2018
COMPASS, 2ND FLOOR LARGE CONFERENCE ROOM
MERIDIAN, IDAHO**

****MINUTES****

- ATTENDEES:** John Evans, Mayor, City of Garden City, **Vice Chair**
Jay Gibbons, Commissioner, Canyon Highway District #4
Debbie Kling, Mayor, City of Nampa
Garret Nancolas, Mayor, City of Caldwell, **Chair**
- MEMBERS ABSENT:** Rebecca Arnold, Commissioner, Ada County Highway District
Jim Tibbs, Commissioner, Ada County
Pam White, Commissioner, Canyon County
- OTHERS PRESENT:** Nancy Brecks, Community Planning Association
Kevin Congo, Harris CPAs
Keith Holmes, Community Planning Association
Megan Larsen, Community Planning Association
Matt Stoll, Community Planning Association
Josh Tyree, Harris CPAs

CALL TO ORDER:

Chair Garret Nancolas called the meeting to order at 12:06 p.m.

AGENDA ADDITIONS/CHANGES

None.

OPEN DISCUSSION/ANNOUNCEMENTS

General announcements were made.

CONSENT AGENDA

A. Approve July 19, 2018, Finance Committee Meeting Minutes

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

INFORMATION/DISCUSSION ITEM

A. Review Report of Disbursements Made in the Reporting Period

Megan Larsen noted the Report of Disbursements made in the reporting period March 6, 2018 to August 3, 2018, is provided in the packet for information.

ACTION ITEMS

A. Approve FY2018 Audit Process

Josh Tyree, Harris CPAs, outlined the process and procedures to be used for the FY2018 audit.

After discussion, **Debbie Kling moved and John Evans seconded approval of the process for the FY2018 audit as presented. Motion passed unanimously.**

After discussion, **Debbie Kling moved and John Evans seconded approval for Garret Nancolas to sign the letter of engagement with Harris CPAs for the FY2018 audit. Motion passed unanimously.**

B. Approve Variance Report: October 1, 2017 – June 30, 2018

Megan Larsen reviewed the Variance Report for October 1, 2017 – June 30, 2018.

After discussion, **Jay Gibbons moved and John Evans seconded approval of the Variance Report for October 1, 2017 – June 30, 2018, as presented. Motion passed unanimously.**

ADJOURNMENT

Debbie Kling moved and Jay Gibbons seconded adjournment at 12:35 p.m. Motion passed unanimously.

Approved this 27th day of November 2018.

**By: _____
Garret L. Nancolas, Chair**

Attest:

**By: _____
John Evans, Vice Chair**

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ITEM V-D

2019 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.

Member Agency	Participants	Votes
Ada County Development Services	Meg Leatherman Mitra Mehta-Cooper Kelly Woodworth	3
Ada County Highway District	Tom Ferch Maureen Gresham Justin Lucas	3
Boise State University	Drew Alexander	1
Canyon County Development Services	Kyle McCormick 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 Sajonara Tipuric	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 Robert Simison	3
City of Middleton	Randall Falkner	1
City of Nampa	Jeff Barnes Clair Bowman	2
City of Notus	Rick Wallace, Jr., Councilman	1
City of Parma	Nathan Leigh, Mayor	1

City of Star	Chad Bell, Mayor	1
City of Wilder	De Enrico	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	Deanna Smith	1
Valley Regional Transit	Rhonda Jalbert	1
Ex Officio Members	Participants	Votes
Central District Health Department	Rob Howarth	N/A
COMPASS	Liisa Itkonen	N/A
Governor's Office	Zach Hague	N/A

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COMPASS BOARD AGENDA ITEM V-F

Date: December 17, 2018

Topic: Amendment to the FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' ratification of Resolution 04-2019 (attached) amending the FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs (TIPs). The COMPASS Executive Committee adopted the resolution at their November 13, 2018, meeting. The Regional Transportation Advisory Committee (RTAC) recommended adoption of the resolution on October 24, 2018.

Background/Summary:

A summary of the actions in the amendment is provided below; details are provided in the attachment.

Idaho Transportation Department (ITD) staff requested a significant increase to the construction cost of the State Highway 55, Snake River Bridge project near the City of Marsing to match the construction contract. The additional funding was obtained through statewide balancing. Construction is funded with state funding, scheduled over two fiscal years. Timing is an issue because ITD staff want to get the project under contract as soon as possible because some work is required during the winter season.

Public comment is not required for this action.

Implication (policy and/or financial):

This amendment allows the project's construction costs to increase in order to be fully funded in FY2019 and FY2020 using state funds.

The current FY2018-2022 TIP remains in effect until final federal approval of the FY2019-2023 TIP, anticipated by December 31, 2018.

More Information:

- 1) Attachment: Resolution 04-2019
- 2) For detailed information contact: Toni Tisdale, Principal Planner, at 208/475-2238 or ttisdale@compassidaho.org.

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RESOLUTION NO. 04-2019

FOR THE PURPOSE OF AMENDING THE FY2018-2022 and FY2019-2023 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 involvement 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 FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table details the amendment to the FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho's Executive Committee approves the amendment to the FY2018-2022 and FY2019-2023 Regional Transportation Improvement Programs.

ADOPTED this 13th day of November 2018.

By: 

David L. Case, 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 #5 FY2018-2022 Regional Transportation Improvement Program
 Amendment #1 FY2019-2023 Regional Transportation Improvement Program

Per ITD, October 11, 2018

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
13387	SH-55, Snake River Bridge, Marsing	2018	42	4	-14				32	
	Funding Source: Bridge State	2019				0	1018	4000	5018	
	Replace bridge on SH-55 over the Snake River near the City of Marsing. (69% Canyon County and 31% Owyhee County). (Federal = \$0)	2020					180	625	4436	5241
		2021							5000	5018
		2022							8378	8378
		PD								0
		SUM	42	4	-14	0	180	625	9000	10050
Increase UT by \$180,000 and construction by \$436,000 in FY2019. Decrease CE by \$393,000 in FY2019. Increase CN by \$3,378,101 in FY2020. Changes are needed to match the construction contract. Funds from statewide balancing. (35.83% increase)										

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

UT = Utilities
 CE = Construction Engineering
 CN = Construction

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

SH = State Highway

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COMPASS BOARD AGENDA ITEM V-G

Date: December 17, 2018

Topic: Records to be Destroyed

Request/Recommendation:

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

Background/Summary:

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

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

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

COMPASS staff 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.

ML:nb T:\Operations\Admin & Office\Records Management\Records Destruction Board Memo 12-17-2018.docx

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
FY2010 457 Plan Financial Activity Confirmation Statements	9/30/2013	5	9/30/2018	12/17/2018
FY2008 COMPASS Board meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2008	10	9/30/2018	12/17/2018
FY2011 STP and FTA Urban Balancing Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2011	5	9/30/2016	12/17/2018
FY2012 STP and FTA Urban Balancing Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2012	5	9/30/2017	12/17/2018
FY2013 COMPASS Executive Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Finance Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Demographic Advisory Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018

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
FY2013 Interagency Consultation Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Public Participation Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 regional Geographic Advisory Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Regional Transportation Advisory Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 State Street Coordination Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Transportation Management Area Balancing Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Transportation Model Advisory Committee meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018

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
FY2013 Growth and Transportation System Monitoring program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 CIM 2040 Leadership Team meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 CIM 2040 Planning Team meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018
FY2013 <i>Communities In Motion</i> program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Regional Transportation Improvement Program program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Development Review program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Blueprint for Good Growth meeting packets (excluding agendas/minutes, which are retained permanently)	9/30/2013	5	9/30/2018	12/17/2018

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
FY2013 Committee Support program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Regional Travel Demand program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2013 Household Travel Survey program file which includes duplicate copies of items retained elsewhere and miscellaneous correspondence. COMPASS no longer creates hard copy program files	9/30/2013	5	9/30/2018	12/17/2018
FY2012 accounts payable records, including check stubs from payments, COMPASS request for payment forms, vendor invoices, packing slips, COMPASS purchase orders, and voided checks	9/30/2012	5	9/30/2017	12/17/2018
FY2012 Employee time sheets	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll/accounts payable records, including state and federal tax deposits and quarterly reports, workers compensation payment, unemployment tax reports and payments, long and short term disability, life insurance and health benefit premium payments, check stubs from payments	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll records, including records of employee direct deposits	9/30/2012	5	9/30/2017	12/17/2018
FY2012 check payments to PERSI for mandatory defined benefit plan contributions from employees and COMPASS and voluntary employee 401K contributions	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payments to Idaho State Tax Commission for garnishments	9/30/2012	5	9/30/2017	12/17/2018

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
FY2010, FY2011 and FY2012 long and short term disability policy	9/30/2012	5	9/30/2017	12/17/2018
FY2012 copies of COMPASS purchase orders	9/30/2012	5	9/30/2017	12/17/2018
FY2012 copies of deposit slips	9/30/2012	5	9/30/2017	12/17/2018
FY2012 check stubs from employee direct deposits of net pay	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: withholding reports, employer's tax report, employer's liability report	9/30/2012	5	9/30/2017	12/17/2018
FY2012 accounts payable subsidiary ledger reports: vendor detail history reports, and vendor analysis reports	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: edit register and earnings and deductions reports	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: department report, overhead posting and allocation reports, quarterly reports	9/30/2012	5	9/30/2017	12/17/2018
FY2012 general ledger reports: general ledger journal	9/30/2012	5	9/30/2017	12/17/2018
FY2012 accounts payable subsidiary ledger reports: purchases journal	9/30/2012	5	9/30/2017	12/17/2018
FY2012 accounts payable subsidiary ledger reports: payables posting, check posting and payment posting report	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: check posting reports, post expense to general ledger reports, and payroll posting reports	9/30/2012	5	9/30/2017	12/17/2018
FY2012 accounts payable subsidiary ledger reports: check history reports, payment history reports, and vendor activity reports	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: calculate checks report, payment register, and purchases journal	9/30/2012	5	9/30/2017	12/17/2018
FY2012 accounts payable subsidiary ledger reports: prepare payments report and payment register	9/30/2012	5	9/30/2017	12/17/2018

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
FY2012 training authorization forms	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: vacation and sick leave reports, time ticket journals, earnings and deductions reports, annual and sick leave worksheets, comp time worksheets, cost detail reports, and deferred holidays worksheets	9/30/2012	5	9/30/2017	12/17/2018
FY2012 payroll subsidiary ledger reports: Check register detail report, check register summary report	9/30/2012	5	9/30/2017	12/17/2018
FY2012 bank reconciliation journal reports	9/30/2012	5	9/30/2017	12/17/2018
FY2013 Recruitment and selection records; unsuccessful applicants	9/30/2013	5	9/30/2018	12/17/2018

COMPASS BOARD AGENDA ITEM VII-A

DATE: December 17, 2018

Topic: *Communities in Motion 2040 2.0* (CIM 2040 2.0) Plan

Request/Recommendation:

COMPASS staff requests the COMPASS Board of Directors adopt Resolution 05-2019 (attached), approving CIM 2040 2.0 as the regional long-range transportation plan for Ada and Canyon Counties, as recommended by the Regional Transportation Advisory Committee at its October 24, 2018, meeting. The draft online plan can be found at <http://compassidaho.org/CIM2040-2.0/>

Background/Summary:

COMPASS develops the regional long-range transportation plan for Ada and Canyon Counties with a 20+ year horizon and updates the plan every four years. The current regional long-range plan, *Communities in Motion 2040*, was adopted in 2014. The 2018 update is *Communities in Motion 2040 2.0*. The COMPASS Board of Directors reviewed the draft of this online plan at its August 2018 meeting.

A public comment period for the draft CIM 2040 2.0 plan was held September 21 - October 21, 2018. While the entire draft plan was presented for public feedback, the public was specifically asked to review and comment on the regional unfunded priorities, as these will be the focus of future funding efforts. The verbatim comments and responses can be found online at www.compassidaho.org/documents/people/board/2018/CIM2040_2_0_Public_Comments_Verbatim.pdf.

Eighty-one comments were received. In addition to open-ended comments, individuals completing the comment form were asked about their level of agreement with the unfunded state, local, and public transportation priorities, using a Likert-type scale. There was not a consensus of agreement or disagreement on any of the priority lists. A graph of these quantitative results is included in the comment document linked above.

Based on comments received and updated information from members, COMPASS staff incorporated text and format changes into the plan document as indicated in the responses in the comment document linked above.

After the public comment period closed on the draft plan, portions of two unfunded projects were proposed for funding by the Idaho Transportation Department: widen US 20/26 from I-84 to Middleton Road to six lanes (portion of unfunded state system priority #2) and purchase right-of-way for future construction of State Highway 16 from Interstate 84 to US 20/26 (Chinden Boulevard) (portion of unfunded state system priority #5). As these were significant changes to the draft plan originally presented for public comment, COMPASS requested public feedback from November 5 through November 19, 2018, on adding these proposed projects to the list of "funded" projects in CIM 2040 2.0 and the FY2019-2023 Regional Transportation Improvement Program. The comments received, with responses, can be found online at:

www.compassidaho.org/documents/people/board/2018/Public_Comments_Verbatim_Rd2.pdf.

A total of 75 comments were received. Of those responding to direct "yes/no" questions on the comment form, 60% were in favor and 26% against adding the proposed project on US 20/26, and 76% were in favor and 19% against adding the proposed right-of-way project for State Highway 16. The remainder for both were "unsure." A graph of these quantitative results is included in the comment document linked above.

The Regional Transportation Advisory Committee recommended including these two projects in the draft CIM 2040 2.0 plan at its November 28, 2018, meeting. The draft plan, linked above, has been updated to include these projects as "funded."

Per federal requirements, COMPASS performed an air quality conformity demonstration for Northern Ada County for projects funded in the plan and concluded the recommended plan complies with applicable state implementation plans.

Implication (policy and/or financial):

In order to continue receiving federal transportation funding for state and local projects, CIM 2040 2.0 must be adopted by the COMPASS Board by December 2018.

More Information:

- 1) Attachment: Resolution 05-2019
- 2) For detailed information contact Liisa Itkonen at 208/475-2241 or litkonen@compassidaho.org

RESOLUTION NO. 05-2019

**FOR THE PURPOSE OF APPROVING
COMMUNITIES IN MOTION 2040 2.0 AS THE REGIONAL LONG-RANGE
TRANSPORTATION PLAN FOR ADA AND CANYON COUNTIES AND THE ASSOCIATED AIR
QUALITY CONFORMITY DEMONSTRATION FOR NORTHERN ADA COUNTY**

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 prepare regional long-range transportation plans covering a period of at least 20 years;

WHEREAS, the FAST Act, Title 23 United States Code Section 134, and Title 49 United States Code Section 5303 require that regional long-range transportation plans be financially constrained, a condition that has been demonstrated in *Communities in Motion 2040 2.0*;

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, the Community Planning Association of Southwest Idaho has performed an air quality conformity demonstration and has concluded the recommended plan does comply with applicable state implementation plans;

WHEREAS, a 30-day public comment period was held September 21 – October 21, 2018, for *Communities in Motion 2040 2.0*, meeting the requirements of the FAST Act and the Community Planning Association of Southwest Idaho's Public Participation Policy;

WHEREAS, an additional 15-day public comment period was held November 5 – November 19, 2018, regarding a significant change to add two funded projects in *Communities in Motion 2040 2.0*, meeting the requirements of the FAST Act and the Community Planning Association of Southwest Idaho's Public Participation Policy; and

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors' approves the finding that *Communities in Motion 2040 2.0* conforms to relevant provisions of the state implementation plans for Idaho and hereby adopts *Communities in Motion 2040 2.0*, dated December 17, 2018, as the regional long-range transportation plan for Ada and Canyon Counties; and

BE IT FURTHER RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors' authorizes the submittal of this plan to the appropriate local, state, and federal agencies for their consideration.

ADOPTED this 17th day of December 2018.

By: _____
David L. Case, Chair
Community Planning Association
of Southwest Idaho Board of Directors

ATTEST:

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

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COMPASS BOARD AGENDA ITEM VII-B

DATE: December 17, 2018

Topic: Policy to Update *Communities in Motion 2040 2.0* (CIM 2040 2.0) Plan

Request/Recommendation:

COMPASS staff requests COMPASS Board of Directors' approval of Board Policy 2019-01 regarding factual updates to the CIM 2040 2.0 plan, as recommended by the Regional Transportation Advisory Committee (RTAC) in its November 28, 2018, meeting.

Background/Summary:

CIM 2040 2.0 is a completely online document, which makes it possible to revise and update information in the plan in a way that could not be done before with a hard copy document. To this end, factual information regarding projects included in CIM 2040 2.0 could be updated to provide up-to-date information to the public. The recommended policy, attached, addresses how and when COMPASS would make these factual updates to the plan. The recommended policy follows the definition of an administrative modification to a long-range metropolitan transportation plan, according to 23 CFR 450.104.

According to the recommended policy, COMPASS will update project information in CIM 2040 2.0 annually, by December 31, to include changes to project costs and changes to project descriptions of **currently-included funded or unfunded projects**. Changes will be processed differently, depending on whether they are "minor" or "major" changes.

The recommended policy does NOT change the way COMPASS formally amends the plan to make policy changes or to add new funded or unfunded projects to the plan. Amendments will require public comment and COMPASS Board of Directors' approval.

RTAC will review the implementation of the policy in its January 2020 meeting, pending Board of Directors' approval of the policy.

Implication (policy and/or financial):

This recommended policy directs how and when COMPASS will make factual changes to CIM 2040 2.0, in order to provide more up-to-date information to the public and member agencies.

More Information:

- 1) Attachment: Board Policy 2019-01: *Updates to Communities in Motion 2040 2.0*
- 2) For detailed information contact Liisa Itkonen at 208/475-2241 or litkonen@compassidaho.org

POLICY STATEMENT

No. Board 2019-01

Adopted: December 17, 2018
By: COMPASS Board of Directors
Last Revised: None

Policy Statement:

Updates to *Communities in Motion 2040 2.0* (CIM 2040 2.0)

CIM 2040 2.0 is a completely online document, which makes it possible to revise and update information in the plan in a way that could not be done before with a hard copy document. To provide up-to-date information to the public, COMPASS will update factual information in specific portions of CIM 2040 2.0 annually. The update policy follows the definition of an administrative modification to a long-range metropolitan transportation plan, according to 23 CFR 450.104.

COMPASS will update CIM 2040 2.0 annually, by December 31, to include changes to project costs and changes to project descriptions of **currently-included funded or unfunded projects**.

Changes will be processed differently, depending on the significance of the change.

“Minor” changes include:

- cost changes of at least \$25,000, and less than 30% or \$2,000,000, whichever is less,
- termini changes less than ¼ mile, or
- a revised project description that does not change the scope of the project.

These changes will be reviewed and approved by the COMPASS Executive Director and provided to the Regional Transportation Advisory Committee and the COMPASS Board of Directors as information. These changes do not require public review and comment, redemonstration of fiscal constraint, or an air quality conformity determination for projects in Northern Ada County.

“Major” changes include:

- cost changes of more than 30% or \$2,000,000, whichever is less,
- termini changes greater than ¼ mile, or
- scope changes that are inconsistent with the NEPA documentation, or will alter the NEPA determination, or that would be functionally different from current expectations, such as a change in multi-modal improvements, increase or decrease in number of lanes, or change the type of intersection (e.g., traditional vs. roundabout).

These changes will be added according to an approved Regional Transportation Improvement Program (TIP) amendment or TIP update, added at the discretion of the COMPASS Executive Director, or brought to the COMPASS Board of Directors for approval.

This policy does NOT change the way COMPASS formally amends CIM 2040 2.0 to make policy changes or add new funded or unfunded projects to the plan. Amendments will require public comment and COMPASS Board of Directors' approval.

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COMPASS BOARD AGENDA ITEM VII-C

Date: December 17, 2018

Topic: Resolution 06-2019 Amending the FY2019-2023 Regional Transportation Improvement Program (TIP)

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 06-2019 (Attachment 1) amending the FY2019-2023 Regional Transportation Improvement Program (TIP). The Regional Transportation Advisory Committee (RTAC) recommended approval on November 28, 2018.

Background/Summary:

A summary of the actions in the amendment is provided below; details are provided in Attachment 1.

The Idaho Transportation (IT) Board voted on October 19, 2018, to move federal and state funds replaced by the federal INFRA grant to other projects. Some of the changes require an amendment (below); others were processed in Administrative Modification #2. Also included in the amendment are increases to additional Idaho Transportation Department (ITD) projects, adjustments to a City of Kuna project to provide updated estimated costs, and increases recommended through Transportation Management Area (TMA) balancing actions. Following is a summary of projects with changes that require COMPASS Board of Directors' approval:

Per IT Board and ITD Staff:

- I-84, Blacks Creek Road Interchange – Change funding source, advance engineering funds from FY2020 to FY2019, advance construction funds from preliminary development to FY2019, and increase design costs by \$768,000 (6.23%).
- SH-16, I-84 to US 20/26, Ada and Canyon Counties – Add right-of-way acquisition to the project, increasing costs by \$90,240,000 (1,504%).
- SH-44 (State Street), SH-16 to Linder Road, Ada County – Decrease design by \$587,000 (5.7%). (Funds to the SH-55 study project below; shown for transparency.)
- SH-44 (State Street), Star Road to SH-16, Ada County – Decrease design by \$1,000,000 (11.5%). (Funds to the SH-55 study project below; shown for transparency.)
- Study, SH-55, Pear Lane to Middleton Road, Canyon County – Increase design costs by \$1,587,000 (212%). Change the name to reflect the termini of the study.
- US 20/26 (Chinden), I-84 to Middleton Road, Canyon County – Add new project to widen US 20/26 to six lanes, for a total project cost of \$34,300,000.
- US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County – Advance construction from FY2021 to FY2020 and increase costs by \$2,260,000 (20.34%), in right-of-way and design costs.
- US-95, Boise River Bridge Hydraulic Study, near the City of Parma – Increase engineering consultant funds by \$87,000 (43.5%) to match the negotiated design contract.

Per City of Kuna:

- Pedestrian Improvements, Main Street, Avenue A to Avenue C, Kuna – Increase construction funds by \$1,218,000 (91.67%) using local funds to cover the total estimated cost of the project. The City of Kuna will replace local funds with other sources in the future, if possible.

Per RTAC – TMA Balancing (see request letters in Attachment 2):

- Capital Maintenance, Valley Regional Transit, Boise Area – FY2018 – Increase construction by \$389,000 (168.4%) to cover high bid on air conditioning/heating and compressed natural gas detection systems.
- Pathway, Five Mile Creek, Treatment Plant to Black Cat Road, Meridian – Increase design by \$46,000 using federal funds and \$1,000 using local funds, and construction by \$349,000 using local funds to cover new cost estimates (98% total increase). The City of Meridian will replace local funds with other sources in the future, if possible.

Public comment was required for two of the projects included in the amendment: the SH-16 right-of-way project and the new widening project on US-20/26 (Chinden Boulevard) from I-84 to Middleton Road. Public comments are provided and will be discussed in Item VII-A, adoption of *Communities in Motion 2040 2.0*.

Implication (policy and/or financial):

This amendment makes these projects eligible for obligation or deobligation of funds.

More Information:

- 1) Attachment 1: Resolution 06-2019
- 2) Attachment 2: Request letters
- 3) For detailed information contact: Toni Tisdale, Principal Planner, at 208/475-2238 or ttisdale@compassidaho.org.

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RESOLUTION NO. 06-2019

**FOR THE PURPOSE OF AMENDING THE FY2019-2023 REGIONAL
TRANSPORTATION IMPROVEMENT PROGRAM**

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

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

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

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

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

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

WHEREAS, public comment period was held November 5 through November 19, 2018, for those projects requiring public involvement as outlined in the Transportation Improvement Program Amendment Policy;

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 Regional Transportation Improvement Program in compliance with all applicable state and federal regulations; and

WHEREAS, the attached table details the amendment to the FY2019-2023 Regional Transportation Improvement Program.

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

ADOPTED this 17th day of December 2018.

By: _____
David L. Case, 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 #2
FY2019-2023 Regional Transportation Improvement Program

Per IT Board, October 26, 2018, and ITD Staff November 2018

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)								
		Cost year	PE	PEC	RW	UT	CE	CN	SUM	
19874	I-84, Blacks Creek Road Interchange, Ada County	2019	0	0			0	0	0	
	Funding Source: State (Bridge Restoration) Strategic Initiatives Replace the Blacks Creek Interchange at I-84 in Ada County and upgrade the ramps to meet the standards for an 80 mile-per-hour speed limit. The bridge was originally built in 1962. (Federal = \$0) Change funding source to Strategic Initiatives and local match to 100%. Increase PEC in FY2019 by \$768,000. Advance preliminary engineering from FY2020 to FY2019 and construction from PD to FY2019. Funds from rebalancing to include INFRA. (6.23% total increase)	2020	100	768					100	
		2021							0	
		2022							0	
		2023							0	
		PD					1020	10200	11220	
							0	0	0	
		SUM	100	0	768	0	0	1020	10200	11320
								12088		
19874	I-84, Blacks Creek Road Interchange, Ada County	2019		0					0	
	Funding Source: Local Participation Same as above. (Federal = \$0) Increase PEC by \$125,000. Funds from ACHD. RTAC recommended including this funding source, but it is not necessary.	2020		125					0	
		2021							0	
		2022							0	
		2023							0	
		PD							0	
										0
		SUM	0	0	125	0	0	0	0	0
								125		
20788	SH-16, I-84 to US 20/26, Ada and Canyon Counties	2019		6000	0				6000	
	Funding Source: State (Capacity) Preliminary engineering and right-of-way acquisition only on SH-16 between I-84 and US 20/26 (Chinden Boulevard) in Ada and Canyon Counties. Funds will be used to update traffic projections, validate right-of-way needs, account for recent development activity, develop a phasing plan for future construction update right-of-way and construction costs, and acquire right-of-way. (Construction is considered "unfunded.") (Federal = \$0) Increase RW by \$5,322,000 in FY2019 and \$10,415,000 in FY2020. Funds from rebalancing to include INFRA. (1,504% total increase)	2020			5322				0	
		2021			10415				0	
		2022							0	
		2023							0	
		PD							0	
										0
		SUM	0	6000	0	0	0	0	6000	
				15737				21737		

Key No	Project	Cost year	Scheduled Costs (including Match) (costs in \$1,000)						
			PE	PEC	RW	UT	CE	CN	SUM
20788	SH-16, I-84 to US 20/26, Ada and Canyon Counties	2019			ϑ				ϑ
					<u>48503</u>				<u>48503</u>
	Funding Source: State (GARVEE 2017)	2020							0
	Same as above. (Federal = \$0) Increase RW by \$48,503,000 in FY2019. GARVEE funds start as state funds and will convert to federal in the future. Funds from rebalancing to include INFRA.	2021							0
		2022							0
		2023							0
		PD							0
SUM		0	0	ϑ	0	0	0	ϑ	
				<u>48503</u>				<u>48503</u>	
20788	SH-16, I-84 to US 20/26, Ada and Canyon Counties	2019			ϑ				ϑ
					<u>14000</u>				<u>14000</u>
	Funding Source: STP-State	2020			ϑ				ϑ
	Same as above. (Federal = \$24,092,000) Increase RW by \$14,000,000 in FY2019, \$4,500,000 in FY2020, and \$7,500,000 in FY2021. Funds from rebalancing to include INFRA.	2021			ϑ				ϑ
		2022			<u>4500</u>				<u>4500</u>
		2023			<u>7500</u>				<u>7500</u>
		PD							0
SUM		0		ϑ	0	0	0	ϑ	
				<u>26000</u>				<u>26000</u>	
20266	SH-44 (State Street), SH-16 to Linder Road, Ada County	2019	ϑ	ϑ					ϑ
			<u>-100</u>	<u>-487</u>					<u>-587</u>
	Funding Source: TECM	2020			750				750
	Add an additional westbound and eastbound lane to improve congestion and reduce crashes along SH-44 (State Street) from SH-16 to Linder Road near the City of Eagle. (Federal = \$544,000) Decrease PE by \$100,000 and PEC by \$487,000 (originally obligated as federal funds in FY2018). Funds to KN 21906. (5.7% total decrease)	2021							0
		2022							0
		2023					750	7750	8500
		PD							0
SUM		ϑ	ϑ	750	0	750	7750	9250	
	<u>-100</u>	<u>-487</u>					<u>8663</u>		
20574	SH-44 (State Street), Star Road to SH-16, Ada County	2019		ϑ					ϑ
				<u>-1000</u>					<u>-1000</u>
	Funding Source: TECM	2020			1000				1000
	Widen SH-44 (State Street) from Star Road to SH-16 in Ada County. An additional lane in both directions will alleviate congestion issues and improve safety. (Federal = \$927,000) Decrease PEC by \$1,000,000 (originally obligated as federal funds in FY2018). Funds to KN 21906. (11.5% total decrease)	2021							0
		2022							0
		2023					500	6000	6500
		PD							0
SUM		0	ϑ	1000	0	500	6000	7500	
		<u>-1000</u>					<u>6500</u>		

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
21906	Study, SH-55 Environmental Assessment Pear Lane to Middleton Road, Canyon County	2019	750 <u>37</u>	0 <u>2300</u>					750 <u>2337</u>
	Funding Source: STP-State Evaluate the environmental impacts as a result of widening SH-55 (Karcher Road) from two lanes to five lanes from Pear Lane to Middleton Road in Canyon County south of the City of Nampa. (Federal = \$2,165,000) Decrease PE by \$712,900 and increase PEC by \$2,300,000 to cover estimated cost of design environmental work. Funds from KN 20266 (\$587,000) and KN 20574 (\$1,000,000). (212% total increase)	2020							0
		2021							0
		2022							0
		2023							0
		PD							0
		SUM	750 <u>37</u>	0 <u>2300</u>	0	0	0	0	750 <u>2337</u>
NEW	US 20/26 (Chinden), I-84 to Middleton Road, Canyon County	2019							0
	Funding Source: TECM Widen US 20/26 (Chinden Boulevard) from I-84 to Middleton to six lanes in the City of Caldwell. (Federal = \$0) Increase PE by \$100,000, PEC by \$2,000,000, RW by \$10,000,000, and CE by \$2,200,000 in FY2021. Increase CN by \$20,000,000 in FY2022. Funds from rebalancing to include INFRA.	2020							0
		2021	0 <u>100</u>	0 <u>2000</u>	0 <u>10000</u>		0 <u>2200</u>		0 <u>14300</u>
		2022						0 <u>20000</u>	0 <u>20000</u>
		2023							0
		PD							0
		SUM	0 <u>100</u>	0 <u>2000</u>	0 <u>10000</u>	0	0 <u>2200</u>	0 <u>20000</u>	0 <u>34300</u>
19944	US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County	2019			0 <u>2135</u>				
	Funding Source: HSIP TECM Widen US 20/26 (Chinden Boulevard) between Locust Grove Road and SH-55 (Eagle Road) in the Cities of Boise, Eagle, and Meridian. (Federal = \$8,339,000) Change funding source from HSIP to TECM. Advance construction funds from FY2021 to FY2020. Increase ROW by \$2,135,000. Funds from rebalancing to include INFRA (20.34% total increase)	2020					0 <u>500</u>	0 <u>8500</u>	0 <u>9000</u>
		2021					0 <u>500</u>	0 <u>8500</u>	0 <u>9000</u>
		2022							0
		2023							0
		PD							0
		SUM	0	0	0 <u>2135</u>	0	500	8500	9000 <u>11135</u>
19944	US 20/26 (Chinden), Locust Grove Road to SH-55 (Eagle Road), Ada County	2019		0 <u>125</u>					0 <u>125</u>
	Funding Source: Local Participation Same as above. (Federal = \$0) Increase PEC by \$125,000. Funds from ACHD.	2020							0
		2021							0
		2022							0
		2023							0
		PD							0
		SUM	0	0 <u>125</u>	0	0	0	0	0 <u>125</u>

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13952	US-95, Boise River Bridge Hydraulic Study, near City of Parma	2019		0					0
	Funding Source: STP-State	2020							0
	Complete a hydraulic study of the Boise River south of the City of Parma. This study will determine river flows upstream and downstream of the existing bridge and evaluate the erosion and deposits at this location. This report will recommend strategies on how best to mitigate hydraulic issues up to and including bridge replacement. (Federal = \$81,000)	2021							0
		2022							0
		2023							0
		PD							0
		SUM	0	0	0	0	0	0	0
Increase PEC by \$87,000 to match the negotiated design contract. Funds from statewide balancing. (43.5% total increase)			87					87	

Per City of Kuna, November 27, 2018

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
20143	Pedestrian Improvements, Main Street, Avenue A to Avenue C, Kuna	2019							0
	Funding Source: Local Participating	2020					208	105	313
	Extend streetscape improvements along Main Street from Avenue C to Avenue A in the City of Kuna. Improvements include crosswalks, bulb-outs (pedestrian refuges) at the intersections, landscaping, decorative and functional lighting, benches, and bike racks. (Federal = \$0)	2021					142	1389	1531
		2022							0
		2023							0
		PD							0
		SUM	0	0	0	0	0	208	105
Decrease CE by \$66,000 and increase CN by \$1,284,000 to cover total estimated cost of the project. The city will replace local funds with other sources in the future, if possible. (91.67% increase)						142	1389	1531	
20143	Pedestrian Improvements, Main Street, Avenue A to Avenue C, Kuna	2019							0
	Funding Source: TAP-TMA	2020						312	312
	Same as above. (Federal = \$289,000)	2021							0
		2022							0
		2023							0
		PD							0
		SUM	0	0	0	0	0	0	312
No change to this funding source.									
20143	Pedestrian Improvements, Main Street, Avenue A to Avenue C, Kuna	2019							0
	Funding Source: TAP-Urban	2020							0
	Same as above. (Federal = \$499,000)	2021						562	562
		2022							0
		2023							0
		PD							0
		SUM	0	0	0	0	0	0	562
No change to this funding source.									

Per RTAC – TMA Balancing, November 28, 2018

Key No	Project	Scheduled Costs (including Match) (costs in \$1,000)							
		Cost year	PE	PEC	RW	UT	CE	CN	SUM
13482	Capital Maintenance, VRT, Boise Area - FY2018	2019						0	0
								<u>389</u>	<u>389</u>
	Funding Source: STP-TMA	2020							0
		2021							0
	Replace public transportation bus or facility in FY2018 in the Boise Urbanized Area. (Federal = \$360,000)	2022							0
		2023							0
		PD							0
	SUM	0	0	0	0	0	0	0	
							<u>389</u>	<u>389</u>	
19828	Pathway, Five Mile Creek, Treatment Plant to Black Cat Road, Meridian	2019	7	48					55
				<u>97</u>					<u>104</u>
	Funding Source: STP-TMA	2020							0
		2021							0
	Design and construct a one-mile segment of the City of Meridian's multi-use pathway extending the current pathway just south of the wastewater treatment plant to Black Cat Road. The project also includes a pedestrian bridge over Five Mile Creek. (Federal = \$422,000)	2022					53	298	351
		2023							0
		PD							0
	SUM	7	48	0	0	53	298	406	
			<u>97</u>					<u>455</u>	
19828	Pathway, Five Mile Creek, Treatment Plant to Black Cat Road, Meridian	2019		0					0
				<u>1</u>					<u>1</u>
	Funding Source: Local Participating	2020							0
		2021							0
	Same as above. (Federal = \$0)	2022						0	0
		2023						<u>349</u>	<u>349</u>
		PD							0
	SUM	0	0	0	0	0	0	0	
			<u>1</u>				<u>349</u>	<u>350</u>	

ACHD = Ada County Highway District
 CE = Construction Engineering
 CN = Construction
 FY = Fiscal Year
 HSIP = Highway Safety Improvement Program
 I = Interstate
 INFRA = Infrastructure for Rebuilding America
 KN = Key Number
 PD = Preliminary Development
 PE = Preliminary Engineering

PEC = Preliminary Engineering Consultant
 RTAC = Regional
 RW = Right-of-Way
 SH = State Highway
 STP = Surface Transportation Program
 TAP = Transportation Alternatives Program
 TECM = Transportation Expansion Congestion Mitigation
 TMA = Transportation Management Area
 US = United States (highway)
 UT = Utilities

October 26, 2018

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

RE: Valley Regional Transit Capital Needs for FY2019 – FY2022

Dear Mr. Stoll:

VRT wishes to request \$360,000 STP federal funding funds for Boise Maintenance Facility HVAC and CNG Detection Renovation.

The Boise Maintenance Facility HVAC and CNG Detection systems are currently beyond their useful and programmed life. They are in need of replacement, which will require a code analysis and redesign as well as facility upgrades as required for the project. This renovation will occur within the existing facility, most likely replacing or retrofitting existing equipment.

The original project budget estimate was \$1 million dollars (\$400K for design and \$600K for construction). VRT competitively procured the renovation, and the bids received were notably higher leaving VRT approximately \$388,000 short on funding.

VRT will provide the 7.34% match portion of \$28,517 to balance the total amount of \$388,000, (\$360,000 Federal/\$28,517 Match = \$388,517).

Thank you for the opportunity to submit the public transportation capital project's needs for FY19.

Sincerely,



Kelli Badesheim
Executive Director

cc: Rhonda Jalbert, Development Director
James McMahon, Finance Director
Kelly Jakovac, Grant Administrator

KB/kj/li



Mayor Tammy de Weerd

City Council Members:

Joe Borton
Ty Palmer
Treg Bernt

Genesis Milam
Luke Cavener
Anne Little Roberts

August 20, 2018

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

Re: KN 19828; Five Mile Creek Pathway

Dear Matt:

The City of Meridian respectfully submits this letter requesting additional funds for the Five Mile Creek Pathway project (KN 19828). There is a known need for additional funds for design and construction of this project. When this project was submitted for TAP-TMA funding, a planning-level cost estimate was put together based on the conceptual design. This project then went through the COMPASS Project Development Program, which provided new information and cost estimates for the project. After evaluating the scope in more depth, the City realized the cost estimates were short.

Today there is \$51K (\$47K Federal; \$4K Local) programmed for design of this project in FY2019, and \$351K (\$325K Federal; \$26K Local) programmed for construction in the draft TIP. (Please note that design/engineering is advanced from FY2020 in the adopted FY2018-2022 TIP to FY2019 in the Draft FY2019-2023 TIP.) It is anticipated that an additional \$403K would cover the costs for this project, including LHTAC management of the project. As TAP-TMA funds become available, please consider increasing funding for design (PE + PL) from \$51K total to \$105K and from \$351K total for construction (CE + CC + CL) to \$700K. The City recognizes that the required match will also increase with an increase of federal funds; the City is willing to match accordingly.

We are honored to be a part of the important work COMPASS is spearheading in the Treasure Valley and believe this project to be of significant regional importance. Thank you for your consideration of this request. If you have any questions, please feel free to contact Kim Warren, Pathways Project Manager at (208) 888-3579.

Sincerely,

A handwritten signature in black ink, appearing to read "Tammy de Weerd", written over a light blue circular stamp.

Tammy de Weerd, Mayor
City of Meridian

COMPASS 2019 Draft Federal Transportation Policy Positions

REAUTHORIZATION OF FAST ACT

Reauthorization Looming in 2020

COMPASS appreciates Congress passed a longer-term (5-year) transportation authorization bill, but there is much work to do for the next authorization in Fiscal Year 2020. Policy makers and transportation entities must engage and begin crafting a reauthorization bill as expiration of FAST Act approaches. There are many challenging issues that will require thoughtful and difficult decisions. A solution to the Highway Trust Fund insolvency must begin to be crafted and debated today, not tomorrow.

FEDERAL TRANSPORTATION FUNDING

Stabilization of Federal Highway Trust Fund (HTF)

COMPASS supports a permanent, long-term solution to funding the HTF and discourages temporary infusions of general fund dollars. The insolvency of the HTF is the single largest impediment to addressing the nation's transportation infrastructure challenges. Continual short-term, unpredictable funding through the use of general fund dollars hampers state and local planning and construction of transportation projects.

Federal Fuel Tax

COMPASS supports an increase in the federal motor fuels tax and indexing the fuel tax rate to inflation. The federal motor fuels tax is the most logical and readily available "user-pay" solution to stabilizing the Highway Trust Fund. The fuel tax has not been increased since 1993 and the political challenges associated with fuel tax increases have had a negative effect on the nation's transportation infrastructure investments. Indexing the fuel tax to the rate of inflation will mitigate many of the political challenges associated with funding the HTF long-term.

Funding Diversification

COMPASS supports diversifying transportation user fee concepts to fund the Highway Trust Fund. Improvements in fuel efficiency and development of alternative fuel vehicles have had a negative effect on the HTF account. Continued reliance on outdated, traditional fuel excise tax approach to funding the Highway Trust Fund is not practical. Additional user fee concepts are necessary to capture current trends in transportation and transportation infrastructure funding.

OTHER PROVISIONS

Expand Private Investment Incentives

COMPASS supports continued expansion of incentives for private investment in roadway, bridge, and alternative transportation infrastructure. Congress should continue its focus to encourage project financing, private investment, and Public-Private Partnerships as part of the surface transportation act.

Federal Project Delivery Process “Streamlining”

COMPASS supports the streamlining of the federal transportation project delivery process to facilitate timely construction of federally funded projects and reduce project delays. Initial streamlining steps should include 1) mandating concurrent reviews among all federal and state agencies involved in the environmental review of federally funded transportation projects, and 2) standardizing environmental policy and the review/approval process within US Department of Transportation (DOT) modes.

Public Transportation Programs

COMPASS supports increases in federal funding for public transportation.

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

Non-Motorized Transportation

COMPASS supports continued federal support for non-motorized transportation based on local needs or desires. 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.

Role of Local Governments

COMPASS supports additional direct funding and flexibility of federal transportation funds to local government. Federal transportation funding mechanisms have historically been funneled through and directed to state transportation agencies. 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.

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 unjustifiably delay, and the FRA should utilize their authority to achieve the intent of law.

2019 Draft COMPASS State Legislative Positions

1. Transportation Revenue

The COMPASS Board of Directors' supports increasing and diversifying dedicated revenue for state and local transportation systems, including for transit and alternative transportation modes. Idaho's current transportation funding level remains inadequate to address the state's needs. While there have been recent funding enhancements by the legislature, state and local transportation entities still face critical funding shortfalls for maintenance and expansion projects. A functional transportation system is critical to accommodate the population growth and economic development of the Treasure Valley and the State of Idaho.

2. Extend "Surplus Eliminator" Provision for Transportation

The COMPASS Board of Directors' supports extending the "surplus eliminator" transportation funding mechanism and maintaining a 60/40 state/local share of those funds. The 2015 "surplus eliminator" funding has proven to be a useful mechanism for state and local maintenance projects. Legislation should also allow such funds to be used for expansion projects to address safety and economic opportunity needs.

3. Local Option Sales Tax Authority

The COMPASS Board of Directors' strongly supports local option sales tax authority legislation. Such a tool will provide local units of government the ability to request necessary supplemental infrastructure revenue for specific projects – including transportation – as approved by local voters, through a local sales tax. The Board recognizes allowing such funds to be used for roadway and/or transit projects is beneficial for our region.

4. Regional Public Transportation Authority Funding Alternatives

The COMPASS Board of Directors' supports a voter-approved property tax funding mechanism for Idaho's Regional Public Transportation Authorities. The Idaho Legislature, in 1994, authorized the formation of RPTA's stating "the total mobility needs of commerce and people cannot be met solely with highway and road systems...." While a mechanism to create and govern RPTAs was authorized, a mechanism to provide a reliable source of funding remains absent. The COMPASS Board supports statutory authority for RPTAs to levy a property tax, as approved by voters, to support their operations.

5. High Occupancy Vehicle Lanes

The COMPASS Board of Directors' supports statutory authority to allow utilization of High Occupancy Vehicle (HOV) lanes on state and local highways. Current statutory language restricts locations in which HOV lanes may be utilized.

6. Safe Routes to School

The COMPASS Board of Directors' endorses state support for safe, community-oriented non-motorized transportation. Safe community and neighborhood bicycle and pedestrian options and education programs such as Safe Routes to School should be a priority for the state.

COMPASS BOARD AGENDA ITEM VII-F

Date: December 17, 2018

Topic: Revision 1 of the FY2019 Unified Planning Work Program and Budget

Request/Recommendation:

COMPASS staff seeks COMPASS Board of Directors' adoption of Resolution 07-2019 approving Revision 1 of the FY2019 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 27, 2018, meeting and recommended approval of Revision 1 of the FY2019 UPWP as presented.

The following revisions to revenues are proposed in Revision 1 of the FY2019 UPWP:

- Add \$366,218 from agencies participating in the orthophotography project. Add \$83,782 of fund balance for COMPASS' contribution to the orthophotography project.
- Increase carry over funds from Valley Regional Transit by \$107,392. This funding is dedicated to the State Street Transit Oriented Development Plan. The total funding for the project has not changed; this revision is to shift the revenues from FY2018 to FY2019.
- Add \$79,423 of fund balance for CIM Implementation Grants. \$29,423 of this total are funds carried forward from FY2018. The remaining \$50,000 is for FY2019 CIM Implementation Grants, which were funded with current, non-federal revenues in the original FY2019 UPWP.
- Increase the draw from fund balance by \$2,090 to cover the revenue shortfall.

The following revisions to expenses are proposed in Revision 1 of the FY2019 UPWP:

- Add \$450,000 for the total estimated cost of orthophotography project.
- Add \$107,392 to State Street Transit Oriented Development Plan to complete the project. The total cost of the project has not changed; this revision is to move expected expenses from FY2018 to FY2019.
- Add \$25,000 to CIM Implementation Grants to cover the cost of the FY2018 City of Wilder grant that was extended into FY2019. This is a carry-over of a FY2018 expense and not a new expense.
- Add \$4,232 for a CIM Implementation Grant to the City of Garden City. These funds were budgeted in FY2018 but not expended, making them available for an additional grant in FY2019.

- Adjustment to Indirect Costs
 - Add \$6,800 for labor costs to update all COMPASS computers to Windows 10;
 - Add \$2,250 to cover the increase in COMPASS' share of the repair and replacement reserve for the building;
 - Remove \$300 for commuting incentive, as these reimbursements must be treated as taxable income under current tax law;
 - Add \$4,000 as contingency for travel costs of job candidates, if needed.
- Add \$10,340 for public involvement to Long-Range Planning. These expenses were originally budgeted in FY2018, but not expended.
- Add \$2,000 for graphics and editing to Long-Range Planning. These expenses were originally budgeted in FY2018, but not expended.
- Remove \$9,000 for printing Long-Range Planning.
- Move \$8,720 for bicycle/pedestrian counter costs from Bicycle/Pedestrian Long-Range Planning to Bike Counter Management.
- Add \$5,000 for cost of Windows 10 software licenses to Direct Operations and Maintenance.
- Add \$21,000 for upgrades to large and small conference rooms to Direct Operations and Maintenance.
- Add \$10,000 for contingency to replace the GIS plotter Direct Operations and Maintenance.

Implication (policy and/or financial):

Without COMPASS Board adoption of Revision 1 of the FY2019 UPWP, the agency cannot make full use of available revenues.

More Information:

- 1) Attachment: Revision 1 of the FY2019 Unified Planning Work Program and Budget.
- 2) For detailed information contact: Meg Larsen, at 208-475-2228 or mlarsen@compassidaho.org



RESOLUTION NO. 07-2019

**FOR THE PURPOSE OF APPROVING REVISION 1 OF THE
FY2019 UNIFIED PLANNING WORK PROGRAM AND BUDGET**

WHEREAS, the FY2019 Unified Planning Work Program and Budget was adopted by the Community Planning Association of Southwest Idaho Board of Directors under Resolution 12-2018, dated August 20, 2018;

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 FY2019 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 FY2019 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 17th day of December 2018.

APPROVED:

By: _____
David L. Case, 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 FY2019 - Revision 1

Summary

FY2019 Original UPWP Revenues		2,919,992	FY2019 Original UPWP Expenses	2,919,992
1	Orthophotography Project Contributions from participating entities Draw from Fund Balance	366,218 83,782	Geographic Information System Maintenance, Professional Services. Add funding to cover total project cost.	450,000
2	Valley Regional Transit. Carry over unspent funds designated for the State Street Transit Oriented Development Plan.	107,392	State Street Corridor, Professional Services. Add \$107,392 to complete contract.	107,392
3	Add Fund Balance for CIM Implementation Grants	79,423	Resource Development Funding, CIM Implementation Grants. Add \$25,000 for the FY2018 grant extended into FY2019 for City of Wilder. Resource Development Funding, CIM Implementation Grants. Add \$4,423 for City of Garden City grant.	25,000 4,423
4	Increase Draw from Fund Balance (to fund revenue shortfall)	2,090		
5			Indirect Operations and Maintenance Professional Services. Add \$6,800 for installation of Windows 10. Building Maintenance and Reserve for Major Repairs. Add \$2,250 to reflect budget revision of Second and Broadway Condominium Association. Commuting Incentive. Remove \$300. Current tax law requires this reimbursement to be recognized as taxable income. Other/Miscellaneous. Add \$4,000 as contingency for job candidates, if needed.	6,800 2,250 (300) 4,000
6			Direct Operations & Maintenance Long-Range Planning, General Project Management, Public Involvement. Add \$10,340 of unspent funds from FY2018. Long-Range Planning, General Project Management, Professional Services. Add \$2,000 for graphics/editing to finish CIM 2040 2.0. Long-Range Planning, General Project Management, Printing. Remove \$9,000 not expected to be needed. Bicycles/Pedestrians, Equipment/Software. Move budget to Bike Counter Management. Bike Counter Management, Equipment/Software. Add \$8,720 for automatic data transmission, replacement tubes, and other maintenance costs. Direct Operations and Maintenance, Equipment/Software. Add \$5,000 for upgrade to Windows 10. Direct Operations and Maintenance, Equipment/Software. Add \$12,000 for large conference room upgrades. Add \$9,000 for small conference room upgrade. Add \$10,000 contingency for plotter replacement.	10,340 2,000 (9,000) (8,720) 8,720 5,000 31,000
Recommended Adjustments to Revenues		638,906	Recommended Adjustments to Expenses	638,906
Adjusted Revenues - Revision 1		3,558,898	Adjusted Expenses - Revision 1	3,558,898
Remaining Revenue		-		

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2019 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1
REVENUE AND EXPENSE SUMMARY (total)**

REVENUE	FY2019 Final	FY2019 Revision 1
GENERAL MEMBERSHIP		
Ada County	220,730	220,730
Ada County Highway District	220,730	220,730
Canyon County	106,102	106,102
Canyon Highway District No. 4	37,346	37,346
Golden Gate Highway District No.3	5,313	5,313
City of Boise	102,423	102,423
City of Caldwell	25,070	25,070
City of Eagle	13,188	13,188
City of Garden City	5,238	5,238
City of Greenleaf	379	379
City of Kuna	9,144	9,144
City of Meridian	46,917	46,917
City of Melba	251	251
City of Middleton	4,052	4,052
City of Nampa	43,372	43,372
City of Notus	251	251
City of Parma	944	944
City of Star	4,546	4,546
City of Wilder	754	754
Subtotal	846,750	846,750
SPECIAL MEMBERSHIP		
Boise State University	8,500	8,500
Capital City Development Corporation	8,500	8,500
Idaho Department of Environmental Quality	8,500	8,500
Idaho Transportation Department	8,500	8,500
Valley Regional Transit	8,500	8,500
Subtotal	42,500	42,500
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2019 K# 19071 Ada County	1,004,920	1,004,920
CPG - FY2019 K# 19071 Canyon County	353,080	353,080
Sub Total CPG Grants	1,358,000	1,358,000
STP TMA - K# 13900, FY19 off-the-top funds for Planning	306,705	306,705
STP TMA - K# 19571, <i>Communities in Motion 2040, 2.0</i>	46,330	46,330
STP TMA - K# 18694, Update Treasure Valley ITS Plan	218,678	218,678
Subtotal	571,712	571,712
OTHER REVENUE SOURCES		
Idaho Department of Environmental Quality	25,000	25,000
Air Quality Board	25,000	25,000
Orthophotography - Participant Contributions		366,218
Valley Regional Transit - State Street Grant - carry over	20,000	127,392
Interest Income	15,000	15,000
Subtotal	85,000	558,610
TOTAL REVENUE; Dues, Federal Funds, and Other miscellaneous	2,903,962	3,377,573
Draw From Fund Balance (to fund Orthophotography Project)		83,782
Draw From Fund Balance (CIM Implementation Grants)		79,423
Draw From Fund Balance (to fund revenue shortfall)	16,029.62	18,120
TOTAL REVENUE, ALL RESOURCES	2,919,992	3,558,898

EXPENSE	FY2019 Final	FY2019 Revision 1
SALARY, FRINGE & CONTINGENCY		
Salary	1,282,610	1,282,610
Fringe	590,107	590,107
Contingency (Overtime, Bonus, and Sick Time Trade)	22,000	22,000
Subtotal	1,894,717	1,894,717
INDIRECT OPERATIONS & MAINTENANCE		
Indirect Costs	189,900	202,650
Subtotal	189,900	202,650
DIRECT OPERATIONS & MAINTENANCE		
620001, Demographics and Growth Monitoring	500	500
653001, Communication and Education	51,350	51,350
661001, Long-Range Planning	55,000	58,340
661004, Freight		
661005, Bicycles and Pedestrians	8,720	-
661008, Bike Counter Management		8,720
685001, Transportation Improvement Program	5,400	5,400
685002, Project Development Program	75,000	75,000
685004, CIM Implementation Grants	50,000	79,423
702001, Air Quality Outreach	45,455	45,455
720001, State Street Corridor	20,000	127,392
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	22,000	22,000
842001, Congestion Management Process	236,000	236,000
860001, Geographic Information System Maintenance	43,200	493,200
990001, Direct Operations and Maintenance	65,700	101,700
Subtotal	835,375	1,461,530
TOTAL EXPENSE	2,919,992	3,558,897

REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	2,919,992	3,558,898
LESS: TOTAL EXPENSES	2,919,992	3,558,898
REVENUE EXCESS/(DEFICIT)	0	0

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FY2019 - REVISION 1

REVENUE AND EXPENSE SUMMARY (total)

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2019 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER	EXPENSES				FY19 CPG						MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES				
	Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	Ada County K# 19071 (74%)	FY19 CPG Canyon County K# 19071 (26%)	STP-TMA Off The Top K# 13900	STP-TMA CIM 2040 K# 19751	STP-TMA Treasure Valley ITS Plan K# 18694	Total Federal Funds	Required Match	Local Funds/FB	Other Revenue	Total Local & Other					
601001	UPWP/Budget Development and Federal Assurances	110	83,847	-	83,847	35,293	12,400	30,000						77,693	6,154			6,154	83,847
620001	Demographics and Growth Monitoring	99	70,488	500	70,988	26,475	9,302	30,000						65,777	5,211			5,211	70,988
620002	Development Monitoring	45	28,580	-	28,580	4,797	1,685	20,000						26,482	2,098			2,098	28,580
620003	Census 2020	32	20,606	-	20,606	6,729	2,364	10,000						19,093	1,512			1,512	20,606
653001	Communication and Education Long-Range Planning	210	131,352	51,350	182,702							182,702						182,702	182,702
661001	General Project Management	229	161,263	58,340	219,603	116,294	40,860		46,330					203,484	16,119			16,119	219,603
661003	Roadways	28	16,638	-	16,638	11,409	4,008							15,417	1,221			1,221	16,638
661004	Freight	15	9,699	-	9,699	6,651	2,337							8,987	712			712	9,699
661005	Bicycles/Pedestrians	129	64,774	-	64,774	44,415	15,605							60,020	4,754			4,754	64,774
661006	Public Transportation	112	55,939	-	55,939	38,357	13,477							51,833	4,106			4,106	55,939
661007	Performance Measurement	40	24,657	-	24,657	16,907	5,940							22,847	1,810			1,810	24,657
661008	Bike Counter Management	102	48,869	8,720	57,589	39,488	13,874							53,362	4,227			4,227	57,589
661009	Public Involvement	18	12,416	-	12,416	8,513	2,991							11,505	911			911	12,416
	Resource Development/Funding																		
685001	Transportation Improvement Program	408	258,976	5,400	264,376	107,278	37,692	100,000						244,971	19,405			19,405	264,376
685002	Project Development Program	31	22,721	75,000	97,721	67,005	23,542							90,548	7,173			7,173	97,721
685003	Grant Research and Development	141	97,211	-	97,211							97,211						97,211	97,211
685004	CIM Implementation Grants	16	11,727	79,423	91,150	8,041	2,825					79,423		10,866	861			80,284	91,150
	TOTAL PROJECTS	1,765	1,119,764	278,733	1,398,497	537,652	188,905	190,000	46,330	-	962,886	76,274	359,336	-	435,611	-	1,398,497	1,398,497	
701001	Membership Services	130	83,371	-	83,371	57,166	20,085							77,251	6,119			6,119	83,371
702001	Air Quality Outreach	7	4,545	45,455	50,000												50,000	50,000	50,000
703001	General Public Services	21	13,579	-	13,579							13,579						13,579	13,579
705001	Transportation Liaison Services	50	38,272	-	38,272	26,243	9,220							35,463	2,809			2,809	38,272
720001	State Street Corridor	5	3,461	127,392	130,853	2,373	834							3,207	254		127,392	127,646	130,853
760001	Legislative Services	60	61,166	115,050	176,216							176,216						176,216	176,216
761001	Growth Incentives	1	1,019	-	1,019	945								945	75			75	1,019
	TOTAL SERVICES	274	205,414	287,897	493,311	86,726	30,139	-	-	-	116,866	9,257	189,795	177,392	376,445	-	493,311	493,311	
801001	Staff Development	116	75,771	40,000	115,771	79,382	27,891							107,273	8,498			8,498	115,771
820001	Committee Support	232	150,233	2,000	152,233	104,384	36,675							141,059	11,174			11,174	152,233
836001	Regional Travel Demand Model	146	107,006	22,000	129,006	73,658	25,880	20,000						119,537	9,469			9,469	129,006
842001	Congestion Management Process	81	56,001	236,000	292,001	38,399	13,492			218,678				270,568	21,433			21,433	292,001
860001	Geographic Information System Maintenance	609	383,179	493,200	876,379	84,720	30,098	96,705						211,523.39	15,526	283,112	366,218	664,856	876,379
	TOTAL SYSTEM MAINTENANCE	1,184	772,190	793,200	1,565,390	380,542	134,036	116,705	-	218,678	849,961	66,099	283,112	366,218	715,429	-	1,565,390	1,565,390	
990001	Direct Operations / Maintenance	-	-	101,700	101,700											86,700	15,000	101,700	101,700
991001	Support Services Labor	917	-	-	-													-	-
999001	Indirect Operations/Maintenance	-	-	-	-													-	-
	TOTAL INDIRECT/OVERHEAD	917	-	101,700	101,700	-	-	-	-	-	-	-	86,700	15,000	101,700	-	101,700	101,700	
	GRAND TOTAL	4,140	2,097,367	1,461,530	3,558,898	1,004,920	353,080	306,705	46,330	218,678	1,929,713	151,631	918,944	558,610	1,629,185	-	3,558,898	3,558,898	

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2019 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1
REVENUE AND EXPENSE SUMMARY (total)**

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)	FY2020 CARRY-FORWARD
620001 Demographics and Growth Monitoring	500					500				
653001 Communication and Education	51,350	25,100			1,000		25,250			
661001 Long-Range Planning	58,340	44,500			2,000		11,840			6
661005 Bicycles/Pedestrians	-	-	-							6
661008 Bike Counter Management	8,720	-	8,720							6
685001 Transportation Improvement Program	5,400						5,400			
685002 Project Development Program	75,000	75,000								
685004 CIM Implementation Grants	79,423	79,423								2
702001 Air Quality Outreach	45,455	45,455								
720001 State Street Corridor	127,392	127,392								2
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	22,000	22,000								
842001 Congestion Management Process	236,000	236,000								
860001 Geographic Information System Maintenance	493,200	450,000	42,000			1,200				1
990001 Direct Operations / Maintenance										
New/replacement hardware and software	21,000		21,000							6
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	
Conferenc Room Upgades	21,000		21,000							6
Other: board lunch, staff gifts, meeting refreshments, misc.	7,000							7,000		
GRAND TOTAL	1,461,530	1,104,870	126,820	59,600	3,000	12,800	42,490	9,000	102,950	-

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2019 UNIFIED PLANNING WORK PROGRAM and Budget - Revision 1
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2019 Final	FY2019 Revision 1
Professional Services	930	28,000	34,800
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	11,800	11,800
Building Maintenance and Reserve for Major Repairs	955	51,750	54,000
Printing	960	1,500	1,500
Advertising	962	1,000	1,000
Audit	970	15,000	15,000
Insurance	971	13,000	13,000
Legal Services	972	2,500	2,500
General Supplies	980	6,000	6,000
Computer Supplies	982	18,000	18,000
Computer Software / Maintenance	983	17,000	17,000
Commuting Incentive	990	300	-
Vehicle Maintenance	991	1,000	1,000
Utilities	992	10,500	10,500
Local Travel	993	2,100	2,100
Other / Miscellaneous	995	1,000	5,000
TOTAL		189,900	202,650

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2019 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	38	16	3	53	110
620001	Demographics and Growth Monitoring	CM	-	94	5	-	99
620002	Development Monitoring	CM	-	40	5	-	45
620003	Census 2020	CM	-	20	12	-	32
653001	Communication and Education	AL	8	10	192	-	210
	Long-Range Planning	LI					
661001	General Project Management	LI	15	171	43	-	229
661003	Roadways	LI	-	28	-	-	28
661004	Freight	LI	-	15	-	-	15
661005	Bicycles/Pedestrians	BC	-	125	4	-	129
661006	Public Transportation	RH	-	108	4	-	112
661007	Performance Measurement	CM	-	38	2	-	40
661008	Bike Counter Management	BC	-	102	-	-	102
661009	Public Involvement	LI	-	6	12	-	18
	Resource Development/Funding	TT					
685001	Transportation Improvement Program	TT	12	360	36	-	408
685002	Project Development Program	KP	-	31	-	-	31
685003	Grant Research and Development	KP	3	130	8	-	141
685004	CIM Implementation Grants	KP	-	16	-	-	16
TOTAL PROJECTS			76	1,310	326	53	1,765
701001	Membership Services	LI	-	115	15	-	130
702001	Air Quality Outreach	AL	-	-	7	-	7
703001	General Public Services	AL	-	14	7	-	21
705001	Transportation Liaison Services	MS	12	24	14	-	50
720001	State Street Corridor	ML	2	3	-	-	5
760001	Legislative Services	MS	60	-	-	-	60
761001	Growth Incentives	MS	1	-	-	-	1
TOTAL SERVICES			75	156	43	-	274
801001	Staff Development	ML	9	83	14	10	116
820001	Committee Support	ML	12	83	23	114	232
836001	Regional Travel Demand Model	MW	-	146	-	-	146
842001	Congestion Management Process	HM	-	77	4	-	81
860001	Geographic Information System Maintenance	EA	-	596	13	-	609
TOTAL SYSTEM MAINTENANCE			21	985	54	124	1,184
TOTAL DIRECT			172	2,451	423	177	3,223
991001	Support Services Labor	ML	288	79	37	513	917
TOTAL INDIRECT/OVERHEAD			288	79	37	513	917
TOTAL LABOR			460	2,530	460	690	4,140

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PROGRAM NO.	601				CLASSIFICATION:	Project			
TITLE:	UPWP Budget Development and Monitoring								
TASK / PROJECT DESCRIPTION:	Monitor and amend, as necessary, the FY2019 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 FY2020 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.								
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.								
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW	Federal Code 23 CFR § 450.308 (b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP) or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420.								
FY2019 BENCHMARKS									
MILESTONES / PRODUCTS									
FY2019 UPWP									
Process and track revenues and expenditures for the FY2019 UPWP and related transportation grants							Ongoing		
Process required state and local agreements and other required paperwork for transportation grants							As Needed		
Process and obtain Board approval of FY2019 UPWP revisions									
Distribute revisions of the FY2019 UPWP to the Idaho Transportation Department for tracking purposes							As Needed		
Distribute revisions of the FY2019 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval							As Needed		
FY2020 UPWP Development									
Develop process and schedule for the FY2020 UPWP							Nov		
Solicit membership input on possible transportation planning projects and associated needs for FY2020							Jan-Feb		
Submit initial revenue assessment for FY2020 to the Finance Committee for input							Mar		
Obtain Board approval on FY2020 General and Special membership dues							Apr		
Present FY2020 UPWP									
Present draft FY2020 UPWP to Finance Committee for input and feedback							May		
Present draft FY2020 UPWP to Finance Committee for recommendation							Jun		
Submit FY2020 UPWP to Board for adoption							Aug		
Submit and obtain approval from Federal Highway Administration of FY2020 UPWP							Aug		
Distribute FY2020 UPWP to the Idaho Transportation Department and Federal Transit Administration							Aug		
Track Federal requirements as related to Self-Certification									
Compliance with federal requirements							Ongoing		
Track federal requirements as related to Regional Transportation Improvement Program and the Long-Range Transportation Plan									
Document and prepare for Federal Certification Review							Ongoing		
Monitor federal changes through the Federal Register							Ongoing		
LEAD STAFF: Meg Larsen					Expense Summary				
END PRODUCTS: FY2019 UPWP revisions; FY2020 UPWP; and maximize funding opportunities.									
Total Workdays:								110	
Salary								\$ 53,553	
Fringe					22,816				
Overhead					7,480				
Total Labor Cost:					\$ 83,847				
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:				
Funding Sources				Participating Agencies					
	Ada	Canyon	Special	Total	Member Agencies Federal Highway Administration Federal Transit Administration				
CPG, K19071	\$ 35,293	\$ 12,400		\$ 47,693					
STP-TMA, K13900			30,000	30,000					
Local	4,554	1,600		6,154					
Total:	\$ 39,847	\$ 14,000	\$ 30,000	83,847	Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other				
Total Direct Cost:					\$ -				
601					Total Cost: \$ 83,847				

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PROGRAM NO.	620			CLASSIFICATION:	Project
TITLE:	Demographics and Growth Monitoring				
TASK / PROJECT DESCRIPTION:	To collect, analyze, and report on growth and transportation patterns related to goals in the regional long-range transportation plan. This includes providing demographic data, such as population and employment estimates, Census 2020 preparation work, providing relevant information for local decision-making, and updating demographic forecasts based on new entitlements and policies.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Tracking and monitoring growth and system demands are critical to several planning efforts: 1) <i>Communities in Motion</i> as well as other corridor, subarea, and alternative analyses depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands; 2) The travel demand model also requires current and accurate housing and employment data; 3) Accessing, mapping, and disseminating census data and training enables member agencies to have data for studies, grants, land use allocation demonstration modeling, and other analyses, and is an often requested member service; 4) Development review enables local decision-makers to bridge regional and local planning efforts to provide growth supportive of <i>Communities in Motion</i> ; and 5) Census preparation enables the most accurate counts during the 2020 Census, enables local governments to receive a variety of federal program funds, and provides key demographic data.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	<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>				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Population and Employment Estimates					
Data collection and geocoding of building permits					Ongoing
Complete 2018 employment data					March
Complete 2018 Development Monitoring Report					March
Complete 2019 population estimates and receive Board acceptance					April
Census Liaison/Clearinghouse					
Integrate Census data in related projects					Ongoing
Regional Complete Count Committee invitations and membership					Dec
Census Hard-to-Count Strategic Plan					Dec
Regional outreach materials and local outreach templates					Fall 2019
Complete the Census Boundary and Annexation Survey (BAS)					March
Complete Census Participant Statistical Areas Program (PSAP)					Summer
Development Forecasting, Tracking, and Reconciliation					
Update preliminary plat files and other entitled development					Ongoing
Conduct reconciliation and report to workgroup/committee					June
Population forecast for next long-range plan					September
Demographics Support					
Respond to member requests for census data					Ongoing
Provide development and policy reviews and checklists					Ongoing
Development checklist report					March
LEAD STAFF: Carl Miller					
END PRODUCT: Demographic products: 1) 2019 population estimates; 2) 2018 employment estimates; 3) Census 2020 support work including technical work (BAS and PSAP) and outreach work (Complete Count Committee, Hard-to-Count plan, and outreach materials and templates; 4) updated CIM demographic forecast, including annual reconciliation; and 5) demographic data and support for member agencies and the media.					
					Expense Summary
					Total Workdays: 176
					Salary \$ 76,435
					Fringe 32,564
					Overhead 10,676
					Total Labor Cost: \$ 119,674
ESTIMATED DATE OF COMPLETION: September-2019					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K19071	\$ 38,001	\$ 13,352		\$ 51,353	
STP-TMA, K13900			60,000	60,000	
				-	
Local	6,527	2,293		8,821	
Total:	\$ 44,529	\$ 15,645	\$ 60,000	120,174	
					DIRECT EXPENDITURES:
					Professional Services \$ 500
					Legal / Lobbying
					Equipment Purchases
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 500
					620 Total Cost: \$ 120,174

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PROGRAM NO.	653			CLASSIFICATION:	Project		
TITLE:	Communication and Education						
TASK / PROJECT DESCRIPTION:	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing COMPASS Board education. Specific elements of the task include, but are not limited to, managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; managing COMPASS' social media channels; supporting the Public Participation Workgroup; and representing COMPASS at open houses and other events.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.316 requires public input and involvement in metropolitan planning organization planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan [<i>Communities in Motion</i>]) is planned/budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing /updating the COMPASS <i>Integrated Communication Plan</i> and Public Involvement Plan every three years, coordinating outreach efforts, and providing more general (non-program specific) opportunities for the public to learn about transportation, planning, financial, and related issues to provide the background to assist the public in becoming involved in COMPASS programs and projects.						
FY2019 BENCHMARKS							
MILESTONES / PRODUCTS							
General							
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases					Ongoing		
Support work of Public Participation Workgroup					Ongoing		
Provide outreach/public speaking support and training to staff					Ongoing		
Conduct annual update of social media audit					October		
Develop tools such as electronic and print materials designed for most effective means of communication							
Maintain and enhance COMPASS social media channels					Ongoing		
Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic					Ongoing		
Develop FY2019 annual report, annual budget summary, and annual communication summary					Jul-Sep		
Write and distribute monthly update handout					Ongoing		
Write and distribute monthly Keeping Up With COMPASS newsletter					Ongoing		
Use results of FY2015 random household survey to evaluate success and continually improve programs					Ongoing		
Update/develop other print materials as appropriate					Ongoing		
Develop a new standard COMPASS display					Jan - March		
Education and community outreach							
Develop and implement FY2019 public education series to include a minimum of five speakers					Jan - Sep		
Support and collaborate with other agencies' outreach and education efforts and programs					Ongoing		
Participate in community events to share planning-related information					Ongoing		
Attend/support member agencies at public meetings					Ongoing		
Manage/support <i>Leadership in Motion</i> awards program					Aug - Dec		
Plan and host annual "COMPASS 101" workshop					Jan - Feb		
Sponsor "Look! Save a Life" bicycle/pedestrian safety campaign (coordinated through the City of Boise Police Department)					Mar - Jun		
Purchase small promotional items ("swag") to give away at COMPASS events					Spring		
Transportation Funding Outreach Campaign ("Don't Let the Treasure Valley Fall through the Cracks")							
Promote the need for increased transportation funding/funding options through earned media, social media, etc.					Ongoing		
LEAD STAFF:	Amy Luft				Expense Summary		
END PRODUCT:	Public involvement in, and understanding of, transportation planning and related issues.						
					Total Workdays: 210		
					Salary \$ 83,893		
					Fringe 35,742		
					Overhead 11,718		
					Total Labor Cost: \$ 131,352		
ESTIMATED DATE OF COMPLETION:					September-2019		
Funding Sources				Participating Agencies		DIRECT EXPENDITURES:	
	Ada	Canyon	Special	Total			Professional Services \$ 25,100
CPG, K19071				\$ -	Highway Districts		Legal / Lobbying
STP-TMA, K13900					Member Agencies		Equipment Purchases
Local			182,702	182,702	Federal Highways Administration		Travel / Education
				-	Idaho Transportation Department		Printing 1,000
				-	Valley Regional Transit		Public Involvement 25,250
					Department of Environmental Quality	Meeting Support	
					Ada County Air Quality Board	Other	
Total:	\$ -	\$ -	\$ 182,702	\$ 182,702		Total Direct Cost: \$ 51,350	
					653	Total Cost: \$ 182,702	

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PROGRAM NO.	661				CLASSIFICATION:	Project	
TITLE:	Long Range Planning						
TASK / PROJECT DESCRIPTION:	This project encompasses the activities to identify regional transportation needs and solutions, and prepare a regional long-range transportation plan, <i>Communities in Motion</i> (CIM), for Ada and Canyon Counties. This task also incorporates implementation support for the adopted long-range transportation plan and ongoing long-range planning activities.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	<i>Communities in Motion</i> (CIM) is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive planning process. This performance and outcome-based planning will help guide resources to infrastructure and service projects that collectively help achieve the regional (CIM) goals.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450 "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.						
FY2019 BENCHMARKS							
MILESTONES / PRODUCTS							
661001 General Project Management							
Work with the Regional Transportation Advisory Committee and the COMPASS Board to adopt CIM 2040 2.0							Oct-Dec
Reach out to member agencies to adopt CIM 2040 2.0 as a planning/policy guide							Jan-Sep
Develop charter (objectives, schedule, and budget) for next plan update							April
Develop work plan for next long-range plan update							Sep
661003 Roadways							
Update the regional complete streets policy							June
Develop a regional approach to Vision Zero safety aspiration							Sep
661004 Freight							
Work with Freight Advisory Workgroup to prioritize and implement freight study findings							Sep
Help member agencies identify freight projects and develop funding applications							Sep
661005 Active Transportation (bicycle and pedestrian)							
Develop a charter for a Treasure Valley Regional Bikeway and Pathway Plan							June
Develop planning tool kit for first/last mile improvements (with public transportation)							Sep
Work with member agencies to identify and coordinate pilot projects (with public transportation)							Sep
Develop work plan for a Safe Routes Regional Plan							May
Continue Rails with Trail project; develop cost estimates for needed infrastructure and amenities							Sep
661006 Public Transportation							
Develop work plan for public transportation scenario planning							Aug
Develop planning toolkit for first/last mile improvements (with active transportation)							Apr
Work with member agencies to identify and coordinate pilot projects (with active transportation)							July
Update Transportation Service Coordination Plan							Feb
Develop process to extract and manage ridership data							Sep
661007 Performance Management							
Compile FHWA and FTA required performance reporting							Ongoing
Develop a regional asset inventory and management process							Sep
Complete a pavement condition assessment methodology for Canyon County agencies							Sep
Refine and update the performance measure framework							Sep
Complete TIP Achievement reporting process							Sep
661008 Bike Counter Management							
Manage portable counter requests							Ongoing
Manage permanent counter program							Ongoing
Manage and report data							Ongoing
661009 Public Involvement							
Compile public comments on draft CIM 2040 2.0 plan							Oct-Nov
LEAD STAFF:	Liisa Itkonen						
END PRODUCT: Adopted <i>Communities in Motion 2040 2.0</i> ; approved work plan for next long-range plan update; updated complete streets policy; planning tool kit for first/last mile improvements; bicycle and pedestrian data.							Expense Summary
							Total Workdays: 673
							Salary \$ 251,807
							Fringe 107,281
							Overhead 35,172
							Total Labor Cost: 394,256
ESTIMATED DATE OF COMPLETION:					September-2019		
Funding Sources					Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies		
CPG, K19071	\$ 282,033	\$ 99,093		\$ 381,125	ITD		
				-	FHWA		
STP-TMA, K19751			46,330	46,330	FTA		
Local	25,057	8,804		33,861			
				-			
Total:	\$ 307,090	\$ 107,896	\$ 46,330	\$ 461,316			
					DIRECT EXPENDITURES:		
					Professional Services \$ 44,500		
					Legal / Lobbying		
					Equipment Purchases 8,720		
					Travel / Education		
					Printing 2,000		
					Public Involvement 11,840		
					Meeting Support		
					Other		
					Total Direct Cost: \$ 67,060		
					661 Total Cost: \$ 461,316		

PROGRAM NO.	685			CLASSIFICATION:	Project	
TITLE:	Resource Development/Funding					
TASK / PROJECT DESCRIPTION:	Develop a FY2020-2024 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 FY2019-2023 TIP. COMPASS staff, with consultant assistance, will assist member agencies in taking project ideas and transforming them into well-defined projects with cost estimates, purpose and need statements, environmental scans, and public information plans. Grant research, development and grant administration is expected to secure additional funding into the region. COMPASS will award <i>Communities in Motion</i> (CIM) Implementation Grants to member agencies after appropriate outreach, prioritization, and contract due diligence.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Implement requested projects by member agencies, and leverage local dollars. Well defined and scoped projects with accurate project costs and schedules allow strong grant applications, linked closely with CIM 2040 goals and performance measures, increase the delivery of funded projects on time and on budget. These efforts provide the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects meet deadlines and do not lose federal funding through project monitoring and committee participation.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing the regional long-range transportation plan, <i>Communities in Motion 2040</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 must be consistent with the regional long-range transportation plan. The TIP is tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (the document that sets air quality budgets for the State of Idaho). The TIP is also scrutinized in the federal Certification Review.					
FY2019 BENCHMARKS						
MILESTONES / PRODUCTS						
685001 Transportation Improvement Program 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 FY2020-2024 Regional Transportation Improvement Program Incorporate reporting methods for federal performance targets, as information is available, prior to deadlines Monitor and track FY2019-2023 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	
685002 Project Development Program Select, contract with, and manage consultants Manage project development teams Review/revise, approve, and disseminate reports					Oct-Sept	
685003 Grant Research and Development Ensure Resource Development Plan remains current 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	
685004 CIM Implementation Grants Administer contracting/reporting/billing processes Manage projects to ensure completion on time and on budget					Oct-Sept	
LEAD STAFF:	Toni Tisdale				Expense Summary	
END PRODUCTS: Current-year TIP and TIP update. Annual Resource Development Plan. Project Development Program pre-concept reports. Application assistance. CIM Implementation Grants.					Total Workdays: 596	
					Salary \$ 249,494	
					Fringe 106,296	
					Overhead 34,849	
					Total Labor Cost: \$ 390,635	
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, K19071	\$ 182,325	\$ 64,060		\$ 246,385	Professional Services	\$ 154,423
STP-TMA, K13900			100,000	100,000	Legal / Lobbying	
				-	Equipment Purchases	
				-	Travel / Education	
				-	Printing	
Fund Balance			176,634	176,634	Public Involvement	5,400
Local	20,305	7,134		27,439	Meeting Support	
				-	Other	
Total:	\$ 202,629	\$ 71,194	\$ 276,634	\$ 550,458	Total Direct Cost:	\$ 159,823
					685	Total Cost: \$ 550,458

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PROGRAM NO.	701				CLASSIFICATION:	Service
TITLE:	General Membership Services					
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other project support.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	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.					
FY2019 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide general assistance to member agencies as requested in the areas of: 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 Specific requested assistance: Provide support for Ada County Master Facilities Plan for public transportation access (13 workdays) Update historic demographic data (20 workdays) Provide Audience Response System support for Canyon County comprehensive plan update (6 workdays) Support Canyon Highway District #4 Transportation Plan update (12 workdays) Conduct transportation and subarea analyses for the City of Meridian Comprehensive Plan (8 workdays) Develop public transportation modeling information (5 workdays) Provide support for Public Transportation Provider Committee (12 workdays) Develop VRT Residential Bus Pass Program (12 workdays)						Ongoing Oct -Sep Oct -Sep Oct- May Oct -Sep Oct -Sep Oct -Sep Oct -Sep Oct -Sep
LEAD STAFF: Liisa Itkonen END PRODUCT: Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.					Expense Summary Total Workdays: 130 Salary \$ 53,248 Fringe 22,686 Overhead 7,437 Total Labor Cost: \$ 83,371	
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES: Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG, K19071	\$ 57,166	\$ 20,085		\$ 77,251		
				-		
Local	4,528	1,591		6,119		
Total:	\$ 61,694	\$ 21,676		\$ 83,371		
					Total Direct Cost: \$	-
					701	Total Cost: \$ 83,371

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PROGRAM NO.	702			CLASSIFICATION:	Service
TITLE:	Air Quality Outreach				
TASK / PROJECT DESCRIPTION:	The Air Quality Outreach program supports the Idaho Department of Environmental Quality (DEQ) and the Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through managing a contract to cover the airing of television and radio public service announcements, and assisting in obtaining related earned media exposure as appropriate.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	COMPASS will assist DEQ and the Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code, which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ...(g) A fee, bond or insurance which is necessary to carry out the provisions of this section and <u>to fund an air quality public awareness and outreach program.</u> (http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm).				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Public Service Announcements 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
LEAD STAFF: Amy Luft					Expense Summary
END PRODUCT: Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Air Quality Board in reaching out to the public via public service announcements.					Total Workdays: 7
					Salary \$ 2,903
					Fringe 1,237
					Overhead 405
					Total Labor Cost: \$ 4,545
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Department of Environmental Quality
				\$ -	Ada County Air Quality Board
Special			50,000	50,000	
Local				-	
Total:	\$ -	\$ -		\$ 50,000	
					Total Direct Cost: \$ 45,455
					702 Total Cost: \$ 50,000

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PROGRAM NO.	703			CLASSIFICATION:	Service	
TITLE:	Public Services					
TASK / PROJECT DESCRIPTION:	To provide data, mapping, demographic, and other assistance to the public and non-member entities, as appropriate. For some products, such as maps, there is a charge for the product. When data or other information are not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	COMPASS responds to questions from the public and provides a number of products to the public and other entities: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning provision of services to the public. However, these services support COMPASS' vision, mission, roles, and values, including: "...serve as a source of information and expertise..." (COMPASS Mission), "serve as the regional technical resource..." (Role #3 Expert), and "perform and share quality analyses" (Role #3 Expert).					
FY2019 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide assistance to public and non-member entities, as requested, in the areas of: Geographic Information Systems (GIS) (maps, data, and analyses) Data and travel demand modeling Demographic, development, and related information Traffic counts and related information Other general requests for information					Ongoing	
LEAD STAFF:	Amy Luft				Expense Summary	
END PRODUCT:	Information assistance to the general public.					
					Total Workdays:	21
					Salary	\$ 8,673
					Fringe	3,695
					Overhead	1,211
					Total Labor Cost:	\$ 13,579
ESTIMATED DATE OF COMPLETION:					September-2019	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
				\$ -		
Local			13,579	\$ 13,579		
				-		
Total:	\$ -	\$ -	\$ 13,579	\$ 13,579		
					DIRECT EXPENDITURES:	\$ -
					Professional Services	
					Legal / Lobbying	
					Equipment Purchases	
					Travel / Education	
					Printing	
					Public Involvement	
					Meeting Support	
					Other	
					Total Direct Cost:	\$ -
					703	Total Cost: \$ 13,579

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PROGRAM NO.	705			CLASSIFICATION:	Service
TITLE:	Transportation Liaison Services				
TASK / PROJECT DESCRIPTION:	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Transportation liaison services ensure staff representation and coordination with membership on transportation-related planning. Requests that exceed four days may require COMPASS Board approval of a new work program.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Achieve better inter-jurisdictional coordination of transportation and land use planning. Documentation of other significant transportation planning projects occurring within the Treasure Valley through the Unified Planning Work Program and Budget.				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Attend member agency meetings and coordinate transportation-related planning activities with member agencies.					Ongoing
LEAD STAFF: Matt Stoll				Expense Summary	
END PRODUCT: Ongoing staff liaison role to member agencies.				Total Workdays: 50	
				Salary \$ 24,444	
				Fringe 10,414	
				Overhead 3,414	
				Total Labor Cost: \$ 38,272	
ESTIMATED DATE OF COMPLETION: September-2019				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Member Agencies
CPG, K19071	\$ 26,243	\$ 9,220		\$ 35,463	
				-	
Local	2,079	730		2,809	
				-	
Total:	\$ 28,321	\$ 9,951		\$ 38,272	
					Total Direct Cost: \$ -
					705 Total Cost: \$ 38,272

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PROGRAM NO.	720			CLASSIFICATION:	Service
TITLE:	State Street Corridor				
TASK / PROJECT DESCRIPTION:	Multi-year cooperative project with member agencies along State Street to advance studies, plans, development, and transit and roadway improvements in the corridor. COMPASS' role is project coordinator providing general support including development and technical assistance on the multi-jurisdictional MOU as well as providing project management for the consultant contract funded by the FTA transit-oriented, land use development grant.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	State Street is a regionally significant corridor and the only east-west route between the two counties north of the Boise River. A multi-jurisdictional State Street Traffic and Transit Operational Plan (TTOP) has been adopted and is being implemented, requiring ongoing technical assistance. The corridor is identified in <i>Communities in Motion 2040</i> as a future high capacity transit corridor. The various tasks in the project are orchestrated to help ensure the viability of transportation through the corridor and protect existing neighborhoods and communities in the future.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR 450.318 -- The tasks fulfill FHWA and FTA goals and direction by focusing on linking traffic, transit, and land development in a stronger relationship than has been done previously in the Treasure Valley. Long-term changes in the corridor are included in <i>Communities in Motion</i> .				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Project Coordination Facilitate meetings and communications of State Street Coordinating Committee as needed Assist agencies to implement Transit and Traffic Operations Plan (TTOP) Provide project management for consultant contract and project management team (PMT) for transit oriented development plan Facilitate completion of final report from consultant on transit oriented development plan Work on this project began in FY2017 and continued through FY2018; the final report is the culmination of the project					Ongoing Oct - Nov Oct - Nov
LEAD STAFF: Meg Larsen END PRODUCT: Final State Street Transit Oriented Development Vision Plan.					Expense Summary Total Workdays: 5 Salary \$ 2,210 Fringe 942 Overhead 309 Total Labor Cost: \$ 3,461
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES: \$ 127,392 Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Ada County Member Agencies
CPG, K19071	\$ 2,373	\$ 834		\$ 3,207	
VRT			127,392	127,392	
Local	188	66		254	
				-	
Total:	\$ 2,561	\$ 900	\$ 127,392	\$ 130,853	
					720 Total Cost: \$ 130,853

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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.		

FY2019 BENCHMARKS **MILESTONES / PRODUCTS**

<p>Federal Legislative Priorities</p> <ul style="list-style-type: none"> 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 	<p>Oct-Nov Nov-Dec Dec-Sep May-Sep</p>
<p>State Legislative Priorities</p> <ul style="list-style-type: none"> Work with Executive Committee to identify possible priorities and position statements for FY2019 legislative session Obtain Board endorsement of FY2019 legislative priorities Educate and advocate on FY2019 legislative priorities Evaluate possible legislative priorities for FY2019 legislative session 	<p>Oct-Nov Nov-Dec Dec-Apr May-Sep</p>

LEAD STAFF:	Matt Stoll				Expense Summary	
END PRODUCT:	An effective advocacy program for legislative issues and positions that have been approved by the Board.				Total Workdays:	60
					Salary	\$ 39,066
					Fringe	16,644
					Overhead	5,457
					Total Labor Cost:	\$ 61,166
ESTIMATED DATE OF COMPLETION:	September-2019				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Professional Services	
				\$ -	Legal / Lobbying	
					\$	85,950
Local			176,216	\$ 176,216	Equipment Purchases	
					Travel / Education	
					Printing	
					Public Involvement	
					Meeting Support	
					Other	
						11,100
					Total Direct Cost:	\$ 115,050
Total:	\$ -	\$ -	\$ 176,216	\$ 176,216	760	Total Cost: \$ 176,216

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PROGRAM NO.	761			CLASSIFICATION:	Service
TITLE:	Growth Incentives				
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, by evaluating growth incentive policies, reviewing best practices with stakeholders, and reporting to relevant committee.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	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.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	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."				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Administration Facilitate required annual meeting of Blueprint for Good Growth					April
Policy Analysis Evaluate growth incentive policies (best practices, legal requirements) as directed by relevant committee Report to workgroup/committee and identify pilot study					As needed As needed
LEAD STAFF: Matt Stoll					Expense Summary
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.					
ESTIMATED DATE OF COMPLETION: September-2019					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Ada County Member Agencies
CPG, K13963	\$ -			\$ -	DIRECT EXPENDITURES: Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other
CPG, K19071	945			945	
Local	75			75	
Total:	\$ 1,019	\$ -		\$ 1,019	Total Direct Cost: \$ -
					761 Total Cost: \$ 1,019

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PROGRAM NO.	801			CLASSIFICATION:	System Maintenance
TITLE:	Staff Development				
TASK / PROJECT DESCRIPTION:	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies, and best practices and activities nationally.				
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The activities of this task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning provision of staff training; however, COMPASS provides staff with opportunities for training and education. Training examples include attending workshops and conferences sponsored by Federal Highway Administration, National Association of Regional Councils, American Planning Association, Western Planners, Association of Metropolitan Planning Organizations, and the Transportation Research Board, etc., to keep staff well informed.				
FY2019 BENCHMARKS					
MILESTONES / PRODUCTS					
Staff training and development					Ongoing
LEAD STAFF: Meg Larsen					Expense Summary
END PRODUCT: Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.					Total Workdays: 116
					Salary \$ 48,394
					Fringe 20,618
					Overhead 6,760
					Total Labor Cost: \$ 75,771
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG, K19071	\$ 79,382	\$ 27,891		\$ 107,273	Federal Highway Administration
				-	Federal Transit Administration
Local	6,288	2,209		8,498	
				-	
Total:	\$ 85,670	\$ 30,100		\$ 115,771	
					Total Direct Cost: \$ 40,000
					801 Total Cost: \$ 115,771

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PROGRAM NO.	820	CLASSIFICATION:	System Maintenance
TITLE:	Committee Support		
TASK / PROJECT DESCRIPTION:	To provide support to the COMPASS Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	The COMPASS Joint Powers Agreement, Section 4.1.6(K), states, Open Meeting Law: All meetings of the Board shall be governed under the provisions of the Open Meeting Law, Chapter 2, Title 74, Idaho Code, and any amendments and/or recodification thereof.		

FY2019 BENCHMARKS	MILESTONES / PRODUCTS
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Provide meeting coordination, materials, and follow-up to the Board, standing committees and workgroups.	Ongoing
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LEAD STAFF: Meg Larsen	<table border="1"> <tr> <th colspan="2">Expense Summary</th> </tr> <tr> <td>Total Workdays:</td> <td>232</td> </tr> <tr> <td>Salary</td> <td>\$ 95,952</td> </tr> <tr> <td>Fringe</td> <td>40,880</td> </tr> <tr> <td>Overhead</td> <td>13,402</td> </tr> <tr> <td>Total Labor Cost:</td> <td>\$ 150,233</td> </tr> </table>	Expense Summary		Total Workdays:	232	Salary	\$ 95,952	Fringe	40,880	Overhead	13,402	Total Labor Cost:	\$ 150,233																																													
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END PRODUCT: Ongoing support of committees to promote involvement and communication.																																																										
ESTIMATED DATE OF COMPLETION: September-2019																																																										
<table border="1"> <thead> <tr> <th colspan="4">Funding Sources</th> <th>Participating Agencies</th> </tr> <tr> <th></th> <th>Ada</th> <th>Canyon</th> <th>Special</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CPG, K19071</td> <td>\$ 104,384</td> <td>\$ 36,676</td> <td></td> <td>\$ 141,059</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>Local</td> <td>8,269</td> <td>2,905</td> <td></td> <td>11,174</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>Total:</td> <td>\$ 112,652</td> <td>\$ 39,581</td> <td></td> <td>\$ 152,233</td> </tr> </tbody> </table>	Funding Sources				Participating Agencies		Ada	Canyon	Special	Total	CPG, K19071	\$ 104,384	\$ 36,676		\$ 141,059					-	Local	8,269	2,905		11,174					-	Total:	\$ 112,652	\$ 39,581		\$ 152,233	<table border="1"> <tr> <th colspan="2">DIRECT EXPENDITURES:</th> </tr> <tr> <td>Professional Services</td> <td>\$ -</td> </tr> <tr> <td>Legal / Lobbying</td> <td></td> </tr> <tr> <td>Equipment Purchases</td> <td></td> </tr> <tr> <td>Travel / Education</td> <td></td> </tr> <tr> <td>Printing</td> <td></td> </tr> <tr> <td>Public Involvement</td> <td></td> </tr> <tr> <td>Meeting Support</td> <td>2,000</td> </tr> <tr> <td>Other</td> <td></td> </tr> <tr> <td>Total Direct Cost:</td> <td>\$ 2,000</td> </tr> <tr> <td>820</td> <td>Total Cost: \$ 152,233</td> </tr> </table>	DIRECT EXPENDITURES:		Professional Services	\$ -	Legal / Lobbying		Equipment Purchases		Travel / Education		Printing		Public Involvement		Meeting Support	2,000	Other		Total Direct Cost:	\$ 2,000	820	Total Cost: \$ 152,233
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PROGRAM NO.	836	CLASSIFICATION:	System Maintenance
TITLE:	Technical Support: Regional Travel Demand Model		
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task needed to maintain the model as a useful tool in planning activities. It also provides vital information for the required process of air quality conformity demonstration and all benefit-cost evaluations.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	Federal Code 23 CFR § 450.322 -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."		

FY2019 BENCHMARKS	MILESTONES / PRODUCTS
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<p>Key Elements</p> <ul style="list-style-type: none"> Maintain and update traffic count database Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in the Transportation Economic Development Impact System (TREDIS) Provide travel demand modeling assistance to support member agency needs and special projects Maintain the input and output files for air quality conformity process and model (MOVES) and conduct conformity for regional TIP and/or long-range transportation plan Provide project and program evaluations using TREDIS for grant applications and ITD's Safety and Capacity Program Reconcile demographic data and integrate in the current and forecast years of the regional model <p>CIM 2040 2.0 support</p> <ul style="list-style-type: none"> Complete air quality conformity demonstration and report for CIM 240 2.0 <p>Special Tasks and Model Improvements</p> <ul style="list-style-type: none"> Implement feedback loop version of the regional travel demand model Document mode choice model refinements as addendums to the completed calibration report Implement feedback loop with CUBE Land for demographic forecasting Provide technical assistance to Canyon Highway District for the Master Transportation Plan update Provide technical analysis on member agency requests vetted through RTAC (Boise City, VRT) Provide technical analysis on unexpected member agency requests Continue to expand the data foundation task to implement it into other data sources 	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Apr - Jul</p> <p>Oct - Aug</p> <p>Mar - May</p> <p>Oct</p> <p>Oct - Jan</p> <p>Jan - Mar</p> <p>Oct - Jan</p> <p>Oct - Mar</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
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LEAD STAFF: Mary Ann Waldinger	Expense Summary
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.	Total Workdays: 146
	Salary \$ 68,344
	Fringe 29,117
	Overhead 9,546
	Total Labor Cost: \$ 107,006

ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:
Funding Sources					Participating Agencies
	Ada	Canyon	Special	Total	Highway Districts
CPG, K19071	\$ 73,657	\$ 25,880	20,000	\$ 99,537	Member Agencies
				20,000	Federal Highways Administration
				-	Idaho Transportation Department
				-	Valley Regional Transit
Local	7,007	2,462		9,469	Department of Environmental Quality
				-	
Total:	\$ 80,665	\$ 28,342	\$ 20,000	\$ 129,006	
					Total Direct Cost: \$ 22,000
					836 Total Cost: \$ 129,006

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PROGRAM NO.	842	CLASSIFICATION:	System Maintenance
TITLE:	Congestion Management Process		
TASK / PROJECT DESCRIPTION:	Maintain a functional congestion management system (CMS) for the Treasure Valley. Conduct data collection, update the congestion management process as needed, produce an annual Transportation System Monitoring Report, maintain regional intelligent transportation system (ITS) architecture. Research, provide, and monitor transportation demand management (TDM) strategies. Develop strategy for congestion management data collection.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Provides annual CMS report of the congestion levels on major corridors that compares previous year results, and explains the reason for the change. Typically, 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.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	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.		

FY2019 BENCHMARKS

MILESTONES / PRODUCTS	
<p>CMS Report and Travel Time Data Collection Develop a new and improved annual CMS report using National Performance Measure Research Data Set (NPMRDS) data (2014 to 2017)</p>	Oct-Apr
<p>New Travel Time Data Source and Process Develop a reference table to link the NPMRDS travel time data to the COMPASS unique ID (PMID) system Run basic analysis of the NPMRDS data (2014 to currently available) 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 (supports CIM, performance reporting and performance-based planning) Set up process to match NPMRDS data with building permit activity and permanent traffic count sites Set up process to calculate average speed using the NPMRDS data and consider using it for input speeds in the mode (supports travel demand model)</p>	Oct-Dec Oct-Dec Feb-May Feb-May Jun-Aug
<p>Transportation System Management and Ops (TSMO) and ITS Plan Update Complete the RFQ/P and consultant selection process Notice to Proceed Complete the regional 2018 ITS inventory Purchase additional travel time data for full year of 2017 and 2018 Develop a "current conditions/current state of the system" Integrate congestion management process/plan in the Transportation Systems Management Operation (TSMO)-ITS plan update Project management of TSMO-ITS Plan update</p>	Oct Oct Oct-Feb Feb Oct-Aug Oct-Aug On going

LEAD STAFF:	Mary Ann Waldinger				Expense Summary	
END PRODUCT:	Update of the Congestion Management Process and 2018 travel time data collection, analysis and report.				Total Workdays: 81	
					Salary	\$ 35,767
					Fringe	15,238
					Overhead	4,996
					Total Labor Cost:	\$ 56,001
ESTIMATED DATE OF COMPLETION:				September-2019		DIRECT EXPENDITURES:
Funding Sources				Participating Agencies		Professional Services \$ 236,000
	Ada	Canyon	Special	Total	Highway Districts	Legal / Lobbying
CPG, K19071	\$ 38,399	\$ 13,492		\$ 51,890	Member Agencies	Equipment Purchases
				-	Federal Highways Administration	Travel / Education
STP-TMA, K18694			218,678	218,678		Printing
				-		Public Involvement
Local	15,860	5,573		21,433		Meeting Support
				-		Other
Total:	\$ 54,259	\$ 19,064	\$ 218,678	\$ 292,001		Total Direct Cost: \$ 236,000
					842	Total Cost: \$ 292,001

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PROGRAM NO.	860	CLASSIFICATION:	System Maintenance
TITLE:	Geographical Information System Maintenance (GIS)		
TASK / PROJECT DESCRIPTION:	Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.		
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Workgroup (RGAWG) to create regional data that can be used for many purposes.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.324 (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...."		

FY2019 BENCHMARKS **MILESTONES / PRODUCTS**

<p>Provide GIS Data Maintenance and Support for COMPASS Projects. Data analysis, ped count analysis, and crash analysis Enterprise database creation Data integration GIS Technology 2020 Census preparation</p> <p>GIS Cooperation Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County Special Interest Group (SIG) meetings</p> <p>Regional Geographic Advisory Committee Host the Regional Geographic Advisory Workgroup to enable regional cooperation of GIS data</p> <p>Regional Data Center Expand and maintain authoritative regional GIS data COMPASS staff will conduct data accuracy checks and metadata on regional data sets</p> <p>CIM Update planning functional classification map Interactive Document/maps Database and dashboard/reporting development</p> <p>TIP Provide ongoing support</p> <p>Orthophotography Provide orthophotography data to private sector as needed Continue to plan for future orthophotography acquisition and funding</p>	<p>Ongoing</p> <p>As Needed</p> <p>Quarterly/as needed</p> <p>Quarterly/as needed</p> <p>Ongoing</p> <p>Nov - Feb As Needed Ongoing</p> <p>Ongoing</p> <p>Ongoing Ongoing</p>
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LEAD STAFF:	Eric Adolfsen	Expense Summary
END PRODUCT:	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: 609
		Salary \$ 244,733
		Fringe 104,267
		Overhead 34,183
		Total Labor Cost: \$ 383,179

ESTIMATED DATE OF COMPLETION:					September-2019		DIRECT EXPENDITURES: Professional Services \$ 450,000 Legal / Lobbying Equipment Purchases 42,000 Travel / Education Printing Public Involvement Meeting Support Other 1,200 Total Direct Cost: \$ 493,200 860 Total Cost: \$ 876,379
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	All Member Agencies		
CPG, K19071	\$ 84,720	\$ 30,098		\$ 114,818			
STP-TMA, K13900			96,705	96,705			
Ortho Participants			366,218	366,218			
Fund Balance			283,112	283,112			
Local	11,489	4,037		15,526			
Total:	\$ 96,209	\$ 34,135	\$ 746,035	\$ 876,379			

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PROGRAM NO.	990			CLASSIFICATION:	Indirect / Overhead		
TITLE:	Direct Operations & Maintenance						
TASK / PROJECT DESCRIPTION:	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for COMPASS Board related events, meeting expenses, and equipment/software needs.						
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.						
FY2019 BENCHMARKS							
MILESTONES / PRODUCTS							
Provide local dollars for expenditures not federally funded.					Ongoing		
LEAD STAFF:	Meg Larsen				Expense Summary		
END PRODUCT:	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: \$ -		
ESTIMATED DATE OF COMPLETION:	September-2019				DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
				\$ -			
Other			15,000	15,000			Professional Services -
Local			86,700	86,700			Legal / Lobbying \$ 17,000
				-			Equipment Purchases 76,100
				-			Travel / Education 1,600
				-			Printing
				-			Public Involvement
				-			Meeting Support 7,000
				-			Other
Total:	\$ -	\$ -	\$ 101,700	\$ 101,700			Total Direct Cost: \$ 101,700
					990		Total Cost: \$ 101,700

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PROGRAM NO.	991			CLASSIFICATION:	Indirect / Overhead	
TITLE:	Support Services Labor					
TASK / PROJECT DESCRIPTION:	To provide labor to support the ongoing administrative functions related to the operations of COMPASS. Areas include: personnel management, financial management, information technology management, procurement, contracting, and general administration. Work with independent auditor on annual audit.					
PURPOSE, SIGNIFICANCE, AND REGIONAL VALUE:	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW:	<p>The Office of Management and Budget (OMB) requires that a single audit be performed to ensure federal funds are being expended properly. The most recent OMB regulation issued for this purpose is Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). It includes uniform cost principles and audit requirements for federal awards to nonfederal entities and administrative requirements for all federal grants and cooperative agreements.</p> <p>Memorandum of Understanding 04-01, Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allow indirect costs as outlined in the agreement.</p>					
FY2019 BENCHMARKS						
MILESTONES / PRODUCTS						
General Administration Review standing agreements Conduct appropriate procurement processes and prepare contracts, as needed Update COMPASS operational policies as needed Monitor general workplace and personnel needs Provide administrative assistance for agency needs Personnel Management Prepare and complete recruitment processes Conduct employee annual evaluations Renew insurance policies Pursue FY2019 benefit options Financial Management Close FY2018 financial records and begin FY2019 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 Information Technology Manage Information Technology consultant and coordinate work efforts Prioritize needs, analyze costs, make recommendations and implement system improvements Coordinate with staff to configure equipment and software to meet the needs of each position Maintain security and integrity of IT systems, and perform appropriate back ups Coordinate systems with member agencies					Aug As needed As needed Ongoing Ongoing As needed As needed As needed As needed Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing Ongoing Ongoing Ongoing Ongoing	
LEAD STAFF: Meg Larsen					Expense Summary	
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 917	
					Salary \$ -	
					Fringe -	
					Overhead -	
					Total Labor Cost: \$ -	
ESTIMATED DATE OF COMPLETION: September-2019					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		Professional Services \$ -
	Ada	Canyon	Special	Total	Member Agencies	Legal / Lobbying
CPG, K13963				\$ -	Idaho Transportation Department	Equipment Purchases
CPG, K19071				-		Travel / Education
STP-TMA, K13900				-		Printing
Local				-		Public Involvement
				-		Meeting Support
				-		Other
Total:	\$ -	\$ -		\$ -		Total Direct Cost: \$ -
					991	Total Cost: \$ -

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COMPASS BOARD AGENDA ITEM VII-I

Date: December 17, 2018

Topic: 2019 COMPASS Board Officer Slate

Request/Recommendation:

Approve 2019 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 13, 2018, to consider the nominations submitted for the COMPASS Secretary-Treasurer and the succession of the current Board Officers for 2019. The Executive Committee nominates the following slate of Board Officers for 2019 for the COMPASS Board of Directors' consideration at the annual meeting on Monday, December 17, 2018:

- **Chair – Commissioner Tom Dale, Canyon County**
- **Chair-Elect – Councilmember Elaine Clegg, City of Boise**
- **Vice Chair – Mayor Garret Nancolas, City of Caldwell**
- **Secretary-Treasurer – Mayor Stan Ridgeway, City of Eagle**
- **Immediate Past Chair – Commissioner Sara Baker, Ada County Highway District**

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 2, 2018, which is 15 days prior to the annual Board of Directors' meeting on Monday, December 17, 2018. No additional nominations were received by December 2, 2018.

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.

OCTOBER 2018 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p>UNIFIED PLANNING WORK PROGRAM (UPWP) DEVELOPMENT AND FEDERAL ASSURANCES</p> <p style="text-align: right;">MEG LARSEN</p> <ul style="list-style-type: none"> • Completed end-of-year work for FY2018 and began work on Revision 1 of the FY2019 UPWP. • Processed and tracked revenues and expenditures associated with Revision 1 of the FY2019 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest.
620	<p>DEMOGRAPHICS AND GROWTH MONITORING</p> <p style="text-align: right;">CARL MILLER</p> <ul style="list-style-type: none"> • Completed 12 development checklists for Cities of Boise, Kuna, Meridian, Nampa, Star, and Canyon County. • Continued work on the 2018 Development Monitoring Report. • Reviewed entitled developments and preliminary plat records with land use agencies. • Hosted a Census Advisory Workgroup meeting on October 2, 2018. • Presented on the 2020 Census at the Idaho APA (American Planning Association) state conference on October 12, 2018. • Hosted a Demographic Advisory Workgroup meeting on October 17, 2018. • Presented a revised Development Review Protocol to the Regional Transportation Advisory Committee on October 24, 2018.
653	<p>COMMUNICATION AND EDUCATION</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Posted 18 Facebook messages, 19 Tweets, and 16 Instagram messages. • Tracked issues related to COMPASS and transportation in the news media; issued one news release and facilitated one interview. • Updated the COMPASS website. • Prepared materials and hosted the Leadership in Motion selection committee on October 19, 2018, to select recipients for the 2018 COMPASS Leadership in Motion awards. • Participated in a panel discussion at the Meridian Chamber Economic Excellence Breakfast on October 23, 2018. • Participated in a conference call with Jerry Everett (University of Tennessee, Knoxville) and Mori Byington (Bannock Planning Association) to discuss COMPASS potentially hosting the 2020 Transportation Research Board "Tools of the Trade" conference. • Participated in a conference call with Lori Porreca, Peter Eun, and Brooke Struve, Federal Highway Administration, on October 30, 2018, to discuss an April 2019 Complete Streets workshop, as part of the 2019 COMPASS education series. • Completed the FY2018 COMPASS annual outreach report and posted online. • Continued work on the FY2018 COMPASS annual report. • Completed the FY2019 budget summary handout.

PROGRAM NO.	
661	<p data-bbox="300 205 706 231">LONG-RANGE PLANNING</p> <p data-bbox="1274 241 1534 266" style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> • Attended the Ada County Highway District (ACHD) ADA Transition Plan Open House, October 1, 2018. • Completed a public comment period on the draft <i>Communities in Motion 2040 2.0</i> plan on October 21, 2018. <ul style="list-style-type: none"> ○ Presented <i>Communities in Motion 2040 2.0</i> draft plan at the Meridian Transportation Commission monthly meeting on October 1, 2018. ○ Hosted public comment open houses on October 2 and 9, 2018. ○ Presented on the <i>Communities in Motion 2040 2.0</i> update to the Star Chamber of Commerce on October 4, 2018. ○ Presented <i>Communities in Motion 2040 2.0</i> draft plan at the Garden City Council meeting on October 8, 2018. ○ Discussed the <i>Communities in Motion 2040 2.0</i> update as part of a panel for Leadership Boise on October 10, 2018. ○ Gave two presentations on the <i>Communities in Motion 2040 2.0</i> update to the Bridgewater Group on October 11, 2018. ○ Presented <i>Communities in Motion 2040 2.0</i> update to the Valley Regional Transit (VRT) Regional Advisory Council on October 16, 2018. • Responded to public and agency comments received and began updating the draft plan to incorporate changes based on comments. • Prepared for a second public comment period on <i>Communities in Motion 2040 2.0</i> and the FY2019-2023 Transportation Improvement Program to add two projects that were identified for funding after the main public comment period closed. The second public comment period will run November 5 – 19, 2018. • Distributed a <i>Communities in Motion</i> quarterly email update. • Installed six portable (seven time lapse, one Pyro) counters for “National Walk to School Day.” • Installed two time lapse cameras on behalf of ACHD. • Processed video footage for pedestrian and cycle counts. • Removed three time lapse cameras from Vista Ave on behalf of City of Boise. • Hosted Rails with Trails Workgroup meeting on October 16, 2018. • Attended the VRT Public Transportation Provider Group meeting on October 19, 2018. • Hosted the Foundation for Ada/Canyon Trail Systems (F.A.C.T.S.) meeting on October 24, 2018. • Attended “Coordination with MPOs on TAM Plans and Activities” webinar presented by FTA on October 31, 2018.
685	<p data-bbox="300 1549 901 1575">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1274 1585 1518 1610" style="text-align: right;">TONI TISDALE</p> <ul style="list-style-type: none"> • Held outreach meetings with elected officials and staff of member agencies to provide an overview of COMPASS services and information on how to apply for project funding and assistance. Meetings were held with: <ul style="list-style-type: none"> ○ Canyon County on October 1, 2018 ○ Boise State University on October 1, 2018 ○ City of Nampa of October 1, 2018 ○ City of Greenleaf on October 2, 2018 ○ Canyon Highway District #4 on October 3, 2018 ○ Valley Regional Transit on October 4, 2018

PROGRAM NO.	
	<ul style="list-style-type: none"> ○ City of Melba on October 8, 2018 ○ City of Meridian on October 9, 2018 ● Met with ITD staff regarding changes to the I-84 suite of projects on October 2, 2018. ● Met with staff from the Local Highway Technical Assistance Council and City of Caldwell to discuss progress on two federal-aid projects on October 2, 2018. ● Hosted a Southwest Idaho Grants Group (SWIGG) meeting for grant professionals at COMPASS on October 3, 2018. ● Hosted the quarterly COMPASS sponsor meeting for representatives of agencies with projects funded through STP-TMA, STP-Urban, or TAP-TMA funding on October 4, 2018. ● Attended a Public Transportation Advisory Committee meeting on October 10, 2018, to stay abreast of funding opportunities and other public transportation activities. ● Met with City of Meridian staff regarding cost increases on the Five Mile Creek pathway project on October 11, 2018. ● Processed one TIP administrative modification approved on October 18, 2018. ● Attended the Statewide Transportation Alternative Program coordination meeting with Idaho Transportation Department and Federal Highway Administration staff on October 29, 2018. ● Attended a workshop on the various funding programs through the Idaho Department of Parks and Recreation on October 16, 2018. ● Met with mayors and staff of smaller member agencies to review the new Apply application system, discuss potential projects, complete registration, and begin entering applications. Met with: <ul style="list-style-type: none"> ○ City of Parma on October 22, 2018 ○ City of Greenleaf on October 29, 2018 ○ City of Notus on October 29, 2018 ● Assisted Valley Regional Transit (VRT) with a grant application for Idaho Transportation Department Public Transportation Office's 5310 One-Time Capital funding for a vehicle to replace the aged vehicle currently being used by the Parma Senior Center to provide contracted services for VRT. ● Developed the October 2018 Milestone Report. ● Informed COMPASS member agencies' staff of available funding sources through <i>Funding News</i> emails. ● Prepared for the November 1, 2018, Urban Balancing Committee meeting, including developing a recommendation for first quarter obligations. ● Continued providing weekly staff email education series called "TIP Talks."
701	<p>GENERAL MEMBERSHIP SERVICES</p> <p style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> ● Attended the Meridian Comprehensive Plan Steering Committee meeting on October 10, 2018. ● Attended the Nampa Comprehensive Plan Advisory Committee meeting on October 23, 2018.

PROGRAM NO.	
702	<p data-bbox="298 205 711 233">AIR QUALITY OUTREACH</p> <p data-bbox="1370 239 1536 266" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 275 1507 480" style="list-style-type: none"> • Provided a status report to the Idaho Department of Environmental Quality and Air Quality Board. • Met with Catalyst Media to discuss the winter 2018/2018 media campaign on October 29, 2018. • Sent draft winter radio scripts for review to the Idaho Department of Environmental Quality and Air Quality Board on October 30, 2018.
703	<p data-bbox="298 489 760 516">GENERAL PUBLIC SERVICES</p> <p data-bbox="1370 522 1536 550" style="text-align: right;">AMY LUFT</p> <ul data-bbox="321 558 1479 590" style="list-style-type: none"> • Responded to questions from the public concerning transportation projects.
705	<p data-bbox="298 598 935 625">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1330 632 1536 659" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 667 1536 1476" style="list-style-type: none"> • Attended the Meridian Transportation Commission meeting on October 1, 2018. Topics included: presentation from concerned citizens in Paramount Subdivision regarding cut-through traffic, a discussion about compression brake issues, and <i>Communities in Motion 2040 2.0</i> review. • Attended Nampa Municipal Airport Long-Range Master Plan open house on October 16, 2018. • Attended the Association of Canyon County Highway District quarterly meeting on October 18, 2018. The Local Highway Technical Assistance Council provided an update on freight permits, and staff presented a brief update on <i>Communities in Motion 2040 2.0</i>. • Attended the Boise Metro Chamber of Commerce Transportation Committee meeting on October 18, 2018. • Attended Valley Regional Transit Board meeting on October 22, 2018. • Attended the Idaho Transportation Board meeting on October 26, 2018. • Attended WTS Lunch and Learn at the West Boise Water Renewal Facility regarding Boise's Geothermal System, "The Heat Beneath Your Feet" on October 30, 2018. • Met with Amy Revis, ITD District III Engineer, on October 17, 2018 regarding various transportation issues. • Met with Councilmember Elaine Clegg on October 17, 2018 regarding various transportation issues. • Met with Canyon Highway District #4 Board of Commissioners on October 31, 2018 regarding COMPASS and various transportation issues.
720	<p data-bbox="298 1484 727 1512">STATE STREET CORRIDOR</p> <p data-bbox="1317 1518 1536 1545" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 1554 1528 1652" style="list-style-type: none"> • Participated with the Project Management Team. The Project Management Team worked on the following tasks: planning for fall meetings, and reviewing draft concepts for Collister and Glenwood locations.

PROGRAM NO.	
760	<p data-bbox="298 205 691 233">LEGISLATIVE SERVICES</p> <p data-bbox="1325 239 1528 266">MATT STOLL</p> <ul data-bbox="326 275 1503 548" style="list-style-type: none"> • Participated in relevant activities in support of Board legislative position statements. • Tracked and reported significant activity in federal and state transportation-related legislative issues. • Monitored proposed rule-making to determine implications to COMPASS and its membership. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.
761	<p data-bbox="298 562 667 590">GROWTH INCENTIVES</p> <p data-bbox="1276 596 1536 623">LIISA ITKONEN</p> <ul data-bbox="326 632 862 659" style="list-style-type: none"> • No significant activity this month.
801	<p data-bbox="298 667 656 695">STAFF DEVELOPMENT</p> <p data-bbox="1317 701 1528 728">MEG LARSEN</p> <ul data-bbox="326 737 1528 1440" style="list-style-type: none"> • Attended Smart Planning for the Future Breakfast Series in Boise on October 2, 2018, presented by Hawley Troxell. • Attended Opportunity Zones and Brownfields Redevelopment webinar presented by the Center for Creative Land Recycling on October 4, 2018. • Completed Basics of Transportation Planning online training presented by the Federal Highway Administration (FHWA) on October 5, 2018. • Attended Guide for Scalable Risk Assessment Methods for Pedestrians and Bicyclists webinar presented by FHWA on October 10, 2018. • Attended the APA Idaho Conference on October 10-12, 2018 in Boise. • Attended Local Highway Technical Assistance Council workshop reviewing their various funding programs on October 18, 2018. • Attended Rail~Volution Conference on October 21-24, 2018. • Attend Update on Small Geography Delineation Criteria and PSAP Participation webinar sponsored by the Association of Metropolitan Planning Organizations on October 24, 2018. • Attend the Eide Bailly Sage 100 Users Group Meeting on October 30, 2018, in Boise. • Attended the Idaho PRIMA Fall Conference on October 31, 2018, in Boise. • Participated in "Basics of Transportation Planning," a web-based training through the National Highway Institute (new employee).
820	<p data-bbox="298 1449 662 1476">COMMITTEE SUPPORT</p> <p data-bbox="1325 1482 1536 1509">MEG LARSEN</p> <ul data-bbox="326 1518 1422 1583" style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p data-bbox="298 1591 889 1619">REGIONAL TRAVEL DEMAND MODEL</p> <p data-bbox="1149 1625 1536 1652">MARYANN WALDINGER</p> <ul data-bbox="326 1661 1503 1864" style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Completed 3 area of influence model runs for proposed developments – 2 located in Boise and 1 located in Eagle. • Completed additional analysis for the SH 16 preliminary engineering study. • Completed collecting traffic counts on 81 interchange ramps and three roads in Middleton.

PROGRAM NO.	
842	<p data-bbox="298 203 927 233">CONGESTION MANAGEMENT PROCESS</p> <p data-bbox="1149 239 1536 268" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 275 1430 304" style="list-style-type: none"> • Completed draft of the Congestion Management Process Annual Report.
860	<p data-bbox="298 386 1167 415">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 417 1536 447" style="text-align: right;">ERIC ADOLFSON</p> <ul data-bbox="321 453 1528 1119" style="list-style-type: none"> • Maintained and created regional geographic data layers and map documents for member agencies and the public. • Updated Functional Class 2040 dataset to include newly constructed roads. • Posted RFQ for the 2019 Orthophotography/Lidar flight planned for spring 2019. • Sent out Letters of Intent to participate in the 2019 Orthophotography Project to member agencies. • Updated vacant lot inventory data. • Created entitlements maps for COMPASS member agencies to review. • Met with Boise City on potential for COMPASS hosted emergency management facilities dataset. • Updated Environmental Justice dataset. • Sold several maps and contour data to the public. • Reviewed 2020 LUCA dataset for compliance with Census requirements. • Updated Phase II project online application data and online map. • Updated TIP online mapping application. • Provided data and maps for Notus. • Created CIM comment map. • Provided open space data to Ada County.
991	<p data-bbox="298 1131 751 1161">SUPPORT SERVICES LABOR</p> <p data-bbox="1321 1163 1536 1192" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 1199 1516 1264" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency.

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NOVEMBER 2018 - STAFF ACTIVITY REPORT

PROGRAM NO.	
601	<p data-bbox="298 275 1398 338">UNIFIED PLANNING WORK PROGRAM (UPWP) DEVELOPMENT AND FEDERAL ASSURANCES</p> <p data-bbox="1321 344 1536 373" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="318 380 1520 583" style="list-style-type: none"> • Presented draft Revision 1 of the FY2019 UPWP for Finance Committee review and recommendation to COMPASS Board. • Processed and tracked revenues and expenditures associated with Revision 1 of the FY2018 UPWP. • Tracked changes and announcements in the Federal Register and the Daily Digest.
620	<p data-bbox="298 596 1045 625">DEMOGRAPHICS AND GROWTH MONITORING</p> <p data-bbox="1308 627 1528 657" style="text-align: right;">CARL MILLER</p> <ul data-bbox="318 663 1495 1045" style="list-style-type: none"> • Completed 11 development checklists for Cities of Boise, Eagle, Kuna, Meridian, Star, and Canyon County. • Continued work on the 2018 Development Monitoring Report. • Updated entitled developments and preliminary plat records. • Began review and mapping of 2017 Idaho Department of Labor employment records. • Met with member agencies to organize a complete count committee for Canyon County, cities inclusive. • Sent survey to Demographic Advisory Workgroup members for feedback on census data to be included in the update to the COMPASS Performance Dashboard.
653	<p data-bbox="298 1058 883 1087">COMMUNICATION AND EDUCATION</p> <p data-bbox="1370 1089 1536 1119" style="text-align: right;">AMY LUFT</p> <ul data-bbox="318 1125 1511 1579" style="list-style-type: none"> • Posted 19 Facebook messages, 12 Tweets, and 19 Instagram messages. • Tracked issues related to COMPASS and transportation in the news media; issued one news release. • Met with new Idaho Statesman reporter, Kate Talerico, on November 19, 2018, to familiarize her with COMPASS. • Updated the COMPASS website. • Provided in-house presentation training for new COMPASS staff on November 29, 2018. • Finalized the FY2018 COMPASS annual report. • Hosted a Public Participation Workgroup meeting. • Continued preparations for the 2019 COMPASS education series. • Prepared for presentation of the 2018 Leadership in Motion awards to be presented on December 17, 2018.

PROGRAM NO.	
661	<p data-bbox="297 237 708 268">LONG-RANGE PLANNING</p> <p data-bbox="1276 275 1536 306" style="text-align: right;">LIISA ITKONEN</p> <ul data-bbox="321 310 1528 1360" style="list-style-type: none"> • Updated the draft <i>Communities in Motion 2040 2.0</i> plan technical documents and summary brochure to address public and agency comments. • Installed and removed one time-lapse camera in Nampa. Processed video footage for pedestrian and cycle counts. • Attended Ada County Highway District Bicycle Advisory Committee on November 5, 2018. • Hosted a booth at an Idaho Transportation Department open house on November 5, 2018, to share information on the public comment period. • Prepared for and opened a second public comment period on the draft <i>Communities in Motion 2040 2.0</i> plan to add two additional funded projects. The public comment period ran from November 5 – 19, 2018; 75 comments were received. • Hosted Public Transportation Workgroup meeting on November 6, 2018. • Hosted Freight Advisory Workgroup meeting on November 6, 2018. • Presented <i>Communities in Motion 2040 2.0</i> and performance measures to the Idaho Institute of Transportation Engineers meeting on November 7, 2018. • Attended Ada County Highway District Pedestrian Advisory Committee November 8, 2018. • Attended Nampa Bicycle and Pedestrian Advisory Committee November 8, 2018. • Hosted Rails with Trails Workgroup meeting on November 13, 2018. • Attended the VRT Public Transportation Provider Group meeting on November 16, 2018. • Hosted Active Transportation Workgroup meeting on November 27, 2018. • Published a Request for Proposals for a rails with trails study on November 28, 2018. • Hosted a TRB webinar, "Changes in Demographics and Markets for Public Transportation," on November 28, 2018. • Hosted the Foundation for Ada/Canyon Trail Systems (F.A.C.T.S.) meeting on November 28, 2018.
685	<p data-bbox="297 1371 907 1402">RESOURCE DEVELOPMENT/FUNDING</p> <p data-bbox="1276 1409 1516 1440" style="text-align: right;">TONI TISDALE</p> <ul data-bbox="321 1444 1524 1927" style="list-style-type: none"> • Hosted the Urban Balancing Committee and Federal Transit Administration Balancing Committee on November 1, 2018. • Met with Local Highway Technical Assistance Council (LHTAC) staff to discuss upcoming funding needs on projects they manage on November 2, 2018. • Hosted a Southwest Idaho Grants Group (SWIGG) meeting for grant professionals at COMPASS on November 7, 2018. • Convened a Regional Transportation Advisory Committee (RTAC) subcommittee meeting to review suggested modifications for the Project Development Program on November 14, 2018. Provided the results of those discussions to RTAC at the November 28, 2018, meeting. • Met with Boise State University and Idaho Transportation Department staff on November 16, 2018, for the pre-project conference on the secured bicycle parking structure project. • Processed one Transportation Improvement Program (TIP) administrative

PROGRAM NO.	
	<p>modification approved on November 19, 2018. Prepared one TIP amendment for RTAC recommendation on November 28, 2018.</p> <ul style="list-style-type: none"> • Prepared for and presented balancing recommendations for the Transportation Management Area at the November 28, 2018, RTAC meeting. • Met with City of Eagle on November 28, 2018, regarding scope of work for their Grade Separated Bike/Ped Crossing of SH-44 Project Development Program project. • Provided a Letter of Support for Ada County Highway District for Strategic Initiatives funding, and another for the City of Kuna for a Community Development Block Grant. • Informed RTAC and member staff of available funding sources through <i>Funding News</i> emails. • Partnered with Ada County to select consultant and develop a scope of work for their Plantation Island Bridge/Path Project Development Program project. • Reviewed average obligation authority requirements within the Transportation Management Area, as presented by Federal Highway Administration staff.
701	<p>GENERAL MEMBERSHIP SERVICES</p> <p style="text-align: right;">LIISA ITKONEN</p> <ul style="list-style-type: none"> • Attended the City of Nampa Comprehensive Plan Steering Committee meeting on November 15, 2018. • Attended Valley Regional Transit's Public Transportation Provider Group meeting on November 16, 2018. • Attended the City of Meridian Comprehensive Plan Steering Committee meeting on November 19, 2018. • Attended COMPASS/Idaho Transportation Department quarterly meeting on November 26, 2018. • Attended the City of Kuna Comprehensive Plan Steering Committee meeting on November 28, 2018.
702	<p>AIR QUALITY OUTREACH</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Provided a status report to the Idaho Department of Environmental Quality and Air Quality Board. • Prepared for the FY2019 air quality outreach campaign: developed winter radio scripts and approved the FY2019 media schedule.
703	<p>GENERAL PUBLIC SERVICES</p> <p style="text-align: right;">AMY LUFT</p> <ul style="list-style-type: none"> • Responded to questions from the public concerning transportation projects.

PROGRAM NO.	
705	<p data-bbox="297 237 935 268">TRANSPORTATION LIAISON SERVICES</p> <p data-bbox="1328 275 1536 306" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 310 1528 1115" style="list-style-type: none"> • Met with Ada County Highway District (ACHD) Commuteride staff on November 2 and Idaho Transportation Department staff on November 7, 2018, to discuss coordination of social media. • Attended the Idaho Smart Growth awards on November 5, 2018. • Attended the Meridian Transportation Commission meeting on November 5, 2018. • Attended the Valley Regional Transit (VRT) Joint Executive Board and Regional Advisory Council meeting on November 5, 2018. • Provided COMPASS updates at the Caldwell Chamber Transportation Committee meeting on November 5, 2018. • Attended the Idaho Transportation Board meeting on November 14, 2018. • Attended an ACHD ribbon cutting for the Leadville Bikeway on November 14, 2018. • Attended the Boise Metro Chamber of Commerce Transportation Committee meeting on November 15, 2018. • Met with Kelli Badesheim, VRT Executive Director, on November 20, 2018 regarding public transportation issues. • Met with Amy Revis, ITD District III Engineer, on November 21, 2018 regarding various transportation issues. • Participated in Economic Development Round Table for the City of Meridian's comprehensive plan update on November 27, 2018. • Met with City of Boise staff on November 30, 2018, to discuss south Boise freight related priorities.
720	<p data-bbox="297 1123 727 1155">STATE STREET CORRIDOR</p> <p data-bbox="1312 1161 1528 1192" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 1197 1414 1331" style="list-style-type: none"> • Attended bi-weekly project team conference calls. • Participated in Citizen Advisory Group meeting on November 27, 2018. • Participated with the Project Management Team and provided input on opportunity site presentations.
760	<p data-bbox="297 1339 691 1371">LEGISLATIVE SERVICES</p> <p data-bbox="1321 1377 1528 1409" style="text-align: right;">MATT STOLL</p> <ul data-bbox="321 1413 1503 1682" style="list-style-type: none"> • Participated in relevant activities in support of Board legislative position statements. • Tracked and reported significant activity in federal and state transportation-related legislative issues. • Monitored proposed rule-making to determine implications to COMPASS and its membership. • Continued reviewing <i>Fixing America's Surface Transportation (FAST) Act</i> and its impact upon COMPASS and its' membership.
761	<p data-bbox="297 1692 667 1724">GROWTH INCENTIVES</p> <p data-bbox="1276 1730 1536 1761" style="text-align: right;">LIISA ITKONEN</p> <ul data-bbox="321 1766 862 1793" style="list-style-type: none"> • No significant activity this month.

PROGRAM NO.	
801	<p data-bbox="298 239 656 268">STAFF DEVELOPMENT</p> <p data-bbox="1317 275 1528 304" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 310 1528 793" style="list-style-type: none"> • Attended the Grant Professionals Association national conference November 7-10, 2018, in Chicago, Illinois. • Attended Every Day Counts 5 Regional Summit in Portland, Oregon on November 8-9, 2018. • Attended Identifying Continuous and Connected Multimodal Arterial Networks webinar sponsored by American Planning Association on November 27, 2018. • Attended Changes in Demographics and Markets for Public Transportation webinar sponsored by Transportation Research Board on November 28, 2018. • Attended WTS Lunch and Learn about the ACHD Drone Program on November 28, 2018. • Participated in Lynda training on Microsoft Excel. • Participated in National Highway Institute Course on Basics of Transportation Planning. • Participated in online training on ArcGIS Basics in Transportation.
820	<p data-bbox="298 806 662 835">COMMITTEE SUPPORT</p> <p data-bbox="1321 842 1533 871" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 877 1422 934" style="list-style-type: none"> • Provided staff support to the COMPASS Board of Directors and standing committees.
836	<p data-bbox="298 947 889 976">REGIONAL TRAVEL DEMAND MODEL</p> <p data-bbox="1149 982 1533 1012" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1018 1511 1329" style="list-style-type: none"> • Continued to provide modeling assistance to member agencies. • Completed three area of influence model runs for proposed developments – one located in Kuna, one located in Boise and one located north of Meridian. • Completed additional analysis and model runs for the SH 16 Preliminary Engineering Study. • Presented information about the regional travel demand model to Boise State class. • Completed additional refinements to the mode choice component of the model.
842	<p data-bbox="298 1341 927 1371">CONGESTION MANAGEMENT PROCESS</p> <p data-bbox="1149 1377 1533 1407" style="text-align: right;">MARYANN WALDINGER</p> <ul data-bbox="321 1413 1503 1652" style="list-style-type: none"> • Continued to work with the 2014 through 2017 travel time data available through the National Performance Measure Research Data Set (NPMRDS) for the 2018 Congestion Management report and format. • Awarded the Updates to the <i>Treasure Valley Transportation System: Operations, Management and ITS</i> and the Congestion Management Process update to consultant team (TSMO/ITS/CMP update). • Reviewed draft scope of work for the TSMO/ITS/CMP update.

PROGRAM NO.	
860	<p data-bbox="298 239 1170 268">GEOGRAPHIC INFORMATION SYSTEM MAINTENANCE</p> <p data-bbox="1263 275 1536 304" style="text-align: right;">ERIC ADOLFSON</p> <ul data-bbox="321 310 1495 653" style="list-style-type: none"> • Maintained and created regional geographic data layers and map documents for member agencies and the public. • Updated <i>Communities in Motion 2040 2.0</i> online maps, data services, and static maps to include changes. • Reviewed submittals in and conducted interviews for finalists for 2019 orthophotography project. • Updated vacant platted land dataset. • Began updating current land use dataset. • Built multi-editor application for fire facilities data for use by member agencies.
991	<p data-bbox="298 665 751 695">SUPPORT SERVICES LABOR</p> <p data-bbox="1321 701 1536 730" style="text-align: right;">MEG LARSEN</p> <ul data-bbox="321 737 1516 802" style="list-style-type: none"> • Provided general accounting, human resources, and administrative support to the agency.

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COMPASS BOARD AGENDA ITEM VIII-B

Date: December 17, 2018

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 2018.

- Six days were attributable to fine particulate matter (PM_{2.5}) recorded in both counties.
- One day was attributable to fine particulate matter (PM_{2.5}) recorded in Canyon County.

YEAR TO DATE SUMMARY

The table below summarizes the number of good, moderate, and unhealthy to hazardous days recorded since January 1, 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	224	72	8	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
- 2) For detailed information contact Idaho Department of Environmental Quality: Michael Toole, Regional Airshed Coordinator, at 373-0550 or Michael.Toole@deq.idaho.gov

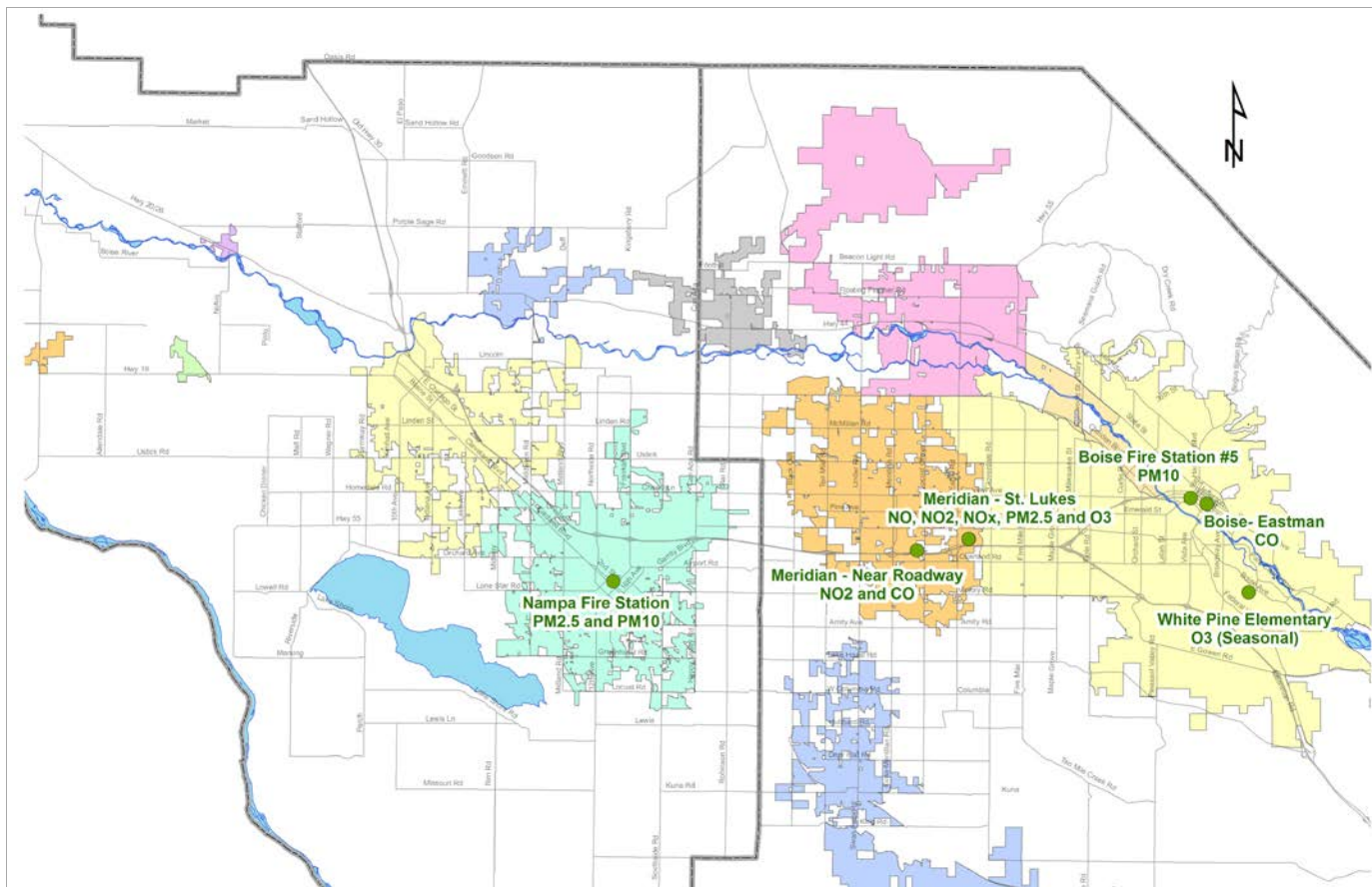


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

Carbon Monoxide (CO)

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

Oxides of nitrogen (NOx)

Oxides of nitrogen; a precursor (building block) of ozone. NOx is a generic term for mono-nitrogen oxides NO and NO₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures

Ozone (O3)

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

PM2.5

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

PM10

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

COMPASS BOARD AGENDA ITEM VIII-B

Date: December 17, 2018

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 sixteen days in the moderate air quality category in the Treasure Valley during the month of November 2018.

- Two days were attributable to fine particulate matter (PM_{2.5}) recorded in both counties.
- Two days were attributable to fine particulate matter (PM_{2.5}) recorded in both counties and coarse particulate matter (PM₁₀) recorded in Ada County.
- Twelve days were attributable to fine particulate matter (PM_{2.5}) recorded in Canyon County.

YEAR TO DATE SUMMARY

The table below summarizes the number of good, moderate, and unhealthy to hazardous days recorded since January 1, 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	238	88	8	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
- 2) For detailed information contact Idaho Department of Environmental Quality: Michael Toole, Regional Airshed Coordinator, at 373-0550 or Michael.Toole@deq.idaho.gov

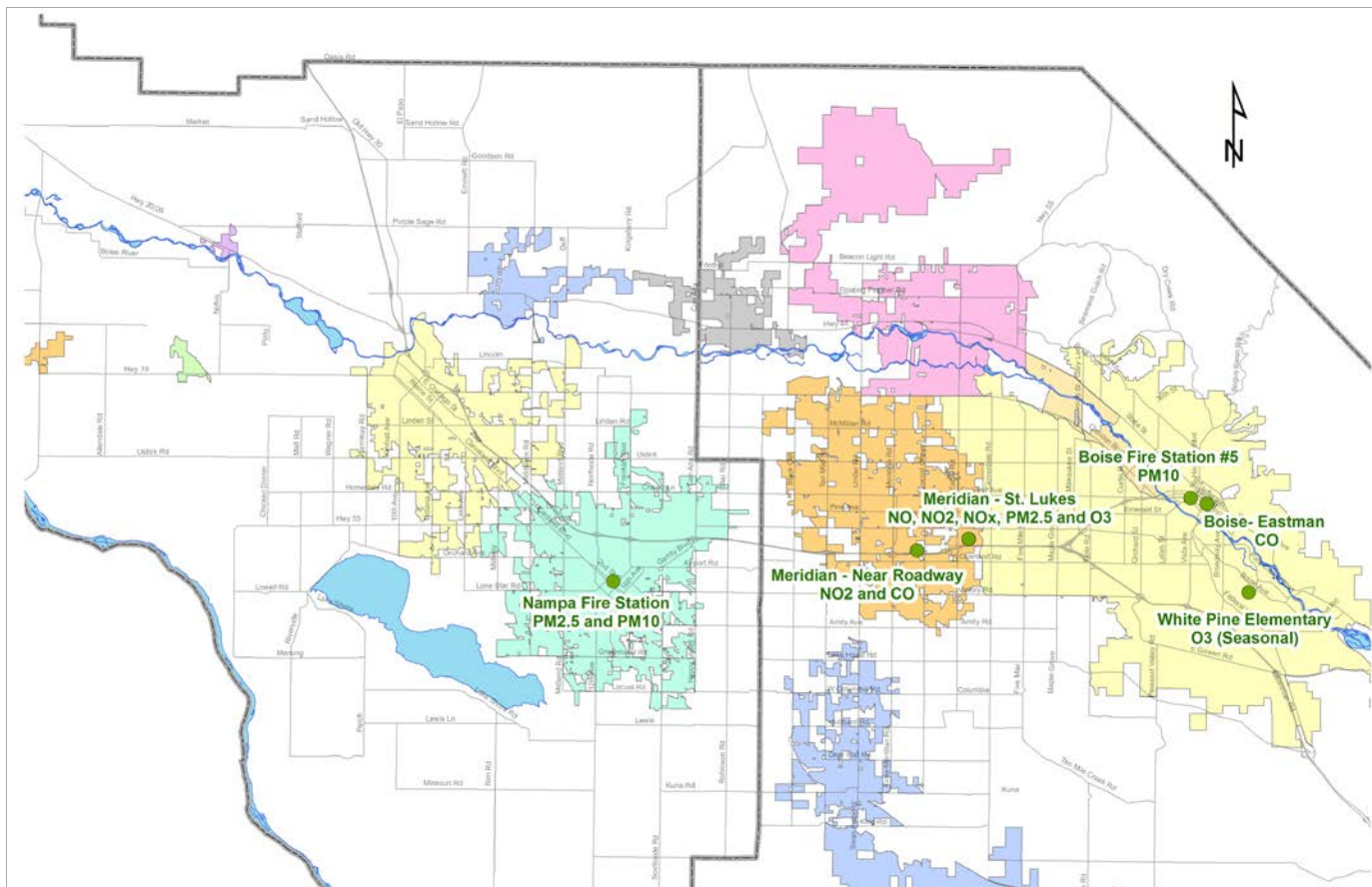


Figure 1: Map of air quality monitoring locations, Ada and Canyon County

Carbon Monoxide (CO)

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

Oxides of nitrogen (NOx)

Oxides of nitrogen; a precursor (building block) of ozone. NOx is a generic term for mono-nitrogen oxides NO and NO₂ (nitric oxide and nitrogen dioxide). They are produced from the reaction of nitrogen and oxygen gases in the air during combustion, especially at high temperatures

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.

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

PM10

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



Community Planning Association (COMPASS)
Administrative Modification #18 for FY2018-2022 Regional Transportation Improvement Program (TIP)
Administrative Modification #1 for FY2019-2023 TIP

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
			*Current Total	*Revised Total						
20315	I-84, Karcher Interchange to Franklin Boulevard Corridor, Nampa (Design)	ITD	\$ 14,350,000	\$14,250,000	-0.70%	Restoration	2019	Decrease PC by \$872,000. Increase LP by \$822,000.	GARVEE Office Balancing	Overall balancing changes to add INFRA funds and adjust for new estimates or contracts.
						Capacity	2019	Decrease PE by \$250,000, PC by \$28,000, ROW by \$100,000. Increase LP by \$28,000.		
						State	2019	Increase PE by \$200,000 and ROW by \$100,000.		
20796	I-84, Temporary Paving Shoulder Widening, Karcher to Franklin, Nampa	ITD	\$5,750,000	\$5,518,200	-4.03%	Restoration	2019	Increase CN by \$50,000.	GARVEE Office Balancing	Overall balancing changes to add INFRA funds and adjust for new estimates or contracts.
						Capacity	2019	Decrease CE by \$250,000, CC by \$325,000. Increase CN by \$243,200.		
						State	2019	Increase CE by \$50,000.		
20797	I-84, Karcher Overpass, Nampa	ITD	\$5,750,000	\$5,056,800	-12.06%	Capacity	2019	Decrease CE by \$250,000, CC by \$300,000, and CN by \$243,200.	GARVEE Office Balancing	Overall balancing changes to add INFRA funds and adjust for new estimates or contracts.
						State	2019	Increase CE by \$100,000.		
20798	I-84, Northside Boulevard to Franklin Boulevard, Nampa	ITD	\$87,926,000	\$87,975,000	0.06%	GARVEE 2017	2019	Decrease CN by \$11,103,000.	GARVEE Office Balancing	Overall balancing changes to add INFRA funds and adjust for new estimates or contracts.
						Capacity	2019	Decrease CN by \$14,198,700.		
						Cigarette Tax	2019	Decrease CE by \$209,000 and CN by \$300.		
						State	2019	Decrease CN by \$6,215,000.		
						State	2020	Decrease CN by \$10,415,000.		
						INFRA	2019	Increase CN by \$67,740,000.		
						IM	2019	Decrease CN by \$14,000,000.		

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
						IM	2021	Decrease CN by \$7,500,000.		
						Local Participating	2019	Increase CN by \$250,000.		
						State	2019	Increase CE by \$200,000.		
20799	I-84, Karcher Road Interchange to Northside Boulevard, Nampa	ITD	\$37,400,000	\$37,600,000	0.53%	GARVEE 2017	2019	Decrease CN by \$37,400,000.	GARVEE Office Balancing	Overall balancing changes to add INFRA funds and adjust for new estimates or contracts.
					Capacity	2019	Increase CC by \$3,123,409 and CN by \$11,700,000.			
					State	2019	Increase CC by \$176,591.			
					INFRA	2019	Increase CN by \$22,500,000.			
					State	2019	Increase CE by \$100,000.			
13900 (CPA1)	Planning, COMPASS	COMPASS	\$331,000	\$232,000	-29.91%	STP-U	2019	Decrease PC by \$99,000.	End-of- Year	FY2019 funds were moved to FY2018.
13912	SR25, VRT, Ada County - FY2019 and FY2020	VRT	\$322,000	\$328,000	1.86%	TAP-TMA	2019	Increase CN by \$6,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
18701	Capital Maintenance, Phase 1, Boise Area - FY2021	ACHD	\$5,216,000	\$5,442,000	4.33%	STP-TMA	2019	Decrease PE by \$1,000 and PC by \$20,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
					STP-TMA	2021	Increase CE by \$32,000 and CN by \$215,000.			
18833	ITS, SH-55 (Eagle Road) Signal Equipment Upgrades, Ada County	ITD	\$463,000	\$523,000	12.96%	State	2019	Increase CN by \$60,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
18847	Capital Maintenance, VRT, Boise Area - FY2019	VRT	\$1,160,000	\$1,177,000	1.47%	STP-TMA	2019	Increase CN by \$17,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
19828	Pathway, Five Mile Creek, Treatment Plant to Black Cat Road, Meridian	Meridian	\$395,000	\$406,000	2.78%	TAP-TMA	2019	Increase PE by \$7,000 and PC by \$48,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
					TAP-TMA	2020	Decrease PE by \$3,000 and PC by \$48,000.			
					TAP-TMA	2022	Increase CE by \$2,000 and CN by \$5,000.			

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
19951	Highway 30, Goodson Road to Oasis Road, Canyon County	Canyon Highway District	\$2,434,000	\$2,434,000	0.00%	STP-R	2019	Add PE (\$7,500), PL (\$66,929), and PC (\$243,000) back in the FY2019-2023 TIP. No change to total.	FY2019 First Quarter Obligation	Originally, funds were shown in the FY2019-2023 TIP as obligated in FY2018.
20046	Commuteride, Van Replacements, Boise Area - FY2019	ACHD	\$326,000	\$331,000	1.53%	STP-TMA	2019	Increase CN by \$5,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
20129	Capital Maintenance, Phase 2, Boise Area - FY2021	ACHD	\$2,433,000	\$2,334,000	-4.07%	STP-TMA	2019	Decrease PC by \$9,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
						STP-TMA	2021	Decrease CE by \$12,000 and CN by \$78,000.		
20159	Capital Maintenance, Local, Boise Area - FY2021	ACHD	\$350,000	\$355,000	1.43%	Local Participating	2019	Increase PE by \$5,000.	FY2019 First Quarter Obligation	Change approved in the FY2019-2023 TIP.
GRN21858	US 20/26 (Chinden), Tree Farm Way to Linder Road, Ada County	Private Developer	\$0	\$6,510,000	100%	State	2019	Increase PE by \$10,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
						STAR	2019	Increase CN by \$6,500,000.		
ORN21906	Study, SH-55 Environmental Assessment, Canyon County	ITD	\$0	\$750,000	100.00%	STP-State	2019	Increase PE by \$750,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
GRN21913	Bicycle Parking, Covered Bicycle Facility, Boise State	Boise State	\$0	\$30,000	100.00%	TAP-TMA	2019	Increase PE by \$1,000, CE by \$3,000, and CN by \$26,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
GRN21968	Study, Mores Creek Bridge Asset Plan, Ada County	ITD	\$0	\$280,000	100.00%	STP-State	2019	Increase PE by \$25,000 and PC by \$250,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
						STP-State	2020	Increase PE by \$5,000.		
ORN21999	Greenhurst Road, Sunnybrook Drive to Canyon Street, Nampa	Nampa	\$0	\$1,121,000	100.00%	HSIP (Local)	2019	Increase PE by \$2,000, PL by \$17,000, and PC by \$123,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
						HSIP (Local)	2021	Increase CE by \$165,000 and CN by \$814,000.		
GRN22029	SR2S, VRT, Canyon County - FY2019	VRT	\$0	\$65,000	100.00%	TAP-U	2019	Increase CN by \$65,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
GRN22034	Railroad Crossing, Midland Boulevard, Nampa	Nampa	\$0	\$50,000	100.00%	Fed RRX	2019	Increase PE by \$10,000 and CN by \$40,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
ORN22050	Pathway, Stoddard Pathway, Iowa Avenue to Amity Avenue, Nampa	Nampa	\$0	\$533,000	100.00%	TAP-U	2019	Increase PE by \$5,000 and PC by \$61,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
						TAP-U	2020	Increase CN by \$467,000.		
ORN22100	ITS, Advanced Signalization, Ada County, ACHD	ACHD	\$0	\$1,790,000	100.00%	Freight	2019	Increase PE by \$20,000 and PC by \$120,000.	FY2019 First Quarter Obligation	Project approved in the FY2019-2023 TIP.
						Freight	2020	Increase CN by \$1,403,000.		
						Local Participating	2020	Increase CN by \$247,000.		

* Includes federal and local portions.

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

ACHD = Ada County Highway District
 CC = Construction Engineering Consultant
 CE = Construction Engineering
 CN = Construction
 Fed RRX = Federal Railroad
 FY = Fiscal Year
 GARVEE = Grant Anticipation Revenue Vehicle

HSIP = Highway Safety Improvement Program
 LHTAC = Local Highway Technical Assistance Council
 I = Interstate
 IM = Interstate Maintenance
 INFRA = Infrastructure for Rebuilding America
 ITD = Idaho Transportation Department
 ITS = Intelligent Transportation System

LP = Land Purchase
 PC = Preliminary Engineering Consultant
 PE = Preliminary Engineering ITD
 ORN = OTIS Reference Number
 OTIS = Office of Transportation Investment
 PC = Preliminary Engineering Consultant
 PL = Preliminary Engineering LHTAC

R = Rural
 ROW = Right-of-Way
 SH = State Highway
 SR2S = Safe Routes to School
 STAR = State Tax Anticipated Revenue
 STP = Surface Transportation Program
 TAP = Transportation Alternatives Program

TMA = Transportation Management Area
 U = Urban
 US = United States (highway)
 UT = Utilities
 VRT = Valley Regional Transit

Conversion of temporary to permanent Key Numbers = removal of "ORN" only (number remains the same).

Staff Recommendation:


 Toni G. Tisdale, Principal Planner
 COMPASS

Approval:


 Matthew J. Stoll, Executive Director
 COMPASS

Date:





Community Planning Association (COMPASS)
Administrative Modification #19 for FY2018-2022 Regional Transportation Improvement Program (TIP)
Administrative Modification #2 for FY2019-2023 TIP

Key	Project	Sponsor	Scheduled Funding for Project Lifetime		**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
			*Current Total	*Revised Total						
20315	I-84, Karcher Interchange to Franklin Boulevard Corridor, Nampa (Design)	ITD	\$14,250,000	\$14,386,364	0.96%	Restoration	2019	Increase PE by \$872,000. Decrease PC by \$7,203,200 and ROW by \$822,000.	GARVEE Office Balancing	Overall balancing changes to adjust to federal request in preparing for INFRA funds.
						Capacity (TECM)	2019	Increase PE by \$99,990, PC by \$11,200, ROW by \$40,000, LP by \$400,000, and UT by \$400,000. Change funding source to TECM.		
						State	2019	Decrease PE by \$200,000 and ROW by \$100,000.		
						State (Mobility)	2019	Increase PC by \$86,374. Change funding source to Mobility.		
						TECM	2019	Decrease ROW by \$1,028,000 and UT by \$1,000,000.		
						INFRA	2019	Increase PE by \$150,000, PC by \$7,170,000, ROW by \$60,000, LP by \$600,000, and UT by \$600,000.		
20796	I-84, Temporary Paving Shoulder Widening, Karcher to Franklin, Nampa	ITD	\$5,518,000	\$6,043,143	9.52%	Restoration	2019	Increase CN by \$1,650,000.	GARVEE Office Balancing	Overall balancing changes to adjust to federal request in preparing for INFRA funds.
						Capacity	2019	Increase CE by \$99,090, CC by \$200,000. Decrease CN by \$3,782,739.		
						TECM	2019	Decrease CE by \$175,000 and CN by \$1,043,000.		
						INFRA	2019	Increase CE by \$150,000, CC by \$300,000, and CN by \$3,175,892.		
						State	2019	Decrease CE by \$50,000.		
20797	I-84, Karcher Overpass, Nampa	ITD	\$5,057,000	\$5,506,846	8.90%	Capacity (TECM)	2019	Decrease CE by \$100,000 and CN by \$2,854,262. Increase CC by \$200,000. Change source from Capacity to TECM.	GARVEE Office Balancing	Overall balancing changes to adjust to federal request in preparing for INFRA funds.
						INFRA	2019	Increase CE by \$150,000, CC by \$300,000, and CN by \$2,854,108.		
						State	2019	Decrease CE by \$100,000.		

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
20798	I-84, Northside Boulevard to Franklin Boulevard, Nampa	ITD	\$87,976,000	\$83,889,204	-4.65%	GARVEE 2017	2019	Increase CN by \$11,103,000.	GARVEE Office Balancing	Overall balancing changes to adjust to federal request in preparing for INFRA funds.
						Capacity (TECM)	2019	Increase CN by \$14,198,000. Change funding source to TECM.		
						Cigarette Tax	2019	Increase CE by \$209,000.		
						State (Mobility)	2019	Increase CN by \$1,928,626. Change funding source to Mobility.		
						State (Mobility)	2020	Increase CN by \$10,415,000.		
						INFRA	2019	Decrease CN by \$67,740,000.		
						IM	2019	Increase CN by \$14,000,000.		
						IM	2020	Increase CN by \$4,500,000.		
						IM	2021	Increase CN by \$7,500,000.		
						State	2019	Decrease CE by \$200,000.		
20799	I-84, Karcher Road Interchange to Northside Boulevard, Nampa	ITD	\$37,600,000	\$37,400,000	-0.53%	GARVEE 2017	2019	Increase CC by \$3,400,000 and CN by \$34,000,000.	GARVEE Office Balancing	Overall balancing changes to adjust to federal request in preparing for INFRA funds.
						TECM	2019	Decrease CC by \$3,123,000 and CN by \$11,700,000.		
						State	2019	Decrease CC by \$177,000.		
						INFRA	2019	Decrease CN by \$22,500,000.		
						State	2019	Decrease CE by \$100,000.		
20428	SH-21, Technology Way to Surprise Way, Boise	ITD	\$6,250,000	\$5,650,000	-9.60%	HSIP	2019	Decrease PE by \$100,000 and PC by \$500,000.	Funds to KN 19874	Decrease to match current estimate. (The offset processed in Amendment #2.)
19783	Bogus Basin Road Safety, Maintenance, and Trailhead, Boise County	ACHD	\$5,742,000	\$5,544,000	-3.45%	FLAP	2019	Decrease PE by \$9,000 and CN by \$198,000. Increase CE by \$9,000.	Mirror	Adjust amounts to mirror ITD's FY2019-2025 STIP.

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
20842	Cloverdale Road, Camas Drive to Trutina Avenue and Overapss, Boise	ITD and ACHD	\$15,056,000	\$16,744,355	11.21%	Local Participating	2019	Decrease CE by \$271,000. Increase CC by \$450,000 and CN by \$1,509,355.	Mirror	Adjust amounts to mirror ITD's FY2019-2025 STIP.
						Bridge	2019	Increase CE by \$263,620 and CC by \$450,000. Decrease CN by \$713,620.		
19951	Highway 30, Goodson Road to Oasis Road, Canyon County	ITD	\$2,434,000	\$2,434,000	0.00%	STP-R	2019	Increase PE by \$7,500, PC by \$243,000, and PL by \$66,929.	Mirror	Funds were processed as an end-of-year obligation, but that obligation did not occur. Correct to mirror ITD's FY2019-2025 STIP.
NEW 22132	Holly Street/Northwest Nazarene University Roadway Reconfiguration, Nampa	Nampa	\$401,000	\$401,000	0.00%	STP-U	N/A	No change to dollar amount.	Mirror	Add permanent key number to match ITD's FY2019-2025 STIP.
18833	ITS, SH-55 (Eagle Road) Signal Equipment Upgrades, Ada County	ITD	\$523,000	\$583,000	11.47%	State	2019	Increase CN by \$60,000.	Mirror	Add funding source to mirror ITD's FY2019-2025 STIP.
18950	SH-44, Canyon Canal Bridge, Middleton	ITD	\$2,383,000	\$1,486,000	-37.64%	STP-State	2019	Decrease CE by \$166,000 and CN by \$563,000.	Mirror	Decrease previous expenditures by \$168,000. Adjust amounts to mirror ITD's FY2019-2025 STIP.
19856	SH-19, Oregon State Line to Caldwell, Seal Coat, Canyon and Owyhee	ITD	\$1,325,000	\$1,294,000	-2.34%	Pavement Preservation	2019	Decrease PE by \$31,000.	Mirror	Adjust amounts to mirror ITD's FY2019-2025 STIP.
19709	SH-44, I-84 near Caldwell to Junction SH-55 North of Eagle	ITD	\$2,141,000	\$2,141,000	0.00%	State	2019	Decrease PE by \$39,000. Increase CE by \$39,000. No change to total.	Mirror	Adjust amounts to mirror ITD's FY2019-2025 STIP.
20266	SH-44 (State Street), SH-16 to Linder Road, Ada County	ITD	\$10,250,000	\$10,250,000	0.00%	HSIP-TECM	Multiple	Change funding source to TECM with 100% local match.	Mirror	Adjust funding source to mirror ITD's FY2019-2025 STIP.
20574	SH-44 (State Street), Star Road to SH-16, Ada County	ITD	\$8,700,000	\$8,700,000	0.00%	HSIP-TECM	Multiple	Change funding source to TECM with 100% local match.	Mirror	Adjust funding source to mirror ITD's FY2019-2025 STIP.
21867	SH-55 (Karcher Road), Midway Road to Middleton Road, Nampa	ITD	\$6,210,000	\$6,210,000	0.00%	Capacity-TECM	Multiple	Change funding source to TECM with 100% local match.	Mirror	Adjust funding to mirror ITD's FY2019-2025 STIP.
20594	US 20/26 (Chinden), Linder Road to Locust Grove, Meridian and Eagle	ITD	\$12,350,000	\$14,350,000	16.19%	HSIP-TECM	Multiple	Change funding source to TECM with 100% local match.	Mirror	Increase previous expenditure by \$2,000,000, as FY2018 funds were obligated. Adjust funding source to mirror ITD's FY2019-2025 STIP.
21858	US 20/26 (Chinden), Tree Farm Way to Linder Road, Ada County	ITD	\$6,510,000	\$7,770,000	19.35%	STAR	2019	Increase ROW by \$50,000, LP by \$1,200,000, and CE by \$10,000.	Mirror	Adjust funding amounts to mirror ITD's FY2019-2025 STIP.
19645	US-95, Oregon State Line to City of Wilder, Seal Coat, Canyon County	ITD	\$3,196,000	\$3,143,000	-1.66%	NHPP	2019	Decrease PE by \$53,000.	Mirror	Adjust funding amounts to mirror ITD's FY2019-2025 STIP.

Key	Project	Sponsor	*Current Total	*Revised Total	**Percent Change	Program/ Funding Source	Program Year	Revision	Offset	Brief Explanation
13494	Old Highway 30, Plymouth Street Bridge, Caldwell	Canyon Highway District	\$10,635,000	\$10,664,443	0.28%	STP-U	2019	Increase PL by \$10,000.	Urban Balancing 11/1/18	Adjust for LHTAC administration.
						Bridge	2019	Increase PL by \$19,443.	LHTAC Balancing	
13492	Linder Road and Deer Flat Road Intersection, Kuna	ACHD	\$4,500,000	\$4,513,000	0.29%	STP-U	2019	Increase PE by \$3,000 and PC by \$10,000.	Urban Balancing 11/1/18	Add funds to cover costs on ITD Overflow Report.

* Includes federal and local portions.

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

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 CE = Construction Engineering
 CN = Construction
 FLAP = Federal Lands Access Program
 FY = Fiscal Year
 GARVEE = Grant Anticipation Revenue Vehicle

HSIP = Highway Safety Improvement Program
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 KN = Key Number

LHTAC = Local Highway Technical Assistance Council
 LP = Land Purchase
 NHPP = National Highway Performance Program
 PC = Preliminary Engineering Consultant
 PE = Preliminary Engineering ITD
 PL = Preliminary Engineering LHTAC
 R = Rural

ROW = Right-of-Way
 SH = State Highway
 STAR = State Tax Anticipated Revenue
 STP = Surface Transportation Program
 TECM = Transportation Expansion Congestion Mitigation
 U = Urban
 US = United States (highway)

UT = Utilities

Staff Recommendation:



Toni G. Tisdale, Principal Planner
 COMPASS

Approval:



Matthew J. Stoll, Executive Director
 COMPASS

Date:

